



## Tax Reduction Application Procedures

1. Complete the attached application and submit along with copies of all construction contracts, closing statements reflecting value of all factors in the request, and any other appropriate documentation to:

City of Carrollton  
Economic Development  
1945 E. Jackson Rd., P.O. Box 110535  
Carrollton, TX 75011-0535, USA  
(972) 466-3391  
Fax: (972) 466-4882

2. Upon review, the application will be submitted to the City Council for evaluation.

3. The applicant will be notified by the Economic Development Department regarding City Council's action.



**Application for Tax Reduction**

**Remit to:  
City of Carrollton  
Economic Development  
1945 E. Jackson Rd., P.O. Box 110535  
Carrollton, TX 75011-0535, USA  
(972) 466-3391 Fax: (972) 466-4882**

1. Property Owner: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_
2. Project Representative Contact: \_\_\_\_\_  
Project Representative Company: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_
3. Property Address: \_\_\_\_\_  
Legal Description: \_\_\_\_\_  
(Provide Metes & Bounds attachment if necessary)
4. Square Footage: \_\_\_\_\_
5. Projected date of occupancy: \_\_\_\_\_
6. Project description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Land purchase price: \_\_\_\_\_
8. Construction value of improvements or buildings: \_\_\_\_\_
9. Name of any persons or entities with an equitable interest (including any lender) in the Property: \_\_\_\_\_
10. Any known conflicts of interest with any members of the Planning and Zoning Commission or Carrollton City Council and Mayor: \_\_\_\_\_

**ATTACH COPIES OF ALL CLOSING STATEMENTS AND  
EXECUTED CONSTRUCTION CONTRACTS.**

*Contact the Economic Development Department for assistance.*