

PAYMENT DROP BOX LOCATIONS

For your convenience, the City has two drop boxes located in front of the north side Main Entrance to City Hall at 1827 North Squirrel Road. One of the drop boxes is located to the left/east side of the door. The second drop box is curbside, so the next time you visit Auburn Hills City Hall to deliver a payment, an absentee ballot, or other form of correspondence, you can complete your task without leaving your vehicle.

City personnel will empty the box at the start of each business day and all deliveries will be routed to the appropriate departments. If you have any questions, please contact the Treasurer's Office at (248) 370-9420.



2008 SUMMER TAXES

The 2008 summer taxes will be mailed out the first week of July to the last recorded property owner. If you do not receive your 2008 tax statement within the first two weeks of July, please contact the Treasurer's Office at (248) 370-9420. If there are any name or address changes, please contact the Assessing Department at (248) 370-9436. Summer taxes are due and payable through September 12, 2008. **Payments must be received in the Treasurer's Office by this date, postmarks are not accepted.** Any taxes received after Friday, September 12, 2008, will have interest added.

Please make note of the easy bill payment method. All you need to do is send in the top portion of the tax statement with your check or money order to the Treasurer's Office. You keep the bottom portion of the tax statement as your detailed receipt along with your canceled check as proof of payment. No receipts will be mailed back to property owners, unless a stamped, self-addressed envelope is supplied.

EFFECTIVE JULY 2008:

The Treasurer's Office will be instituting a new mailing procedure with the 2008 July tax bills. All taxpayers with an escrow will now receive a **COPY** of their tax bill. Please keep this bill for your records. We will no longer be mailing a paid receipt at the end of the tax season. To view and verify tax details for your parcel, go to our website at www.auburnhills.org.

Additional Payment Options: Taxpayers may also pay their taxes with a credit card either by phone or on-line. A Convenience Fee will be added to your transaction for using this service.

To pay by phone: Call 1-888-2 PAY TAX. At the prompt, enter Auburn Hills Code 3226. You will be asked to input your payment information, including the Parcel Identification Number on your bill. After authorization of your payment, you will be given a Confirmation Number that you must keep for your records. If you do not get a confirmation number, your payment cannot be guaranteed.

To pay on-line go to www.officialpayments.com. Click on Make a Payment. Enter the Auburn Hills Local Unit Code 3226 under the Local Payments Section. Select the Payment Type. Enter the appropriate information for payment on your tax parcel, including the Parcel Identification Number on your bill. After authorization of your payment, you will be given a Confirmation Number that you must keep for your records. If you do not get a confirmation number your payment cannot be guaranteed.

If you have any questions concerning your tax statement or the collection process, please contact the Treasurer's Office at 370-9420.

2008 SUMMER TAX DEFERMENT OPTION

The 2008 summer tax bills for property located within the City of Auburn Hills will be mailed out the first week in July to the last recorded property owner. A **deferral** of the payment of summer tax is available to the following persons provided

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INFORMATION & EVENTS

their household income for the preceding calendar year did not exceed \$40,000:

- 62 years of age or older, including the unmarried surviving spouse of a person who was 62 years of age or older at the time of death
- Paraplegic, Quadriplegic
- Eligible Service Person, Eligible Veteran, Eligible Widow or Widower
- Blind Person
- Totally and Permanently Disabled

All qualified persons must file the necessary application and paperwork for deferral with the Auburn Hills Treasurer **prior to September 12, 2008**. This process **only defers** the amount you owe on your summer tax until the winter tax is due. **This is not a waiver; it only defers the payment until a later time.** Payment for all deferred summer tax must be made in the Auburn Hills Treasurer's Office before February 13, 2009 to avoid added penalties and interest. This deferral form is available in the Treasurer's Office* and **MUST BE FILED EACH YEAR**. If you have any questions concerning tax statements, the collection process or the deferral process, please contact the Treasurer's Office at (248) 370-9420.

*Or on our website, under the Treasurer's Department, click on Treasurer Forms.

PAYMENT POLICY

Payments due to the City of Auburn Hills for water bills and tax bills **are recorded on the date received, not on the date mailed.** The City does not accept postmark dates. Late fees will be applied to payments received after the due date. Please remember to allow sufficient time (at least 5 to 7 days) for the post office to deliver your payments by the due date.

Or, if you prefer, **payments may be made using either of the two drop boxes** at the north side Main Entrance to City Hall at 1827 North Squirrel. Payments must be received in the drop box **before** the start of the next business day to be included in the business transactions for the prior day. **ALL water bills are due on the 15th of each month. Any payments made/received after the 15th will have a 10% late fee applied.**

DO NOT COMBINE water or invoice payments and tax payments on one check. Should we receive both on one check, the payment will be returned to you. Penalties/late fees will apply after the due date.

All checks **MUST** have name, address, check number, and signature on them to be an acceptable form of payment. If this information is not on the check, it will be returned and late fees/penalties will apply after the due date.

RETURNED CHECKS

If a check is not honored by your bank/financial institution and is returned to the City, we will attempt to redeposit the check once. Should the check be returned a second time, we will remove the payment from the customer's account in addition to assessing a \$35.00 Non-Sufficient Funds fee. Late fees/penalties will apply after the due date.

Should there be a service charge by the bank to verify funds or if we are unable to verify funds due to bank policy, we will remove the payment from the customer's account in addition to assessing a \$35.00 Non-Sufficient Funds fee. Late fees/penalties will apply after the due date.

