



Lake County, Ohio

MICHAEL ZUREN
COUNTY TREASURER

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MEMBER OF
BOARD OF REVISION

BUDGET COMMISSION
DATA BOARD

MICROFILM BOARD
INVESTMENT ADVISORY COMMITTEE

KEEP FOR YOUR RECORDS

Dear Taxpayer,

Welcome to the Lake County Treasurer's escrow payment plan. This plan is devised to assist you in budgeting your property tax payments.

The escrow plan consists of **2 five month billing cycles**, one for each half of your property tax bills.

- 1) The first billing cycle is Oct through Feb (5 months) which is estimated based on the previous year's tax charge. This cycle prepays your property tax due in Feb. The Feb escrow amount due may change depending on what you have contributed to your escrow or if tax amounts have increased.
 - 2) The second billing cycle is March through July (5 months). This cycle prepays your property tax bill due in July. The July escrow amount due may change depending on what you have contributed to your escrow account
- **There are no escrow amounts due in August or September.....**

PAYMENT OPTIONS:

You may choose to:

- 1) Send in payments manually with coupons sent to you every cycle (Mar & Sept) by our office **OR**
- 2) sign up to have payments automatically withdrawn from an account electronically. You are always informed of amounts being withdrawn from your account before they are debited. Starting later in the billing cycle may result in higher monthly amounts being withdrawn.

******WITHDRAWS ARE MADE ON THE 15TH OF THE MONTH OCT - JULY**

If you have any questions, please feel free to contact our office.

Karen Potter
Deputy Treasurer
440-350-2473

www.lakecountyohio.gov • Email: treasurer@lakecountyohio.gov

LAKE COUNTY ADMINISTRATION CENTER • 105 MAIN ST. P.O. BOX 490 • PAINESVILLE, OHIO 44077-0490

**LAKE COUNTY TREASURER
REAL ESTATE ESCROW FUND AGREEMENT
(REAL ESTATE TAX PRE PAY INSTALLMENT PLAN)**

PARCEL NO:

NAME:

ESCROW NO:

LOCATION:

The taxpayer hereby requests the Lake County Treasurer to accept prepayments towards their estimated real property taxes, next due after the date of signing this agreement, and that these prepayments be retained in escrow until the next current tax collection is open, and that all prepayments be applied toward the payment of real property taxes then due.

The taxpayer understands that the prepayments made must be equal to or exceed the full amount of taxes due for that collection. The taxpayer agrees to make such payments as outlined in the attached monthly escrow plan which is incorporated herein.

The taxpayer authorizes the Lake County Treasurer to act as agent for the purpose of receiving his tax bill(s) and applying prepayments of the real estate taxes when due.

The treasure agrees to furnish a tax bill that shows the total amount of the prepayments and the balance due at least 20 days prior to the closing date for the collection then in progress.

Monies received as prepayments in the escrow account will not be released for other than the payment of taxes except for reasons pertaining to the transfer of ownership, death of a taxpayer, or as required by law. Excesses remaining in an escrow account after the payment of real estate taxes will (1) remain and be applied towards future real estate taxes, or (2) be returned to the taxpayer upon application to the County Treasurer. Refunds will be processed in accordance with guidelines established in the Ohio Revised Code 321.45.

For the purpose of this agreement, the County Auditor's Conveyance of Real Property Transfer Record shall control in matters of ownership and transfer. In the event of death, a death certificate shall be required. In all other matters, Section 321.45 of the Ohio Revised Code shall apply.

Signature - Taxpayer

Date

Deputy Treasurer

Date

Phone Number - Taxpayer

LAKE COUNTY TREASURER'S

AUTOMATIC PAYMENT PLAN

office 440-350-2516

*****MONTHLY WITHDRAWS ON THE 15th OF THE MONTH*****

PAYERID _____

start date _____

- Monthly escrow (prepay)
new sign ups contact office
- Semi Annual **Feb/July**
- Annually- **Feb**
- Monthly DELINQUENT CONTRACT

NAME _____ PARCEL# _____

PROPERTY ADDRESS _____ CITY _____

To start automatic payment plan (APP):

I, _____, authorize the Lake County Treasurer to instruct _____ **(name of banking institution)**, to make my real estate tax bill payments from the account listed below as they are due. I understand that I am in full control of the APP payments. If, at any time, I decide to discontinue this service, I will notify the Lake County Treasurer's office in writing **seven (7) days in advance**. I understand that if the necessary funds are not on deposit in my account on the due date designated to execute the automatic payment, the Lake County Treasurer's Office reserves the right to terminate this payment plan, and I shall be liable for any expenses incurred by the Lake County Treasurer's Office. I understand this information will be used solely for the purposes of the APP and my financial account numbers will be kept confidential.

Signature

Please deduct the real estate tax amount due on the due date from **(check one)**:

CHECKING ACCOUNT NUMBER _____
PLEASE INCLUDE VOIDED CHECK
ROUTING NUMBER _____

OR

SAVINGS ACCOUNT NUMBER _____
ROUTING NUMBER _____

CONTACT INFORMATION

_____ name

_____ mailing address

_____ city, state zip

_____ phone number

_____ email

RETURN COMPLETED FORM TO

Lake County Treasurer's Office

ATTN: APP DEPT
105 Main St P.O. Box 490

Painesville, OH 44077

OR email to:

Karen.Potter@lakecountyohio.gov