



**COUNTY OF HUDSPETH
OFFICE OF THOMAS D. NEELY**

SIERRA BLANCA, TX

PHONE: 915.369.2321

FAX: 915.369.2361

INSTRUCTIONS FOR REQUEST OF A PHYSICAL (911) ADDRESS

What are the requirements to obtain an address?

1. Complete the attached application for EACH address request (multiple address requests on one application cannot be accepted).
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. Lessee - written and signed permission from the owner.
2. Submit copies of the above paperwork to the county administrator via email, fax or mail.

What's the process?

Once a complete application with required documentation is received, and confirmed by Hudspeth County, your information is forwarded to the Rio Grande Council of Governments where addresses are issued.

How long will it take?

This process can take anywhere from a few days to a month, or more, depending on the property. Most take no more than a couple of weeks.

How will I be notified of completion?

An email will be sent to you and the county administrator.

Will my address appear online in maps such as google, apple or other?

No. The address serves as prove of the physical address and for local 911 agencies. For additional questions regarding this please call the RGCG at 915.533.0998

Mail to: County Judge's Office **Attn:** County Administrator, PO Box 68, Sierra Blanca, TX 79851 **Fax to:** (915) 369-2361 **Email:** jmackenzie@co.hudspeth.tx.us



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APPLICATION FOR PHYSICAL (911) ADDRESS

1. *Type of Request (select one):

___ New Address

___ Existing 911 Address Confirmation/Name Change (please include existing address)

2. *Applicant Name: _____

3. *Mailing Address: _____

4. *Telephone Number: _____ *Email Address: _____

5. Property Owner Name (if not applicant): _____

6. Property Owner Telephone Number (if not applicant): _____

7. *Legal Description of Property:

8. Latitude and Longitude of Property (optional): _____

9. *For Commercial, Residential, or other use: _____

To be considered please attach a copy of your recorded deed, contract of sale, lease or a signed letter from the property owner for EACH address requested. In addition, property tax and utility bills are encouraged to be submitted. Other documents may be requested for completion.

**Must be complete.*

Signature: _____

Date: _____

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