



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

Phone: (732) 390-6850  
Fax: (732) 238-8848  
[www.eastbrunswick.org](http://www.eastbrunswick.org)

**TOWNSHIP OF EAST BRUNSWICK**

**REQUEST FOR QUOTATION**

**PRINTING & MAILING**  
**2023 ESTIMATED THIRD QUARTER TAX BILLS**  
**& 2023 FINAL / 2024 PRELIMINARY TAX BILLS**

**QUOTE DEADLINE DATE: Monday, May 31, 2023, 11:00 A.M.**

**FAIR AND OPEN PROCESS IN ACCORDANCE WITH  
N.J.S.A. 19:44A-20.4 et seq.**

**A. PROJECT BACKGROUND:**

The Township of East Brunswick (“Township”) wishes to outsource the printing and mailing of the 2023 Estimated Third Quarter Tax Bills and the 2023 Final / 2024 Preliminary Tax Bills.

Quotes must be received by the Township’s Designated Contact Person, via email, mail or hand delivery, by 11:00 a.m. prevailing time on Monday, May 31, 2023. Quotes received after 11:00 a.m. on the Deadline Date will not be considered.

Designated Contact Person:

Email: [tlawful@eastbrunswick.org](mailto:tlawful@eastbrunswick.org)  
Tamar Lawful, Municipal Clerk  
Township of East Brunswick  
1 Jean Walling Civic Center Drive  
East Brunswick, NJ 08816-1081

It is the Contractor’s obligation to examine and familiarize themselves with all the requirements of this Request for Quotation prior to submitting a proposal.

**B. SCOPE OF WORK:**

The Township is issuing this request for quotation via a fair and open process in accordance with N.J.S.A 19:44A-20.4 et seq.

2023 Estimated Tax Bills: Print approximately 17,500 one-sided estimated tax bills on 8 ½” by 3 ¾” perforated stock paper, with barcode that corresponds to each property location and insert the bills into #10 window envelopes; include and apply postage and deliver to Post Office. Quotation should include the cost of the tax bill forms, the envelopes and postage. There is a vertical perforation 5 ¼” from the left edge of the form. See attached sample.

2023 Final / 2024 Preliminary Tax Bills: Print approximately 17,500 two-sided tax bills on 8 ½” x 14” paper with perforations for the four payment stubs. The tax bills must include all information required by the Director of DLGS including tabulation showing distribution of the amount raised by taxation in the taxing district, the rate per \$100.00 of assessed value, the date each installment is due, the delinquent interest rates and authorized year end penalty, the amount of State Aid and barcodes on each payment stub that correspond to the specific property location. The reverse side of the tax bill contains Information to Taxpayers including an Explanation of Tax Bill, Property Ownership Changes, Appeals, Deductions, Assessments, Flood Insurance, Interest, Tax Sale and Receipts. The quote should include the printing and insertion of an 8 ½ “ x 11” one-sided, color, “Z” fold Letter from the Mayor. See attached sample.

There will be three separate tax bill files transmitted to the Contractor, for each set of tax bills, which include a file for Original Tax Bills to be mailed to property owners, a file for Advice Only Tax Bills to be mailed to property owners and a file for Original Tax Bills for banking institutions.

Sample tax bills are attached.

The 2023 Estimated Tax Bills must be mailed no later than June 30, 2023.

The 2023 Final Tax Bills must be mailed no later than September 30, 2023.

**C. QUALIFICATIONS:**

The Contractor must be able to receive files via WinSCP SFTP.

Experience in the printing and mailing of municipal tax bills is required.

