

Would you like to save time & money?

The direct payment plan allows you to:

- ✓ Save time — no checks to write!
- ✓ Helps meet your commitments in a convenient and timely manner — even when you're out of town or on vacation!
- ✓ Instead of receiving a paper copy of the statement, an e-mail will be sent that will provide a link to our website to view the account information any day, *anytime*.

Don't forget — The cutoff dates to apply for the payment plan are April 15th for the first half and October 15th for the second half of each year.

The Benton County Treasurer's Office reserves the right to remove anyone at anytime for any reason when deemed appropriate.



Visit Our New Website at www.bentoncountytax.com. This form is also available online and can view your property account information anytime, anywhere!

HOURS:

8:30 a.m. to 4:30 p.m.
Monday through Friday
(excluding Holidays)

KENNEWICK ADMINISTRATION BLDG

7122 W. Okanogan PI #E110
Kennewick, WA 99336
Phone: (509) 735-8505
Fax: (509) 736-2705

PROSSER COURTHOUSE

Second Floor
620 Market St
Prosser, WA 99350
Phone: (509) 786-2255
Fax: (509) 786-5628

Mail form to:

Benton County Treasurer
PO Box 630
Prosser, WA 99350

SEMI-ANNUAL PAYMENT PLAN

The direct payment plan will help in *many ways*:

- Saves time — no checks to write!
- No renewal required!
- Helps meet your commitment in a convenient and timely manner; even when you're out of town or on vacation!



Benton County Treasurer's Office

KENNETH SPENCER
Benton County Treasurer
Prosser (509) 786-2255
Kennewick (509) 735-8505
www.bentoncountytax.com

TAXPAYER CONTRACT FOR ACH PAYMENT

Please Staple Voided Check Here

TERMS & CONDITIONS

- **1st half withdrawal date will be April 30th**, unless it falls on a weekend, then it will be deducted on the following business day.
- **2nd half withdrawal date will be October 31st**, unless it falls on a weekend, then it will be deducted on the following business day.
- The cutoff dates to apply for the payment plan are April 15th for the first half and October 15th for the second half of each year.
- **Valid e-mail is required** and taxes must be current — no delinquent accounts. Cannot sign up if there is already an active escrow.
- If the electronic debit is returned due to non-sufficient funds or account closed, this will result in an immediate removal from the program and a \$35 fee.
- To be removed from the automatic payment contract, the Treasurer's office must receive the request either in writing or by e-mail at least 5 business days prior to the withdrawal date. Your request can be sent to ACH.Taxes@co.benton.wa.us — Cancellation is effective only after e-mailed acknowledgment from Treasurer's Office.
- Once approved and signed by the Treasurer, a confirmation will be e-mailed to you.
- After approved, you will receive an e-mailed notification when your tax statement is available for viewing online.
- **Current year taxes will be withdrawn April 30th and October 31st. Any subsequent adjustments will not be withdrawn from your account. If paid after the statement due date, penalty and interest will apply.**

On _____, I hereby authorized the Benton County Treasurer to initiate electronic debits from my checking/savings account identified below for the semi-annual payment of property taxes. I agree to the terms listed on this authorization form for payment. If the due date falls on a week-end or holiday, it will be deducted on the following business day.

PLEASE PRINT

Name (s) _____

Daytime Phone (_____) _____ Cell Phone (_____) _____

Mailing Address _____

E-mail Address _____

Bank Name _____ Branch (City) _____

Bank Routing # (ABA #) _____ Checking Account _____

Savings Account # _____

Attach voided check or deposit slip for account from which funds will be deducted (required).

Parcel Number (s). *If more space is needed, please attach listing.*

_____, _____

_____, _____

_____, _____

AUTHORIZATION AGREEMENT

I will notify the Benton County Treasurer's Office, in writing, when I change banks/accounts, in order to continue this contract or terminate this contract. I understand the Benton County Treasurer must receive written or e-mailed notice at least 5 business days prior to the electronic payment withdrawal date of the last day of the month, in order for the payment to be stopped or the bank account changed.

(Taxpayer Signature) Date _____

(Taxpayer Signature) Date _____

(Deputy Treasurer) Date _____

Official Use Only

Add To ACH.mdb _____

Add To Ascend _____

Term: from ACH.mdb _____

Term: from Ascend _____

Term Date _____

Term Due To _____

Mtg — Exemp — Del

Complete the contract and authorization agreement then return to:
Kenneth Spencer, Benton County Treasurer, PO Box 630, Prosser, WA 99350