

**Legal Notice  
Town of Parma**

**2017/2018 School Tax Payment Information**

PLEASE TAKE NOTICE that I, Carrie Webster, the undersigned Receiver of Taxes, for the Town of Parma, have received the Tax Roll and Warrant for the collection of school taxes for Town of Parma residents in the Hilton School District, Spencerport School District and the Brockport School District. I will receive payment of said school taxes beginning September 1, 2017 through November 1, 2017, at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, NY, during regular business hours: Monday through Friday 8:00 a.m. to 4:00 p.m.; in September only on Thursdays 8:00 a.m. to 6:00 p.m.; and Saturday, September 9, 2017 only, from 9:00 a.m. until Noon.

**SCHOOL TAX PAYMENT INSTRUCTIONS**

**General and By Mail Information for all Payments:** Payments with a legible U. S. Postmark dated on or before the payment due date will be accepted. **Postage meter marks are not considered U. S. postmarks.** Allow extra time for Direct Payment Checks (often used for online banking) to arrive. Payments will be returned for incorrect amount paid and/or not received in a timely manner and may result in interest and penalties. **Payments will be accepted on the next business day, when the last day of a payment period falls on a non business day (weekend, holiday).** Payment receipts will be mailed when requested for the full payment. No third party checks will be accepted. All checks returned to the Tax Receiver marked insufficient funds or returned for any other reason will be subject to a service charge. This fee must be paid before the returned check can be redeposited.

**FULL PAYMENTS:** Sept. 1 – Oct. 1, 2017 No interest is due. Pay the total amount due to Carrie Webster, Receiver of Taxes, by mail or in person to 1300 Hilton Parma Corners Road, P. O. Box 728, Hilton, NY.

Oct. 2 – November 1, 2017 Add 2% interest to the total tax due and include in payment made payable to Carrie Webster, Receiver of Taxes, by mail or in person to 1300 Hilton Parma Corners Road, P. O. Box 728, Hilton, NY.

Nov. 2 – Nov.18, 2017 Add 5% interest to total tax due. Make check payable to Monroe County Treasurer by mail or in person to 39 West Main Street, Rochester, NY 14614.

**INSTALLMENTS:** 1st Installment: Payable Sept. 1 – Sept. 15, 2017

Pay total due as indicated on stub #1, including service charge to Carrie Webster, Receiver of Taxes, by mail or in person to 1300 Hilton Parma Corners Road, P. O. Box 728, Hilton, NY.

Payable Sept. 16 – Sept. 20, 2017 Add 1% interest to the total due, including service charges on stub #1 and pay to Carrie Webster, Receiver of Taxes, by mail or in person to 1300 Hilton Parma Corners Road, P. O. Box 728, Hilton, NY.

**If the first installment is not paid by September 20, 2017, the installment plan is no longer available. The full amount of the school tax bill must be paid. See Full Payment Instructions.**

2nd Installment & 3rd Installment: Providing the first installment has been paid properly, the remaining installments are payable to the Monroe County Treasurer by mail or in person to 39 West Main Street, Rochester, NY 14614. See the back of your bill for instructions or call the Monroe County Treasury Office at (585) 753-1200.

- NO PAYMENTS WILL BE ACCEPTED AFTER NOVEMBER 18, 2017. School taxes, accrued interest and penalties unpaid after this date, will be relieved onto the 2018 Town and County tax bill.

Carrie Webster  
Receiver of Taxes  
Dated: August 28, 2017