

IMPORTANT INFORMATION

PAYMENTS:

- **Full or installment payments may be made by mailing a check, money order or bank check payable to the City of Albany, or in person by cash or check at Albany City Hall, Rm. 110, weekdays 8:30am – 5:00pm, and January 27th, 30th & 31st until 6p.m.** 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 immediately processed and deposited, so be sure to have money in your account at the time you make payment. **For questions, see below, call 518-434-5036 or e-mail taxbill@albanyny.gov.**
- **Electronic and phone payments (credit card or e-check) are accepted only for the full amount due (not first installments),** at www.albanyny.gov or 1-888-200-7460 (see below for more information).
- Include interest stated on the bill if paying (or payment is postmarked) after January 31st (or February 6th if you are an eligible senior citizen). Please call our office or check online for the amount due after March 2023.
- Receipts are always available online, and will be bulk mailed in the beginning of February. **If you would like a receipt mailed to you before February, include a Self-Addressed Stamped Envelope with your payment.**
- **WASTE COLLECTION FEES ARE NOW BILLED ON THE TAX BILL.** 2023 WCF bills have been added to the tax bill (\$90 per unit), along with any delinquent 2022 WCF bills (\$103.50 per unit). **Bills also include any delinquent 2021 and 2022 water bills, along with other unpaid fines and charges.** Contact our office if you were charged a WCF in error, and contact the Albany Water Department at 518-434-5300 for questions about delinquent water bills.

ELECTRONIC PAYMENTS AND RECIEPTS: Receipts are available, and you can make **full payments (not first installments)** 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 2023.** Service charges will be added (\$0.50 for E-Check; \$0.25 + 1.95% of tax payment for credit cards). **Call 1-888-200-7460 to make electronic payments by phone.**

ESCROW ACCOUNTS and THRID PARTY NOTIFICATION: If you have an escrow account, contact your **mortgage holder** with any questions about their obligation to pay your taxes. If you are disabled or 65 years or older, you may designate an adult third party to receive copies of your tax bills. Call 518-434-5036 for information.

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 12/20/22. 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.

OMITTED TAXES: If you see “Omitted Taxes” on your bill, you purchased a property that had tax exemptions that were cancelled upon the sale of the property. When this happens, those taxes can be placed on the next year’s tax bill pursuant to NYS RPTL sec. 520(2). Prorated taxes are assessed after the date of purchase based on the number of days owned.

INSTALLMENT PAYMENTS: YOU CAN OPT TO PAY YOUR BILL IN INSTALLMENTS AS FOLLOWS: The first installment of ½ of the bill must be paid (by check or cash only) by Jan. 31st (or Feb. 6th for eligible seniors). The second installment of ½ of the bill plus interest penalty, must be paid (by any method) at any point after the 1st installment’s due date. 2nd installment (and other unpaid) bills are mailed in early July. To pay your 2nd installment before or after the July mailing, 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 removing 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 2023 (or February 6th for eligible seniors). Interest is 4% on February 1st (February 7th for eligible seniors), and an additional 1% on the first business day of every month through December. Taxes unpaid as of December 31st are turned over to Albany County 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 2024 may be filed from January 1st until March 1st, 2023.**