

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

***RUSH - DUE WITHIN 3 BUSINESS DAYS***  
**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)

**\$225.00 FEE MUST ACCOMPANY THIS REQUEST IN ORDER  
FOR FCCA TO PROCESS.**

*(Additional \$75.00 Fee Due at Closing)*

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			