RANDY MASK



www.SumterTaxCollector.com

OFFICE LOCATIONS

Bushnell

220 E. McCollum Ave. Bushnell, FL 33513

Phone: (352) 569-6740 Fax: (352) 569-6741

The Villages Sumter Service Center

7375 Powell Road Wildwood, FL 34785

Phone: (352) 689-4540

Fax: (352) 689-4541

The Villages Annex

8033 East CR 466 The Villages, FL 32162 Phone: (352) 689-4645

Fax: (352) 689-4646

To sign up for E-billing visit www.sumtertaxcollector.com

INSTRUCTIONS

Before Making Your Payment:

- The Ad-Valorem portion of this notice covers taxes for the calendar year, January 1st through December 31st of the year indicated on the bill. The Non Ad-Valorem portion of this notice covers taxes for the fiscal year, October 1st through September 30th.
- Please verify the description of the property. If any errors in the description are found, notify the Property Appraiser's office as soon as possible. (352) 569-6800
- If you have sold the property described on the notice, please send the notice to the new owner(s) or return it to the Tax Collector's office immediately.
- If you received a notice with "Do Not Pay" printed across the bottom, a mortgage company has requested your original bill. If your taxes are not escrowed you may submit payment with the "Do Not Pay" notice.

RESPONSIBILITIES

Tax Collector (352) 569-6740

 Responsible for preparation and mailing of tax notices based on information contained on the current tax roll certified by the Property Appraiser and non-ad valorem assessments provided by levying authorities.

Property Owner

 Responsible for knowing that, per Florida Statue 197.122, the taxes are due and payable annually.
 If you do not receive a tax notice for each property owned, please contact the Tax Collector's office, or visit www.sumtertaxcollector.com to obtain a copy of the missing notice.

Property Appraiser (352) 569-6800

 Responsible for the preparation of the ad valorem tax roll, assessed values, exemptions, taxable values, assessed owner(s) name and addresses, address changes, and legal descriptions of the property.

INSTALLMENT PAYMENT PLAN

Requirements for Participation:

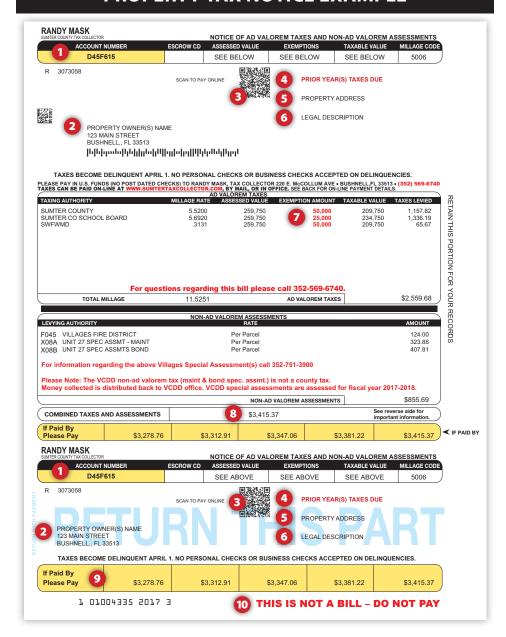
- You must file an application with our office prior to May 1st of the current tax year. Applications may be obtained by calling or online at www.SumterTaxCollector.com.
- To qualify, your taxes must be more than \$100 and not be assigned to an escrow company for payment.
- If you are on the Installment Payment Plan for the current tax year, you do not need to reapply for the following year.

PAYMENT

Methods of Making Your Payment:

- NO Fee E-check payment is available online at www.SumterTaxCollector.com.
- Online Bill Payments through your bank are accepted.
 Please use the correct account number with each
 payment. Payment must be scheduled to be received
 by our office by the last day of the discount. Payments
 received after the discount period will be returned.
- Tax payments by credit/debit card can be made online via www.SumterTaxCollector.com, by phone, or in person at any office drive thru. We will accept Visa, Mastercard, Discover, and American Express with a bank card user fee of 2.50% of the transaction amount for Credit Cards and \$2.50 for PIN debit in office transactions. All credit/ debit transactions have a minimum \$2.50 fee.
- Utilize the enclosed return envelope and mail your payment. Please keep the top portion of your bill along with your canceled check as your receipt. If you desire a paid receipt, please enclose a self-addressed, stamped envelope with your payment. Personal checks are accepted for current taxes.

PROPERTY TAX NOTICE EXAMPLE



DISCOUNTS FOR EARLY PAYMENT

Discounts for early payments have been computed for you on the bottom of your notice.

Please pay only one amount. Discounts are determined by the postmark.

4% in November / 3% in December / 2% in January / 1% in February

HOW TO READ YOUR BILL

- 1 Account Number: This is a unique number assigned to each property. Please refer to this number if you have any questions.
- Ownership Information: Verify the ownership. If you have sold the property, please forward the notice to the new owner or return it to the Tax Collector's office immediately. If your mailing address has changed, notify the Property Appraiser's office immediately at 352-569-6800. DO NOT WRITE IT ON THE TAX NOTICE.
- **QR Code:** Scan this code to be taken directly to your account.
- **4 Delinquent Taxes Due:** If this message appears, prior year(s) taxes are due. Please contact the Tax Collector's office immediately at (352) 569-6740.
- **Property Address:** This address lists the property's physical location.
- **Legal Description:** Verify the legal description. If any errors are found, notify the Property Appraiser immediately at (352) 569-6800.
- **7 Applied Exemptions:** Exemptions that you currently receive as determined by the Property Appraiser's office in accordance with Florida Statute 196.
- 8 Total Taxes: No discount has been subtracted from this account.
- 9 Amount Due: Pay only one amount. Discount has already been calculated based on the due date.
- **10** This Is Not A Bill Do Not Pay: A mortgage company has requested the original bill. If your taxes are not escrowed through a mortgage company, you should submit payment with the notice.

REMINDERS

- If writing a check, please make it payable to Randy Mask Sumter County Tax Collector, or Randy Mask SCTC. All checks must be in U.S. funds and drawn on U.S. financial institutions. Please mail checks to: 220 E. McCollum Ave. Bushnell, FL 33513.
- When providing a check as payment, you authorize us to either (1) use information from your check to make a one-time electronic fund transfer from your account or (2) process the payment as a check transaction.
- If using a VISA, MasterCard, Discover or American Express charge card, a bank card user fee will be added to the tax payment and included in the total amount charged (per Florida Statute 215.322). The credit card user fee is 2.5% of the transaction amount, the pin debit card (in drive thru) fee is \$2.50.