

understanding your property tax bill



1 Account Number: This is the property reference number. The first part is an internal reference number. The remainder beginning with "R" is the actual tax parcel number.

2 Property Address: This is the street address of the property.

3 Millage Rate: The tax rate, or millage rate, is set annually by the City Council. A tax rate of one mill represents a tax liability of one dollar per \$1,000 of assessed value. During the budget process the City estimates total revenue from other sources. This figure is subtracted from the overall budgetary needs, and then a millage rate is set that will generate the necessary revenues to fulfill budgetary requirements. The millage rate is set at 5.77 but is divided between operating budget and bonded debt. The operating millage provides the necessary funding for the general operations of the City. Bonded Debt provides the resources to pay the open space and new city hall bonded debt payments.

4 Amount Due: This represents the Total amount due including any penalties or past due taxes if applicable.

5 Additional Information: A notification concerning past due taxes if applicable.

6 Homeowner Tax Relief Grant (HTRG): If you qualify for the general homestead exemption, then you automatically qualify for the Governor's Homeowner's Tax Relief Grant Credit. The amount of the credit appears on the face of your tax bill. This credit only applies to the operating millage.

7 Special Instructions: Description of late fees and penalties applied after December 20th.

8 Payment Coupon: Please detach and return this section with your payment for proper application to the account.

9 Due Date: Payments made after the due date are subject to additional fees and penalties as described in section seven.

10 Name: This is the owner and owner address of record as of January 1 of the tax year billed.

city of suwanee 373 hwy 23 suwanee, ga 30024		TAX YEAR 2008	Account 1 01903-R7436-001 Reference 12-R7436-001 2 01234 MAIN		
3	Assessment	Exemptions	Taxable	Rate	Amount
Bond	26280	0	26280	1.6800	44.15
Operating	26280	0	26280	4.0900	107.49
					Total Tax 151.64
					Penalty .00 4
					Past Due .00
					Total Due 151.64

5 A separate notification will be sent if there is a past due amount on this account.

6 The "HTRG Credit" reduction of \$.00 shown on your bill is the result of homeowner tax relief enacted by the Governor and the General Assembly of the State of Georgia.

special instructions

Property taxes are due on December 20th. If you have an escrow account, it is your responsibility to verify that your mortgage company receives a copy of the tax bill. If your mortgage company has recently changed, or if the bill is being paid by someone other than the name appearing on this statement, please forward a copy of this bill to the appropriate party.

Payments received after December 20th will have the following late fees assessed:

7 Taxes less than:	\$100	\$4 fee
	\$200	\$5 fee
	\$300	\$6 fee
	\$400	\$7.50 fee
Taxes over:	\$400	\$10 fee

Interest is also accrued at the rate of 1% per month and after March 20th of the following year, a 10% penalty is added.

city of suwanee
373 hwy 23
Suwanee, GA 30024
770.945.8996

Remittance: _____ Check: _____

Remittance Coupon

Bill Date 9	Due Date	Total Due
10/01/2008	12/20/2008	151.64

Account 01903-R7436-001 Amount Paid: _____

Please detach and return this coupon with payment

see reverse side for easy opening instructions

city of suwanee
373 hwy 23
suwanee, ga 30024

tax information enclosed

First class Mail
U.S. Postage Paid
Suwanee, GA 30024
Permit No. 242

10 Jane Doe
1234 Main Street
Suwanee, GA 30024

contact information

<p>City of Suwanee Property Tax Division</p> <p>770.945.8996 Taranta Anderson, Accounting Manager</p>	<p>Gwinnett County Property Valuation and Appeals</p> <p>Tax Assessor 770.822.7200 Real Property 770.822.7220 Personal Property www.gwinnettcountry.com assessor@gwinnettcountry.com</p>
<p>City of Suwanee Millage Rates</p> <p>770.945.8996 Amie Sakmar, Financial Services Director</p>	
<p>Gwinnett County Property Tax Department</p> <p>770.822.8800 - Tax Commissioner www.gwinnetttaxcommissioner.com</p>	

frequently asked questions

How do I pay my bill?

Currently we have three options for paying your bill:

- **Mail** - Return the payment coupon with a check or money order in an envelope addressed to: City Hall, 373 Hwy 23 Suwanee, GA 30024. Attention: Tax Payment.
- **Drop Box** - Place the payment coupon with a check or money order in an envelope and drop it in the payment box outside City Hall, available 24 hours a day, 7 days a week.
- **In Person** - Payments may be made by cash, check or money order at City Hall. Please bring your payment coupon with you. Hours of operation, Monday thru Friday, 8 to 5.

How do I apply for Homestead Exemption?

Citizens can request an application from Gwinnett County by phone or e-mail year round. The Gwinnett County Tax Commissioners Office will automatically mail homestead exemption applications to those persons who bought homes during the previous calendar year. Homestead exemption applications are due on or before March 1st. If you have any other questions regarding Homestead Exemption, please contact the Gwinnett County Tax Commissioners Office at 770-822-8800 or go online at www.gwinnett-tax.com.

What if my mortgage company pays my taxes?

The City of Suwanee receives tax information from Gwinnett County annually. This database does not list mortgage company information so we have no way of knowing whether or not your

mortgage company pays your taxes for you. If a mortgage company contacts us requesting the tax information for your property, we send a copy to them. Otherwise, it is your responsibility to contact your mortgage company, verify that they have received a copy of the tax bill and, if not, send them a copy.

Who determines the value of my property?

Property values are determined by the Gwinnett County Tax Assessor's Office. Real property values are determined based on fair market value. Reassessments of real properties are conducted every two to three years. Personal property values are determined by customer returns filed with the Gwinnett County Tax Assessor's Office stating assets and values. Personal property values are set to depreciate at a normal rate over time.

How do I appeal my tax assessment?

All appeals must be submitted to the Gwinnett County Tax Assessor's Office in writing either received or USPS postmarked within 30 days of the notice date. Any letter of disagreement, which identifies the property (by parcel number or address) and is filed timely will be accepted as a formal appeal. Any information concerning the reasons for the appeal or information you can share about the property will greatly assist in the process. Grounds for appealing your valuation are:

- **Value:** Would the property sell for the appraised amount?
- **Taxability:** Is the property taxable?
- **Uniformity:** Is the appraisal uniform with other similar property?

town center park



www.suwanee.com