**D. FAIR AND OPEN CRITERIA:**

**STANDARDIZED SUBMISSION REQUIREMENTS & SELECTION CRITERIA**

1. The solicitation of qualifications for any contract to be determined in excess of \$17,500, and for which a bid solicitation shall not be required under the Local Public Contracts Law shall be advertised by the Township on the Township website at least ten (10) days prior to the date set for the receipt of said quote. The published notice shall set forth a description of the requested goods or services, the time, date and place that proposals must be submitted, the contact information for obtaining a proposal document, and a statement that the proposals are being solicited through the fair and open process, in accordance with N.J.S.A. 19:44A-20.4 et seq.
2. The Township shall review the responses to the request for quotes and appoint or award a contract to a business entity for the goods or services advertised subsequent to such review. Contracts awarded under this process shall be publicly announced and awarded. The resolution awarding the contract shall state that the contract was awarded after a fair and open process and shall state the number of responses received.
3. Contracts subject to the fair and open process delineated herein are subject to additional Requirements and any other applicable laws including, but not limited to, the Local Public Contracts Law.

**E. SELECTION CRITERIA:**

Quotations will be evaluated on the basis of the most advantageous, price and other factors considered. The evaluation will consider:

- a. Experience, technical expertise, professional execution and reputation in the field;
- b. Knowledge of the Township of East Brunswick and the subject matter to be addressed under the contract;
- c. Availability to accommodate any required meetings of the Township and the ability to work well with the Township;
- d. Compensation proposal;
- e. Other factors if demonstrated to be in the best interest of the Township of East Brunswick;
- f. Creative vision, display impact, appreciation and respect for the program.

**F. INSURANCE REQUIREMENTS:**

## **1. Indemnification**

The contractor agrees to indemnify and save harmless the Township, its officers, agents and employees, hereinafter referred to as indemnitees, from all suits, including attorney's fees and costs of litigation, actions, loss damage, expense, cost of claims, of any character or on account of any act, claim or amount arising or recovered under Worker's Compensation law, or arising out of failure of the Contractor or those acting under Contractor to conform to any statutes, ordinances, regulations, law or court decree. It is the intent of the parties to this contract that the indemnities shall, in all instances, except for loss or damage resulting from the sole negligence of the indemnitee, be indemnified against all liability, loss or damage of any nature whatsoever.

## **2. Insurance Requirements:**

### **A. Worker's Compensation and Employer's Liability Insurance**

This insurance shall be maintained in full force during the life of this contract by the contractor covering all employees engaged in performance of this contract pursuant to N.J.S.A. 34:15-12(a) and N.J.A.C.

12:235-1.6. Minimum Employer's Liability \$1,000,000.00.

### **B. General Liability Insurance**

This insurance shall have limits of not less than \$3,000,000.00 any one person and \$3,000,000.00 any one accident for bodily injury and \$3,000,000.00 aggregate for property damage, and shall be maintained in force during the life of the contract.

### **C. Automobile Liability Insurance**

This insurance covering contractor for claims arising from owned, hired and non-owned vehicles with limits of not less than \$3,000,000.00 any one person and \$3,000,000.00 any one accident for bodily injury and \$3,000,000.00 each accident for property damage, shall be maintained in force during the life of this contract by the contractor.

### **D. Professional Liability/Malpractice Insurance Policy (if applicable)**

Coverage in the amount of \$2,000,000.00/occurrence, \$4,000,000.00 aggregate and assurance that each such policy for each staff member remains full and in effect while providing services for Township.

The contractor shall provide the Township with a Certificate of Insurance naming the Township of East Brunswick as additionally insured, evidencing the existence of required insurance prior to the commission of work. Rain Date shall also be shown on the description section of the Certificate of Insurance. Said insurance must include coverage for complete operations, contractual insurance and independent contractor or subcontractor insurance, where and if applicable.

### **E. Errors and Omissions Insurance**

- a. The contractor shall purchase and maintain during the entire period of this contract, errors and omissions insurance that shall protect the contractor and the Township from any and all claims that may arise out of or result from the contractor's performance of this contract. Specifically, the errors and omissions insurance shall have limits of not less than \$2,000,000.00 dollars per occurrence and \$4,000,000.00 dollars in the aggregate.

b. Certificates of the Required Insurance

Certificates as listed above shall be submitted along with the contract as evidence covering Errors and Omissions insurance. Such coverage shall be with acceptable insurance companies operating on an admitted basis in the State of New Jersey.