DOG LICENSES

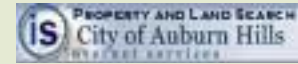
The deadline for purchasing Dog Licenses was May 30, 2008. You may purchase a license at any time from Oakland County Animal Control located at 1700 Brown Road. For further information, please call (248) 391-4102.

In order to purchase a dog license, you must present a

valid rabies vaccination certificate **signed by an accredited veterinarian** (mandated by Public Act 339 of 1919).

ONLINE TAX INFORMATION

For the tax year 2007 and prior, tax information is now available online. Information for 2008 summer taxes will be available after July 1, 2008. Access to tax information for property located within the City of Auburn Hills is available at www.auburnhills.org on the City of Auburn Hills website Main page, the Treasurer's Department page, and the Assessing Department's page. Just click on the icon listed below:



Once you are linked to this site, click on **Tax Information Search** on the left side of the screen. Tax information may be obtained by searching on one of the following: owner's name, address, street, or by the parcel identification number. Enter the desired information (keeping the information to a minimum) and click on **Search**. After the list of properties appears, select your desired parcel to obtain the tax information, click on the + on the left side of the year/season to see details for each bill. You can print the details from this page for your records.

Note: This information only relates to payments made to the City of Auburn Hills Treasurer's Office before March 1st of each tax year. On March 1st of each year local taxes that are delinquent are transferred to the Oakland County Treasurer's Office and become ineligible for payment at the City of Auburn Hills. The amounts shown are as of the annual settlement date and do not reflect any payments made to Oakland County after the annual settlement date.

COMMUNITY MEDIA NETWORK OFFERS VIDEO WORKSHOP

Residents of Auburn Hills are invited to take part in Community Media Network's ten-week video production workshop. Throughout the workshop, you will learn how to create professional television programs using a single camera, a full production studio, and non-linear editing. The class meets once per week for two hours at our Troy facility. Upon completion of the workshop, you can create programs for Public Access Television using CMN's equipment and facilities at no additional charge. The cost of the workshop is \$75 for Auburn Hills residents. Class size is limited. Please call 248-589-7778 to reserve your place in the workshop.

A CONVENIENT ATM IS AVAILABLE AT THE PUBLIC SAFETY BUILDING ON THE AUBURN HILLS CITY CAMPUS

For your convenience, the Oakland University/Michigan State University Credit Union and the Auburn Hills Police Department have placed an ATM machine in the lobby of the Auburn Hills Public Safety building.



This ATM machine is available 24 hours a day, 7 days a week, and is waiting for your business. The ATM is in a very safe and comfortable environment for people of all ages to use at their convenience.

Oakland University Credit Union does not charge a fee for the use of their machine, even if you do not have an account with them.

We are dedicated to keeping the ATM at the Public Safety building and available for everyone who needs it. Please take advantage of a safe indoor ATM machine.

Information from the Auburn Hills Assessing Department

March Board of Review results letters were mailed the first week in April. RESIDENTIAL property owners can appeal the MBOR decision to the Michigan Tax Tribunal on or before **July 31, 2008**.

COMMERCIAL, INDUSTRIAL and DEVELOPMENTAL real and personal property owners can appeal directly to the Michigan Tax Tribunal on or before **May 31, 2008**. (Note: Personal Property appeals require that a personal property statement was filed by February 20.) See the MTT website for more information. (www.michigan.gov/taxtrib)

- **Assessment and tax information is available online!** Go to the City's home page (www.auburnhills.org) and click on the **Property and Land Search** icon to access this service. Other valuable assessing information can be found on the Assessing Department's home page (www.auburnhills.org/departments/assessing)

- Poverty Exemption Applications can be obtained at

the Assessors office (248-370-9436) or by contacting the Seniors Services Director (248-370-9353). Poverty appeals can be made at either the March, July or December Board of Review. Poverty Exemptions are intended for residents with a limited income, disabled persons and, on a limited basis, other persons experiencing financial hardship. Guidelines for those eligible can be obtained through our office or on the assessing website under "Assessing Department Forms".

- Please notify the Assessing office of any **Name and Mailing Address changes IN WRITING** so that the Assessment Change Notices and Tax bills are mailed to the proper place. Also make sure that you notify the Water Department (248-370-9430) of these changes.
- Have you purchased property in the City within the last year OR added/removed owners to/from your property? Remember to file a **Property Transfer Affidavit** at the Assessor's office within 45 days of the transaction to avoid late filing penalties. Also remember to file the **Homeowner's Principal Residence**

Exemption Affidavit if the property is your **primary residence**. This will exempt you from paying school operating taxes. If you have moved to another residence, you need to file a **Request to Rescind Homeowner's Principal Residence Exemption** form on your prior residence.

- Are you a disabled veteran? MCL 211.7b exempts disabled veterans from paying property taxes under certain conditions. The statute reads, in part: *MCL 211.7b(1) Real estate used and owned as a homestead by a soldier or sailor who was discharged under honorable conditions with a service connected disability, and who has a certificate from the United States veteran's administration, or its successors, certifying the soldier or sailor is receiving or has received pecuniary assistance due to disability for specially adapted housing, shall be exempt from taxation.* (cont...) Contact the assessor's office for more information.

Any questions? Call the Assessor's office at 248-370-9436.