

CITY OF YORK, PENNSYLVANIA

MAILING ADDRESS: PO Box 509, YORK, PA 17405
OFFICE ADDRESS: YORK CITY HALL, 101 S GEORGE ST, YORK, PA 17401
Office Hours: Monday – Friday, 8:00 am – 4:30 pm, Closed on Major Holidays
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www.yorkcity.org

2018 TAX INFORMATION

OFFICE OF THE CITY TREASURER

JOE M. JEFFCOAT

FREE PARKING AVAILABLE IN THE LOT LOCATED IMMEDIATELY SOUTH OF YORK CITY HALL OFF GEORGE STREET. LOOK FOR THE SIGN THAT READS “**YORK CITY HALL CUSTOMER PARKING**”.

Our office accepts CASH, CHECKS and MONEY ORDERS. Make checks payable to York City Treasurer.
We do not accept credit cards, debit cards or postdated checks.

ARE YOUR TAXES ESCROWED? If your taxes are included in your mortgage, you are responsible for forwarding a copy of your TAX BILL to your mortgage company. The Treasurer’s Office DOES NOT forward tax bills to mortgage companies. Your mortgage company must include the Tax Collector portion of your bill with their payment. The mortgage company may charge you a fee for a duplicate bill if you have not forwarded the bill to them. Do please keep a copy of the original bill for your records.

Is this your primary residence? If so, you may be eligible for a HOMESTEAD EXCLUSION which will lower your school taxes. For more information, call the York City Treasurer’s Office or York County Assessment Office. Application deadline is March 1, 2018.

WHEN ARE MY TAXES DUE?

County/Municipal Tax dated 2/15/2018

- REBATE due on or before **April 17, 2018**
- FACE due on or before **June 15, 2018**
- PENALTY due after **June 15, 2018**, but before **DECEMBER 31, 2018**

York City School Tax dated 7/1/2018

- REBATE due on or before **August 31, 2018**
- FACE due on or before **October 31, 2018**
- PENALTY due after **October 31, 2018**, but before **DECEMBER 31, 2018**

HOW ARE TAX RATES DETERMINED?

Each year the City Council, the County Commissioners and the York City School Board establish millage rates. These rates, when multiplied by the assessed value of your property, result in the Face taxes due. State law allows for a 2% discount, if paid within 60 days (Rebate), and a 10% penalty, if it is not paid within 120 days (Penalty). For 2018, these dates are noted above.

2% REBATE (DOES NOT APPLY TO PARTIAL PAYMENTS.)

If the FULL amount of County or City taxes is paid in one payment during the **REBATE** period, a 2% discount is *deducted* from the **FACE** amount.

10% PENALTY

If payment is received after the **FACE** due date, a 10% penalty is *added* to the **UNPAID BALANCE**. Make payments as soon as possible after receiving your tax bill to minimize your total taxes due.

PARTIAL PAYMENTS - NO PARTIAL PAYMENTS are allowed on County taxes. County taxes must be paid in FULL in a single payment. The amount is determined based on the period in which you are paying – Rebate, Face or Penalty. Partial payments of an amount sufficient to pay County taxes will be applied to County taxes prior to the payment of City taxes.

FOUR partial payments may be made on **Municipal (City) and School taxes**. The amounts of these payments are up to you; however, you should start making your payments as soon as possible to avoid the higher cost of payments made in the penalty period. **NO REBATES ARE ALLOWED ON PARTIAL PAYMENTS.**

MAKING PAYMENTS

Whether payment is made in person or by mail, **the Tax Collector portion of your tax bill must accompany your tax payment.** If the Tax Collector portion of the bill does not accompany your payment, an additional \$3 for a duplicate bill is required. You must wait until you have received your bill before you may pay your taxes. If you have not received your City/County tax bill by March 15 or your School tax bill by August 1, call us. If your bill was returned to us we will forward it to you. If it was not returned, a duplicate bill fee will apply. Overpayments under \$10 will not be refunded. This limitation will also apply to small reductions in assessment value resulting in overpayments of less than \$10. Underpayments will be applied to your bill, but you remain responsible for the difference.

If you are paying taxes in person for more than three parcels, you must leave your tax bills with the Treasurer’s Office for processing. We cannot process larger batches of payments at the window during office hours. If you provide a self-addressed, stamped envelope, your receipts will be mailed to you. You may also pick up your receipts if arrangements are made when payments are dropped off.