The contractor shall provide the Township with a Certificate of Insurance naming the Township, its employees, officers, and agents as additionally insured, and evidencing the existence of required insurance prior to the commission of work.

The Township will not accept Mutual Limitation of Liability terms.

**F. OTHER REQUIREMENTS:**

1. **Proof of N.J. Business Registration Certificate N.J.S.A. 52:32-44**

Pursuant to N.J.S.A. 52:32-44, the Township is prohibited from entering into a contract with an entity unless the bidder/respondent/contractor, and each subcontractor that is required by law to be named in a bid/proposal/contract has a valid Business Registration Certificate on file with the Division of Revenue and Enterprise Services within the Department of the Treasury.

Prior to contract award or authorization, the contractor shall provide the Contracting Agency with its proof of business registration and that of any named subcontractor(s).

Subcontractors named in a bid or proposal shall provide proof of business registration to the bidder, who in turn, shall provide it to the Contracting Agency prior to the time of contract, purchase order, or other contracting document is awarded or authorized.

During the course of contract performance:

(1) The contractor shall not enter into a contract with a subcontractor unless the subcontractor first provides the contractor with a valid proof of business registration.

(2) The contractor shall maintain and submit to the Contracting Agency a list of subcontractors and their addresses that may be updated from time to time.

(3) The contractor and any subcontractor providing goods or performing services under the contract, and each of their affiliates, shall collect and remit to the Director of the Division of Taxation in the

Department of Treasury, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered in the State. Any questions in this regard can be directed to the Division of Taxation at (609) 292-6400. Form NJ-REG can be filed online at [www.state.nj.us/treasury/revenue/busregcert.shtml](http://www.state.nj.us/treasury/revenue/busregcert.shtml).

Before final payment is made under the contract, the contractor shall submit to the Contracting Agency a complete and accurate list of all subcontractors used and their addresses. Pursuant to N.J.S.A. 54:49-4.1, a business organization that fails to provide a copy of a business registration as required, or that provides false business registration information, shall be liable for a penalty of \$25.00 for each day of violation, not to exceed \$50,000, for each proof of business registration not properly provided under a contract with a contracting agency.

## **2. Form W-9**

Successful contractor shall complete W-9 Form and submit to the Municipal Clerk prior to contract award. The form is available at the following link: [www.irs.gov/pub/irs-pdf/fw9.pdf](http://www.irs.gov/pub/irs-pdf/fw9.pdf)

### **1. For Quotations in Excess of \$17,500 Certification Of Political Contributions - Pay to Play – Notice of Disclosure Requirement**

Township Ordinance No. 06-13 Establishing Restrictions on the Award of Contracts to Professional Entities and Certain Other Entities Who Make Certain Political Contributions, and pursuant to Section 3 (a) thereof, requires that Respondents that provide quotations in excess of \$17,500 confirm that they have not made any contributions in violation of Section 1 of Ordinance No. 06-13.

## **H. PAYMENTS**

The Contractor shall invoice the Revenue Department of the Township of East Brunswick and payment will be processed in a timely manner upon receipt of accurate and complete paperwork.

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**QUOTATION FORM  
PRINTING & MAILING  
2023 ESTIMATED THIRD QUARTER TAX BILLS  
& 2023 FINAL / 2024 PRELIMINARY TAX BILLS**

Township of East Brunswick  
1 Jean Walling Civic Center  
Middlesex County, New Jersey 08816

Attn: Municipal Clerk

FOR QUOTATION OF; PRINTING & MAILING 2023 ESTIMATED THIRD  
QUARTER TAX BILLS & 2023 FINAL / 2024 PRELIMINARY TAX BILLS

ADDRESS: \_\_\_\_\_

We, the Undersigned Service Provider, acting through our authorized officers and intending to be legally bound, agree that this Quotation proposal shall constitute an offer by the Undersigned to enter into a Contract and with the Township of East Brunswick to furnish the necessary goods, services, material and/or equipment called for in the Quotation. This Quotation shall be irrevocable for sixty (60) calendar days from the date of receipt hereof.

