


2023 APPLICATION FOR INSTALLMENT PAYMENT

To pay property taxes by installment, complete the form below and return the application to your county tax collector by April 30th. The tax collector will mail your first notice of payment due, with instructions. If you have not received your first notice by June 15, 2023, contact the Tax Collector's office.

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|---|--------|---|----------|
| TAX YEAR | COUNTY | TYPE OF ACCOUNT <input type="checkbox"/> REAL ESTATE <input type="checkbox"/> TANGIBLE | |
| NAME | | ACCOUNT # | |
| MAILING ADDRESS | | | |
| CITY | | STATE | ZIP CODE |
| PHONE | | EMAIL ADDRESS | |
| SIGNATURE <small>(Please read the instructions and installment schedule carefully on reverse side before signing)</small>  | | DATE | |

In order to participate in this plan, the first installment is due June 30th; however, payments will be accepted until July 31st without the discount. You confirm participation in the plan when the tax collector receives and applies your first installment payment. Once you have elected to participate in the installment payment plan by paying the first installment payment you are required to continue participation for the tax year. If you elect to discontinue participation you will not be entitled to the discounts required by law. Installment payments that become delinquent shall be paid with the next payment and results in the loss of discount. Applications can be downloaded from miamidade.gov/taxcollector or you can email proptax@miamidade.gov to have one mailed to you. Additionally you may now complete and submit the installment application online at miamidade.county-taxes.com.

Section 197.222, Florida Statute, allows a taxpayer to prepay property taxes by an installment payment method. A taxpayer who chooses to pay taxes by the installment method will make quarterly payments based on an estimated tax equal to the actual taxes levied on the property in the prior year. Under Florida law, your estimated taxes must be more than \$100 for each tax notice to qualify. If your estimated taxes for 2023 are \$100 or less you do not qualify for this plan.

| INSTALLMENT PAYMENTS | PAYMENT SCHEDULE |
|----------------------|--|
| 1 | <p>One quarter of the total estimated taxes and assessments based on the previous year. Payment must be applied or postmarked no later than June 30, 2023 to receive 6% discount. The Tax Collector's Office will accept late payment on the 1st installment through July 31 without the discount. If payment is not made by July 31, 2023 the account is removed from the installment plan.</p> <p>You confirm participation in the plan when the tax collector receives and applies your first installment payment.</p> |
| 2 | <p>One quarter of the total estimated taxes and assessments based on the previous year. Payment must be applied or postmarked no later than September 30, 2023 to receive 4½% discount. If payment is not received, the amount due for this installment will be added to the next installment due in December and results in the loss of discount.</p> |
| 3 | <p>One quarter of the total estimated taxes and assessments plus one-half of any adjusted tax amount. Payment must be applied or postmarked no later than December 31, 2023 to receive 3% discount. If payment is not received, the amount due for this installment will be added to the next installment due in March and results in the loss of discount.</p> |
| 4 | <p>One quarter of the total estimated taxes and assessments plus one-half of the adjusted tax amount. No discount. Payment must be applied or postmarked by March 31, 2024. Unpaid installments are delinquent April 1, additional interest and fees will be added, and a tax certificate sold if taxes remain unpaid as of May 31st and may result in the loss of property at a future date.</p> |

If the installment due date falls on a Saturday, Sunday, or legal holiday, the due date for the installment is the next working day if the installment payment is delivered in person to the Tax Collector's Office.

Energy Improvement Assessments are collected annually pursuant to Florida Statute 200.069. If you are an Installment Payment Plan Participant and have an Energy Improvement assessment, **total assessment for this Energy Improvement will only be billed in your December (3rd installment), and March (4th installment), please be aware that the 3rd and 4th installments will be higher.**

If you have an Energy Improvement Assessment and your lending institution pays your annual property tax bill, you should not participate in the Installment Payment Plan. No discounts for Energy Improvement Assessments.