

# Property Taxes are due May 1<sup>st</sup> 2020

With a grace period to June 1, 2020

## TAX, WATER & SEWER PAYMENT OPTIONS

### **BANK ACH DIRECT WITHDRAWAL:**

You are able to pay your property tax and/or water & sewer utility bills using ACH Direct Withdrawal directly from your bank account FREE of charge. Complete the [Authorization Agreement for ACH Direct Withdrawals](#) form. Completed forms for the May 1, 2020 payment due must be received by email, USPS, overnight mail or in the Municipal Building outside mail box no later than May 1, 2020. Once you submit the form payments will be automatically deducted from your bank account on every subsequent due date.

### **PAY ONLINE:**

1. Go to [www.eastbrunswick.org](http://www.eastbrunswick.org) and scroll down to the bottom and press the [PAYMENTS](#) icon.
2. On the Online Payments page press [Tax, Water & Sewer](#).
3. To make a Tax, Water/Sewer payment. Input the required data to locate your property through one of the searches, then click on "Make Payment". Follow the payment instructions:
  - If paying by Electronic Check the convenience fee is \$1.05
  - If paying by Debit or Credit Card the fee will be 2.95% of the total amount paid. Note this fee can be substantial.

### **MAKE A PAYMENT BY US MAIL:**

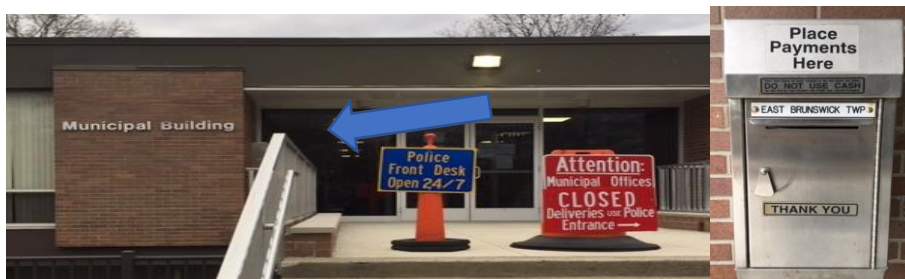
Mail check or money order payable to the Township of East Brunswick to Township of East Brunswick, Attn: Revenue Department, PO Box 1081, East Brunswick, NJ 08816-1081. Payment must be **received** in the office by June 1st to avoid interest charges.

### **MAKE A PAYMENT VIA OVERNIGHT MAIL:**

Send check or money order payable to the Township of East Brunswick to Township of East Brunswick, Attn: Revenue Department, 1 Civic Center Dr., East Brunswick, NJ 08816-1081.

### **MAIL BOX AT THE MUNICIPAL BUILDING 24/7:**

Deposit payments in the mail box located to the left of the front doors of the Municipal Building, 1 Civic Center Dr., East Brunswick, N.J. 08816. May 1<sup>st</sup> tax payments must be received no later than June 1, 2020.



If you have any questions, please contact the Tax Collection Department by email at

[Revenue@eastbrunswick.org](mailto:Revenue@eastbrunswick.org) or call 732-390-6835. We are here to help.

**TOWNSHIP OF EAST BRUNSWICK**

1 Civic Center Drive, East Brunswick, New Jersey 08816-1081

**AUTHORIZATION AGREEMENT FOR ACH DIRECT WITHDRAWALS**

**NOTE: A VOIDED CHECK OR A LETTER FROM YOUR BANK CONFIRM YOUR BANK ROUTING AND ACCOUNT NUMBERS MUST BE INCLUDED WITH THIS FORM IN ORDER FOR ACH WITHDRAWALS TO BE MADE.**

**COMPLETED FORMS CAN BE EMAILED TO [REVENUE@EASTBRUNSWICK.ORG](mailto:REVENUE@EASTBRUNSWICK.ORG) , MAILED VIA USPS TO Township of East Brunswick, Attn: Revenue Department, PO Box 1081, East Brunswick, NJ 08816-1081 , OVERNIGHT MAIL TO Township of East Brunswick, Attn: Revenue Department, 1 Civic Center Dr., East Brunswick, NJ 08816-1081 OR PLACED IN THE MUNICIPAL PAYMENT BOX ON LEFT SIDE OF THE ENTRANCE OF THE MUNICIPAL BUILDING.**

*Please Print Clearly*

**PROPERTY INFORMATION**

Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Qualifier (if any) \_\_\_\_\_ Utility Account #: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**BANK ACCOUNT INFORMATION**

Name of Bank: \_\_\_\_\_ Account Type: Checking \_\_\_\_\_ Savings \_\_\_\_\_

Routing / ABA Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

**DIRECT DEBIT AUTHORIZATION**

I hereby authorize the Township of East Brunswick, to debit my checking or savings account to make the payments selected below on the applicable due dates noted: **(select payments to be made via ACH with an X)**

**Tax quarterly payments only** (February 5<sup>th</sup>/May 5<sup>th</sup>/August 5<sup>th</sup>/November 5<sup>th</sup> – unless the date falls on a weekend or holiday, then it will be drafted on the next business day)

**Water / Sewer Utility payments only** (as of due date indicated on the bill)

**Both Tax & Utilities payments** (withdrawals will be as of the applicable dates noted above)

I understand that these charges will continue being deducted automatically until I make a written request to the Township of East Brunswick to discontinue direct debit from my account or email a request to Revenue @eastbrunswick.org. I agree that all insufficient funds will incur a \$20 returned check fee.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR INTERNAL USE ONLY:**

Entered: \_\_\_\_\_ Pre-note: \_\_\_\_\_ Scanned by: \_\_\_\_\_ Confirmed by: \_\_\_\_\_

Notes:

The Township of East Brunswick assures you that no personal identifying information that is supplied by you on this form will be disclosed, as personal information is deemed confidential pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1, et seq.

*East Brunswick is an Equal Opportunity Employer*