

**EAST MANCHESTER TOWNSHIP
NORTHEASTERN SCHOOL DISTRICT
KATHY S EMSWILER, TAX COLLECTOR**

20 BONITA DRIVE
MOUNT WOLF, PA 17347

(717) 266-6108

2018 HOME OFFICE HOURS

TUESDAYS 2 P.M. - 6 P.M.

THURSDAYS 9 A.M. - 2 P.M.

April 17th I will be at the East

Manchester Township Building 12-5

CLOSED ALL SATURDAYS, SUNDAYS AND HOLIDAYS

VACATION NOT DETERMINED

EVENING HOURS BY APPOINTMENT ONLY

A DROP BOX IS AVAILABLE ON THE WALL NEXT TO
THE OFFICE FOR PAYMENTS WHEN THE OFFICE IS
CLOSED

EAST MANCHESTER TOWNSHIP BUILDING

COLLECTION TIMES:

FRIDAY APRIL 13 2018 12:00 P.M. - 5:00 P.M.

TUESDAY APRIL 17 2018 12:00 P.M-5:00 P.M.

RECEIPTS FOR TAX PAYMENTS MADE BY MAIL WILL BE ISSUED ONLY WHEN BOTH TAX COLLECTOR AND TAXPAYER COPY OF THE BILL AND A SELF-ADDRESSED, STAMPED ENVELOPE ACCOMPANY THE TAX PAYMENT. ALWAYS MAKE CHECKS PAYABLE TO: KATHY S. EMSWILER, TAX COLLECTOR. A SERVICE FEE OF \$50.00 WILL BE CHARGED FOR ALL RETURNED CHECKS. ALL PAYMENTS ACCEPTED BY THE POSTMARK DATE ON ENVELOPE, NOT THE DATE ON THE CHECK. NO POST DATED CHECKS WILL BE ACCEPTED. NO PARTIAL PAYMENTS WILL BE ACCEPTED.

ALL TAXES ISSUED BEFORE SEPTEMBER 1ST MUST BE PAID BY DECEMBER 31, 2018. PERSONAL CHECKS WILL NOT BE ACCEPTED AFTER DECEMBER 1, 2018 ON ANY TAX BILL DUE AT THE PENALTY AMOUNT. ANY TAXES THAT REMAIN UNPAID AS OF DECEMBER 31, 2018 WILL BE TURNED OVER AND PAYABLE TO THE YORK COUNTY TAX CLAIM BUREAU.

INFORMATION REGARDING PER CAPITA BILLS IS LISTED ON THE BACK OF THIS NOTICE.

PER CAPITA TAX INFORMATION

****WARNING** DO NOT SEND YOUR PER-CAPITA TAX BILLS TO YOUR MORTGAGE COMPANY. MORTGAGE COMPANIES DO NOT PAY PERSONAL TAXES.**

ALL RESIDENTS OF EAST MANCHESTER TOWNSHIP WHO ARE 18 YEARS OF AGE OR OLDER, ARE REQUIRED BY LAW TO PAY PER CAPITA TAXES. THIS INCLUDES FULL-TIME STUDENTS WHOSE LEGAL ADDRESS IS IN THE EAST MANCHESTER TOWNSHIP.

IF YOU HAVE RECENTLY MOVED TO THIS TOWNSHIP, AND HAVE PAID A 2018 TOWNSHIP PER CAPITA TAX BILL IN ANOTHER TOWNSHIP, PLEASE RETURN THE ENCLOSED BILL AND A COPY OF THE PAID RECEIPT FROM THE PREVIOUS TOWNSHIP, SO YOU MAY BE PROPERLY EXONERATED.

ALL UNPAID PER CAPITA TAXES ARE SENT TO THE DELINQUENT TAX COLLECTION AGENCY AFTER DECEMBER 31, 2018.

IF YOU HAVE ANY QUESTIONS REGARDING THE ENCLOSED TAX BILLS, PLEASE CALL MY OFFICE.