

IMPORTANT INFORMATION

Payments:

- Make check, money order or bank check payable to **City of Albany**. Please sign and date checks and include the, account number, property address or property tax map number, along with the pay stub on the reverse of this bill, and mail to: **Treasurer, City of Albany, PO Box 1878, Albany, NY 12201**. **All payments are processed and deposited on the date received, so be sure to have sufficient funds on deposit at the time you make your payment.**
- Payments may be made in person at: **Albany City Hall Room 110**. Open weekdays (except Holidays) **8:30a.m. – 5:00p.m.** Open **January 27th, 28th & 31st until 6p.m.** Credit card payments for the full amount are accepted by internet only. **E-mail any questions to taxbill@albanyny.gov or call 518-434-5035.**
- Full payment must be for the exact amount due. However, **installment payments (by check or cash only) are now accepted** for all tax bills, not just senior citizen exemption bills (see below).
- Include interest stated on the bill if paying (or payment is postmarked) after January 31st (or February 7th if you are an eligible senior citizen). Please call our office or check online for the amount due after March 2021.
- Receipts will be bulk mailed in the beginning of April. Receipts may always be viewed and downloaded online. **If you would like a receipt mailed to you before April, include a Self-Addressed Stamped Envelope with your payment.**
- **WASTE COLLECTION FEES ARE NOW BILLED ON THE TAX BILL.** 2022 WCF bills have been added to the tax bill (\$90 per unit), along with any delinquent 2019 (\$140 per unit), 2020 and 2021 (\$90 per unit) WCF bills. Taxpayers had at least 3 opportunities to timely pay delinquent bills each year, and adjustments to 2019-21 WCF bills cannot be made.

Electronic Payments and Receipts: You may make **full payments** online by check or credit card at www.albanyny.gov. **Pay/View Bills→How to Pay Tax Bills→pay your tax bill here→ Tax Bill 2022.** Service charges will be added (\$0.50 for E-Check, \$0.25 + 1.95% of tax payment for credit cards). **You may also download e-copies of bills and receipts, but the site cannot accept installment payments: Only full payments by credit card are accepted.**

Escrow Accounts: If you have an escrow account, contact your **mortgage holder** with any questions about their obligation to pay your taxes.

Unpaid Prior Taxes: If “Prior Taxes Due” appears on the front of this bill, property and/or school taxes from one or more prior years were unpaid as of 12/20/21. Payment of past due taxes must be made to the Albany County Department of Finance, 112 State Street, Albany, NY 12207. Please call (518) 447-7082 or e-mail taxsearch@albanycountyny.gov for current amounts due. Continued failure to pay all taxes on the property will result in foreclosure.

Third Party Notification: If you are disabled or 65 years or older, you may designate an adult third party to receive copies of your tax bills. For information and an application, please contact the Treasurer’s Office at (518) 434-5035.

Installment Payments: **ALL TAXPAYERS MAY NOW OPT TO PAY THEIR BILL IN INSTALLMENTS (CHECK OR CASH ONLY) AS SET FORTH ON THIS BILL.** The first installment of ½ of the bill must be paid (by check or cash only) by Jan. 31st (or Feb. 7th for eligible seniors). The second installment of ½ of the bill plus interest, must be paid at any point after the 1st installment’s due date. 2nd installment and other unpaid tax bills are then mailed in early July. To pay your 2nd installment before or after July, call or e-mail our office or check online for the current amount due (see above for contact information).

Penalties: **New York State Law prevents municipalities from waiving penalties on real estate taxes received after the due date for any reason.** No penalty is added if your payment is paid in person, online, or mailed with a US Post Office postmark dated no later than January 31st 2022 (or February 7th for eligible seniors). Interest is 4% on February 1st (February 8th for eligible seniors), and an additional 1% on the first business day of every month thereafter through the month of December. Taxes unpaid as of December 31st are turned over to the Albany County Department of Finance for collection.

Returned Checks: **We will void payment and charge a \$34 fee for all returned checks, including online payments.** If a check is returned by the financial institution for any reason, payment must be made in the form of a bank check or money order. **A personal check will NOT be an acceptable form of payment.**

Exemptions and Assessments: Questions about exemptions (i.e., **Enhanced or Basic STAR; Senior Citizen; Veterans; Disabled; Disabled with Limited Income; Home Improvements for the Disabled; Historic Home Improvements; Home Improvements; Multi-Family Residential Reduction to 1- or 2- Family Home; Commercial Construction, Improvement, Expansion or Redevelopment; Commercial mixed use Redevelopment**) or your assessment should be directed to the City Assessors Office at (518) 434-5155. **Exemption applications for 2023 may be filed from January 1st until March 1st, 2022.**