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**INSTRUCTIONS FOR REQUEST OF A PHYSICAL (9-1-1) ADDRESS  
For HUDSPETH COUNTY, TEXAS**

**Why obtain a 9-1-1 address?**

Rural communities such as Hudspeth County do not have an established grid of addresses. The 9-1-1 address ensures emergency responders can locate and reach you in case of an emergency.

**What are the requirements to obtain an address?**

1. Complete the attached application for **EACH** individual address request.
2. Proof of property rights or ownership. **Example:**
  - a. **Property Owner** - Property contract, warranty deed, tax statement, and/or bill of sale including legal description.
  - b. **Non-Owner Occupant** - written and signed permission from the property owner.

**Additional documents that may be required:**

1. Proof of legal easement (legal access) to the property from an established, and currently existing, County Road or County Acknowledged Private Road.
2. A copy of a plat map for properties NOT currently mapped in the interactive map on the Hudspeth County Appraisal District website at <https://hudspethcad.org>. (Plat maps must be legible with boundary measurements, and a state-licensed surveyor's seal must be present).
3. A land survey by a state licensed surveyor.

**What is the process?**

Complete applications are processed in the order received (incomplete applications will not be processed). You will be notified of what is needed to complete your application.

**How long is the process?**

This process, generally, takes one to two weeks. Some can take longer, depending on the complexity of the property location and information provided by the applicant.

**How will I get my 9-1-1 address?**

Once the address is established an official letter will be emailed, or mailed, directly to the applicant.

**Recommendations?**

A survey by a licensed surveyor is always recommended to ensure accurate location, boundary lines and more. Information on surveys can be found online at: <https://www.tsps.org/>.

**PLEASE DO NOT SEND ORIGINAL DOCUMENTS. THEY WILL NOT BE RETURNED.**

*For additional questions, please call the RIOCOG at 915.472.1904 or Email: [anneb@riocog.org](mailto:anneb@riocog.org)*



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**APPLICATION FOR PHYSICAL (9-1-1) ADDRESS  
For HUDSPETH COUNTY, TEXAS**

1. **\*Type of Request (select one):**  
☐ New Address ☐ Name Change (include address below)  
☐ Confirmation of existing address \_\_\_\_\_
2. **\*Applicant Name** (name to be on confirmation letter): \_\_\_\_\_
3. **\*Current Mailing Address:** \_\_\_\_\_
4. **\*Phone Number:** \_\_\_\_\_ **\*Email Address:** \_\_\_\_\_
5. **Property Owner Name** (if not applicant): \_\_\_\_\_
6. **Property Owner Phone Number** (if not applicant): \_\_\_\_\_
7. **\*Number of Acres:** \_\_\_\_\_ and **Property ID:** \_\_\_\_\_
8. **Latitude and Longitude of home on Property** (Decimal Degree): \_\_\_\_\_
9. **\*Property use (select one):**  
☐ Residential ☐ Agriculture  
☐ Commercial ☐ Other use: \_\_\_\_\_
10. **\*Please include:**
  - a. \*Copy of property recorded warranty deed, bill of sale/sales contract, proof of lease, or a signed letter from the property owner.
  - b. A Subdivision/Plat map or Survey may be requested to ensure accuracy.
  - c. Any property identifiers. Example: color of roof, entrance specifications:  
\_\_\_\_\_  
\_\_\_\_\_

**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED**

**Print/Signature of Applicant:** \_\_\_\_\_  
**Print/Signature of Owner:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

Mail to: **Mail in Request** please contact 915-472-1904 to coordinate.

Email: [Anneb@riocog.org](mailto:Anneb@riocog.org)

\*required