

ELISABETH (LISA) FRAZIER  
MASON COUNTY TREASURER  
PO BOX 429  
SHELTON WA 98584-0429

**AUTOMATIC PROPERTY TAX PAYMENTS**

**AUTOMATIC  
PROPERTY TAX  
PAYMENTS**

You now have the convenience of paying property taxes electronically without writing checks.

**EFFICIENT**

The Mason County Treasurer's Office will deduct your semi-annual tax payment on April 30 and October 31 of each year. If the date falls on a weekend or holiday the payment will be deducted the following business day.

**CONVENIENT**

This can help avoid forgotten payments, assist those who travel periodically and who want the convenience of automatic payments.

**FREE**

The Treasurer's Office does not charge for this service.

**EASY**

Just complete and sign the authorization form and return it to the Treasurer's Office. Please include a voided check to indicate the account from which the funds will be deducted.

**WHAT YOU NEED TO  
KNOW**

You will continue to receive your property tax statements in approximately February of each year. Please keep it for your records.

Twice each year, your financial institution will automatically deduct the amount for your current tax payment from the account you have designated. **Please note that deductions can occur from your designated account as early as 6:00 a.m., PST.** If you have any questions concerning your banking institutions debit policy, please contact them directly. We will only attempt to debit your account once on the effective date. If funds are unavailable, you will be notified and you will need to pay with a cashier's check, money order or cash. Additional charges, including interest, penalty and a **\$40.00** fee will be required if this should occur.

Your payment will be itemized on your bank account statement.

You may discontinue the Automatic Property Tax Payment process at any time with 15 days written notification to the Treasurer's Office.

If, for any reason this request cannot be processed, you will be notified.

Deadline to submit this request is April 15 for first half payment and October 15 for second half payment.

**For more information please  
contact the Mason County  
Treasurer's Office  
Shelton 360-427-9670, Ext. 475  
Belfair 360-275-4467, Ext. 475**

**AUTHORIZATION AGREEMENT  
FOR AUTOMATIC PAYMENT**

I hereby authorize the Mason County Treasurer to charge my bank account identified below for payment of property taxes semi-annually on April 30 and October 31. If the due date falls on a weekend or holiday, it will be deducted the following business day.

\_\_\_\_\_  
**Please Print**

**Name(s)**

\_\_\_\_\_

**Daytime Phone**

\_\_\_\_\_

**Mailing Address**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Email Address**

\_\_\_\_\_

**Bank Name:** \_\_\_\_\_

**Branch (City)** \_\_\_\_\_

\_\_\_\_\_

**Bank Routing Number:** \_\_\_\_\_

\_\_\_\_\_

**Checking/Savings Account Number**

**Tax Parcel Number(s)** if more space is needed, use back of this form.

\_\_\_\_\_

**Authorized Signature(s)**

\_\_\_\_\_

**Date**