We further declare that we have carefully examined the Instructions of the Quotation, Specifications, and Quotation Documents herein referred to and propose to furnish, deliver, install and/or provide all necessary services specified and in the manner and time prescribed.

Total Price \$ \_\_\_\_\_ More details attached: Yes or No

Name of Provider: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

\*\*If a corporation, give the State of Incorporation, using the phrase: "A corporation organized under the laws of \_\_\_\_\_."

If a partnership, give names of the partners, using also the phrase: "Co-partners trading and doing business under the firm name and style of \_\_\_\_\_."

If an individual using a trade name, give individual name, also using the phrase:

"An individual doing business under the firm name and style of \_\_\_\_\_."

By: \_\_\_\_\_

(Signature of Individual, Partner or Officer of Provider)

\_\_\_\_\_  
Title

# C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

## Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee\*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
  - of the public entity awarding the contract
  - of that county in which that public entity is located
  - of another public entity within that county
  - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity}
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

\* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."





**List of Agencies with Elected Officials Required for Political Contribution Disclosure**

**N.J.S.A. 19:44A-20.26**

**County Name: Middlesex**


Township of East Brunswick Mayor:

Dr. Brad Cohen

Members of Governing Body:

Dinesh Behal  
Kevin McEvoy  
James Wendell  
Dana Winston  
Dana Zimbicki

Sample Estimated Tax Bill:

Block: 6.05 Lot: 23.03 Qual:		Tax Account Id: 131
Tax Account Id: 131 Tax Bill #: 000059 Bank Code:		Block: 6.05
Property Location: TICES LN		Lot: 23.03
		Qual:
This Estimated Bill has the same status as a regular tax bill and may be paid without interest until 08/10/22. After 08/10/22, interest is 8% on 1st \$1500.00 and 18% after \$1500.00		
Make check payable to:	Estimated Taxes: -522.82	Owner Name: EAST BRUNSWICK TOWNSHIP
TOWNSHIP OF EAST BRUNSWICK	Adjustments: 0.00	Property Loc: TICES LN
ATTN: REVENUE DEPARTMENT	Total Due: -522.82	Due Date: 08/01/22
P.O. BOX 1081		Estimated Taxes: -522.82
EAST BRUNSWICK, NJ 08816-1081	Due Date: 08/01/22	Adjustments: 0.00
		Total Due: -522.82
EAST BRUNSWICK TOWNSHIP PO BOX 1081 EAST BRUNSWICK, NJ 08816		
<i>Per 17153</i>		

Sample Final Tax Bill Side 1:

BLOCK NUMBER	LOT NUMBER	QUALIFICATION	DESCRIPTION	RATE PER \$100	AMOUNT OF TAX
86	93	C0003	COUNTY TAX	1.530	469.19
			COUNTY OPEN SPACE TAX	0.129	39.47
			SCHOOL TAX	7.442	2277.25
			LOCAL MUNICIPAL TAX	2.199	672.89
			MUNICIPAL OPEN SPACE TX	0.020	6.12
			MUNICIPAL LIBRARY TAX	0.143	43.76
			FIRE DIST 2	0.172	52.63
<b>ASSESSOR VALUATION INFORMATION</b> LAND: 8200 IMPROVEMENTS: 22400 TOTAL: 30600 EXEMPTIONS: NET TAXABLE VALUE: 30600			2022 TOTAL TAX 11,635 3560.31 2022 NET TAX 3560.31 LESS 2022 PREV. BILLED 2595.03 BALANCE OF 2022 TAX 965.28		

2022 3RD QUARTER DUE AUG 1, 2022	865.52	2022 4TH QUARTER DUE NOV 1, 2022	965.28	2023 1ST QUARTER DUE FEB 1, 2023	890.08	2023 2ND QUARTER DUE MAY 1, 2023	890.08
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**2022 FINAL / 2023 PRELIMINARY TAX BILL** TOWNSHIP OF EAST BRUNSWICK

