

# Request to Update or Cancel Electronic Delivery of Communications

Texas Property Tax Code Section 1.085(a-1) requires a tax official to deliver communications to a property owner or the designated representative electronically if requested. The election to receive electronic communications remains in effect until **canceled** by the property owner or the designated representative.

A property owner or the property owner's designated representative is required to notify the tax official of a change in the email address provided for the purpose of electronic delivery of communications before April 1 following the change. If notification is not received; all electronic communications are considered timely delivered.

## **Required**

Please complete the form with your property information.

Taxpayer Name: \_\_\_\_\_

Property ID: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

## **I am requesting:**

Cancel delivery of E – Communications: Yes \_\_\_\_\_ No \_\_\_\_\_

Update your current request: Yes \_\_\_\_\_ No \_\_\_\_\_

**Signature:** \_\_\_\_\_