



### **Information about the Tax Collector's Office**

- If any, what kind of public services does your department offer?
  - The Tax Collector's Office sends out annual tax bills once the fiscal year budget is passed (late June). We collect all tax payments for real estate, personal property/tangible and motor vehicle taxes. The Office works with banks and mortgage companies for the receipt of tax payments through escrow. The office also provides municipal lien certificates for real estate closings and mortgage refinancing. This office provides business license clearances and releases registration blocks with DMV.
- If relevant, what materials (ID, etc.) are necessary for the public to bring to receive service?
  - Constituents do not need to bring any form of valid government issued photo identification (however, it may be helpful to have one available in case there is a problem in locating a tax bill)
- Do you ever refer to other departments? If yes, which departments and in what scenarios?
  - The Tax Collector's Office refers constituents to the Tax Assessor's Office when they have questions about tax assessment and exemptions. The Tax Collector's Office also refers to Senior Services in Mayor's Center for City Services, in events such as seniors are having difficulty making timely payments on their taxes.
- Is there another department that offers a similar service to yours? If yes, can you describe the difference in services offered?
  - No, there are no other departments that offer similar services to the Tax Collector's Office.
- Are there any misconceptions about your department that you would like to clarify?
  - The misconceptions about the Tax Collector that would like to be clarified is that we do not have the authority to abate or adjust a tax. If a taxpayer

disagrees with a value assessed on their property or a tax amount, they must contact the Tax Assessor's Office.

- What other information would you like our staff members and constituents to know about your department?
  - Any questions can be directed to [collector@providenceri.gov](mailto:collector@providenceri.gov). Collectors email is monitored throughout the day with response times in under 24 hours.

### **Tax Collector's Office**

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