Evalyn Shaffner
Allen County Treasurer
301 N. Main St
PO Box 123
Lima, OH 45802-0123

Phone: (419)-223-8515
Fax: (419)-222-7852
eshaffner@allencountyohio.com

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# TEPP-AUTO PAY (IN-HOUSE ESCROW) PROGRAM AGREEMENT

**Parcel #:** **Owner Name:**

The taxpayer, hereby requests the Allen County Treasurer to accept prepayments towards the estimated real estate property taxes and that these payments be placed in escrow until the current collection is open and payments can be applied to the current tax bill.

All prepayments will be applied to your taxes, even if the total amount of the prepayment does not equal or exceed the total taxes due. Any late payment penalty or interest will be based on the balance due after the treasurer applies the prepayments. The taxpayer will be dropped from the escrow plan if the total amount due is not paid by the due date

The taxpayer authorizes the Allen County Treasurer to act as agent for the purposes of receiving the tax bill(s), and applying the prepayment to the real estate taxes when due.

The Treasurer agrees to retain all prepayments in an escrow account, receive and pay the bill(s), and provide the taxpayer with a summary of the account that includes all prepayments, tax payments and the balance in the escrow account.

The Treasurer agrees to furnish a tax bill that shows the total amount of prepayments made and the balance due at least 20 days prior to the closing date of the collection then in progress.

Monies received as prepayments in the escrow account will not be released for other than the payment of taxes, except for reasons pertaining to transfer of ownership, death of taxpayer, or as required by law. Excesses remaining in an escrow account after the payment of real estate taxes will (1) remain and be applied toward future real estate taxes, or (2) be returned to the taxpayer upon application to the County Treasurer. The application for return of excess escrowed funds will automatically terminate the existing agreement.

For the purposes of this agreement, the County Auditor's Conveyance of Real Property Transfer Record shall control in matters of ownership and transfer. In the event of death, a death certificate shall be required. In all other matters, Section 321.45 of the Ohio Revised Code shall apply.

**Mailing Address:** **Property Address:**

_____ _____

**Taxpayer's Signature** **Date** **Deputy Treasurer** **Date**

**Phone #** _____