

Account # \_\_\_\_\_  
Neighborhood \_\_\_\_\_  
Section \_\_\_\_\_

## REQUEST FOR RESALE CERTIFICATE

### Property Information

Address \_\_\_\_\_ Sugar Land or Missouri City 774 \_\_\_\_\_

Current Owner(s) \_\_\_\_\_

### Requesting Party Information

Name \_\_\_\_\_

Relationship to Owner \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

### Delivery Information How should FCCA deliver Resale Certificate? (Check one)

*\*FCCA will provide within ten (10) days of receipt of request and fee*

\_\_\_\_\_ Mail to Property Address

\_\_\_\_\_ Mail to Requesting Party's Address (must be completed above)

\_\_\_\_\_ Mail to Other Address: \_\_\_\_\_

\_\_\_\_\_ Requesting Party Will Pick Up at FCCA Office (FCCA will call telephone number included with Requesting Party Info above when available for pick up)

**\$50.00 FEE MUST ACCOMPANY THIS REQUEST IN ORDER  
FOR FCCA TO PROCESS.**

Credit Card (circle one):	MasterCard	Visa	Amount
_____			
Card Number	_____	Exp Date	_____
Name	_____	(Please print)	
Signed	_____	Date	_____
FCCA Use Only			
Date Received	_____	Time Received	_____ by _____
Fee Received by:	Check or Money Order # _____	or Cash	