

# CITY OF YORK, PENNSYLVANIA

ADDRESS: YORK CITY HALL, 101 SOUTH GEORGE ST, YORK, PA 17401  
Office Hours: Monday – Friday, 9:00 am – 4:00 pm, Closed on Major Holidays  
PH: (717) 849-2281 www.yorkcity.org

## 2021 REAL ESTATE 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 requests PERSONAL CHECKS, BUSINESS CHECKS, CASHIER’S CHECKS and MONEY ORDERS instead of CASH. Make checks payable to *York City Treasurer*.**  
**We do not accept credit cards, debit cards or postdated checks for real estate taxes.**

**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 future school taxes. For more information, call the York City Treasurer’s Office or York County Assessment Office. Application deadline is March 1, 2021.

### WHEN ARE MY TAXES DUE?

#### **Municipal (City) Tax Bill dated February 15, 2021**

- DISCOUNT due on or before **April 15, 2021**
- FACE due on or before **June 15, 2021**
- PENALTY due after **June 15, 2021**, but on or before **DECEMBER 31, 2021**

#### **York City School Tax Bill dated July 15, 2021**

- DISCOUNT due on or before **September 15, 2021**
- FACE due on or before **November 15, 2021**
- PENALTY due after **November 15, 2021**, but on or before **DECEMBER 31, 2021**

### HOW ARE TAX RATES DETERMINED?

Each year the City Council 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. Your School Taxes may be adjusted for a Homestead Exclusion. State law allows for a 2% discount, if taxes are paid within 60 days (Discount), and a 10% penalty, if not paid within 120 days (Penalty). Dates are noted above.

#### **2% DISCOUNT** (DOES NOT APPLY TO PARTIAL PAYMENTS.)

If the FULL amount of your City or School tax is paid in one payment during the **DISCOUNT** 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 taxes due in the penalty period.

**PARTIAL PAYMENTS – If you wish to make partial payments, make your first payment as soon as possible after receiving your tax bill. Delaying will result in a higher cost. FOUR partial payments may be made on your Municipal (City) taxes and four partial payments may be made on your 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 DISCOUNTS ARE ALLOWED ON PARTIAL PAYMENTS.****

### MAKING PAYMENTS

Please make your payments by US mail when possible. A drop box is also available at the rear entrance to City Hall. Whether payment is made by mail or placed in the dropbox, **the Tax Collector portion of your tax bill must accompany your tax payment.** If you fail to include the Tax Collector portion of your bill with your tax payment, \$5 will be deducted from your payment for the duplicate bill fee and a balance due will appear on your account. If not paid by the end of the calendar year, any balance due will be referred to Tax Claim for collection. You must wait until you have received your bill before you may pay your taxes. If you have not received your City tax bill by March 15 or your School tax bill by August 15, call us. You are legally responsible for paying your bill on time even if the bill is not received in the mail. Overpayments of \$10 or less will not be refunded. This limitation also applies to reductions in assessment value resulting in overpayments of \$10 or less. Underpayments will be applied to your bill, but you remain responsible for any balance due.

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 business envelope, your receipts will be mailed to you. You may also pick up your receipts at City Hall if arrangements are made in advance.

**RECEIPTS** - If you pay in person, you will receive a computer-generated receipt if requested. Your portion of the tax bill along with your cancelled check or a copy of your money order or cashier's check, can 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. We will make additional copies of your receipts at no charge if requested when paying your bill. **REMEMBER, you must bring or mail the Tax Collector portion of the bill along with your payment to avoid the \$5 duplicate bill fee.**

If you pay by mail, you will receive a computer-generated receipt only if you enclose a self-addressed, stamped business envelope with your payment. If you enclose your ENTIRE BILL (and/or a copy of the entire bill) with your payment, it will be stamped "PAID" and returned to you as well. Up to three additional copies of your receipt/s will be included if requested when payment is mailed.

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 after your payment date, there is \$5 charge per parcel.

## IMPORTANT INFORMATION

- » **Is there any change to OWNER'S Mailing Address or Contact Information?** If so, complete the Address Change Form available from the Treasurer's Office or online at [www.yorkcity.org](http://www.yorkcity.org). Click Government -> City Treasurer -> Property Tax Information -> Mailing Address Change Form. The request must be signed and dated **by the property owner** as noted on the deed.
- » 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, return the bill to our office. You are responsible for the taxes for the portion of the tax year prior to the sale.
- » 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 shown on your check. This will help us identify the property to which your payment should be applied.
- » Hand delivered payments must be received in the Treasurer's Office by 4:00 pm on each due date. DO NOT leave payments in the building or in the dropbox after 4:00 pm. They will be considered late payments.

## DELINQUENT TAXES

**What are Delinquent Taxes?** Any original 2021 York City and York City School District taxes become delinquent if not paid or postmarked by December 31, 2021, as do any interim bills carried over from previous calendar years or issued in 2021 with due dates through December 31, 2021.

**Where to pay Delinquent Taxes?** Delinquent 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
Property Tax Certification	\$ 25.00
Transaction History Fee	\$ 20.00
Duplicate Bill/Receipt Fee	\$ 5.00

## For WATER, SEWER or REFUSE Information

Call York Water Company (717) 845-3601

## For York County Real Estate Tax Information

Call York County Treasurer's Office (717) 771-9667

## IMPORTANT CONTACT INFORMATION

### York County Administration Building

28 E. Market Street  
[www.yorkcountypa.gov](http://www.yorkcountypa.gov)

### **Recorder of Deeds Office**

(717) 771-9295  
*Deed Filing & Changes*

### **York County Treasurer**

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

### **York County Assessment Office**

(717) 771-9232  
*Assessments Appeals*

### **York County Tax Claim Office**

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

### **Representative Hill-Evans' Office**

53 E. North Street  
(717) 848-9595  
*Housing  
PA Property Tax / Rental Rebate*

### **York County Judicial Center**

45 N. George Street

### **Sheriff's Office of York County**

(717) 771-9601  
*Sheriff Sales  
Gun Permits*

### **Downtown, Inc**

2 W. Market Street  
Fifth Floor  
(717) 849-2331  
*YBIDA fees  
(York Business Improvement  
District Authority)*