

TAX COLLECTION SCHEDULE

1. Normal Collection

Mailed no later than October 1

Paid by November 1	2% Discount
11/2 – 12/31	Face Value
1/1 – 1/31	5% Penalty
February and thereafter	10% Penalty + 10% Add-on

2. Extensions of Discount Period

Mailed by October 15

10/15 – 11/15	2% Discount
11/16 – 12/31	Face Value
1/1 – 1/31	5% Penalty
2/1 and thereafter	10% Penalty + 10% Add-on

This schedule requires the submission of 2 reports in November

Mailed by November 1

11/1 – 11/30	2% Discount
12/1 – 12/31	Face Value
1/1 – 1/31	5% Penalty
2/1 and thereafter	10% Penalty + 10% Add-on

3. Rescheduling Collection Dates

Anytime tax bills are mailed after November 1st, the tax calendar should be rescheduled as follows:

Mailed by November 15

11/15 – 12/15	2% Discount
12/16 - 1/15	Face Value
1/16 – 2/15	5% Penalty
2/16 and thereafter	10% Penalty + 10% Add-on

This schedule requires the submission of 2 reports each month

Mailed by December 1

12/1 – 12/31	2% Discount
1/1 – 1/31	Face Value
2/1 – 2/28 or 29	5% Penalty
3/1 and thereafter	10% Penalty + 10% Add-on