**INFORMATION FOR TAXPAYERS** **2023 PRELIMINARY TAXES**

MAKE CHECK PAYABLE TO: TOWNSHIP OF EAST BRUNSWICK  
 MAIL TO: TOWNSHIP OF EAST BRUNSWICK  
 ATTN: TAX COLLECTION DEPARTMENT  
 P.O. BOX 1081  
 EAST BRUNSWICK, NJ 08816-1081

PRELIMINARY TAX IS EQUAL TO ONE HALF OF 2022 TOTAL NET TAX **1780.16**

**SEE REVERSE SIDE FOR ADDITIONAL INFORMATION**

THE TOWNSHIP OFFERS AN ACH DRAFT PROGRAM, AT NO COST. REPLICATIONS ARE AVAILABLE ON OUR WEBSITE WWW.EASTBRUNSWICK.ORG SEARCH UNDER TAX COLLECTOR DEPT UNDER PAY BY BANK ACH DIRECT WITHDRAWAL. PAYMENTS CAN ALSO BE MADE ONLINE AT WWW.EASTBRUNSWICK.ORG SCROLL TO PAYMENT ON BOTTOM OF PAGE - FEES APPLY E CHECK \$1.95 + CREDIT CARD 2.95% 4TH QUARTER TAXES ARE DUE NOVEMBER 1, 2022.  
 (732) 390-6835 www.eastbrunswick.org

**DISTRIBUTION OF TAXES**

County Taxes	14.26%	\$ 507.66
School Taxes	63.96%	\$ 2277.25
Municipal Taxes	20.30%	\$ 722.77
Other	1.48%	\$ 52.63

STATE AID USED TO OFFSET LOCAL PROPERTY TAXES: The budgets of the government agencies funded by this tax bill include State aid used to reduce property taxes. State aid offset information for current year municipal tax bills will start becoming available at the end of July. Access the Division of Local Government Services' website at http://www.nj.gov/dlr/divisions/dlg/localgov/property\_tax.htm to find based on the assessed value of the parcel the amount of state aid used to offset property taxes on this parcel.

<b>EAST BRUNSWICK TOWNSHIP</b> COUNTY OF MIDDLESEX <b>2023-2</b> TAX COLLECTOR'S STUB - DETACH AND RETURN WITH YOUR CHECK 2022 2ND QUARTER TAX DUE MAY 1, 2023				<b>EAST BRUNSWICK TOWNSHIP</b> COUNTY OF MIDDLESEX <b>2023-1</b> TAX COLLECTOR'S STUB - DETACH AND RETURN WITH YOUR CHECK 2023 1ST QUARTER TAX DUE FEBRUARY 1, 2023			
BLOCK NUMBER	LOT NUMBER	QUALIFICATION	BANK CODE	BLOCK NUMBER	LOT NUMBER	QUALIFICATION	BANK CODE
86	93	C0003		86	93	C0003	
TAX ACCOUNT NUMBER	TAX BILL NUMBER	TAX AMOUNT BILLED	DUE DATE	TAX ACCOUNT NUMBER	TAX BILL NUMBER	TAX AMOUNT BILLED	DUE DATE
00002157	001168	890.08	05/01/2023	00002157	001168	890.08	02/01/2023
YANKELEVICH, YELENA 363 CRANBURY RD A-03				YANKELEVICH, YELENA 363 CRANBURY RD A-03			

