

FINAL NOTICE: PROPERTY TAX ASSESSMENT REMINDER

Date: [Insert Date]

Property Owner Name: [Insert Name]

Property Address: [Insert Address]

Parcel/Account Number: [Insert Number]

Dear Property Owner,

Our records indicate that we have not yet received payment for your property tax assessment for the current tax year. Please consider this a final notice before further action is taken.

Payment Details:

- Original Amount Due: \$[Insert Amount]
- Late Fees/Penalties: \$[Insert Amount]
- **Total Balance Due: \$[Insert Total Amount]**
- Deadline for Payment: [Insert Date]

Failure to settle this balance by the deadline stated above may result in additional interest charges, tax liens, or legal collection proceedings as permitted by law.

How to Pay:

1. Online: [Insert Website URL]
2. By Mail: Send a check to [Insert Mailing Address]
3. In Person: Visit the Office of the Tax Collector at [Insert Office Address]

If you have already sent your payment, please disregard this notice. If you believe this assessment is in error or if you are experiencing financial hardship, please contact our office immediately at [Insert Phone Number].

Sincerely,

[Insert Name/Department]

[Insert Agency Name]