

Would you like to save time & money?

The direct payment plan allows you to:

- √ Spread your taxes over nine installments
- √ Save time — no checks to write!
- √ Help 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 **anytime, anywhere**.

Don't forget — The cutoff dates to apply for the payment plan are January 5th for the first half and May 1st for the second half.



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

Example:

\$1,500 Tax Bill

Feb	16.65%	\$250.00	
Mar	16.65%	\$250.00	
Apr	16.66%	\$250.00	\$750.00
May	8.34%	\$125.00	
Jun	8.34%	\$125.00	
Jul	8.34%	\$125.00	
Aug	8.34%	\$125.00	
Sep	8.34%	\$125.00	
Oct	8.34%	\$125.00	\$750.00
	100.00%	\$1,500.00	

HOURS:

8:00 a.m. to 4:30 p.m.
Monday through Friday
(excluding Holidays)

KENNEWICK ANNEX

5600 W Canal Dr, Ste A
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

Benton County Treasurer's Office

Benton County Treasurer

Prosser (509) 786-2255

Kennewick (509) 735-8505

www.bentoncountytax.com



MONTHLY PAYMENT PLAN

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

- Saves time — no checks to write!
- Spreads your taxes over 9 installments
- No renewal required!
- Each payment will have a .75¢ fee.
- Helps meet your commitment in a convenient and timely manner; even when you're out of town or on vacation!

TAXPAYER CONTRACT FOR ACH (MONTHLY) PAYMENT

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

PLEASE PRINT

Name (s) _____

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

Mailing Address _____

E-mail Address (required) _____

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.*

TAXPAYER 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 15th of the month, in order for the payment to be stopped or the bank information changed.

_____ Date _____
(Taxpayer Signature)

_____ Date _____
(Taxpayer Signature)

_____ Date _____
(Deputy Treasurer)

TERMS & CONDITIONS

- 1st half will have **3 installment payments:** February, March & April
- 2nd half will have **6 installment payments:** May, June, July, August, September & October
- Withdrawal dates will be the 15th of each month.
- **A valid e-mail is required** and taxes must be current — no delinquent accounts. Taxpayer cannot sign up if there is already an active escrow.
- The cutoff dates to apply for the payment plan are January 5th for the first half and May 1st for the second half of each year.
- Each installment will have a **.75¢ service fee.**
- If the electronic debit returns due to non-sufficient funds or account closed, this will result in an immediate removal from the program and a \$35 fee.
- Once approved and signed by the Treasurer, a confirmation (copy of this document) will be e-mailed to you.
- Notification of future tax statements will be provided via e-mail when they are available for viewing online.
- 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 electronic payment 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.
- Upon removal from the program, the taxpayer will be responsible for all unpaid taxes and applicable interest/penalty as otherwise required by law.
- Installment payments are not refundable.
- The Benton County Treasurer's Office reserves the right to remove anyone at anytime for any reason, when deemed appropriate.

Official Use Only

Add To ACHpay.mdb _____

Add To PACS _____

Emailed Signed Contract _____

Term:fromACHpay.mdb _____

Term:fromPACS _____

Term Date _____

Term Due To _____

Emailed Term Notice _____

Mtg — Exemp — Del

BM KJ SW TA KY HU

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