<b>EAST BRUNSWICK TOWNSHIP</b> COUNTY OF MIDDLESEX <b>2022-4</b> TAX COLLECTOR'S STUB - DETACH AND RETURN WITH YOUR CHECK 2022 4TH QUARTER TAX DUE NOVEMBER 1, 2022				<b>EAST BRUNSWICK TOWNSHIP</b> COUNTY OF MIDDLESEX <b>2022-3</b> TAX COLLECTOR'S STUB - DETACH AND RETURN WITH YOUR CHECK 2022 3RD QUARTER TAX DUE AUGUST 1, 2022			
BLOCK NUMBER	LOT NUMBER	QUALIFICATION	BANK CODE	BLOCK NUMBER	LOT NUMBER	QUALIFICATION	BANK CODE
86	93	C0003		86	93	C0003	
TAX ACCOUNT NUMBER	TAX BILL NUMBER	TAX AMOUNT BILLED	DUE DATE	TAX ACCOUNT NUMBER	TAX BILL NUMBER	TAX AMOUNT BILLED	DUE DATE
00002157	001168	965.28	11/01/2022	00002157	001168	865.52	08/01/2022
YANKELEVICH, YELENA 363 CRANBURY RD A-03				PREVIOUSLY BILLED YANKELEVICH, YELENA 363 CRANBURY RD A-03			

## Sample Final Tax Bill Side 2:

### INFORMATION TO TAXPAYERS

In accordance with the provisions of N.J.S.A. 54-4-64, the first half taxes of any year are on the basis of half the taxes of the preceding year. When the bill is rendered for the second half of the taxes, the definite amount of the taxes for the year will be given and the amount billed for the first half will be deducted therefrom, the balance being the amount due for the second half. Quarterly tax payments become due on Aug. 1, Nov. 1, Feb. 1, and May 1.

**EXPLANATION OF TAX BILL:** This is a Tax Bill for four quarters, i.e., the 3rd and 4th quarters of 2022 and the 1st and 2nd quarters of 2023. No further bill will be rendered until 2023 at which time a bill will be submitted for the 3rd and 4th quarters of 2023 and the 1st and 2nd quarters of 2024. Bring this bill with you if you pay in person. Return this bill if you pay Taxes by check via mail or hand deliver to our drop box at the municipal building and enclose a stamped self-addressed envelope. No receipted bill will be returned otherwise.

**WHEN OWNERSHIP OF PROPERTY CHANGES, THIS TAX BILL IS TO BE FORWARDED TO NEW OWNER(S) OR THEIR PAYING AGENT.**

**APPEALS:** Any appeal for 2023 assessment must be made on forms furnished by the County Board of Taxation and must be filed in the office of the board after January 1, 2023 and on or before April 1, 2023. Added and Omitted Assessment appeals must be filed by Dec. 1, 2022.

**TAX DEDUCTIONS:** Applications for tax deductions may be obtained from the office of the Tax Assessor or Tax Collector.

**ASSESSMENTS:** Any questions concerning your assessment should be directed to the Tax Assessor. The Collector of Taxes is responsible for the billing and collection of taxes only.

**FLOOD INSURANCE:** You are hereby advised that residents of this municipality may purchase Federal Flood Insurance. Failure to purchase such insurance by a property owner will result in the denial of Federal Disaster Assistance to any such owner in an amount equivalent to that which could have been covered by Federal Flood Insurance.

**INTEREST:** Any taxes remaining unpaid after 9 (nine) calendar days following the due date are subject to interest at the rate of 8% per annum on the first \$1,500.00 and 18% per annum for any amount over \$1,500.00, retroactive to the first of the month. A 6% penalty is charged on any delinquency in excess of \$10,000.00 if not paid by the end of the fiscal year. 2022 Real Estate Taxes will be advertised for sale after November 11, 2022.

**TAX SALE:** Any municipal lien remaining unpaid on the eleventh day of the eleventh month of the current fiscal year is subject to Tax Sale at anytime thereafter. (Ch. 89, P.L. 1997)

**RECEIPTS:** Remittances requiring receipt must be accompanied by the entire tax bill with a self-addressed stamped envelope. Otherwise, detach the appropriate stub and mail with your check – the cancelled check will be your receipt.

For information about State Property Tax Relief Programs, including eligibility criterion and potential deduction or credit amounts, please visit the Division of Taxation's website at <https://www.state.nj.us/treasury/taxation/relief.shtml>