

TOWN OF SHARON FY2025 TAX PAYMENT OPTIONS

Bills mailed to taxpayers mid-August 2024

Taxes are due on or before 6:00 PM on Due Dates Sept. 18, 2024, and Feb. 12, 2025
Office Hours for Tax Payments M, T, TH 8:30am -3:30pm and Wed 8:30am-12:30pm
with Special Hours on the Tax Due dates of 9/18/24 & 2/12/25 8am-6pm.

We offer several options for making tax payments and hope one will work well for you. Call Lucy Pierpont, Finance Manager, at 802-763-8268 ext 8 or Deb Jones, Treasurer, at ext 3 for tax payment information. You may also email Lucy at financemgr@sharonvt.net or Deb at treasurer@sharonvt.net.

1. **Mail your check or money order** and payment stub to Town of Sharon, PO Box 250, Sharon, VT 05065. If you include a self-addressed stamped envelope, we will return your payment stub. Payments must have a USPS postmark on or before the tax due date to prove they are on time.
2. **Use the Drop Box:** You may use the side door Drop Box to drop a check or money order in a small envelope with parcel information (NOT CASH!) at the Town Offices at 15 School St **by 6:00 PM** on the Tax Due Dates or any day prior to the due date. If you include a self-addressed stamped envelope, we will return the stub from your bill as a receipt. *Please DO NOT use the Ballot Drop Box.*
3. **Auto Pay ACH Payment Option:** You can submit a form to us two weeks BEFORE the tax due date to have your payment taken from your designated bank account on the tax due dates. This form with detailed information **can be found on the back side of this page** or online at sharonvt.net.
4. **Credit Card Online Payment Option** from the Town of Sharon's website at sharonvt.net: You may pay your taxes by using our online payment service with Municipay by clicking on the payment link on the TAX PAYMENT OPTIONS page on the Town's website sharonvt.net. Credit cards accepted: MasterCard, Discover, American Express or Visa. For this service, the payment processing company will charge a minimum \$3.00 fee for charges up to \$113.00 and a 2.65% fee for charges over \$113.00. Taxes are still due by 6pm Eastern Time on the tax due dates.
5. **Electronic Check (E-check) Online Payment Option** from the Town of Sharon's website at sharonvt.net: The Town of Sharon accepts electronic check payments using our online payment service on the TAX PAYMENT OPTIONS page at sharonvt.net. Payments will be charged to your bank account. You will need your 9-digit routing number as well as your bank account number. A service fee of \$1.50 per transaction will be charged by Municipay, the payment processing company. Taxes are still due by 6pm Eastern Time on the tax due dates. **IMPORTANT:** Municipay assumes you're making a credit card payment unless you select the tab that says "Pay with E-Check" versus the tab that says "Key Enter Card" on the 3rd page titled Products & Services. If the fee is more than \$1.50, you are still in the credit card option. Call 763-8268 x8 for help.
6. **You may stop in** at the Town Offices and make a payment in person M, T & TH between the hours of 8:30am and 3:30pm and between 8:30am and 12:30pm on Wednesdays, with special hours on tax due dates of 9/18/24 & 2/12/25 8am-6pm.
7. If possible, please **try to avoid waiting until the last minute** to make your payment. Stuff happens.

A few Special Notes: All Payments Should Include Your Parcel ID# (not the SPAN #).

Please check your bill to be sure you have the correct status of homestead vs. non-homestead and if you received your expected State Payment credit per the letter you received from the VT Dept of Taxes (usually in July).

NEW FY25: FY2025 tax payments not made by 2/12/25 at 6pm will be subject to a 2% penalty for the first seven days, and if still not paid by 2/19/25 another 6% will be charged on 2/20/25 for a total 8% penalty. Taxes paid late for the Sept. 18, 2024 and/or the Feb. 12, 2025 due dates will be charged 1% interest per month until paid in full.

Thank you for your support through your tax payments!

TOWN OF SHARON, VT
ACH DEBIT AUTHORIZATION FORM for TAX PAYMENTS

AUTHORIZATION AGREEMENT – FOR PRE-ARRANGED PAYMENTS (ACH DEBITS)

I hereby authorize the **TOWN OF SHARON** to initiate debit entries and any necessary correcting credit entries to my Checking or Savings account indicated below and the depository named below to debit the same to such account.

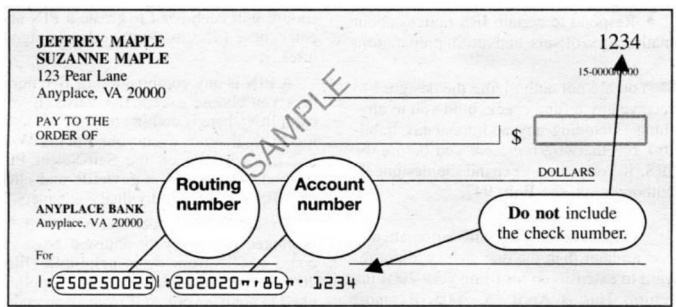
The dollar amount showing due on my tax bill will be drawn from the account indicated below on the tax due date.

Depository Name & Address	Transit / ABA Number
Checking <input type="checkbox"/> Savings <input type="checkbox"/>	Account Number

This authority is to remain in full force and effect until the TOWN and DEPOSITORY have received written notification from me of its termination in such time and in such manner as to afford TOWN and DEPOSITORY a reasonable opportunity to act on it. I have the right to stop payment of a debit entry by notification to DEPOSITORY at such time as to afford DEPOSITORY a reasonable opportunity to act on it prior to charging account. After account has been charged, I have the right to have the amount of an erroneous debit credited to my account by DEPOSITORY, provided I send written notice of such debit entry in error to DEPOSITORY within 15 days following issuance of the account statement or 45 days after posting, whichever occurs first.

Town Parcel ID Number (not the span #)	Attach a voided check for account verification purposes.
Property Location:	Phone #
Name (please print): <small>YOU MUST BE A SIGNER ON THE ACCOUNT</small>	Email address:
Mailing Address:	
Signature	Date

YOU MUST BE A SIGNER ON THE ACCOUNT



Note. The routing and account numbers may be in different places on your check.

For more information, please contact:
 Lucy Pierpont at 802-763-8268 x8
 financemgr@sharonvt.net
or
 Deborah Jones, Treasurer, at 802-763-8268 x3
 treasurer@sharonvt.net.
or
 Get more tax payment choice information on the
 Town of Sharon's website at sharonvt.net.

To allow for time to process this ACH Debit Agreement, please submit this form at least 14 days before the tax due date. We will confirm receipt of the form by email, mail or by phone.

Mail your completed form to: Town of Sharon Attn Finance Manager PO Box 250 Sharon, VT 05065	- or -	Drop off your completed form to: Lucy Pierpont or Deb Jones at Sharon Town Offices 15 School St, Sharon, VT or put it in the locked drop box slot at the side entry door
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See the reverse side of this page for more tax payment options.