

**CITY OF PORT JERVIS
CITY CLERK'S OFFICE
P.O. Box 1002, Port Jervis, NY 12771
(845) 858-4000 ext 4013**

REAL ESTATE TAX PENALTY SCHEDULE/WATER/SEWER BILLING SCHEDULE

All tax amounts provided are *Base Figures*.
Please use the following schedule to calculate penalty amounts.

COUNTY TAXES-Payable by 1/31 without penalty to: City of Port Jervis
On 2/1 a 6% penalty is added, 1% additional per month added thereafter

County taxes are billed 1/1 and are for the calendar year 1/1 - 12/31

CITY TAXES-First half or in-full payable by 4/30, and
Second half payable by 6/30 without penalty to: City of Port Jervis
6% penalty on first half during May and June
7% added to unpaid amount on 7/1 and 1% additional each month thereafter

City taxes are billed 3/15 and are for the calendar year 1/1 - 12/31

SCHOOL TAXES-Payable by 9/30 without penalty, 10/1 a 2% penalty is added,
payable to: PJCS D School Tax Collector -
150 Pike Street, PO Box 97 Port Jervis, NY 12771
(845) 858-3100 ext. 5533

School taxes are billed 9/1 and are for the calendar year 7/1 - 6/30

**Once the School Tax bill becomes delinquent, it is transferred to the City of Port Jervis for
Collection**

11/1 additional 1% per month added in addition to a 5% collector's fee on tax & interest amount,
payable to: City of Port Jervis

Residential Water/Sewer Charges are billed quarterly and cover the following periods:

December 31 st - January 1 st through March 31 st	[Due 1/31]
March 31 st - April 1 st through June 30 th	[Due 4/30]
June 30 th - July 1 st through September 30 th	[Due 7/31]
September 30 th - October 1 st through December 31 st	[Due 10/31]

Commercial Water is billed quarterly and covers the following periods:

December 31 st - October 1 st through December 31 st	[Due 1/31]
March 31 st - January 1 st through March 31 st	[Due 4/30]
June 30 th - April 1 st through June 30 th	[Due 7/31]
September 30 th - July 1 st through September 30 th	[Due 10/31]

***Commercial Sewer Charges follow residential periods (refer to Residential schedule please)**

Payable to: City of Port Jervis