



Grayson Central Appraisal District

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TAX CEILING TRANSFER AND EXEMPTION REMOVAL REQUEST FORM

★ INDICATES A REQUIRED FIELD

Please complete this form to request either the removal of exemptions from your property or a tax ceiling transfer. It is essential to understand that removing exemptions, such as the homestead exemption, Over 65, or Disabled Persons exemptions, may increase the property's taxable value, potentially leading to higher taxes. This increase can occur for any year the exemptions are removed, as these exemptions significantly reduce the taxable value under the Texas Property Tax Code.

If you are requesting a tax ceiling transfer, please indicate this on the form to obtain the benefits of reduced taxable value on your new property. Note, the existing exemptions ceiling(s), Over 65, Disabled Persons, etc will be removed from your old property for the current year in full.

Exemption Removal:

- Please note that per TPTC 11.42(a) the Homestead exemption eligibility is "...determined by a claimants qualifications on January 1." Homestead exemptions can not be removed once allowed based on January 1 qualifications. When completing Step 4 please list the year following the change in your residency. TPTC 11.13(h) "A person may not receive an exemption under this section for more than one residence homestead in the same year."

Transfer Instructions (Tax Ceiling Certificate):

- Transfer applications will be processed once the tax rate(s) for the current tax year are set. Processing time is approximately 30-60 days after the tax rate(s) are set.
- After processing, a Tax Ceiling Certificate will be sent to you via your chosen method of deliver in Step 6.
- To qualify for the transfer, you must already qualify for the Age 65 or Older / Age 55 or Older Surviving Spouse or Disabled Person exemption at your previous residence.

When applying to port your tax ceiling(s) to a new property, the existing exemptions (ceiling(s), Over 65, Disabled Persons, etc.) will be fully removed from the old property for the current year. If you have sold or intend to sell your old property, it is necessary to disclose this information to the buyer, as it will result in additional tax liability.

STEP 1: PREVIOUS PROPERTY INFORMATION*

Name*			
Phone Number*			
Email			
Property ID or GEO#*			
OLD Property Address*	STREET:	CITY:	STATE: ZIP:

STEP 2: TYPE OF REQUEST* (SELECT BOTH OPTIONS IF APPLICABLE)

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TAX CEILING CERTIFICATE REQUEST

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EXEMPTION REMOVAL REQUEST

STEP 3: REASON FOR REQUEST*

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PROPERTY HAS BEEN VACATED

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PROPERTY HAS BEEN SOLD

STEP 4: EXEMPTION SELECTION*

SELECT ALL THAT APPLY	EXEMPTION TYPE:	REMOVAL DATE:
	GENERAL RESIDENCE HOMESTEAD As of January 1 of the year following a change of residency. TPTC 11.42(a) states eligibility is "...determined by a claimants qualifications on January 1."	TAX YEAR:
	AGE 65 OR OLDER (OR SURVIVING SPOUSE) (As of January 1)	TAX YEAR:
	DISABLED PERSON (As of January 1)	TAX YEAR:
	PARTIALLY DISABLED VETERAN (11.22 DV1-4) (As of January 1)	TAX YEAR:
	100% DISABLED VETERAN (OR SURVIVING SPOUSE)	DATE: / /
	SURVIVING SPOUSE OF MEMBER OF ARMED FORCES KILLED IN ACTION	DATE: / /
	SURVIVING SPOUSE OF FIRST RESPONDER KILLED IN ACTION	DATE: / /

STEP 5: NEW PROPERTY INFORMATION*

Owner Name*	
Property ID or GEO#*	
NEW Property Address	STREET: CITY: STATE: ZIP:
NEW Mailing Address*	STREET: CITY: STATE: ZIP:
Date Property Acquired:	DATE:
Date Occupied As Principle Residence:	DATE:
NEW Appraisal District	

STEP 6: DELIVERY METHOD*

(PLEASE INDICATE HOW YOU WOULD LIKE TO RECEIVE YOUR TAX CEILING CERTIFICATE OR EXEMPTION REMOVAL CONFIRMATION)

☐ In-person	☐ Via Regular Mail at the above listed NEW Mailing Address	☐ Via Email
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* Your e-mail address is confidential according to Section 552.137, Tex. Govt. Code; however, by indicating the email address on this form, you are affirmatively consenting to release under the Public Information Act. Please note that GCAD assumes no responsibility for negotiating tax responsibilities, and it's important to understand that the tax follows the property with a lien. We encourage you to inform the new owner about any potential increase of tax liability and advise them to consult with a tax professional to understand the impact of increased taxes. By submitting this form, you acknowledge that you understand the implications of removing any exemption and that you will inform the new owner of the potential tax liability.

STEP 7: READ, SIGN, AND DATE*

By signing this Exemption Removal Request Form, you certify that the information provided in this application is true and correct to the best of your knowledge and belief and that you acknowledge any additional tax liability for yourself or a new owner of the property due to exemption removal.

Printed Name*	Date*
Signature*	Email Address

OFFICE USE ONLY:

PROCESSED BY: _____	DATE SENT: _____	DELIVERED TO: ☐ Owner
DELIVERY METHOD: ☐ In-person ☐ Mail ☐ Email		☐ CAD