

Tax Collector News

MANATEE COUNTY TAX COLLECTOR'S OFFICE
WWW.TAXCOLLECTOR.COM

Issued by Carlos Cabrera

OFFICE LOCATIONS:

Questions regarding any of the services we offer should be directed to (941) 741-4800 or e-mailed to ContactCenter@taxcollector.com. Calls will not be transferred to an individual branch as they have limited staff.

OFFICE HOURS:
9:00 AM—5:00 PM

DeSoto Office

819 301 Blvd West
Bradenton, FL 34205

(Located adjacent to the
DeSoto Square Mall)

Lakewood Ranch Office

6007 111th St East
Bradenton, FL 34202
(Off State Road 70)

Palma Sola Office

7411 Manatee Ave W
Suite 200
Bradenton, FL 34209
(Albertson's Shopping
Center)

Palmetto Office

1341 10th St East
Palmetto, FL 34221
(US 301)

2008 TAX ROLL OPEN FOR COLLECTION!

The 2008 Tax Bills were mailed November 12th and YOU CAN PAY YOUR 2008 TAXES NOW!

A 4% discount is allowed for all payments received or postmarked by December 12th, 2008 or paid online by 11:59 PM EST December 12th, 2008. *The 4% discount is extended 30 days from the date the tax bills are mailed.*

Online Payment Disclaimer: All amounts due and payments are posted using Eastern Standard Time (EST). The Tax Collector's Office is not responsible for payment transactions that could not be processed as the

result of technical difficulties such as downtime due to system maintenance or any other occurrence. Incorrect data entry or rejection of payment by your financial/credit card institution could



result in additional fees and loss of applicable discount.

A 3% discount is allowed for payments received or postmarked by the last day of December, a 2% discount in January, a 1% discount in

February, and there is no discount allowed in March 2009. Taxes become delinquent on April 1, 2009, at which time interest, advertising and other charges begin to accrue. Payments postmarked or received after March 31, 2009 must be in the form of cash, money order, cashier's check or certified funds.

The 2008 Tax Year runs from January 1st—December 31st, with taxes paid in arrears. A list of the 2008 Millage Rates and Taxing District Telephone Numbers is available on our website www.taxcollector.com.

INTERNET PROPERTY TAX HISTORY—PAY PROPERTY TAXES ONLINE NOW!

Visit www.taxcollector.com to **PAY 2008 PROPERTY TAXES ONLINE** and access property tax account information for tax years 1998 thru 2008

Click on the link [Online Property Tax Information](#)

YOU CAN PAY 2008 TAXES ONLINE through an electronic debit to your checking account or by credit card. Credit card payments are subject to a convenience fee. A confirmation receipt can be printed after completion of your transaction, a copy of which is e-mailed to the e-mail address you provide!

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INTERNET PROPERTY TAX HISTORY PAY PROPERTY TAXES ONLINE NOW!

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Online payment is available through 11:59 PM EST on April 30, 2009 for 2008 Personal Property Taxes, and through 11:59 PM EST on May 30, 2009 for 2008 Real Estate Taxes. Please read our website's [Online Payment FAQ's](#) for more information. (Payment methods accepted: MasterCard, Visa, Discover and E-Check.)

One unique feature on our tax payment website is the ability to pay multiple transactions using our "shopping cart" payment approach. **This feature allows you to pay multiple parcels in one transaction.** This option was added as a result of comments from attorneys, title companies and mortgage holders.

Please be aware that certain statuses prevent online payment at this time. Examples of accounts that cannot be paid online are prior year delinquent taxes, accounts with a status of bankruptcy plan, litigation, tax deed, list of lands, good faith, or prorated; and accounts where a note posted in our tax collection system affects the payment status. **You must call our office (750-9566) to obtain a payoff for accounts that cannot be paid online, because the amount on the Internet is only the gross tax that was originally billed; it is not the payoff.**

You can access 1998-2008 real and personal property tax account information by name, address or account number on our website. The payment status appears on the Tax History Results page. The History page can be printed, or you can detail a specific tax year and print a duplicate bill or a receipt. **Please note:** If the taxes are delinquent and the status is "Unpaid", you must call our office for the correct amount due at 750-9566.

