

Travis Central Appraisal District (TCAD)
2016 Business Personal Property Rendition – General Information

Please complete Schedule E, regardless of your total market value, if you want to receive a preprinted rendition next year that includes the cost figures you reported on this year's rendition. An Excel rendition template is also available on our website at www.traviscad.org (see below).

Renditions may be mailed, faxed or hand-delivered to:

Mailing Address:	P.O. Box 149012 Austin, TX 78714-9012
Fax #:	(512) 834-1565
Hand-deliver:	8314 Cross Park Dr

If you have questions about filing your rendition, please call (512) 834-9317 and select option 2 to speak with a customer service representative or e-mail your question to bpp@tcadcentral.org.

Important Dates

April 15, 2016 - deadline for filing a personal property rendition. The 2016 deadline for filing a business personal property rendition may be extended to May 15th if a written request is filed not later than April 15th.

May 15, 2016 - deadline to file personal property rendition if extension is requested by April 15, 2016.

April 30, 2016 – deadline for filing Mixed-Use Vehicle Exemption, TCEQ Pollution Control Exemption, Freeport Goods Exemption, Lessor's Application for Personal Use Lease Automobile Exemption, etc. Forms are available at www.traviscad.org/forms.html under Business Personal Property.

SECTION 22.28 OF THE TEXAS PROPERTY TAX CODE REQUIRES CHIEF APPRAISERS 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 2016 Notice of Appraised Value will be mailed to you between mid-April and mid-July, depending on when your rendition is processed. Business personal property accounts with a total market value of \$20,000 or less will generally receive their Notice of Appraised Value in June or July. **If you disagree with the market value shown on your 2016 Notice of Appraised Value you must file a protest and be prepared to provide documents to your defense.** The deadline for filing a protest will be stated on your notice.

Excel Rendition Template

An Excel rendition template is available on our website at www.traviscad.org (*Forms & Downloads > Business Personal Property > Excel Rendition*). The benefit of using the template is that it contains a valuation tab. If you enter acquisition costs in Sections 1 and 2 of the rendition form (tab 3), your market value estimate will be displayed on the valuation tab (tab 5) (based on TCAD's 2016 Percent Good/Depreciation Schedule (tab 4)). As a result, you will be able to compare the rendition's market value with the market value stated on the 2016 Notice of Appraised Value to determine whether the rendition was accepted.

You cannot complete the rendition template on-line; you must save it to your computer (file name should be the property ID assigned by the District). Please review the General Information tab (tab 1) of the template before completing the rendition form (tab 3).

Once you have completed the rendition, print and sign the rendition form and the electronic filing agreement. Scan both documents to a PDF and attach to an e-mail. Send your e-mail to: rendition@tcadcentral.org.