



ASSUMED NAME RECORDS

CERTIFICATE OF OWNERSHIP FOR UNINCORPORATED BUSINESS OR PROFESSION

NOTICE: "ASSUMED NAMES/ DBA" ARE ONLY VALID FOR A PERIOD NOT TO EXCEED 10 YEARS FROM THE DATE FILED IN THE COUNTY CLERK'S OFFICE. THE COUNTY CLERK IS NOT RESPONSIBLE FOR VERIFYING THE ACCURACY OF THE INFORMATION CONTAINED IN AN "ASSUMED NAME/DBA" CERTIFICATE. ONCE FILED WITH THE COUNTY CLERK, THIS DOCUMENT BECOMES A PERMANENT RECORD AND MAY BE CHANGED OR AMENDED ONLY BY FILING A NEW CERTIFICATE. THE COUNTY CLERK MAY REFUSE TO RECORD A CERTIFICATE THAT IS CLEARLY DEFECTIVE ON ITS FACE. CHAPTER 71, TEXAS BUSINESS & COMMERCE CODE

NAME IN WHICH BUSINESS IS, OR IS TO BE, CONDUCTED: _____

PHYSICAL ADDRESS OF BUSINESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PERIOD DURING WHICH THE ASSUMED NAME WILL BE USED (NOT TO EXCEED 10 YEARS): _____

BUSINESS IS TO BE CONDUCTED AS (CHECK ONE):

SOLE PROPRIETORSHIP GENERAL PARTNERSHIP OTHER (SPECIFY) _____

CERTIFICATE OF OWNERSHIP

I/WE THE UNDERSIGNED, ARE THE OWNER(S) OF THE ABOVE BUSINESS AND MY/OUR NAME(S) AND ADDRESS(ES) GIVEN IS/ARE TRUE AND CORRECT, AND THERE IS/ARE NO OWNERSHIP(S) IN SAID BUSINESS OTHER THAN THOSE LISTED HERIN BELOW. BY SIGNING BELOW, THE APPLICANT(S) ACKNOWLEDGE UNDERSTANDING OF AND COMPLIANCE WITH THE STATUTES CITED BELOW. THE UNDERSIGNED, IF ACTING IN THE CAPACITY OF AN ATTORNEY IN FACT OF THE ENTITY, CERTIFIES THAT THE ENTITY HAS DUTY AUTHORIZED THE ATTORNEY IN FACT IN WRITING TO EXECUTE THIS DOCUMENT.

NAME: _____ SIGNATURE: _____

ADDRESS: _____

NAME: _____ SIGNATURE: _____

ADDRESS: _____

NAME: _____ SIGNATURE: _____

ADDRESS: _____

THE STATE OF TEXAS

COUNTY OF ANDERSON

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED

KNOWN TO ME TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE FORGOING INSTRUMENT AND
ACKNOWLEDGED TO ME THAT HE/SHE/THEY ARE THE OWNER(S) OF THE ABOVE-NAMED BUSINESS AND THAT
HE/SHE/THEY SIGNED THE SAME FOR THE PURPOSE AND CONSIDERATION THERIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, ON _____, 20 _____.

(SEAL)

NOTARY PUBLIC IN AND FOR STATE OF TEXAS

ANDERSON COUNTY APPRAISAL DISTRICT

801 N. Perry Street
P.O. Box 289
Palestine, TX 75801

Phone: 903-723-2949
Fax: 903-723-5990
www.andersoncad.net

Dear Business Owner,

After filing a *Doing Business As* (DBA) with the County Clerk's office, this is a letter from the Anderson County Appraisal District requesting information on your new business. Please complete the questionnaire and return it to the Appraisal District. The Appraisal District requires this information to ensure they have the correct owner, mailing address and situs address of your business.

The Appraisal District requires information on your business as outlined in the Texas Property Tax Code, Sec. 22.01:

A person shall render for taxation all tangible personal property used for the production of income that the person owns or that the person manages and controls as a fiduciary on January 1.

Furniture and fixtures, machinery and equipment, heavy equipment, computers, inventory held for sale, vehicles, etc. used in your business to produce your income are taxable providing you were in business on the first day of the year.

Once the questionnaire is returned, and it is established you were in business on January 1, your business will be added to the appraisal tax roll and you will be required to complete a Business Personal Property Rendition, State Form 50-144. This form will be mailed to you, is required annually, and must be returned to the Appraisal District by April 15th. As a business owner, it is your responsibility to render your business personal property. Failure to render will result in an estimate of value as compared to other similar businesses.

Also, failure to render or submitting a rendition after the deadline of April 15th will cause a penalty to be placed on your account as described in the Texas Property Tax Code, Sec. 22.28:

a) Except as otherwise provided by Section 22.30, the chief appraiser shall impose a penalty on a person who fails to timely file a rendition statement or property report required by this chapter in an amount equal to 10 percent of the total amount of taxes imposed on the property for that year by taxing units participating in the appraisal district. The chief appraiser shall deliver by first class mail a notice of the imposition of the penalty to the person.

Please feel free to contact me with questions or concerns. I can be reached at 903-723-2949 x102 or by email at marder@andersoncad.net.

Thank you,
Mickie Carder
Business Personal Property Appraiser