



**WHAT YOU SHOULD KNOW**

If you operate a business, or rent your real property, you are subject to ad valorem taxes.

Tangible taxes are a first lien, superior to all other liens, and continue in full force until paid.

A Tangible Personal Property Tax Return (DR-405) must be filed with the Property Appraiser by April 1 each year. Failure or late filing of a return will result in a penalty and/or additional costs.

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

Failure to pay tangible personal property taxes will result in a warrant being filed, delinquent penalties, collection costs, and the possible loss of property.

If you do not receive a tax notice for each property and/or account you own, visit us online or contact our office for a duplicate.

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

**WHO TO CONTACT**

**Tax Collector**  
**239.533.6000**  
**www.leetc.com**

- 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**  
**239.533.6140**  
**www.leepa.org**

- 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.
- 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

Rev. 07/2015

**OFFICE 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 1609  
 Fort Myers FL 33902-1609

**IMPORTANT DATES TO REMEMBER**

**Early Payment Discounts**

- 4% - If paid in November
- 3% - If paid in December
- 2% - If paid in January
- 1% - If paid in February
- 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 us online or contact our office for Holiday Closings.

## PAYMENT OPTIONS

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

- Click *Pay Online*
- Select *Tangible Property Taxes*
- 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
    - *No additional fee if paying by an Echeck (bank account)*
      - 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.

## ALTERNATIVE PAYMENT OPTIONS

**Installment Payment Plan** - allows discounts and payment of taxes in four installments. To pay next year's taxes, complete and return the attached Installment Payment Plan Application on or before April 30, 2015.

**Partial Payment** - allows multiple payments on current year taxes, however, no discount is allowed, and a processing fee is charged for each partial payment. Completion of a Property Tax Partial Payment Agreement is required and must accompany the initial partial payment.

Visit us online or contact our office for forms and information.

## STAY CONNECTED

Visit our 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 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).

**DON'T WAIT IN LINE... PAY ONLINE!**