

# COLE COUNTY COLLECTOR

311 East High Street  
Courthouse Annex, First Floor  
Jefferson City, MO 65101

## YOU MAY NOW PAY YOUR REAL ESTATE TAXES ON A QUARTERLY BASIS

- Sign up now to pay your Cole County real estate taxes on a quarterly installment basis.
- Your payments will be based on the amount you paid the previous year for real estate taxes. There will be three equal installments, with the fourth and final installment being the balance of the tax due. Taxes not paid in full by December 31<sup>st</sup> will result in late penalties and fees being charged which will be the responsibility of the taxpayer; and, or the payment plan may be terminated.
- We will accept the following payment options: check, money order, cash, credit card, and automated payment from your bank account. If you wish to pay your quarterly installment by credit card; we currently accept MasterCard and Discover Cards. Please contact our office for further information regarding payment by credit card. **If you are planning to pay by automated payment, please fill out and sign the APS authorization form in addition to this agreement to enroll in the installment payment plan. Please read the APS fact sheet for additional information regarding the automated payment process.**
- Only real estate taxes are eligible for installment payments at this time. Payment plans will be set up for each individual parcel of land owned. You must have no prior delinquent real estate taxes for the specific parcel(s) you wish set up for monthly payments before enrolling in a payment plan. For example, your 2009 real estate taxes must be paid before enrolling in a payment plan for your 2010 real estate taxes.
- If you currently escrow your real estate taxes with a mortgage company or related servicing company, you will not be able to set up a payment plan for that particular parcel of land at this time. Remember, payment plans will be set up for each individual parcel regardless of the number of properties you own.
- Please visit [www.colecountycollector.org](http://www.colecountycollector.org) for additional information or contact the collector's office at (573) 634-9124.

I (we) \_\_\_\_\_ have read the above information and wish to enroll in a payment plan for my (our) real estate taxes. I (we) understand that there will be a total of 4 quarterly payments based on the amount of real estate taxes that was paid the previous year. The 4 payments will consist of 3 equal installments with the fourth and final payment being the balance of the tax due. I (we) understand that all payments are due by December 31<sup>st</sup> and that the failure to make a scheduled payment may result in late charges and or the termination of said payment plan.

Please Print:

Name(s) as shown on bill \_\_\_\_\_

Parcel # (include additional sheet if more than one) \_\_\_\_\_

Mailing address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Daytime Number \_\_\_\_\_

Email Address \_\_\_\_\_

Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

(all owners must sign)

Upon receipt of this signed agreement, the collector's office will mail out a confirmation of enrollment and a payment plan schedule.