

TERMS & CONDITIONS

- Application must be made by September 30 for enrollment in the current year. When enrolled in the alternative payment schedule, the owner remains enrolled until the owner provides a written request to terminate the alternative payment schedule. Requests to terminate the alternative payment schedule must be made before September 30 to apply to the current year. Termination requests made after September 30 will apply to payments for the next tax year. Payments for the full year amount also accepted.
- The seven monthly payments must be as equal as possible and are due by November 30, December 31, January 31, February 28, March 31, April 30, and May 31, regardless of tax assistance. If payment is not made by the due date, the amount payable is delinquent and draws interest at the rate of 5/6 of 1% a month from and after the delinquency until paid and 2% must be added to the delinquent taxes as a penalty.
- In November, the tax notice will provide information on the monthly installment amounts.
- The county treasurer may not accept a payment under the alternative payment schedule from a third-party escrow service, lender, or mortgage company.
- "Primary residence" means a single-family dwelling unit, unit of a multiple-unit dwelling, trailer, manufactured home, or mobile home and the surrounding land classified as class four residential property that was owned and occupied by the taxpayer for at least 7 months of the year. The term does not include a dwelling that is not on a permanent foundation and that is classified by the department of revenue as personal property.
- Once approved and signed by the treasurer's office, a confirmation copy of this document will be provided to you.
- Please email questions to treasurer@yellowstonecountymt.gov or call (406) 256-2807.

ALTERNATIVE PAYMENT SCHEDULE CONTRACT FOR PRIMARY RESIDENCE

At the request of the owner of a primary residence, a county treasurer shall enter into a written agreement with the owner for the payment of current property taxes on an alternative payment schedule of seven payments. One-seventh of the taxes must be paid on or before 5 p.m. on the last day of each month beginning on November 30 and ending on May 31 provided that the full amount of the taxes payable is made by 5 p.m. on May 31 of each year.

PLEASE PRINT—FORM MUST BE SUBMITTED IN PERSON AT TREASURER'S OFFICE

Name(s) _____

Daytime Phone () _____

Mailing Address _____

City, State, Zip Code _____

Email Address (required) _____

Primary Residence Tax Code _____

Automatic Payment Authorization

I hereby authorize the Yellowstone County Treasurer to initiate electronic debits from my account beginning _____ (date) for the seven monthly payments of property taxes. I agree to the terms listed on this authorization form for payment. Payments will be deducted on the due date. **ATTACH A VOIDED CHECK OR DEPOSIT SLIP FOR ACCOUNT FROM WHICH FUNDS WILL BE DEDUCTED.**

Changes to your bank account, email address, phone number must be submitted to the Yellowstone County Treasurer's Office in writing in person at least ten days prior to the payment due date. Checking

ACCOUNT # _____ ROUTING # _____ Savings

If the payment is returned or unable to be processed by the bank, penalty and interest will be assessed, return fees will be charged, and you will be removed from the alternate payment schedule plan.

AUTHORIZATION AGREEMENT Under penalty of law (§ 45-7-203, MCA), I certify that the statements made, and information contained on this form are true and correct to the best of my knowledge, information, and belief and I am the person named on this form and signing for a business entity or trust, I have full authority to do so.

_____ Date _____
Taxpayer Signature

_____ Date _____
Taxpayer Signature

_____ Date _____
Treasurer Staff Signature

OFFICIAL USE ONLY

Add ACH _____
 Added to Excel Spreadsheet _____
 Gave taxpayer copy of signed contract _____
 Terminated from ACH _____
 Emailed termination notice _____