



BEXAR CENTRAL APPRAISAL DISTRICT

411 N. Frio, P.O. Box 830248
San Antonio, TX 78283-0248
Phone (210) 242-2432
Fax (210) 242-2452
Website www.bcad.org

Extension Request for Filing of the Business Personal Property Rendition

GENERAL INSTRUCTIONS: This form is used to request an extension of the Business Personal Property Rendition.

The rendition filing deadline is April 15. Section 22.28 of the Texas Property Tax Code requires the chief appraiser to impose a 10 percent penalty on businesses that fail to timely render their tangible business personal property used for the production of income. The deadline for filing a business personal property rendition will be extended to May 15 if a business owner files a written request no later than April 15. If the initial 30-day extension is requested timely, the chief appraiser may further extend the deadline an additional 15 days to May 30 if requested in writing and if good cause is shown. **Please note that requests for extensions must be submitted by the business owner, the business owner's authorized agent who has a designation form on file with the Bexar Central Appraisal District, or the owner's attorney.**

STEP 1: Ownership Information

Name of Business or Individual Authorized to Complete this Request

Property ID #

Mailing Address

Phone (area code and number)

City, State, Zip Code

Location Address

STEP 2: Extension Request

Please select one of the following options:

- I request an automatic 30-day extension to May 15 for filing a rendition on the property described in step 1.
- I have previously been granted a 30-day extension to May 15 and request an additional 15-day extension to May 30 for the following good cause:

STEP 3: Signature

I swear that the information provided on this form is true and correct to the best of my knowledge and belief. By signing this form, I also affirm that I am aware that I will not receive any notification from Bexar Central Appraisal District either granting the extension or confirming receipt of my request. If I require confirmation, I will track my request via registered/certified mail, or by creating a ticket on the online portal at help.bcad.org.

Signature

Date

Printed Name

Phone (area code and number)

Title

Email Address