



UNION COUNTY
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NEWS RELEASE

Deadlines in the Union County Tax Administrator's Office

January 2, 2015, Monroe, NC - January is a very busy time in the Union County Tax Administrator's Office. During this month is when most residents pay their real estate taxes, are required to list their real and personal property, file for valuation appeals, and submit applications for tax deferment and exemption programs. Property owners should be aware of the key dates listed below.

Reminder: 2014 Property Tax Bills Due January 5th

January 5th is the last day for Union County property owners to pay real and personal property taxes for 2014 without interest. Tax payments not postmarked by that date begin accruing interest on January 6th at the rate of 2 percent for the first month late and $\frac{3}{4}$ percent each month thereafter. There are several ways to pay your tax bill:

- **By Mail:** Mail your check using the return envelope in your tax bill or mail to PO Box 38, Monroe, NC 28111
- **In person:** Pay at the Tax Collector's office located on the first floor of the Union County Government Center between 8 a.m. – 5 p.m., Monday - Friday
- **By Drop Box:** Located on Crowell St. behind the old Tax Collector's Office
- **By Phone:** 1-888-977-8411
- **Online at:** www.co.union.nc.us
(Convenience fees will apply to payments made by credit or debit card and e-checks)

All tax bills remaining unpaid after January 6th will be subject to delinquent collections enforcement measures including bank levies, wage garnishments, and other measures allowed by state law.

Taxes not paid by February 28, 2015 will be advertised as delinquent in a newspaper of general circulation.

Listing Personal Property and Changes to Real Estate

January is referred to as the “listing month” since North Carolina statutes require property owners to report personal property, both business and individual, with the Tax Administrator’s Office between January 1 and January 31. Listing forms on existing accounts are mailed to the owner by the end of December; however, failure to receive a listing form does not invalidate the requirement to file. Listings can also be made in person during the week from 8 a.m. – 5 p.m. at the Tax Administrator’s Office located at 500 North Main St., Monroe in Suite 236 of the Government Center.

New business owners can list online at www.co.union.nc.us. Both business and individual personal property owners can obtain a listing form by calling 704-283-3746 or online at www.co.union.nc.us.

Property owners showing “good cause” can obtain a filing extension to March 15th by applying on line at www.co.union.nc.us or by sending a written request to the Tax Administrator by January 31. Failure to list either business or individual personal property by January 31st, unless an extension is granted, will result in a 10 percent late listing penalty.

Real Estate property owners are not required to list because Union County is on a permanent listing system. However, they are advised to report any new improvements or deletions to their property in order to ensure accurate taxation.

The 2015 Real Estate Reappraisal

The Real Estate Division of the Tax Administrator’s Office is in the process of conducting a reappraisal for 2015. Change of assessment notices are expected to be mailed in late February or early March. Property owners should compare their new 2015 property assessments to the market as of January 1, 2015. Typically, this means using comparable sales that have occurred just prior to, January 1, 2015. Concerns should be addressed to the Tax Administrator’s Office, Real Estate Division per the instructions contained on the notice.

Filing Applications for Tax Deferment and Tax Exclusion

Property owners wishing to apply for any tax deferment or tax exclusion programs should complete an application in January. Tax deferment programs include present use or farm use, and circuit breaker. Tax exclusion programs include exempt, elderly, and historic properties. All programs have different requirements that must be met; such as ownership, income, and use, before deferment or exclusion status is granted. Property owners can apply on line at www.co.union.nc.us or property owners interested in these benefits can contact the office by calling 704-283-3746 or by visiting the county’s web site at www.co.union.nc.us for more information.