

2017 SCHOOL TAX COLLECTION

As students get ready to go back to school, it's time to start thinking about School Tax bills. Tax bills were mailed to real property owners on August 31st. If you are responsible for payment and have not received your tax bill, please contact us at townclerk@henrietta.org or (585) 359-7035 to request a duplicate bill at no charge or by visiting www.monroecounty.gov.

As a reminder, we honor postmark dates so if it is close to the deadline, make sure you walk your payment into the Post Office to ensure it gets postmarked. Payments can be made at the Town Clerk's Office by cash, check, or money order; please make all payments payable to "Receiver of Taxes, Henrietta". To pay with a credit card (3% convenience fee applies), please visit www.monroecounty.gov.

FULL PAYMENTS

The deadline for full payments is Monday, October 2nd without any additional interest. Between October 3rd and October 31st, an additional 2% interest is applied to the total amount due.

INSTALLMENT PAYMENTS

If paying in installments, the first installment must be made on or before Friday, September 15th without any additional interest. Installment payments are subject to a service charge and must match the amount on the payment stub **exactly**. If you miss the September 15th deadline, there is a 5-day grace period from September 16th through Wednesday, September 20th, but 1% interest will be added to the amount due.

Please remember that if the 1st installment is not paid on or before Wednesday, September 20th, the installment plan will no longer be available and you will be forced to pay the taxes in full!

2nd and 3rd installment payments are to be made payable to the *Monroe County Treasurer*. For the school tax bill, **WE CANNOT ACCEPT 2ND AND 3RD INSTALLMENT PAYMENTS AT HENRIETTA TOWN HALL.**

For complete payment information, please visit www.henrietta.org under Quick Links on the right hand side and click on "Tax Information."

INFORMATION ON TAX RECEIPTS

In an attempt to keep costs down, the Town of Henrietta does not automatically mail a receipt for all received tax payments. The law states that we must mail receipts to property owners with accounts held in escrow, but do **not** need to mail a receipt **UNLESS IT IS REQUESTED** for accounts not held in escrow. There is a small checkbox on the payment stub (found on the 2nd page) that you should check off to request a receipt. **A tax receipt will only be mailed if this box is checked off or if the account is held in escrow.**

However, we ask that you consider assisting in our efforts to control costs and to help the environment by NOT checking the box and, instead, obtain your payment information online through the Monroe County website at www.monroecounty.gov by clicking on "View/Pay Taxes Online." As always, if you are unsure about what to do, we encourage you to email us at townclerk@henrietta.org or call us at (585) 359-7035.

2 PAGE BILL FORMAT

As a reminder, tax bills in Monroe County are now two (2) pages.

1. The first page of the bill has information about your property, assessment, and tax bill amount.

Retain this first page for your records.

2. The second page of the bill has the payment stubs that need to be included with your payment.

When paying your taxes in our office, please bring the entire bill with you so that we can stamp the first page for your records and so that we can retain the payment stub on the second page for our records.

As always, if you have any questions about your tax bill, please contact the Town Clerk's Office by email at townclerk@henrietta.org or by phone at (585) 359-7035.

School Tax: Page 1

RUSH-HENRIETTA CENTRAL SCHOOL DISTRICT
2034 LEHIGH STATION RD
HENRIETTA, NY 14467

2017 SCHOOL TAX BILL
TAX BILL ENCLOSED

263200 000-00-0-00
Resident
4869 Street Name
Henrietta, NY 14467

PROPERTY TAX INFORMATION
Account No.: 263200 000-00-0-00 Bill No. 008147 Page No. 1 of 1
Address: Street Name
Town: Henrietta
School: Rush Henrietta Cent
NYS Tax & Finance School District Code: 549
Parcel Size: 39 ACRES
1 Family Res Roll Sect: 1
Bank Code: Mortg No:
Estimated State Aid: SCHL 32,879,207

TO PAY IN PERSON:
RECEIVER OF TAXES - HENRIETTA
TOWN OF HENRIETTA - TOWN HALL
475 CALKINS RD
HENRIETTA, NY 14467
MONDAY THRU FRIDAY 9AM-5PM

