



Town of Whitefield  
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Whitefield, ME 04353

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## Whitefield Tax Club Guidelines

The purpose of the Tax Club is to disburse your tax payments out equally over a 12-month period without paying interest.

Enrollment in the Tax Club must be made by the deadline set by the Tax Collector in June of each year. Tax Club payments cannot be processed until the new fiscal year begins on July 1. *No Tax Clubs will be set up after June 30 of each year.*

1. All previous years taxes must be paid in full in order to participate in Tax Club. Tax Clubs may include both Real Estate and Personal Property.
2. It is the taxpayer's responsibility to specify which accounts are to be included in Tax Club. Tax Club coupon booklets are processed individually for each account. The Tax Collector cannot determine where to apply payments if there are multiple accounts.
3. Monthly payments are determined by dividing the total estimated annual property taxes by 12 (twelve). Payments commence in July with the final payment being made no later than June 30<sup>th</sup>.
4. Each year you will receive two Tax Club coupon booklets:
  - a. The first booklet will be mailed by June 30 and will contain coupons for July, August and September. The payment amount is estimated based on the prior year's tax amount. The first payment is due by July 31.
  - b. The second booklet will be mailed after the tax commitment is made, usually Mid-September. This booklet will contain payments for October through June and are recalculated to reflect the actual taxes owed due to changes in the mil rate. **We recommend that when you receive your annual tax bill, you verify the figures in your Tax Club booklet. More than likely there will have been an adjustment to the monthly amount due for October through June.**
5. If you fail to make a Tax Club payment by the due date at the end of each month, you will forfeit the privilege of Tax Club and revert to paying your taxes in two payments: One in November and one in April. You will be responsible for the balance due on the current half plus any interest that may have accrued. **Once a Tax Club member's benefits are removed, they cannot be reinstated until the next fiscal year.**

Please feel free to contact the Town Office at 207-549-5175 or email the Tax Collector at [townwhitefielddep1@gmail.com](mailto:townwhitefielddep1@gmail.com)