



CALDWELL COUNTY 9-1-1 ADDRESSING

HOW TO OBTAIN A 9-1-1 ADDRESS

1. Request an address:

- a. In-person: 211 BUFKIN LN, LOCKHART, TX 78644
- b. Online: form can be found at www.caldwellcad.org/911.htm, then emailed to address.info@caldwellcad.org,
- c. Call: 512-398-5550 x215

2. Information needed:

- a. Property legal description, 5-digit property tax ID, prop owner name, surrounding addresses, physical location (i.e.: road name, mile marker)
- b. Driveway location:
 - distance in feet from prop corner or beginning of road
 - GPS coordinates
 - landmarks: large trees, pond, etc.
 - what side of the road?
 - name of road at entry
- c. Reason for address: new house, ag, septic/building/driveway permits
- d. Description of any structures going on property
- e. Current mailing address/email and phone number

3. Addressing Process:

- a. distance to driveway(ft) divided by 5.28 (1/1000 mile) = address number
 - example: $6,550\text{ft} / 5.28 = 1240.5$
 1. left: 1241; right: 1240

4. Dispersing Address

- a. Postal service and Appraisal District are notified of address by 9-1-1
- b. Property owner is responsible for changing address with all other entities
- c. For additional documents or information contact **Jaelyn Archer**, 512-398-5550 x215



211 BUFKIN LN
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Lockhart, Texas 78644
United States

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WEB SITE www.caldwellcad.org