RECEIPTS

If you pay in person, you will receive a computer generated receipt. Your portion of the tax bill along with your cancelled check or a copy of your money order or cashier's check, will serve as an additional receipt. If you bring your portion of the tax bill with you, we will stamp it "PAID" and it will also serve as a receipt. **REMEMBER, you must bring or mail the Tax Collector copy of the bill along with your payment to avoid the \$3 duplicate bill fee.**

If you pay by mail, you will receive a computer generated receipt only if you enclose a self-addressed, stamped envelope with your payment. If you also enclose your ENTIRE BILL (and/or a copy of the entire bill) with your payment, it will be stamped "PAID" and can be used as an additional receipt.

DO NOT LOSE YOUR RECEIPTS! You may need a receipt for preparation of your income taxes, application for a PA Property Tax Rebate or for your bank or mortgage company. If you need a duplicate receipt, there is a charge of \$3 per parcel.

MISC INFORMATION

- » **Is there any change to the OWNER'S Mailing Address or Contact Information?** If so, please make your request in writing addressed to the York City Treasurer's Office. The request must be signed and dated **by the property owner**. We suggest you use the Address Change Form available from the Treasurer's Office or online at www.yorkcity.org/taxes.
- » If you no longer own the property, please forward the tax bill to the new owner. If you do not have contact information for the new owner, please return the bill to our office. Please extend to the new owner the same courtesy you would expect!
- » When paying by MAIL, the US Post Office Postmark will determine when your payment is legally received in our office. To be sure the date of the postmark is legible, you should personally go into a US Post Office and have the envelope hand cancelled clearly indicating the date of mailing. Check date is NOT used. **A metered mail date is NOT accepted.**
- » **Please note the 18 digits of your DISTRICT & PROPERTY ID NUMBERS (i.e. ##-###-##-#####-#####) on your check** when using an internet bill paying service or if the property address is not the address showing on your check. This will help us identify where your payment should be applied. **Our office does not use bill numbers.**
- » Hand delivered payments must be received in the Treasurer's Office by 5:00 pm on each due date. DO NOT leave payments in the building after 5:00 pm. They will not be accepted.

DELINQUENT TAXES

What are Delinquent Taxes? Any taxes from previous calendar years which were due and unpaid are delinquent. 2018 York City, York County, and York City School District taxes become delinquent if not paid or postmarked by December 31, 2018.

Where to pay Delinquent Taxes? Delinquent Taxes (previous year taxes) must be paid at the *York County Tax Claim Bureau located at 28 E Market Street, York, PA 17401*. **Personal Checks and Cash are NOT ACCEPTABLE forms of payment at Tax Claim!** You must pay via Cashier's Check or Money Order. Additional fees and penalties may apply. If you have any questions, or need the final payoff amount, please call the York County Tax Claim Bureau at **(717) 771-9205**.

MISCELLANEOUS FEES

Return Check Fee	\$ 35.00
Tax Certification Fee	\$ 20.00
Transaction History Fee	\$ 5.00
Duplicate Bill Fee	\$ 3.00
Duplicate Receipt Fee	\$ 3.00

ARE YOU LOOKING FOR SEWER INFO?

York City Sewer Office (717) 849-2268

ARE YOU LOOKING FOR WATER INFO?

York Water Company (717) 845-3601

OTHER IMPORTANT CONTACT INFORMATION

York County Administration Building

28 E. Market Street
York, PA 17401
www.yorkcountypa.gov

York County Assessment Office

(717) 771-9232
Assessments
Appeals

York County Judicial Center

45 N. George Street
York, PA 17401

Recorder of Deeds Office

(717) 771-9295
Filing of Deed

York County Tax Claim Bureau

(717) 771-9205
Delinquent Taxes
Judicial Sales & Upset Sales

Sheriff's Office of York County

(717) 771-9601
Sheriff Sales
Gun Permits

York County Treasurer

(717) 771-9603
Small Games of Chance License
York County Dog License
Deer License & Doe Tags
Fishing License

Representative Hill-Evans Office

53 E. North Street
York, PA 17401
(717) 848-9595
Housing/State Rent Rebate

Downtown, Inc

2 E. Market Street
York, PA 17401
(717) 849-2331
YBIDA fees
(York Business Improvement District Authority)