



Humble ISD Tax Office  
20200 Eastway Village Drive  
Humble, TX 77338

Email: tax.office@humbleisd.net  
Phone: 281-641-8190

## OVER PAYMENT REQUEST FORM

Date of Original Payment: \_\_\_\_\_

Date of Request: \_\_\_\_\_

Name of payer: \_\_\_\_\_ Check Number: \_\_\_\_\_

*Please complete the details below to request your over payment refund. By doing this you are acknowledging that you are entitled to receive this refund and were the original payer. If you request this refund and an amount becomes due, the account will continue to accrue penalty and interest based on the State Tax Code.*

*Section 31.11 of the Texas Property Tax code states "an application for a refund must be made within three years after the date of the payment or the taxpayer waives the right to the refund." Any person who makes a false entry upon the foregoing record shall be subject to the guidelines set forth in Section 37.10 Penal Code.*

*You may return this form via email or mail to the tax office at the address listed above. Please allow a few weeks for the refund check to be mailed to you. Refunds for over payments above \$500 require the school board approval at their monthly meeting, which will lengthen the processing time.*

Tax Account Number: \_\_\_\_\_

Tax Year: \_\_\_\_\_

Over Payment Amount: \$ \_\_\_\_\_

Make Check Payable To: \_\_\_\_\_

Refund Check Address: \_\_\_\_\_

\_\_\_\_\_

Name of Requester: \_\_\_\_\_ Phone \_\_\_\_\_

Signature: \_\_\_\_\_

-----Office Use Only-----

Non Revenue/Overpayments 199-00-2113-00-000-00-FY\_\_ -000 \$ \_\_\_\_\_