



**REDEMPTION INSTALLMENT PLAN**

By completing this agreement and making the initial payment shown below, you agree to pay delinquent taxes through an installment plan. Failure to make payments on or before April 10 of each succeeding year will default your installment plan and could result in your property becoming subject to sale. You must comply with the following to keep the plan in good standing:

1. Your next installment payment of 20% or more of the redemption amount, plus interest accruing on the first day of each month on the unpaid balance, must be paid on or before April 10, 2020 . An additional payment of 20% or more, plus interest, must be paid on or before April 10 of each succeeding fiscal year. The interest rate is computed at the rate of 1.5% per month on the unpaid balance.
2. Current taxes coming due each year must also be paid on or before the second installment delinquency date. Delinquency on any current taxes will cause the installment plan to default.

If the installment plan defaults, a new installment plan may not be initiated until July 1. An installment plan cannot be initiated after the fifth year following the declaration of tax-default or if the property has become subject to the tax collector's power to sell (Rev. & Tax. Code §4217).

If you let your installment plan default in the fifth year or later after the declaration of default, you must pay the entire outstanding balance in order to redeem the property. Failure to redeem the property in full may result in its sale at public auction.

To initiate this plan, you must complete and sign this form and submit it with the minimum payment. The minimum payment due is 20% of the current balance ( as of \_\_\_\_\_ ) plus \$50 installment plan set up fee.

(Balance Due \_\_\_\_\_ + \$50.00) x 20% = Minimum Amount Due \_\_\_\_\_

**Plan agreement form and initial payment must be received within the same month for installment plan to be in effect.** See reverse for mailing instructions.

If you have any questions regarding your installment plan, you may submit your question electronically. Visit <http://sftreasurer.org/contact-us> to submit a service request. Please note: taxpayers who come to City Hall, Room 140 for in-person assistance or call "3-1-1" (415-701-2311 from outside the 415 area code) may experience long wait/hold times.

**COMPLETE AND SIGN THE BELOW PORTION**

**DELINQUENT PROPERTY TAX INSTALLMENT AGREEMENT**

I have read and understand the above conditions for paying my delinquent taxes through an installment plan. I hereby agree to make the required payment, including interest on the unpaid balance, each fiscal year before April 10 and to pay all current taxes coming due in each fiscal year before the delinquent date of the second installment.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Payment Amount: \_\_\_\_\_

Email \_\_\_\_\_

VALID ONLY IF PAID OR POSTMAKED BY \_\_\_\_\_

Phone \_\_\_\_\_

**R**

Block \_\_\_\_\_ Lot \_\_\_\_\_

Deputy \_\_\_\_\_

## **ADDITIONAL INFORMATION REGARDING REDEMPTION INSTALLMENT PLANS**

Mail or deliver in person this completed agreement form, along with initial payment to:

### **By Mail**

San Francisco Tax Collector  
Property Tax  
P.O. Box 7426  
San Francisco, CA 94120-7426

### **In Person**

City Hall, Room 140  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
Monday – Friday, 8 am – 5 pm

Make check/money order payable to "SF Tax Collector". Include Block and Lot number on memo line. The canceled check/money order stub serves as your receipt.

Redemption payment plans in good standing allow taxpayers to pay defaulted taxes over five years, and prevents tax sale of the property. This redemption payment plan is a separate account from your regular annual property tax bill.

It is your responsibility to keep a copy of this form in a safe place, and make the required payments, whether or not you receive a notice of installment payment due.

Please do not calculate any payoff amount or installment amount yourself. If you have any questions regarding your installment plan or need a payoff amount, you may submit your question electronically. Visit <http://sftreasurer.org/contact-us> to submit a service request. Please note: taxpayers who come to City Hall, Room 140 for in-person assistance or call "3-1-1" (415-701-2311 from outside the 415 area code) may experience long wait/hold times.

The unpaid balance of your installment plan, plus accrued interest, may be paid in full at any time before the fifth and final payment would be due.