

## 2018 Installment Payment Application

*Our mission is to serve the public with integrity, innovation, fiscal responsibility, and respect.*

### Eligibility

Taxpayers may choose to pay their property taxes quarterly by participating in an installment payment plan. To be eligible for the plan, the taxpayers' prior year taxes must exceed \$100.00. If your estimated taxes for 2018 are \$100.00 or less, you do not qualify for this plan.

### Important Deadlines & Information

- Applications must be received no later than April 30<sup>th</sup>, 2018.
- The first installment payment must be made no later than June 30<sup>th</sup> to receive the 6% discount. Once the first installment payment is made, you are required to continue on the installment plan for the tax year.
- If you wish to discontinue participation, do not pay the June payment. This will automatically remove you from the installment plan and you will receive an annual tax bill in November.
- Late June installment payments are accepted through July 31<sup>st</sup>, with loss of discount and an additional 5% penalty added.

### How to Apply

Please complete and submit the bottom portion of this form to the Alachua County Tax Collector's office by e-mail, fax, regular mail, or in-person at one of our three locations. From November 1<sup>st</sup> to April 30<sup>th</sup>, you may apply online at [AlachuaCollector.com](http://AlachuaCollector.com), by "Search the Tax Roll" with your account number, name or physical address.

If you do not receive your first installment bill in the mail by June 15<sup>th</sup>, or if you have any questions regarding this plan please contact the **Tax Operations Department at 352-264-6968** or E-mail: [InstallmentPlan@AlachuaCollector.com](mailto:InstallmentPlan@AlachuaCollector.com). For more information you may visit our website at: [AlachuaCollector.com](http://AlachuaCollector.com).

### \*PAYMENT SCHEDULE

<b>First Installment Payment</b>	One quarter of the total estimated taxes discounted 6%. Payment is due by June 30, 2018. A taxpayer must make the first installment payment to participate in this plan.
<b>Second Installment Payment</b>	One quarter of the total estimated taxes discounted 4.5%. Payment is due by September 30, 2018. No discount is allowed after September 30, 2018.
<b>Third Installment Payment</b>	One quarter of the total estimated taxes, and one-half of any adjustment based on actual tax liability, with a 3% discount. Payment is due by December 31, 2018. No discount is allowed after December 31, 2018.
<b>Fourth Installment Payment</b>	One quarter of the total estimated taxes plus one-half of any adjustment based on actual tax liability with no discount. Payment is due by March 31, 2019. Interest will apply after March 31, 2019.

**\* If the payment due date falls on a weekend or legal holiday, the payment due date is extended to the next working day.**



## 2018 INSTALLMENT PAYMENT APPLICATION

Section 197.222, Florida Statutes, allows an alternative plan for payment of property taxes. A taxpayer who elects to pay taxes by the installment method will make payments based upon an estimated tax equal to the actual taxes levied on the property in the preceding year.

### TO BE COMPLETED BY APPLICANT (OWNER):

Owner Name:		Date:	
Mailing Address:		Parcel ID:	
Email Address:		Daytime Phone:	
BY CHECKING THIS BOX I ATTEST THAT I HAVE READ AND ACCEPT THE TERMS AND CONDITIONS ASSOCIATED WITH THIS APPLICATION AND THAT ALL INFORMATION IS TRUE AND CORRECT.			

**E-MAIL:** [InstallmentPlan@AlachuaCollector.com](mailto:InstallmentPlan@AlachuaCollector.com)

**MAIL TO:** Alachua County Tax Collector • P.O. Box 142340 • Gainesville, FL 32614

**PH:** (352) 264-6968 • **FAX:** (352) 264-6912