

## **Town of Berlin Property Tax Collection**

### **Payment Options:**

Currently dated checks made payable to the Town of Berlin and mailed to 108 Shed Road, Berlin, VT 05602. Checks can be delivered to the Town Office, a receipt will be issued. Please use current dates on all checks.

Cash payments are accepted at the Town Office, correct change is appreciated.

Credit card, debit card and e-check payments are accepted. Please go to the Town Website: [berlinvt.org](http://berlinvt.org), select "Make a Payment" on the top bar and follow the instructions for payments. Please be aware the convenience fee is paid by the payer and not the Town of Berlin. A Fee schedule is also on this page.

A check can be left in the box attached to the building before the double glass doors.

### **Payment Dates:**

Due dates are set by the voters on Town Meeting Day by a floor vote, and can only be changed by the voters.

For the period of July 01, 2019 through June 30, 2020, one fourth of the taxes to be due, by delivery or by the US Postal Service postmark (no private postal meter postmarks), on or before August 15, 2019, one-fourth of the taxes due on or before November 15, 2019, one-fourth of the taxes due on or before February 15, 2020 and one-fourth due on or before May 15, 2020.

The total amount may be paid in full at any time, no discount for early payments.

### **Late Fees and Penalties:**

Late fees are set by the voters on Town Meeting Day by floor vote, and can only be changed by the voters.

Fees for the period of July 01, 2019 through June 30, 2020 are eight percent (8%) penalty and one percent (1%) interest per month (or portion thereof) to be charged for late payment of any installment.

There is no grace period after the due dates.

### **Property Owner's Responsibilities:**

By law, tax bills are mailed to the property owner of record as of April 1<sup>st</sup> at the mailing address on file with the Town. It is the responsibility of the taxpayer to forward tax bills to escrow companies. If a property is sold, the owner of record will not change on the Town's Grand List until the following April 1<sup>st</sup>.

Please notify the Town Office or the Assessors of mailing address changes to ensure timely delivery of your tax bill.

If all or part of a property is sold, it is the seller's responsibility to forward the tax bill to the new owner, and the new owner's responsibility to take notice of the due dates. This office does not know what arrangements have been made regarding who is to pay the property taxes at the time of transfer. Failure to receive a tax bill does not relieve the taxpayer of responsibility to pay the taxes when due, nor does it relive the addition of penalties and interest.

