

## **"A Note from Your North Greenbush Tax Receiver"**

*Here are a few reminders and useful information for the upcoming 2022 Tax Season:*

With the continued spread of the Omicron variant, the Town is continuing its efforts of being cautious and careful throughout the 2022 Tax Season and asks that masks be worn when paying your taxes in person. The Tax Collection Office will open on Saturdays at Town Hall, 2 Douglas Street, Wynantskill from 9:30 am – 12:00 noon. We will allow one customer at a time within the Tax Office and others will wait in the hallway until the previous resident has completed their payment. Office hours on Saturday are subject to change so please check the Town website [www.townofng.com](http://www.townofng.com) for any updates before you come to Town Hall.

You still have three safe payment options: payment by mail; payment at the two Pioneer Bank Branches in Town; and payment online with a credit card. (Both Pioneer Banks are opened Monday through Friday during regular business hours). When paying at the Pioneer Bank Branch, you must bring your **entire tax bill** and your payment check or cash for the full amount of your bill. In return, the Bank will supply you with a stamped receipt for your payment in full. Pioneer Bank does not accept credit cards for payment.

When paying by mail, please return the tax bill along with your check for the full amount shown on the tax bill. If you request a **receipt of payment**, please check off the box located at the bottom half of your tax bill and send in the **entire bill**. A receipt will not be issued without the return of the entire bill.

Please do not send cash thru the mail! Only checks will be accepted. Make checks payable to: Thomas F. McGrath, Jr. Rec. of Taxes and mail them to 2 Douglas Street, Wynantskill, NY 12198. Please be certain that the **written dollar amount on your payment check is the same as the numerical dollar amount on the tax bill**. Also, please sign and date your payment check. Neither the Town nor the Bank will be able to process your payment with such errors and your payment will be returned, which could result in a late payment. (**Optional:** please write your phone number on the memo portion of your check, so we can call you if we find any payment discrepancies).

You will avoid late fees by mailing your tax bill and payment check with a **postmark** before the late date printed on your bill. Your check date cannot be used as the payment date to avoid penalties.

If your taxes are paid by your Bank or Mortgage Company through escrow and you receive a tax bill directly, please do not send payment unless you are certain that your bank has discontinued your escrow payment. Please call us if you are not sure.

When calling the Town Tax Receiver Office (518-209-7506), please leave a clear and concise voice message along with your phone number.

Please remember that your property tax bill will not arrive until after January 1<sup>st</sup>. We do not mail them out until the last day in December, which will be December 31, 2021. Remember most of all, it is **your** responsibility to contact us if you did not receive a tax bill in the mail. We will be happy to send you another copy of your bill. (If you pay by escrow this will not apply to you).

Stay Safe and Have a Wonderful Holiday Season,

*Tom McGrath Jr.*

North Greenbush Tax Receiver, 518-209-7506

email: [TMcGrath@northgreenbush.org](mailto:TMcGrath@northgreenbush.org)

Town Website: <http://www.townofng.com/>

**A copy of your 2021 Town of North Greenbush tax bill is available online at:**  
[egov.basnyc.com/northgreenbush/](http://egov.basnyc.com/northgreenbush/)