

Sheila L. Palmer
Platte County Collector of Revenue

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Quarterly Installment Payment Option for Real Estate Taxes

- Taxpayers may pay their real estate taxes on a quarterly basis.
 - Delinquent taxes and those paid by mortgage companies do not qualify.
 - Parcels must be current before an installment plan can be established.
 - Partial payments will not be accepted on personal property.

- In order to take advantage of this program taxpayers will need to do the following:
 - Sign up online; save the attached form and send in an e-mail to christi.kennedy@co.platte.mo.us
 - Or contact our office and we will mail you the information.
 - Form is filled out by taxpayer, agreeing to make pre-arranged payments on real estate taxes.
 - Payment methods: cash, personal check, cashier's check or money order.
 - Taxpayer must specify which parcel(s) they wish to pay in installments.

- Installments will be made on a quarterly basis. Payments will be based on the amount paid for the previous year. There will be three equal installments, with the fourth and final installment being the balance due. Taxes not paid in full by December 31st will result in late penalties and fees, which will be the responsibility of the taxpayer.

- Quarterly payment agreements should be received no later than March 20th to participate. This will allow ample time for three quarterly payments to be made prior to the final tax statement, mailed in November and due by December 31st.

- We will use a coupon sheet the taxpayer can tear off and mail.
 - The Collector's Office will mail out three coupons when you sign up. The coupons will allow the taxpayers to either mail or bring their payment into the office.
 - The payments will be deposited into an established escrow account. The coupons will show the parcel number, amount due, and payment date.

- Funds will not be distributed to the taxing entities until the entire amount is received.
- When making payment **exact amount** listed on coupon must be paid. **NO EXCEPTIONS.**
- Envelopes will be provided to return payment and payment coupon.

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YOU MAY NOW PAY YOUR REAL ESTATE TAXES ON A QUARTERLY BASIS

- Sign up to pay your Platte County Real Estate Taxes on a quarterly installment basis.
- Your payments will be based on the amount you paid for the previous year's real estate taxes. There will be three equal installments, with the fourth and final installment being the balance of the tax due. Taxes not paid in full by December 31st will result in late penalties and fees which will be the responsibility of the taxpayer; and the payment plan may be terminated. You must pay exact amount listed on coupon or your payment will be returned. NO EXCEPTIONS.
- We will accept the following payment options: cash, personal check, cashier's check or money order.
- **Only real estate taxes are eligible for installment payments.** Payment plans will be set up for each individual parcel of land owned. You must have no prior delinquent real estate taxes for the specific parcel(s) you wish set up for monthly payments.
- If you currently escrow your real estate taxes with a mortgage company or related servicing company, you will **not** be able to set up a payment plan for that particular parcel of land. Remember, payment plans will be set up for **each individual parcel** regardless of the number of properties you own.

I (we) _____ have read the above information and wish to enroll in a payment plan for my (our) real estate taxes. I (we) understand that there will be a total of 4 quarterly payments based on the amount of real estate taxes paid the previous year. The 4 payments will consist of 3 equal installments with the fourth and final payment being the balance of the tax due. I (we) understand that all payments are due by December 31st and that the failure to make a scheduled payment may result in late charges and/or the termination of said payment plan.

Please Print:

Name(s) as shown on bill _____

Parcel # (Include additional sheet if more than one) _____

Mailing Address _____

City _____ State _____ Zip Code _____

Home Phone Number _____ Daytime Number _____

Email Address _____ Today's Date _____

(Signature)

Save and attach this file in an email to: christi.kennedy@co.platte.mo.us You may also print and mail the document. Upon receipt of this signed agreement, the Collector's Office will mail you a payment plan schedule.