

PLEASE READ THE INSTRUCTIONS AND INSTALLMENT SCHEDULE CAREFULLY BEFORE SIGNING 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.

PAYMENT SCHEDULE	
First Installment Payment	One quarter of the total estimated taxes discounted 6%. Payment is due by June 30, 2016. A taxpayer must make the first installment payment to participate in this plan.
Second Installment Payment	One quarter of the total estimated taxes discounted 4 1/2%. Payment is due by September 30, 2016. No discount is allowed after September 30, 2016.
Third Installment Payment	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, 2016. No discount is allowed after December 31, 2016.
Fourth Installment Payment	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, 2017. Interest will apply after March 31, 2017.

APPLICATION TO PARTICIPATE IN THE INSTALLMENT PAYMENT PLAN			
To pay 2016 property taxes by installment, please sign, date, complete property identification number, and return this application to your county tax collector by April 30, 2016. The tax collector will mail your first notice of payment due, with instructions. If you have not received your first notice by June 15, 2016, contact your tax collector's office.			
PLEASE PRINT		COMPLETED BY TAXPAYER	
Name		Parcel ID	
Mailing address		Legal description As it appears on 2016 Tax Notice Receipt (Notice of Proposed Property Taxes or TRIM Notice)	

Signature

Date

Phone

Florida Law requires that your estimated taxes must be more than \$100 for each tax notice to participate in the Installment Payment Plan. If your estimated taxes for 2016 are \$100 or less, you do not qualify for this plan.

If you choose to participate, you must make the first installment payment by June 30. Once you have paid the first payment on time, you are required to continue for the tax year. If you elect to discontinue participation, you will not receive the discounts provided by law. Installment payments that become delinquent must be paid with the next installment payment. Discounts are not allowed on delinquent payments.

Complete this page and mail to:
Business Services – Revenue Division
Attn: Installments
123 W. Indiana Ave, Rm 103
DeLand, FL 32720

Notice of payment due will be mailed by the first business day of each installment period. If you do not receive a notice, please contact our office at one of the following numbers:

DeLand (386) 736-5938
Daytona Beach (386) 254-4635
New Smyrna Beach (386) 423-3325