



# IMPORTANT INFORMATION ABOUT YOUR SECURED PROPERTY TAX BILL

ADDITIONAL INFORMATION AVAILABLE ONLINE AT [WWW.CCTAX.US](http://WWW.CCTAX.US)

**ASSESSOR** establishes assessed value of your property. Full cash value may be interpreted as market value. If you feel the property's assessed value is too high, you have a right to an informal review by the Assessor or his staff. Contact the Assessor's Office at 2530 Arnold Drive, Martinez, CA 94553, or call (925) 313-7400. **IMPORTANT:** Property taxes still must be paid by the delinquent date regardless of review status.

**REDUCTION IN ASSESSED VALUE:** If an informal agreement cannot be reached between the owner and the Assessor, the owner has the right to file an application for reduction in assessments with the County Assessment Appeals Board. Applications must be filed with the County Clerk, Suite 150, 1025 Escobar Street, 1<sup>st</sup> Floor, Martinez, CA 94553, (925) 655-2000, from July 2 through November 30, or for 60 days following the mailing of any notice of assessment, outside the regular period. If an informal or formal assessment review is requested, relief from penalties shall apply only to the difference between the county assessor's final determination of value and the value on the assessment roll for the fiscal year covered.

**TAX PAYMENT:** The Tax Collector's office accepts as negotiable instruments only those items drawn in U.S. dollars on U.S. Banks. A 10% penalty is added to the first installment after its delinquency date. A 10% penalty and administrative cost are added to the second installment after its delinquency date. The following options are available to submit your payment:

- **IN PERSON** – Cash, checks, and credit cards\* are accepted at 625 Court St., Martinez, Room 100. Office hours are 8:00 a.m. to 5:00 p.m., Monday - Friday, holidays excluded. The installment coupons are required for payment;
- **BY MAIL** – Check, cashier's check, or money order only. Send both coupons if paying the entire bill at the same time. (Do not mail cash. The Tax Collector disclaims any responsibility for cash sent by mail);
- **ONLINE** – Credit/debit cards\* and e-checks on our website at [www.cctax.us](http://www.cctax.us). A **payment scheduler** is available to set up in advance one-time payments for any date up to and including the delinquent date;
- **BY TELEPHONE** – Credit/debit cards\* or e-checks at (925) 608-9500. This is an interactive voice response service. Please note, over-the-phone electronic payments cannot be processed by Tax Collector staff;
- **HOME BANKING** – Enter Assessor's Parcel Number (APN) in the Account Number field – Note: online bill payment should occur no later than five (5) business days prior to the delinquent date shown on the coupon in order for payment to be postmarked timely. Have payment mailed to 625 Court Street, Room 100, Martinez, CA 94553.

*\* A third-party service fee is charged for all credit and debit card transactions.*

## PROPERTY TAX POSTPONEMENT FOR SENIOR CITIZENS, BLIND, OR DISABLED PERSONS

The State Controller's Office (SCO) administers the Property Tax Postponement (PTP) program, which allows eligible homeowners to postpone payment of current-year property taxes on their primary residence. PTP applications are accepted from October 1 to February 10 each year.

Go to the SCO website at [www.ptp.sco.ca.gov](http://www.ptp.sco.ca.gov) for more information. If you have any questions, call (800) 952-5661 or email [postponement@sco.ca.gov](mailto:postponement@sco.ca.gov).

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## SIGN UP FOR E-BILLING [WWW.CCTAX.US](http://WWW.CCTAX.US)

Want to support a cleaner and healthy environment? Having difficulty keeping track of property tax bills.

Here are some benefits for signing up for e-Billing:

- It's Clean! e-Billing prevents paper waste and allows you to save on postage.
- It's Safe! e-Billing notification is sent directly to the email address listed in your profile.
- It's Direct! e-Billing links you directly to your online property tax account.
- It's Helpful! With e-billing you get an email reminder to pay prior to each delinquent date.

**TO CHANGE YOUR MAILING ADDRESS, VISIT [WWW.CCCOUNTY.US/ASSESSOR](http://WWW.CCCOUNTY.US/ASSESSOR) OR CALL (925) 313-7400**

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## SAVE TIME – PAY ONLINE [WWW.CCTAX.US](http://WWW.CCTAX.US)

Tired of waiting in line to pay your property taxes? Worried your property tax payment will arrive late?

Here are a few reasons to pay online (or by telephone):

- It's Convenient! You can pay anytime anywhere you have internet access (or telephone).
- It's Free! When you pay with electronic check (**e-Check**) from your checking account.
- It's Simple! Your online (or telephone) payment requires just a few easy steps to submit it.
- It Saves Time! You can avoid travel and long lines by paying online (or by telephone).

**TO CHANGE YOUR MAILING ADDRESS, VISIT [WWW.CCCOUNTY.US/ASSESSOR](http://WWW.CCCOUNTY.US/ASSESSOR) OR CALL (925) 313-7400**