



Billing #:

Account No (REFID2):



P.O. Box 149328  
AUSTIN, TX 78714-9328  
(512) 854-9473

**TRAVIS COUNTY TAX OFFICE**  
BRUCE ELFANT  
TAX ASSESSOR AND COLLECTOR

**Letter of Intent for Quarterly Installment Payments**

As prescribed by section 31.01(a) of the Texas Property Tax Code, it is my intent to participate in the quarterly installment payment plan for tax year 2021.

**Please submit no later than January 31, 2022**

One of the following eligibility requirements listed below is approved by the Travis Central Appraisal District, on the property for which I will make installment payments.

**Requirements for Eligibility**

- **Senior & Surviving Spouse** – The owner has a residence homestead exemption, and the owner has attained the age of 65 years or the residence homestead owner is owned and occupied by a surviving spouse that is at least 55 years of age prior to or during the year of 2021.  
(Sec 11.13)
- **Disabled** – The owner has a residence homestead exemption, and the owner qualifies for a disability exemption as determined by the Social Security Administration prior to or during the year of 2021.  
(Sec 11.13)
- **Disabled Veteran & Surviving Spouse** – The owner must have a residence homestead exemption and entitled to a disabled veteran’s exemption. Or the residence homestead is owned and occupied by a surviving spouse of a disabled veteran and entitled to a disabled veteran’s exemption prior to or during the year of 2021.  
(Sec 11.22)

Furthermore, I understand the payment requirements are as follows:

<b>Payment 1</b>	Due January 31, 2022	One fourth or more of the total tax bill due.
<b>Payment 2</b>	Due March 31, 2022	One third of the remaining balance due.
<b>Payment 3</b>	Due May 31, 2022	One third due.
<b>Payment 4</b>	Due July 31, 2022	One third due.

**Disclosure**

I understand that failure to meet these due dates will result in penalty and interest charges as prescribed by Section 31.031 (b&c) of the Texas Property Tax Code.

(PRINT NAME): \_\_\_\_\_ (TELEPHONE): \_\_\_\_\_

(SIGNATURE): \_\_\_\_\_ (RESIDENCE ADDRESS): \_\_\_\_\_

I would like a reminder by telephone when payment is due.  YES  NO

I would like an email reminder when payment is due. Email address: \_\_\_\_\_

Electronic Communications Disclosure: By providing the Travis County Tax Office an email address or mobile telephone number, you agree and consent to receive electronic communications via email and SMS or text message. The ways in which you provide us an email address or mobile telephone number include, but are not limited to, providing an email address or mobile telephone number to one of our employees entering your email address or mobile telephone number on our website, or by contacting us from your email address or mobile telephone number. Standard telephone minute and text charges may apply if we contact you. The Travis County Tax Office may also contact you via phone, letter, and other mediums of communication.