



# Request for Waiver of Penalty for Failure to File and/or Pay Electronically

*You have certain rights under Chapters 552 and 559, Government Code, to review, request and correct information we have on file about you. Contact us at the address or phone number listed on this form.*

## Taxpayer Information

a. Taxpayer name	b. Texas 11-digit taxpayer number
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## Electronic Reporting Penalty Waiver *(If you have more than one request, be sure to list each request separately.)*

a. Tax Type	b. Ending date for each waiver request	e. Year

## Electronic Penalty Waiver Reason

Briefly explain why the fee for failing to file or pay electronically should be waived.

## Contact Information

Preferred contact method <i>(Check one.)</i>			
<input type="checkbox"/> Email		<input type="checkbox"/> Mail	
Company/requestor's name <i>(if different from the taxpayer)</i>			Date
First and last name			Job title
Email			Phone <i>(Area code and number)</i>
Address	City	State	ZIP code

Send your completed request by mail, email or FAX.

Comptroller of Public Accounts  
 Attn: Electronic Reporting Section  
 111 E. 17th St.  
 Austin, TX 78774-0100

[eft.waivers@cpa.texas.gov](mailto:eft.waivers@cpa.texas.gov)

FAX:512-936-0008

*If you need additional information about requesting a waiver, call us at 1-800-531-5441, extension 33630. All waivers are worked in the order they are received. Allow 28 days for us to contact you.*