



**WHAT YOU SHOULD KNOW**

Installment tax notices are mailed on or before the 1st day of the month due. If you do not receive an installment tax notice for each property and/or account you own, visit us online or contact our office for a duplicate.

When the discount period ends on a weekend or holiday, the discount is extended to the next business day.

Failure to receive an installment tax notice does not extend discounts or excuse your responsibility to pay taxes and applicable penalties for late payments.

If you sold the property after one or more installment payments have been made, forward the notice to the new owner or return it to the Tax Collector marked *Sold*.

If you have an escrow account on your real property, contact your mortgage company to discuss the request and payment of your property taxes.

If you no longer operate a business or rent your real property, contact the Property Appraiser to update your records and discuss removing your tangible account from future tax rolls.

The installment application is available at [www.leetc.com](http://www.leetc.com) under forms and documents.

In most cases, paying by the Installment method provides discounts similar to the 4% discount in November, however, it is not equivalent to and may change dependent on qualified exemptions and values.

Once you have enrolled in the Installment Plan, you do not need to re-apply each year.

[Click Here to Download the 2021 Installment Plan Application](#)

**WHO TO CONTACT**

**Tax Collector**  
[www.leetc.com](http://www.leetc.com)  
 239.533.6000

- Prepares and mails tax notices (tax bills)
- Collects property tax payments based on certified rolls received from Property Appraiser and Levying Authority
- Distributes revenue to Levying Authority

**Property Appraiser**  
[www.leepa.org](http://www.leepa.org)  
 888.721.0510

- Determines property values, exemptions, and late filing penalties
- Maintains assessed owner(s) name, mailing address, site address, and legal description
- Mails Notice of Proposed Property Taxes (TRIM), in August, which includes values and public hearing dates, however, non-ad valorem assessments are not included
- Certifies tax roll and corrections to Tax Collector

**Levying Authority**

- Phone number(s) located on front of tax notice
- Establish, adopt, and provide millage/assessment rate to the Property Appraiser and Tax Collector

Under Florida law, communication with our agency, including email addresses, is considered public record and may be released upon a public records request.

Rev. 10/2020

**SERVICE CENTER HOURS AND LOCATIONS**

Monday - Friday 8:30 a.m. to 5:00 p.m.

<b>Bonita Springs</b> .....	25987 S Tamiami Trl
<b>Cape Coral</b> .....	1039 SE 9th Ave
<b>Fort Myers</b> .....	2480 Thompson St
<b>Lehigh Acres</b> .....	3114 Lee Blvd
<b>North Fort Myers</b> .....	15201 N Cleveland Ave
<b>South Fort Myers</b> .....	15680 Pine Ridge Rd

**Mailing Address:** PO Box 630  
 Fort Myers FL 33902-0630

**IMPORTANT DATES TO REMEMBER**

**Installment Discounts**

- 6% - If paid in June
- 5% **penalty** - If paid in July
- 4½% - If paid in September
- 3% - If paid in December
- No discount if paid in March
- April 1 - Taxes are delinquent

**Installment Schedule**

- First installment - June
- Second installment - September
- Third installment - December
- Final installment - March
- April 1 - Taxes are delinquent

**Holiday Closings**

Visit our official website or contact our office for Holiday Closings.



## PAYMENT OPTIONS

### Online [www.leetc.com](http://www.leetc.com)

- Click *Pay Online*
- Select *Real Property Taxes* or *Tangible Property Taxes*
- Select correct *Tax Year* for the Installment Payment Plan
- Enter your *Account Number* or other *Search By* criteria
- Add item to your cart and proceed through the *Checkout* process
  - Choose your method of payment
    - *Echeck (bank account) payment available at no additional cost*
      - Certain brokerage and foreign accounts may be prohibited

### By Mail

- Make check or money order payable to *Lee County Tax Collector*
- Postmark and/or check date determine early payment discounts
- Write your *Account Number* on the payment
- Detach the coupon and return with your payment

### In Person

- Visit any office location
- Bring your tax notice
- Cash, check, money order, debit card (PIN required), and all major credit cards accepted

## CREDIT/DEBIT CARD PAYMENTS

A convenience fee is charged when using a credit or debit card and is subject to service provider rates which may vary. No portion of this fee is retained by the Tax Collector's office.

## INSTALLMENT SCHEDULE

### June

#### First Installment:

One-quarter of the total estimated taxes and assessments based on the previous tax year.

**Discount:** 6% for payments applied or postmarked by June 30.

**Late Payment:** A 5% penalty is charged on the installment due and results in the loss of discount for payments received and applied by July 31.

### December

#### Third Installment:

One-quarter of the total estimated taxes and assessments based on the previous tax year plus one-half of any adjusted tax amount.

**Discount:** 3% for payments applied or postmarked by December 31.

**Late Payment:** Added to the next installment due and results in the loss of discount.

### September

#### Second Installment:

One-quarter of the total estimated taxes and assessments based on the previous tax year.

**Discount:** 4½% for payments applied or postmarked by September 30.

**Late Payment:** Added to the next installment due and results in the loss of discount.

### March

#### Fourth Installment:

One-quarter of the total estimated taxes and assessments based on the previous tax year plus one-half of any adjusted tax amount.

**Discount:** No discount. Payment must be applied or postmarked by March 31.

**Late Payment:** Unpaid installments are delinquent April 1.

**Note:** If the June Installment payment is not received and applied by July 31, the account is removed from the plan. A tax notice for the full amount due will be mailed by November 1. Once removed, a new application is required to go back on the Installment Payment Plan.

## STAY CONNECTED

Visit our official website and Facebook for current Tax Collector updates and information about new services, awards, community connections, and other news around the state.

Don't forget to like our page to stay connected:

[www.facebook.com/LeeCountyTaxCollector](http://www.facebook.com/LeeCountyTaxCollector)

## JOIN ENOTIFY

eNotify is an email reminder system that is provided by the Lee County Tax Collector as a free service. Receive email reminders about your property and tangible taxes as well as Local Business Tax Accounts. Enjoy easy access to view, manage and pay taxes online.

Sign up for eNotify at [www.leetc.com](http://www.leetc.com).