



ORANGE COUNTY TAX COLLECTOR  
**SCOTT RANDOLPH**  
INDEPENDENTLY ELECTED TO SERVE YOU

P.O. Box 545100, Orlando, FL 32854 | (407) 836-2700  
[octaxcol.com](http://octaxcol.com) | [f](https://www.facebook.com/octaxcol) /octaxcol | [t](https://twitter.com/octaxcol) @octaxcol

# PROPERTY TAX NOTICE

PAYING YOUR TAXES

## 3 STEPS TO PAY YOUR TAXES

### 1. Verify

Please verify the description of the property. If there are any errors, notify the Property Appraiser's Office immediately at (407) 836-5044.

### 2. Select a payment method

**Online:** Save time, pay online at [octaxcol.com](http://octaxcol.com). Pay by credit card\* or eCheck.\*\*

**By Mail:** Return the notice to Property Tax Dept., P.O. Box 545100, Orlando, FL 32854. Pay by check made payable to "Scott Randolph" or "Orange County Tax Collector".

**In Person:** Visit our Property Tax Dept. or any of our office locations. Pay by check made payable to "Scott Randolph" or "Orange County Tax Collector", cash, or credit card.\*

\*Credit card subject to a 2.39% processing fee. \*\*eCheck subject to a \$2.00 flat fee.

### 3. Receive an early payment discount

Payment Postmark Date	Discount
November	4%
December	3%
January	2%
February	1%

## IMPORTANT DATES

**November 1:** First day to pay taxes and assessments.

**Before March 1:** File for new exemptions with the Property Appraiser. Learn more at [ocpafl.org/exemptions](http://ocpafl.org/exemptions).

**March 31:** Last day to pay taxes and assessments without penalty.

**April 1:** Unpaid real estate taxes are delinquent (3% minimum mandatory charge plus fees will be imposed).

Unpaid tangible personal property taxes are delinquent (interest accrues at rate of 1.5% per month plus advertising and fees).

Tax warrants are issued for all unpaid tangible personal property taxes.

**April 30:** Deadline for Installment Plan Application. Download the application at [octaxcol.com/installment-payment-plans](http://octaxcol.com/installment-payment-plans).

**Before June 1:** Last day to pay real estate taxes without lien.

LOCATIONS & HOURS

## PROPERTY TAX DEPT.

200 S. Orange Ave., 16th Floor  
Orlando, FL 32801

Hours of Operation  
8:00 a.m. — 5:00 p.m. – M/T/Th/F  
8:30 a.m. — 5:00 p.m. – W

## OFFICE LOCATIONS

### Clarcona

4101 Clarcona Ocoee Rd.  
Orlando, FL 32810

### Downtown Orlando

301 S. Rosalind Ave.  
Orlando, FL 32801

### East Orange

10051 University Blvd.  
Orlando, FL 32817

### Lee Vista

8185 Lee Vista Blvd.  
Orlando, FL 32822

### South Orange

730 W. Sand Lake Rd.  
Orlando, FL 32809

### West Colonial

2110 W. Colonial Dr.  
Orlando, FL 32804

### Winter Garden

14035 W. Colonial Dr.  
Winter Garden, FL 34787

Hours of Operation  
8:30 a.m. — 5:00 p.m. – M/T/Th/F  
9:00 a.m. — 5:00 p.m. – W

## ARE YOU THE CURRENT OWNER?

**Real Property:** If you are not the current owner, please forward this notice to the new owner or return it to the Tax Collector's Office, P.O. Box 545100, Orlando, FL 32854

**Tangible Personal Property:** If you are not the current owner of the business equipment, but you were the owner as of January 1, you are responsible for the tax.

## OPT-IN TO E-BILLING

Sign up to receive your annual Property Tax Bill electronically at [octaxcol.com](http://octaxcol.com).

## PRINT A RECEIPT

To print a receipt of your Property Tax Bill, visit our Property Tax Search [octaxcol.com/property-tax-search](http://octaxcol.com/property-tax-search). Enter an owner name, parcel ID, tangible ID, or location address to search for your tax bill.

## COMPLETE A CHANGE OF ADDRESS

All changes of address must be filed with the Property Appraiser. Download the Change of Address Form at [ocpafl.org/other/forms.aspx](http://ocpafl.org/other/forms.aspx).

## APPLY FOR THE INSTALLMENT PAYMENT PLAN

To qualify for the quarterly Installment Payment Plan, you must be current on your taxes and your prior year taxes must exceed \$100.00. Download the application at [octaxcol.com/installment-payment-plans](http://octaxcol.com/installment-payment-plans).

ONLINE

**Notice:** Failure to pay the amounts due will result in a tax certificate being issued against the property.

## ABOUT PROPERTY TAX COLLECTION

**Tax rates are set.** Taxing authorities set the millage rate, which is the rate of tax per \$1,000 of taxable value. Non-Ad Valorem assessments are levied on a unit basis rather than the value of property.

**Property values are determined.** The Property Appraiser establishes the value of property, approves exemptions, including Homestead, and certifies the Tax Roll to the Tax Collector.

**Taxes are collected.** The Tax Collector is then responsible for mailing tax bills, collecting taxes and distributing revenue to the taxing authorities in Orange County.