To obtain certified copies of paid real property tax records, or to obtain paid tax records prior to 1998, you must visit the Clerk of Court's Recording Department as the Official Records Custodian for Manatee County.

NOTE: Pursuant to DOR Rule 12D-13.002(2), our office does not accept partial payments.

USING A BANK / INTERNET BILL PAY SERVICE ?

We recommend using www.taxcollector.com to pay your taxes; however, the Manatee County Tax Collector has been established as a "payee" for online payments to be processed through your bank's internet bill-paying service. Please ensure that the property identification number is included with each payment and that your payment is scheduled to be received in our office no later than the last business day of the discount period. Payments received after the discount period will be returned. Taxes become delinquent April 1st.

Coming Soon!
New Property Tax Website!
**New features include the ability to pay
certificates and prior year delinquent taxes!**

TAX PAYMENTS RECEIVED & REFUNDS MORTGAGE / COMPANIES / ESCROW AGENTS

For those taxpayers whose taxes are escrowed, the electronic payments received from mortgage companies or escrow agents will be processed as they are received, which is normally at the end of the November discount period. (*This year the November discount period has been extended to December 12th.*) Please contact the escrow agent directly to determine if and when payment will be made, or access our website www.taxcollector.com to print duplicate receipts after payments are processed.

Please do not call our office concerning the status of your refund check(s) until **after January 31st**. Balancing of all mortgage payments occurs in January, the refund checks are issued by our Financial Services Dept., and then the checks must be imaged before they are mailed on or about January 31st. To avoid having to wait on a refund, use our Online Property Tax Management Portfolio available at <http://www.taxcollector.com/portfolio/>, which provides the payment status and amount due on any accounts loaded to your portfolio in real time, and you can pay the taxes on any or all of the accounts in your portfolio by e-check through the online system. By using the portfolio system, you will drastically reduce the number of refunds because you will be remitting payment only on those accounts that are unpaid, and if an account was corrected after certification, you will be paying the corrected amount due.

PERSONAL PROPERTY TAXES

Please verify that there are no personal property taxes due when handling the transfer of real property to a new owner. An example of where this may occur would be a rental property on which real property and personal property taxes have been assessed. You can search personal property tax records by name, property address or account number on our website www.taxcollector.com for tax years 1998 thru 2008.

As a result of the new \$25,000 personal property tax exemption effective with the 2008 tax roll, mobile home owners who previously received a personal property tax bill for their attachments will not receive a tax bill and will not owe 2008 personal property taxes if the value of their attachments is less than \$25,000.

The \$25,000 Personal Property Exemption also applies to businesses and rental accounts; based on their assessed value, the exemption could result in their accounts falling under the minimum tax bill of \$ 15.00 as well. If you have any questions regarding this exemption, contact the Manatee Property Appraisers Office at (941) 742-5660.

DEBIT CARDS ACCEPTED!

Debit cards are accepted at all branch locations, subject to your bank's daily debit card limit.

Attention!

Questions regarding assessments, exemptions, ownership or address changes should be directed to the Manatee County Property Appraiser's Office at:

Real Property: (941) 748-8208
Personal Property: (941) 742-5660

MOBILE HOMES LOCATED ON REAL PROPERTY

We sometimes find that when an individual purchases a mobile home located on real property, the land is transferred to the new owner by the recording of a deed, but the mobile home title(s) are never transferred. The new owner assumes that transfer of ownership to the mobile home took place as well, and it is sometimes not caught for several years! **Please remember to transfer the title (or titles for double-wide or triple-wide).** To read the DMV procedure for retiring mobile home titles located on real property, access the Department of Motor Vehicle's website <http://casey.hsmv.state.fl.us/Intranet/dmv/Manuals/DMVProcedures/BTR/tl/TL-39.pdf>.

SPECIAL ASSESSMENTS NON-AD VALOREM TAXES

Special assessment payoffs are not currently available on our website www.taxcollector.com; however, you can determine whether special assessments have ever been billed on an account by looking at the detail screen under the non-ad valorem section (click on the tax year to display the Details page). To obtain payoff information, please call our office at (941) 750-9566; all other questions should be directed to Public Works at (941) 708-7450 (Attention: Sherri Robinson, Project Coordinator).

