





# Treasurer of Ross County, Ohio

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## Direct Payment

Now you can have your payment deducted automatically from your checking or savings account by signing up for Direct Payment service.

The Direct Payment service will help you in several ways:

- It saves time – fewer checks to write.
- Helps meet your tax payment obligation in a convenient and timely manner – even if you're on vacation or out of town.
- No lost or misplaced statements, your payment is always on time.
- Saves postage.
- No risk of receiving a late payment penalty.

### Here's how the Direct Payment service works:

You authorize regularly scheduled payments to be made from your checking or savings account. Then, just sit back and relax. Your payments will be made automatically on the specified day. The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization.

**Monthly Payments:** Select this option if you are using Direct Payment to make monthly payments as part of our Budget Pay or SMART Payments plan. You will have 5 regular monthly payments deducted from your account and then a tax statement will be mailed to you. The statement will

show the amount paid so far and the remaining balance due that will be deducted from your account in the sixth month. (We will notify you if your regular monthly payment amount is going to change.)

**Semi-Annual Payments:** You will receive a tax statement in January and June showing the amount of tax that is due. The half-year amount due will be deducted from your account on the due date.

**Annual:** You will receive a tax statement in January that shows both the half-year and full-year tax amount. The full-year amount due will be deducted from your account on the due date.

### INSTRUCTIONS:

1. Complete the Taxpayer information
2. Mark the type of bank account you have.
3. Select how often you want your payment deducted.
4. Fill in your Financial Institution information.
5. **Attach a voided check or a copy of a check** for verification of information. If you are unable to attach a voided check or if you are making payment from a savings account please fill in the bank's routing number and the account number. NOTE: Be certain that you have given us the correct routing number and account number. You can check with your financial institution to be sure you are giving us the right numbers.
6. **Sign the authorization form at the bottom.**

## Related Services

### Monthly Budget Pay Plan

The **Monthly Budget Pay Plan (Budget Plan)** is a free service that is offered by the Ross County Treasurer's Office to help taxpayers budget their tax payments. Now you can pay your real estate taxes each month too and avoid being "surprised" when the tax bill shows up!

**It's Easy and Convenient.** You make monthly payments that are then applied to your tax bill. This program is designed to help you plan and save for your taxes before they are due. You can even change your payments in a way that is most convenient for you. Simply fill out the Monthly Budget Pay Plan Authorization and begin enjoying the benefits!! Should you have questions or require additional information please feel free to e-mail us at [rosstreas@bright.net](mailto:rosstreas@bright.net), visit us online at [www.rosstreasurer.com](http://www.rosstreasurer.com) or call the office at 740-702-3080.

### SMART Payments Program

The Simplified Monthly Agreement for Regular Tax (SMART) Payments Program is designed to make it easier for taxpayers to pay off their delinquent real estate or manufactured home taxes. Participants make one payment a month that keeps their current taxes up-to-date while also paying off the past due taxes. These easy monthly payments may be spread over 30 months and in some cases longer.

(See other side for more information)