



**ERIC T. ZWAYER**  
**Tax Collector**  
*Serving Highlands County*

540 South Commerce Ave • Sebring, Florida 33870  
www.hctaxcollector.com (863) 402-6685

## Installment Plan Explanation

**AN INVOICE WILL BE MAILED TO YOU FOR EACH QUARTERLY PAYMENT. EACH WILL BE MAILED JUST PRIOR TO THE MONTH IN WHICH THE PAYMENT IS DUE.**

**FIRST INSTALLMENT PAYMENT (JUNE):** One quarter of the total estimated taxes (based on prior year gross tax) discounted 6%. Payment shall be made not later than June 30. A taxpayer must make the first installment in order to participate in this plan. Payment may be made in July in order to stay in plan, however, the discount will be forfeited.

**SECOND INSTALLMENT PAYMENT (SEPTEMBER):** One quarter of the total estimated taxes discounted 4½%. Payment shall be made not later than September 30. If payment is not remitted timely, the September tax amount will be added to the December billing.

**THIRD INSTALLMENT PAYMENT (DECEMBER):** One quarter of the total estimated taxes plus one-half of any adjustment pursuant to a determination of actual tax liability discounted 3%. Payment shall be made not later than December 30. If payment is not remitted timely, the December tax amount will be added to the March billing.

**FOURTH INSTALLMENT PAYMENT (MARCH):** One quarter of the total estimated taxes plus one-half of any adjustment pursuant to a determination of actual tax liability with **no discount**. Payment shall be made not later than March 31.

**Example:** Gross Tax for the *prior tax year* is \$100.00.

\$25.00	Less 6%	=	\$23.50	June Payment
\$25.00	Less 4.5%	=	\$23.88	Sept Payment
<u>Gross Tax for the <i>current tax year</i> is \$150.00.</u>				
\$50.00	Less 3%	=	\$48.50	Dec Payment
\$50.00	No Disc	=	\$50.00	March Payment
			<u>\$145.88</u>	Total Taxes Paid

**Comparison:** If not on  
Installment Plan.

\$150.00	Gross Tax / Current Year
<u>-\$6.00</u>	Less 4% Nov Discount
\$144.00	Total Payment Due in Nov

### Estimate your personal payment below:

Enter your prior tax year gross tax:			
	Less 6%	=	June Payment
	Less 4.5%	=	September Payment
(if known)	Enter your current tax year gross tax:		
	Less 3%	=	December Payment
	No Disc	=	March Payment
			<u>Total Taxes Paid</u>

**NOTE:** The law requires a taxpayer to remain on the installment plan for the year in which application is made (providing the first payment is remitted timely). Therefore, even if the taxpayer wants to pay off early, only the discounts allowed under the Installment Plan can be allowed.

**IF YOU HAVE NOT RECEIVED YOUR TAX BILL BY THE 15<sup>TH</sup> OF THE MONTH IN WHICH THE BILL IS DUE, PLEASE CONTACT THE TAX COLLECTOR'S OFFICE.**