



Muscogee County Tax Commissioner
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P.O. Box 1441
Tax Office (706) 653-4211

Lula Lunsford Huff, C.P.A.
Tax Commissioner

February 1, 2023

Subject: Waiver/Refund of Second Installment Property Tax Penalty or Interest

Dear Taxpayer,

You are receiving this letter because you may be entitled to a waiver or refund of penalty and interest. Our office is committed to providing quality, prompt, and efficient service to you, the taxpayer. Therefore, if you qualify for the waiver or refund, we want to make sure that you receive it.

Property tax bills for the 2022 tax year were mailed on August 17, 2022. Council Ordinance 22-034 allows for taxes to be paid in 40% & 60% installments, due 10/17 and 12/1 respectively. Typically, the Tax Commissioner's Office mails a reminder to taxpayers of the second installment, due December 1, 2022. However, due to unforeseen technical issues, data was not available in time to send the second installment notice. Taxpayers who did not pay by the 12/1/2022 due date incurred interest and possibly penalties. As a result, Council has passed Resolution 023-23 (waiver) and 038-23 (refund) giving the Tax Commissioner limited authority on its behalf to grant waivers and refunds of penalty and interest to those affected.

If you meet the requirements below: complete and detach the form and mail it with your payment or bring to the tax office. The request must be made **prior to March 1, 2023**.

Sincerely,

Lula L Huff, Muscogee County Tax Commissioner

Property Tax Waiver (Resolution 023-23)/ Refund (Resolution 038-23) Request Form

Property Address: _____

Parcel ID _____

In Accordance with the above resolution, I hereby certify that the following are correct:

- I timely paid my first 40% installment of 2022 property taxes by October 17, 2022, and
- I have paid all property taxes due prior to tax year 2022, and
- I am requesting a waiver or refund of penalties and interest on the second installment of 2022 property taxes.

Print Name

Signature

Date

One form can be used for multiple parcels, but each parcel must be listed and attached to form. Mail to the Muscogee County Tax Commissioner must be postmarked **prior to March 1, 2023**. You must meet the above requirements for the request to be granted.