

## **IMPORTANT MESSAGE CONCERNING THE 2021 PROPERTY TAX COLLECTION**

The Town will remain closed until further notice to the public for tax collection. Please refer here for updates on the opening in the event of changes. Masks are required when entering the building and we will be practicing social distancing and other safety measures to protect both the residents and the employees.

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During the in- season tax collection period which runs from January 2<sup>nd</sup> up to and including March 31<sup>st</sup>, 2021 there are several options for making payments. We accept checks made payable to **Receiver of Taxes**, cash and /or credit or debit cards (which incur convenience fees).

### **Payment may be remitted in any of the following ways:**

- **Mail your check** to the bank lockbox: **Town of Clifton Park**  
(made payable to **Receiver of Taxes**) **PO Box 10788**  
**Albany, NY 12201**
- **Online** at [www.cliftonpark.org](http://www.cliftonpark.org) using the property tax portal link which you will find on both the home page under Resident Services or under Departments on the Receiver of Taxes' page. This option allows you to pay using a credit card, debit card or e-check. All options have fees associated with their use charged and collected by the credit card companies & banks not the Town. This is also where you can view and print a copy of your bill.
- You may **drop off** your payment in one of the two secure drop off locations in Town Hall. There is a freestanding box located in the vestibule area of the entrance on the Vischer Ferry Rd side of the building and a mail slot box located in the vestibule area of the entrance to the Town Clerk's Office. Signs outside those areas will guide you to the entrances. Please make sure to put your payment and the bill in an envelope. Please provide a phone number and/or email where we can contact you about your payment if necessary. We will mail a paid receipt to you after we process the payment.
- **In-person** collection will take place in the Wood Room ONLY which is located on the Clifton Park Center Rd entrance to the building. ***This option is temporarily suspended, as indicated above.*** Again, for your safety and the safety of our collectors we require face masks when in the building, social distancing, hand sanitizing and patience.

**THANK YOU FOR YOUR COOPERATION !**

