SCHOOL TAX COLLECTION PROCEDURE

2016-2017 school tax bills will be mailed to district property owners. Tax bills paid on or before September 30th, 2016 are **not** subject to a 2 percent late penalty**.**

Tax bills paid during the period of **October 1 to October 31, 2016** require the additional late fee of 2 percent. No school tax payments will be accepted by the school district after October 31, 2016. Unpaid school taxes on November 1, 2016 are returned to the county for inclusion in the January Town and County tax bill.

School taxes may be paid by mail or in person. If paying in person, the tax collection office is located at the District Office, 68 Wilson Creek Road, Newark Valley. Collection hours are ***11:00 AM to 2:00 PM MONDAY THRU FRIDAY,*** September 1, 2016 to October 31, 2016. There are no collections on Holidays.

NEW IN 2016-17 COLLECTION

The district will accept US postmark on incoming mail for the purpose of penalty period and end of collection date. Private metered postmark (such as stamps printed at home) will not be accepted for the same purpose.

2016-17 school tax bill and payment information will be available on line at [www.taxlookup.net](http://www.taxlookup.net) as of September 1st, 2016. Tax bills and receipts can be viewed and printed directly from the website as well.