Whenever an assessment payoff is obtained, it is “**Subject to Payment of Annual Taxes**”, because the payoff does not include the annual assessment amount (*i.e. the 1/15th*) placed on the annual tax bill for the current year (*or any prior years*). Once the 1/15th has been placed on the tax bill, the full amount of the tax bill must be paid, as partial payments are not permitted by statute. Assessments are assumable upon the sale of the property; however, if a property split occurs (*cutout*), the unpaid balance plus accrued interest is

due and payable per the resolution which established the assessment lien: Upon subdividing all or a portion of a lot or parcel that currently has a special assessment lien, **all installments of principal remaining unpaid and interest due thereon shall be due and payable without notice** or other proceedings, and the county may, at any time after such subdividing, institute foreclosure or other appropriate proceedings for the collection of all principal or interest on any or all portions of a lot or parcel against which the lien has been established.”

ACQUISITION OF PROPERTY GOVERNMENT ENTITY PAYMENTS PLACED INTO ESCROW

Pursuant to Section 196.295, Florida Statutes, certain governmental entities are exempt from taxation from the date they purchase or acquire property. An example would be a right-of-way acquisition or property purchased by the County, School Board, DOT or Sarasota-Manatee Airport Authority. At the closing, the prorated tax due from January 1st through the date of sale, plus fire district charges, is collected from the seller. The prorated tax is determined after obtaining a Value Proration from the Property Appraiser, which provides the current assessed value and fire district charges. **The prorated tax, together with the Appraiser's Value Proration and a copy of the recorded Deed, is delivered to our DeSoto Branch Office (Quality Assurance Department).** The prorated tax is then deposited into a "suspense (*escrow*) account" to be held by our office until the next tax roll is billed. If you have any questions, please contact Sara Ackley by telephone (941) 741-4866 or e-mail SaraA@taxcollector.com.

F E E S F O R C O P I E S O F R E F U N D C H E C K S

It is our office policy to charge a \$5.00 fee for each copy of a refund check requested by a Mortgage Company, Title Company, attorney's office or certificate holder. The refund check number, the date the check was issued and whether the check has cleared can be provided to you at no charge. If a copy of the refund check is requested, a \$5.00 fee must be submitted to our Financial Services Department.

**A L T E R N A T I V E P A Y M E N T P L A N F O R
P R O P E R T Y T A X E S — I N S T A L L M E N T S**

On December 1st, we will mail Third Quarter Real Property and Personal Property Installment Bills for the 2008 Tax Year. The amount that was billed in June and September was based on the gross tax billed in 2007. Any adjustments as a result of a change in millage rate or assessed value will be reflected on the 3rd and 4th Quarter Bills now that the 2008 tax roll has been certified. A 3% discount is available for all 3rd quarter installment payments received or postmarked by December 31, 2008.

To apply for payment of 2009 real or personal property taxes by installment, your estimated taxes must be more than \$100.00. Apply online on our website www.taxcollector.com prior to the deadline of April 30, 2009. A confirmation receipt can be printed as verification of filing.

**N E E D T O C O N V E R T A N E L E C T R O N I C T I T L E
(O R E - T I T L E) T O A P A P E R T I T L E ?**

Visit <http://www.hsmv.state.fl.us/html/emt.htm> to request the title be printed and mailed at no charge. If you need the title today, you may visit an office and pay the \$5.00 (*boat*) or \$7.00 (*vehicle*) fast title fee for each title printed. (*To ensure the title is electronic and qualifies for printing, visit the DHSMV's online motor vehicle check at <https://www6.hsmv.state.fl.us/rrdmvcheck/mvchecking>.*)

P O W E R O F A T T O R N E Y

Below are a few reminders when completing Power of Attorney forms, both Durable and the State DHSMV version (HSMV 82053):

