



School Tax Office  
475 1<sup>st</sup> Street  
Troy, New York 12180

taxoffice@troycsd.org  
(518) 328-5042

## **NOTICE OF UNPAID SCHOOL TAXES**

You are receiving this notice because your Troy City School District 2020-2021 school tax 1<sup>st</sup> installment payment has not been received and the District is now collecting 2<sup>nd</sup> installment payments. Enclosed you will find a copy of your 2020-2021 school tax bill. Please make your payment(s) using one of the following options:

**MAIL:** Return the appropriate remittance installment stub(s) with your payment. Please use the "If Paid Between" list on the stub(s) to determine the amount to be paid. Be aware that US POSTMARK determines the date of payment. Mail payment and stubs to:

Tax Processing Unit  
Enlarged CSD of Troy  
P.O. Box 12185  
Albany, NY 12212-2185

**PIONEER BANK IN-PERSON PAYMENTS:** \*\*Due to the pandemic, we urge you to use socially distant payment options, such as mail or online payments.\*\* If you must pay in-person, please contact either Troy Pioneer Bank branch for hours as lobby access is limited. Visit [www.pioneerny.com/covid-19](http://www.pioneerny.com/covid-19) for more information.

**Brunswick Branch 518-272-6628**

**Second Street Branch 518-687-5400**

**ONLINE PAYMENTS:** Pay your taxes online by credit card or e-check. Visit [troycsd.org](http://troycsd.org), under the "Community" drop-down menu, choose "Tax Information." Scroll down to "Online Payments" and click on the link to our online payment provider's site. Please take notice of the fees associated with making your payment online.

Make checks payable to: **Enlarged City School District of Troy**. You must pay using one of the options above. No tax payments accepted at the District Business Office.

If you believe you have received this notice in error, contact our office at the phone number or email above. If you have an escrow account, please contact your bank.

**\*\*\*PLEASE NOTE\*\*\***

**2<sup>nd</sup> Installment payment without penalty deadline is January 31, 2021.** All payments **POSTMARKED** between February 1, 2021 AND March 1, 2021 are subject to penalty as indicated on the remittance stubs. **Final day of school tax collection is March 1, 2021.** Taxes unpaid after March 1, 2021 are re-levied to the city (Troy) or county (Brunswick) for collection.