



**THE CITY OF POUGHKEEPSIE
FINANCE DEPARTMENT**
62 Civic Center Plaza – Poughkeepsie, NY 12601

GENERAL TAX INFORMATION

SENIOR CITIZEN OR DISABLED

If you are either 65 years of age or older, or disabled, and you own and occupy a one, two, or three family residence, you may designate a consenting adult third-party to receive duplicate copies of your tax bills and notices of unpaid taxes until further notice. Applications may be obtained in person from you tax collecting officer, or by mail if you include a self-addressed stamped envelope. Applications for third-party notifications must be filed with the tax-collecting officer no later than November 15th to be in effect for the following year.

SENIOR CITIZEN OR VETERAN

You may be eligible for veteran and/or senior citizen tax exemptions for the following tax year. For information, please call or write; Assessors Office, 62 Civic Center Plaza, Poughkeepsie, NY 12601 (845) 451-4040.

UNPAID TAX NOTICE AND FEE

New York State law requires the mailing of an unpaid tax notice, and authorizes the collection of a \$2.00 late notice fee as well as the appropriate other fees, interest and/or penalties.

RETURNED CHECK CHARGE

There shall be a \$15.00 charge imposed for any check returned unpaid by your bank.

ADDITIONAL CHARGES

A title search will be made on all real property for which any real property tax or portion thereof remains due and unpaid as of August 16th. In addition, title searches will be made on all such property for which any real property tax or portion thereof becomes due after August 16th and is unpaid as of October 16th. The cost of the title search and related publication and notice costs shall be an additional charge against the real property involved.

OWNERSHIP CHANGE

If property was sold or transferred, please forward this tax bill to the new owners or return to this office.

PAYMENT INSTUCTIONS

Make your check payable to the “City of Poughkeepsie”

The U.S. Postmark shall determine the date the tax payment is deemed received.

Option 1 – Pay in Full

Taxes paid in full on or before February 15th shall not be subject to interest, penalties or installment fee. Taxes paid in full after February 15th shall be subject to a late payment penalty and interest. The late payment penalty is equal to 2% of total annual taxes. Interest as set forth below is charged only on the portion of the payment that would be late if the taxes were being paid on the installment basis.

Option 2 – Pay in Installments

Taxes may be paid on a quarterly installment basis. If this payment method is used, a one-time installment fee is due along with the first quarter payment. The installment fee rate is equal to 2% of the total annual taxes and the amount shown on the “FIRST QUARTER” stub includes the installment fee. The installments are due on February 15th, May 15th, August 15th, and October 15th. No late payment penalty is charged if the installment method is used; however, interest as set forth below is charged on installment payments made after the due dates.

INTEREST

Interest is charged on the late portion of the tax payment at the following rates:

If payment is made Between:	The Rate of Interest is:	If Payment is made Between:	The Rate of Interest is:	If Payment is made Between:	The Rate of Interest is:
February 16-28/29	2%	June 1-30	6%	October 1-31	10%
March 1-31	3%	July 1-31	7%	November 1-30	11%
April 1-30	4%	August 1-31	8%	December 1- Tax Sale	12%
May 1-31	5%	September 1-30	9%		

Any payments made on or after 11/01 must be by certified check, bank check, money order or cash.

If you have any questions, please call (845) 451-4030 or 451-4031.

NOTE: If the word "ARREARS" appears on the face of this tax bill, please be advised that taxes from one or more prior levies remained due and owing when this statement of taxes was prepared. Payment of the arrears must be made by certified check, bank check, money order or cash to the Commissioner of Finance, 62 Civic Center Plaza, Poughkeepsie, NY 12601, (845) 451-4030. To determine the amount in arrears, contact that office. Continued failure to pay all of the taxes levied against the property will result in your loss of the property via our tax lien sale.