

McLENNAN COUNTY  APPRAISAL DISTRICT

Dear Taxpayer:

We are currently verifying and updating our ownership mailing addresses. As it is important that we maintain accurate, up-to-date records, we respectfully request that you please provide your correct mailing address to us. A form is provided for your use. If you own more than one property, you may indicate all the account numbers that are applicable in the "comments section" of this form, and you may also use the reverse side of the form, or you may call our office for assistance at (254) 752-9864.

Please make any corrections and return the form to the McLennan County Appraisal District, either by mail to PO Box 2297, Waco, Texas 76703-2297, or by fax to (254) 752-8225.

By providing this requested information to us, it will better enable our office and the County Tax Office to send you any applicable notices, applications/forms, tax statements, etc., as may be necessary.

Thank You,  
McLennan County Appraisal District  
Records Department

---

---

**McLennan County Appraisal District  
Request to Change Mailing Address**

---

---

**Owner Name:** \_\_\_\_\_ **Prop ID:** \_\_\_\_\_

**OLD c/o Name:** \_\_\_\_\_

**OLD Mail Addr:** \_\_\_\_\_

**NEW c/o NAME** \_\_\_\_\_

**NEW MAIL ADDR:** \_\_\_\_\_

**Current Daytime Phone Number:** \_\_\_\_\_ **Current Evening Phone Number:** \_\_\_\_\_

**Requested By:**       **Property Owner**       **Relative**       **Tax Agent**       **Mortgage Co**

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Signature** ▶ \_\_\_\_\_ **Date:** \_\_\_\_\_

**Received Date:** \_\_\_\_\_ **Received by** \_\_\_\_\_