PAYMENT INSTRUCTIONS

- Write Parcel ID on check when making payment.
- After February 10, interest accrues at the rate of 1.5% per month; 18% per year.
- If due date falls on a weekend or holiday, payment is accepted on the first business day after the weekend or holiday.

Payment by Mail: The US Postmark on the payment envelope will be used to determine the date of payment and the amount of interest due with that payment. Real property tax payments delivered by the US Postal Service after the due date that do not contain an official US Postal Postmark but rather contain a "postage meter" mark are not considered timely.
Payment by Credit Card: Credit card payments are accepted via internet and at the County Treasury: a transaction fee will be charged. For credit card payments, go to www.monroecounty.gov, select "view taxes online." Then follow the prompts to retrieve your account information and make payment. Some towns also accept credit card payments. Contact your Town Tax Receivers for information.

For suburban town properties:

- **January 1 to May 31 –** make payment to Town Tax Receiver named on the front of the bill. (See front of bill for address and phone numbers.)
- **After May 31 –** make payment to Monroe County Treasurer
  By Mail: P.O. Box 14420, Rochester, NY 14614
  In Person: 39 W. Main St. Room B-2, Rochester, NY 14614. Call 753-1200 for amount due; Monday-Friday, 9 a.m.-5 p.m.

For city properties: make payment to Monroe County Treasurer
By Mail: P.O. Box 14420, Rochester, NY 14614
In Person: 39 W. Main St. Room B-2, Rochester, NY 14614. Call 753-1200 for amount due; Monday-Friday, 9 a.m.-5 p.m.

FULL PAYMENT INSTRUCTIONS

To pay entire amount billed, follow the instructions in this section.

PAYMENT DUE DATES FOR FULL PAYMENT: *bill must be paid in full, plus interest if applicable.*

Jan 1- Feb 10:	**No interest due**	**June 1-30:**	**7.5% interest, plus $2.00 notice fee**
Feb11- Feb 28:	**1.5% interest**	**July 1-31:**	**9% interest, plus $2.00 notice fee**
March 1-31:	**3% interest**	**Aug 1-20:**	**10.5% interest, plus $2.00 notice fee plus advertising charge (contact County Treasury for amount of advertising charge)**
April 1-30:	**4.5% interest**		
May 1-10:	**6% interest**		
May 11-31:	**6% interest, plus $2.00 notice fee**	**After Aug 20:**	**Contact County Treasury for amount due.**

INSTALLMENT PAYMENT INSTRUCTIONS:

To use installment payment plan, follow the instructions below.

- Total bill must exceed $100 to use this option

SCHEDULE FOR INSTALLMENT PAYMENTS: *bill must be paid per installment payment instructions below:*

Jan 1-Feb 10: 1st installment due with no interest. Any installment may be paid with no interest.	May 11-31: 6% interest on any remaining installment balance, plus $2.00 notice fee.
Feb 11-Feb 28: 2nd installment due with 1.5% interest. Any installment may be paid with 1.5% interest.	June 1-30: 7.5% interest on any remaining installment balance, plus $2.00 notice fee.
March 1-31: 3rd installment due with 3% interest. Any installment may be paid with 3% interest.	July 1-31: 9% interest on any remaining installment balance, plus $2.00 notice fee.
April 1-30: 4th installment due with 4.5% interest. If prior installments not paid by the respective due dates, all installments shall be paid as one unit with 4.5% interest.	Aug 1-20: 10.5% interest on remaining installment balance, plus $2.00 notice fee, plus advertising charge. (Contact County Treasury for amount of advertising charge)
May 1-10: 6% interest on any remaining installment balance.	After Aug 20: Contact County Treasury for amount due.

*****For information about other payment options, please contact your Town Tax Receiver, The Monroe County Treasury or visit the County website at www.monroecounty.gov.*****

IF YOU ARE A SENIOR CITIZEN, A PERSON WITH A PHYSICAL DISABILITY AND/OR A VETERAN, YOU MAY BE ENTITLED TO A PARTIAL EXEMPTION FROM PROPERTY TAXES. Eligible Homeowners have until March 1 (February 1 in the City) to apply for such exemptions. For further information please call or write your local assessor's office.

THIRD PARTY DESIGNATION:
If you are 65 or over or disabled and you own and occupy a 1, 2 or 3 family residential property, you can designate an adult third party to receive a duplicate of your Town/County tax bill and all required notices. You and the person you designate must both sign the application. To obtain an application, contact your Town Tax Receiver/Collector or the County Treasury.
Your application must be filed with the Town Tax Receiver/Collector or the County Treasury by November 1.