

## IMPORTANT INFORMATION GADSDEN COUNTY FLORIDA PROPERTY TAXES

1. **IMPORTANT!** Should you have any delinquent taxes for previous years, a message will appear on the top and bottom portions of the tax bill. Your delinquent taxes are not included in this bill. Contact the Tax Collector's Office or visit our website at [www.gadsdentaxcollector.com](http://www.gadsdentaxcollector.com) to find out about your delinquent taxes.

2. To avoid waiting in line, make your payment by mail utilizing the enclosed return envelope. For your receipt, keep the upper portion of the bill with your cancelled check. You will not receive a paid receipt unless you include a self-addressed stamped envelope with your payment, or you make your payment in person.

3. This notice covers property taxes for the calendar year indicated. The row of figures across the bottom of the tax bill reflects the full year's tax due with the discount already deducted. Pay just one amount according to the month that you make your payment. **Discounts are determined by postmark of payment.** Discounts are as follows: 4% in November, 3% in December, 2% in January, 1% in February.

### 4. PAYMENT OPTIONS

Payments may be made in person in the form of cash, check, money order or debit/credit card. A convenience fee of \$1.50 for debit card payment and 2.49% for credit card payments is charged.

Payments may be made online at [www.gadsdentaxcollector.com](http://www.gadsdentaxcollector.com) by e-check or credit card. **E-check is your most economical online payment option at \$1.00 per transaction.** There is a 2.49% convenience fee for credit card payments.

Payments may also be made by mail in the form of check or money order. Checks must be in U.S. funds and payable to **W. Dale Summerford, Tax Collector.** Personal checks or e-checks are not accepted for delinquent taxes.

5. You should receive a separate bill for each piece of property that you own according to the way the deed is recorded. If any bills are missing, notify the Tax Collector's Office immediately at (850) 627-7255.

6. If you have sold the property described on this notice, please send this notice to the new owners or return it to the Tax Collector's Office.

### 7. ALL TAXES BECOME DELINQUENT ON APRIL 1ST

For real estate taxes, a 3% penalty is imposed on April 1st and an advertising charge is added during April. Tax Sale Certificates are sold on all unpaid accounts on or before June 1st resulting in additional charges.

For tangible personal property taxes, interest accrues at 1-1/2% per month, plus advertising and fees. Tax Warrants are issued on all unpaid tangible personal property taxes.

If paying delinquent taxes by mail, the amount due is determined by the date your payment is received.

### 8. QUESTIONS AND PROBLEMS

**Taxing Authorities: Responsible for the setting Millage (Tax) Rates that determine how much your taxes will be. They are listed as below:**

|                             |          |
|-----------------------------|----------|
| Gadsden County Commission   | 875-8650 |
| Gadsden County School Board | 627-9651 |
| N.W. Fla Water Management   | 539-5999 |
| City Of Chattahoochee       | 663-4046 |
| Town Of Greensboro          | 442-6215 |
| City of Gretna              | 856-5257 |
| Town of Havana              | 539-2820 |
| City of Midway              | 574-2355 |
| City of Quincy              | 618-0030 |

Tax Collector: Responsible for preparation, mailing and collection of tax notices based on information contained on the current tax roll certified by the Property Appraiser. (850) 627-7255.

Property Appraiser: Determines property value, prepares tax roll and grants Exemptions, including homestead and agricultural. (850) 627-7168. [www.gpublic.net/gadsden](http://www.gpublic.net/gadsden)

### 9. IMPORTANT DATES TO REMEMBER

|                     |   |
|---------------------|---|
| January 1 - March 1 | File for any exemptions with the Property Appraiser |
| March 31            | Last day for tax payment without penalty.           |
| April 1             | Taxes become delinquent                             |
| April 30            | Deadline for new applications for installment plan  |

### 10. INSTALLMENT PLAN: You can pay next year's taxes by installments.

If you desire to pay **NEXT YEAR'S TAXES** by installments, you must file an application with this office **By April 30<sup>th</sup>**. In order to qualify, your estimated taxes must be more than \$100. Applications may be obtained by contacting this office, or from our website at [www.gadsdentaxcollector.com](http://www.gadsdentaxcollector.com). If you are already on the installment plan for the current tax year, you do not need to re-apply. You will be automatically re-enrolled.

11. **PARTIAL PAYMENTS:** Partial Payments are now accepted for property taxes. Please refer to the affidavit on the reverse side of your tax bill for terms and conditions.

### 12. CHANGE OF ADDRESS: See Reverse Side

### 13. OFFICE LOCATION, HOURS, MAILING ADDRESS AND WEBSITE:

W. Dale Summerford, Tax Collector  
16 S. Calhoun St.  
Quincy, FL 32351  
(850) 627-7255

Hours: 8:30 a.m. to 5:00 p.m. M-F  
Mailing Address: P.O. Box 817, Quincy FL 32353-0817  
Website Address: [www.gadsdentaxcollector.com](http://www.gadsdentaxcollector.com)