

County/Town Tax bills are mailed out by the printer the last week of December. Tax payments are due in full, without penalty, no later than January 31<sup>st</sup>. Payments from February 1 through July 31, add an additional 1% per month. If your payment is received after January 31 without the penalty included, your payment will be returned to you. You will need to re-issue a new check including the penalty. On August 1, tax bills are returned to the Greene County Treasurer for collection with additional fees and penalties added to the balance due.

We do not accept partial payments. If we receive more than one check per parcel, those checks will be returned to you, and we will request only one check be issued for full payment for a parcel. You can pay multiple parcels on one check.

## PAYMENT METHODS

1. **To view, print or pay tax bills online:** <https://egov.basgov.com/townofwindham>

These databases operate better with less information rather than more. Only enter one piece of information. Yes, just ONE item. If you enter too much information, it will not work. Also, if paying online, please read the information explaining the vendor fees before you access your bill. The credit card processing company collects the fees, not the Town. By law, municipalities are not allowed to pay these fees. After you access your bill, click the "PAY FULL" button at the top right of the page. The payment page is time sensitive. Please have all your payment information ready prior to clicking on "PAY FULL". You will then be brought to a secure credit card payment page. A receipt will be provided by email. Payments are accepted online during the collection year ONLY (January 1 to July 31).

2. **To pay in person:** Tax payments will be accepted Tuesday through Thursday 9 am to 3pm at the office of Katherine Murray, CPA, 134 County Route 12 (South St), Windham, NY. For your convenience, there is a secure depository box located outside the office for payments, available 24/7.
3. **Mail:** Make checks payable to Katherine Murray, Tax Collector. Mail to: Katherine Murray, Windham Tax Collector, PO Box 214, Hensonville, NY 12439-0214. Please include your bill number or parcel ID on your check.

### **\*\*\*VERY IMPORTANT\*\*\***

Please be advised if your Town/County tax payment is mailed to the School Tax collection address at the Windham post office and/or made payable to the School, we will not receive it. Therefore, your taxes will remain unpaid. The Town Tax Collector and the School Tax Collector are 2 different people, with 2 different post offices addresses in 2 different towns.

## **A Word About Postmarks**

**NYS Real Property Law states that we must respect the postmark on payments. Therefore, when you pay your taxes near the end of a month MAKE SURE the post office staff stamps the envelope in your presence which will guarantee the postmark! A postage meter stamp is not an acceptable form of a postmark. We do not accept the date on the check either. If payment is received with a postmark after the month ends and your payment does not include the applicable additional interest, we will return the payment to you. You will need to write a new check for the proper amount.**

**PLEASE NOTE-IF PAYING VIA YOUR ONLINE BANKING, SCHEDULE PAYMENTS AT LEAST 10 DAYS PRIOR TO DUE DATE, AS THESE ENVELOPES ARRIVE WITHOUT A POSTMARK AND SUBJECT TO PENALTY IF RECEIVED AFTER JANUARY 31. When an envelope has no United States postmark date, payment of taxes is deemed to have been made on the day the payment is received.**

NYS Law provides that the Collecting officers **CANNOT** waive penalties on real estate taxes paid after the due date **for any reason**. (*Real Property Tax Law Sec 920*)

**FAILURE TO RECEIVE A BILL**

A property owner is not relieved of the responsibility for payment of taxes or interest as prescribed by law despite the failure to receive a tax bill. (*Real Property Tax Law Sec 922.3. The failure to mail any such statement, or the failure of the addressee to receive the same, shall not in any way affect the validity of the taxes or interest prescribed by law*).

**ADDITIONAL INFORMATION**

Please note the duties of the tax collector is to collect tax payments.

The Assessor makes property assessments, STAR, senior exemptions, Veteran exemption, **address changes**, and deed changes. Richard Tollner can be reached at Town Hall 518-734-4566.

The Greene County Treasurer collects delinquent taxes and forecloses on properties for unpaid taxes. The County treasurer's office can be reached at 518-719-3527.

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***Town of Windham DOES NOT handle School taxes.***

School Tax is handled by a separate collector.

Dawn Hitchcock, School Tax Collector (Windham-Ashland-Jewett CSD)

(518) 734-6611 September and October only

(518) 734-3400, ext 6 – WAJ Business Office (No in-person payments accepted)

Mailing address is PO Box 157, Windham, NY 12496

To view your School tax bill online: [infotaxonline.com](http://infotaxonline.com)

School tax bills are due without penalty by September 30. Last day of collection is November 01. Any tax bill not paid by Nov 01 will be releived onto your County/Town tax bill in the following year.