

Franklin County Treasurer's Office  
 Josie Koelzer, Treasurer  
[www.co.franklin.wa.us/treasurer](http://www.co.franklin.wa.us/treasurer)



**MONTHLY PAYMENT PLAN**  
 Will help you in *many* ways:

- Saves time - no checks to write!
- Spreads your taxes over 9 installments
- No renewal required!
- Helps meet your commitment in a convenient and timely manner; even if you're out of town or on vacation!

**Example**

**\$1,500 Tax Bill**

Feb	16.65%	\$256.75	(Incl. bank fee)
Mar	16.65%	\$250.00	
Apr	16.66%	\$250.00	\$750.00
May	8.34%	\$125.00	
Jun	8.34%	\$125.00	
Jul	8.34%	\$125.00	
Aug	8.34%	\$125.00	
Sep	8.34%	\$125.00	
Oct	8.34%	\$125.00	\$750.00
<b>100%</b>		<b>\$1,500.00</b>	

**HOURS**

8:30 AM to 5:00 PM  
 Monday through Friday  
 (excluding Holidays)

**PHYSICAL LOCATION**

Franklin County Courthouse  
 1016 N 4th Avenue  
 Pasco, WA 99301  
 Phone: (509) 545-3518  
 Fax: (509) 545-2136

**MAILING ADDRESS**

Franklin County Treasurer  
 PO Box 1011  
 Pasco, WA 99301

**SAVE TIME & MONEY WITH THE  
 MONTHLY PAYMENT PLAN**

- Spread your tax payment over nine installments, instead of twice a year
- Save time - no checks to write and mail!
- Help meet your commitments in a convenient and timely manner, even when you're out of town or on vacation!
- Instead of receiving a paper copy of the statement, view your account information on our website *anytime, anywhere.*

Help save a tree & money

Sign up for automatic payments

And get your tax information online at

[WWW.CO.FRANKLIN.WA.US/TREASURER](http://WWW.CO.FRANKLIN.WA.US/TREASURER)

JOIN TODAY!



## TERMS & CONDITIONS

- Enrollment must occur by February 1st to be eligible for first half, or by May first to be eligible for second half monthly payment plans.
- 1st half will be in **3 installments** - February, March & April. 2nd half will be in **6 installments** - May, June, July, August, September & October.
- Withdrawal dates are the 15th of each month.
- **Valid email is required** and taxes must be current. Parcels with active escrow accounts are not eligible for this program
- The first installment will include a \$6.75 charge for the bank processing fees
- If an ACH is returned due to non-sufficient funds or a closed account, it will result in immediate removal from the program and a \$35.00 fee will be assessed to your account.
- Voluntary removal from the automatic payment contract will only be allowed for a specific circumstances and our office must be notified at least 30 days in advance of the electronic payment withdrawal date.
- A confirmation including this agreement and the ACH schedule will be e-mailed to you the first year.
- It is the taxpayers responsibility to access their tax information online
- The Treasurer's Office reserves the right to remove anyone, at anytime, for any reason, when deemed appropriate.



## TAXPAYER CONTRACT FOR ACH (MONTHLY) PAYMENT

On \_\_\_\_\_, I hereby authorized the Franklin County Treasurer to initiate electronic debits from my checking/savings account identified below for the monthly payment of property taxes. I agree to the terms listed on this authorization form for payment. If the due date falls on a weekend or holiday, it will be deducted on the following business day.

### PLEASE PRINT

Name (s) \_\_\_\_\_

Daytime Phone (\_\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_\_) \_\_\_\_\_

Mailing Address \_\_\_\_\_

E-mail Address (*required*) \_\_\_\_\_

Bank Name \_\_\_\_\_ Branch (City) \_\_\_\_\_

Bank Routing # (ABA #) \_\_\_\_\_ Account # \_\_\_\_\_

*Attach a voided check for the account from which funds will be deducted (required).*

Parcel Number(s). *If more space is needed, please attach listing.*

\_\_\_\_\_  
\_\_\_\_\_

## AUTHORIZATION AGREEMENT

I will notify the Franklin County Treasurer's Office, in writing, when I change banks/accounts, in order to continue or terminate this contract. I understand the Franklin County Treasurer must receive notice at least 30 business days prior to the electronic payment withdrawal date of the 15<sup>th</sup> of the month, in order for the payment to be stopped or the bank information to be changed.

\_\_\_\_\_ Date \_\_\_\_\_

(Taxpayer Signature)

Complete the contract and authorization agreement and return to:

**Josie Koelzer, Franklin County Treasurer, PO Box 1011, Pasco, WA 99301**