MAKE CHECKS PAYABLE TO:
RECEIVER OF TAXES, HENRIETTA
MAIL PAYMENT TO: PO BOX 579

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3rd Installment Payment Stub

2017 Henrietta
Bill No.: 008147
Tax Account No.: 263200 000-00-0-00
Resident
Street Name

2017 Henrietta
Rush Henrietta Cent
SCHOOL-265001
Bill No.: 008147
Tax Account No.: 263200 000-00-0-00
Resident
Street Name

Make Checks Payable To:
MONROE COUNTY TREASURER
P.O. BOX 1420
ROCHESTER NY 14614

To Pay In Person:
MONROE COUNTY TREASURER
39 W. MAIN ST
ROOM B-2
ROCHESTER NY 14614

Please include this coupon with payment
 Check here if receipt requested

3RD INSTALLMENT OF 3 DUE:
November 15, 2017

Install Tax 977.97
Service Charge .98
3RD INSTALLMENT OF 3 DUE NOV 15 978.95

2nd Installment Payment Stub

2017 Henrietta
Bill No.: 008147
Tax Account No.: 263200 000-00-0-00
Resident
Street Name

2017 Henrietta
Rush Henrietta Cent
SCHOOL-265001
Bill No.: 008147
Tax Account No.: 263200 000-00-0-00
Resident
Street Name

Make Checks Payable To:
MONROE COUNTY TREASURER
P.O. BOX 1420
ROCHESTER NY 14614

To Pay In Person:
MONROE COUNTY TREASURER
39 W. MAIN ST
ROOM B-2
ROCHESTER NY 14614

Please include this coupon with payment
 Check here if receipt requested

2ND INSTALLMENT OF 3 DUE:
October 15, 2017

Install Tax 977.97
Service Charge .98
2ND INSTALLMENT OF 3 DUE OCT 15 978.95

1st Installment Payment Stub

2017 Henrietta
Bill No.: 008147
Tax Account No.: 263200 000-00-0-00
Resident
Street Name

2017 Henrietta
Rush Henrietta Cent
SCHOOL-265001
Bill No.: 008147
Tax Account No.: 263200 000-00-0-00
Resident
Street Name

Make Checks Payable To:
RECEIVER OF TAXES - HENRIETTA
MAIL PAYMENT TO: PO BOX 579
HENRIETTA, NY 14467
*1ST INSTALLMENT FULL PAYMENTS ONLY!
QUESTIONS? CALL 585-359-7035

To Pay In Person:
RECEIVER OF TAXES - HENRIETTA
TOWN OF HENRIETTA - TOWN HALL
475 CALKINS RD
HENRIETTA, NY 14467
MONDAY THRU FRIDAY 9AM-5PM

Please include this coupon with payment
 Check here if receipt requested

1ST INSTALLMENT OF 3 DUE:
September 15, 2017

Install Tax 977.97
Service Charge .98
1ST INSTALLMENT OF 3 DUE SEP 15 978.95

Full Payment Stub

2017 Henrietta
Bill No.: 008147
Tax Account No.: 263200 000-00-0-00
Resident
Street Name

2017 Henrietta
Rush Henrietta Cent
SCHOOL-265001
Bill No.: 008147
Tax Account No.: 263200 000-00-0-00
Resident
Street Name

Make Checks Payable To:
RECEIVER OF TAXES - HENRIETTA
MAIL PAYMENT TO: PO BOX 579
HENRIETTA, NY 14467
*1ST INSTALLMENT FULL PAYMENTS ONLY!
QUESTIONS? CALL 585-359-7035

To Pay In Person:
RECEIVER OF TAXES - HENRIETTA
TOWN OF HENRIETTA - TOWN HALL
475 CALKINS RD
HENRIETTA, NY 14467
MONDAY THRU FRIDAY 9AM-5PM

Please include this coupon with payment
 Check here if receipt requested

FULL PAYMENT ONLY
Due: October 1, 2017

Install Tax 2,933.91
Service Charge .98
SEND IN THIS STUB WITH YOUR FULL PAYMENT DUE OCT 1 2,933.91

Include this portion of the payment stub with your payment for both mail-in payments AND payments made at the Town Clerk's Office counter

Keep this portion of the payment stub for your records