

# Pennington County Payment Plan for Taxes

We are pleased to offer you our Direct partial payment plan. No other incremental payments will be accepted towards property taxes other than those completing this application and agreeing to the Direct Payment Plan. You do not have to change your present banking relationship to take advantage of this service

The *Direct Payment Plan* can benefit you in several ways:

- It saves worry of missing deadlines
- Helps meet your commitment in a convenient and timely manner – even if you're on vacation or out of town
- No lost or misplaced statements to worry about
- It saves postage and/or credit card usage fees
- It's easy to sign up for and helps with monthly budgeting
- Your payment is always on time avoiding costly interest or penalties

## AUTHORIZATION FOR DIRECT PAYMENT

I authorize the Pennington County Treasurer and the financial institution named below to initiate entries to my checking/savings account for incremental payments towards property taxes owed on ID# \_\_\_\_\_ . This authority will remain in effect until I notify you in writing to cancel it in such time as to afford the financial institution and the Treasurer's Office a reasonable opportunity to act on it. I have attached a VOIDED copy of my check and am submitting this form to the Pennington County Treasurer at 130 Kansas City Street Ste 250, Rapid City, SD 57701 in person or will have it mailed to PO Box 6160 to be received prior to the December 15th deadline to start payments on January 3rd.

### AUTHORIZATION FOR DIRECT PAYMENT

\_\_\_\_\_  
 (NAME OF FINANCIAL INSTITUTION) (BRANCH)

\_\_\_\_\_  
 (CITY) (STATE) (ZIP CODE)

\_\_\_\_\_  
 (SIGNATURE) (DATE)

\_\_\_\_\_  
 (NAME — PLEASE PRINT) (PHONE)

\_\_\_\_\_  
 (ADDRESS — PLEASE PRINT) (EMAIL)

Account No. \_\_\_\_\_ Checking \_\_\_\_\_ or Savings \_\_\_\_\_  
 Financial Institution Routing Number \_\_\_\_\_ on the bottom left of your check)

## Here's how the Direct Payment Plan works:

Your payments will be made automatically from the checking or savings account you designate below. Tax amount owed for the 1st half and 2nd half towards the parcel number (s) designated by you will be broken down into 5 payments for the 1st 1/2 and 5 payments for the 2nd 1/2. Installment payments will start being withdrawn from your account on January 4th and be pulled by the 3rd of each consecutive month through October. Your full 1st 1/2 payment will be posted to your County tax record by May 4th. Your full 2nd 1/2 payment will be posted to your County tax record by October 31. Proof of payment will appear on your bank statement monthly. The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization. You will receive notice of the withdrawal amount once the fees have been set sometime in late December. Any additional assessments placed on the property after the original tax notice is mailed out will be your responsibility to pay in a timely manner. Terminating the agreement by you outside of November or December deadline and enrollment time for any reason other than sale of property will bar you from reapplying for the service in the future. Allow 30 days for returned payments that will not be posted due to your termination request. Insufficient funds in the account you are requesting the payment be made from will constitute a break in this agreement, a \$40 return fee, and the service will be terminated by the County Treasurer. Payments not yet posted will be returned within 30 days. You are then responsible for remaining taxes due.

To take advantage of this service, check the area above indicating the understanding of postings and terminations of your payment, complete the authorization below and indicate which parcel ID# you are requesting the service for—and attach a VOIDED original check from your banking institution. Return to: Pennington County Treasurer at 130 Kansas City Street Ste 250, Rapid City, SD 57701 no later than December 15th 2024 with your completed form and attached check for the 2024 tax year payable 2025. If mailed, we must receive it by the deadline-mail to Pennington County Treasurer PO Box 6160 RC SD 57709. Your authorization will automatically follow through to the next year unless you initiate a termination to the plan in writing.

ATTACH

CHECK

HERE

