



TAX CLEARANCE LETTER REQUEST FOR REINSTATEMENT

In order to reinstate an entity, the Secretary of State requires evidence that the entity is eligible to reinstate with regard to franchise tax requirements. To provide this evidence, the Comptroller's office issues a Tax Clearance Letter, Form 05-377. This letter must be included as part of the reinstatement filing with the Texas Secretary of State.

Information about other filing requirements with the Secretary of State is online at www.sos.state.tx.us.

OBTAINING A TAX CLEARANCE LETTER

All franchise tax reports and signed Information Reports through the reinstatement date must be filed. All franchise tax, penalty and interest must be paid.

- If all required reports and payments are already on file, complete and return this request.

OR

- If all required reports and payments are not on file, send any missing reports and payments along with this request.

Taxpayer name	Taxpayer number
---------------	-----------------

Select how the Tax Clearance Letter should be sent. Please note that requests are processed in the order received, regardless of the format you select.

Please select only one:


Mail Recipient: _____
 Street: _____
 City, state and ZIP Code: _____

.PDF E-mail address: _____

FAX FAX number (Area code and number): _____

Mail this request and all missing reports and/or payments to:

COMPTROLLER OF PUBLIC ACCOUNTS
 111 E. 17th Street
 Austin, Texas 78774-0100

Requestor name (Please type or print)	Telephone number and extension
	Date

FOR ASSISTANCE: If you have any questions regarding franchise tax, you may contact the Texas State Comptroller's field office in your area or call (800) 252-1381. The local number in Austin is (512) 463-4600.

Under Ch. 559, Government Code, you are entitled to review, request and correct information we have on file about you, with limited exceptions in accordance with Ch. 552, Government Code. To request information for review or to request error correction, contact us at the address or phone numbers listed on this form.