- **ID Requirements** - If the person appointed Power of Attorney is **not** present to submit their legal identification, a copy of their ID must be submitted with the paperwork. In addition, a photocopy of the identification for the person appointing the Power of Attorney must also be submitted. Only one Power of Attorney can be used per person. All copies of identification will be retained by our office.
- **Entering an 'Appointee'** - Please ensure that the complete name (no initials) of the person who is appointed Power of Attorney is entered on the Power of Attorney form. If the person is entered as S. Smith, for example, we cannot accept the Power of Attorney form unless that is their legal name shown on their identification.
- **Double/Triple Wide Mobile Homes** - If a mobile home is a double wide (or triple etc.), you must submit one Power of Attorney per side. You cannot list both title numbers or both vehicle identification numbers on one form.
- **New Copies of Power of Attorney Forms** – Our office must view and retain the original or certified copy of a Power of Attorney. However, at your request, we have been authorized by the State of Florida to retain a copy of a General or Durable Power of Attorney and return the original to you.
- **Multiple Powers of Attorney** – Each individual granting power of attorney must sign a separate HSMV 82053 Power of Attorney form. For example, if a husband and wife are granting Power of Attorney to a third party, two HSMV 82053 Power of Attorney forms would be needed - one for the husband and one for the wife.

DRIVER LICENSE SERVICES PROVIDED BY THE TAX COLLECTOR

The Manatee County Tax Collector's Office is NOT a full service driver license office and serves only as an agent to perform very limited functions. All driver license related transactions that are completed by our office include an **additional convenience fee of \$5.25**. Currently, driver license services are offered at all four of our locations. Access our website www.taxcollector.com for a list of services we are able to perform.

New

DRIVER LICENSE CHANGES

In order to meet Federal Real ID Act standards for the issuance of driver licenses and identification cards, the Florida Department of Highway Safety and Motor Vehicles has implemented several new requirements **effective October 1, 2008**.

The new requirements affect any individual who elects to transfer their out-of-state driver license or identification card to Florida.

Individuals must have **all** of the following **in their possession**:

Original out-of-state **driver license** or identification card (*current or expired less than 2 years*).

One of the following primary documents, which establishes your identity, proves legal presence (*US citizenship*) and date of birth:

- **US Passport** – must be valid (*unexpired*)
- **US Birth Certificate** – must be original or certified copy from any US state or territory
- **US Certificate of Naturalization** – must be original issued by Department of Homeland Security

Proof of "name chain", if the name shown on the primary document (*above*) is different that the name shown on the out-of-state license. This may consist of a **marriage license**, divorce decree or other legal name change documentation.

Original Social Security Card or other proof of Social Security number, which may consist of original tax return, W-2 form, pay check, DD-214, school record, military identification or an official letter from the Social Security Administration.

Driver License Fee Changes:

| | |
|-----------------------------|---------|
| Class E (<i>original</i>) | \$32.25 |
| Class E (<i>renewal</i>) | \$25.25 |
| CDL (<i>original</i>) | \$72.25 |
| CDL (<i>renewal</i>) | \$72.25 |
| ID Card (<i>original</i>) | \$15.25 |
| Endorsements | \$7.00 |

Note: All fees include the \$5.25 convenience fee.



**INTERNET SERVICES AVAILABLE AT
WWW.TAXCOLLECTOR.COM**

Visit www.taxcollector.com to:

- Access and pay current year property taxes and print duplicate tax receipts for tax years 1998-current year.
- Renew vehicles, boats, mobile homes, parking permits, driver licenses, ID cards, change your address and obtain duplicates in one easy step!
- Expedite your driver license or identification card transaction by completing a pre-application questionnaire before visiting an office.
- Check the status of you driver license, identification card and/or title.
- Check personalized plate availability.
- Purchase hunting/fishing licenses, permits and apply for quota and special opportunity hunts.

⌘ **REMINDER** ⌘

You may be required to show your legal identification (state-issued Driver License/ID, U.S. passport etc.) and proof of Florida Insurance if you are processing a title or registration transaction.

INFORMATIVE WEBSITES AND CONTACTS

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| Manatee County Tax Collector www.taxcollector.com | Manatee County Clerk of Court www.manateeclerk.com |
| Manatee County Property Appraiser www.manateepao.com | Florida Department of Revenue sun6.dms.state.fl.us/dor |
| | |
| GOOD FAITH PAYMENTS, HOMESTEAD TAX LIEN PAYOFFS, TAX DEED CERTIFICATE PAYOFFS | SPECIAL ASSESSMENT PAYOFFS (ONLY ON SPLIT PARCELS) AND SUSPENSE "ESCROW" PAYMENTS (GOVERNMENT ACQUISITION) |
| Delinquent Department (941) 741-4832 | Quality Assurance Department (941) 741-4866 or (941) 741-4864 |