

## **PETTIS COUNTY COLLECTOR OF REVENUE**

*MARSHA L. BOESCHEN*

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### **PROPERTY TAX GENERAL INFORMATION**

#### VALUATION OF PROPERTY

The County Assessor determines property values and provides notification of valuation. Please contact the Assessor's Office for the latest valuation information on your property.

#### NEW OWNERSHIP

If you are a new owner, you should call the County Assessor to update name and address information prior to October when tax bills are being prepared.

#### NEW RESIDENT TO THE COUNTY

If you are a new resident to Pettis County you should call the County Assessor to make sure you receive a personal property assessment list for the upcoming year.

#### CHANGE OF ADDRESS

If you move during the year, you must notify the Assessor's Office of your new address. Please have a previous statement or tax payment receipt with you when calling so all parcel numbers and/or account numbers in your name can be updated at the same time. Failure to receive a tax statement does not relieve your obligation to pay taxes.

#### ANNUAL TAX STATEMENTS

Annual property tax statements are issued on a calendar year basis, and are printed and mailed in November of that year.

If you own real estate (home, farm, office/business building, etc...) you should receive a real estate tax statement for each parcel of land owned.

If you own personal property (car, truck, trailer, boat, personal water craft, 4-wheeler, mobile home, recreation vehicle, farm equipment, farm animals, etc....) you should receive a personal property tax statement with all the items listed on the statement. This should be based upon the information you provided on your assessment sheet, earlier in the year.

If you have not received your Real Estate and/or Personal Property

tax statements by November 25<sup>th</sup> please contact our office.

## METHODS OF TAX PAYMENTS

### *Payments in person or by mail*

We accept personal checks, cashiers checks, bank checks and money orders. WE HIGHLY RECOMMEND YOU DO NOT MAIL CASH. Payments must be postmarked on or before December 31<sup>st</sup> of each year. If postmarked after December 31<sup>st</sup> the payment must include the late penalty and interest. If the payment does not include the penalty and interest, the payment will be returned to the taxpayer.

### *On-Line Payments – Current tax only*

Taxpayers can choose to pay their taxes online, by phone, or in the office with a debit/credit card or via electronic check (e-check), Credit cards accepted are Discover, American Express, MasterCard, and Visa.

A convenience fee with a minimum of \$1.55 or 2.45% will apply to each transaction when using this service.

There is no charge to use an e-check for online payments or phone payments.

PLEASE ALLOW 7-10 DAYS AFTER TRANSACTIONS ARE COMPLETED TO RECEIVE YOUR RECEIPT IF PAYING ON-LINE.

## INTEREST AND PENALTIES

The Collector is required by law to assess interest on all delinquent payments at the rate of 18% per year, pro-rated monthly on the first day of each month. In addition to interest, a 9% delinquent penalty must be assessed. Failure to receive a tax statement is not a legal reason for waiving interest and penalties. Statements are mailed to the last address provided by the taxpayer or a change of address taxpayer has provided to the USPS.

## **PROPERTY TAX CALENDAR**

### **January – February**

You must fill out an assessment sheet list to avoid an assessment penalty on your tax statement.

### **March**

Assessment list is due by March 1<sup>st</sup> to avoid penalty.

### **April**

Delinquent property tax statements mailed.

### **June**

Delinquent real estate - tax sale notices mailed.  
Delinquent a minimum of 3 years or more.

### **July**

### **August**

Delinquent Tax Sale held the 4<sup>th</sup> Monday in August

### **September - October**

Tax levies (tax rates submitted by local taxing entities: i.e., schools libraries, fire departments, cities, county, etc.

### **November**

Current real estate and personal property tax statements mailed.

### **December**

To avoid penalties and interest on tax amounts, mail payment(s) before December 31<sup>st</sup> of each year. Mail your payment early if your motor vehicle license expires in January.

Properties with 3 or more years delinquent taxes will be published in a local newspaper. Mailing and legal publication serve as notice that properties are in jeopardy of being offered for sale at the annual Delinquent Tax Sale.