

understanding your property tax bill



- Account Number:** This is the property reference number. The first part is an internal reference number. The remainder beginning with "R" is the actual tax parcel number.
- Property Address:** This is the street address of the property.
- Millage Rate:** The tax rate, or millage rate, is set annually by the City Council. A tax rate of one mill represents a tax liability of one dollar per \$1,000 of assessed value. During the budget process the City estimates total revenue from other sources. This figure is subtracted from the overall budgetary needs, and then a millage rate is set that will generate the necessary revenues to fulfill budgetary requirements. The millage rate is set at 4.93 but is divided between operating budget and bonded debt. The operating millage provides the necessary funding for the general operations of the City. Bonded Debt provides the resources to pay the open space and new city hall bonded debt payments.
- Amount Due:** This represents the total amount due including any penalties.
- Additional Information:** A notification concerning past due taxes if applicable.
- Special Instructions:** Description of late fees and penalties applied after December 20th.
- Payment Coupon:** Please detach and return this section with your payment for proper application to the account.
- Due Date:** Payments made after the due date are subject to additional fees and penalties as described in section six.
- Name:** This is the owner and owner address of record as of January 1 of the tax year billed.

city of suwanee 330 town center avenue suwanee, ga 30024		TAX YEAR 2012	Account 1 01903-R7436-001 Reference 12-R7436-001 2 01234 MAIN		
Type 3	Assessment	Exemptions	Taxable	Rate	Amount
Bond	86,480	0	86,480	1.7800	153.93
Operating	86,480	0	86,480	3.1500	272.41
				Total Tax	426.34
				Penalty	.00 4
				Past Due	.00
				Total Due	426.34

5 A separate notification will be sent if there is a past due amount on this account.

special instructions

Property taxes are due on December 20th. If you have an escrow account, it is your responsibility to verify that your mortgage company receives a copy of the tax bill. If your mortgage company has recently changed, or if the bill is being paid by someone other than the name appearing on this statement, please forward a copy of this bill to the appropriate party.

Payments received after December 20th will have the following late fees assessed:

Taxes less than:	\$100	\$4 fee
	\$200	\$5 fee
	\$300	\$6 fee
	\$400	\$7.50 fee
Taxes over:	\$400	\$10 fee

Interest is also accrued at the rate of 1% per month and after March 20th of the following year, a 10% penalty is added.

If you have any questions regarding this bill, please contact

city of suwanee
330 Town Center Ave.
Suwanee, GA 30024
770.945.8996

Remittance: _____ Check: _____

Remittance Coupon

Bill Date **8** 10/01/2012 Due Date 12/20/2012 Total Due 426.34

Account 01903-R7436-001 Amount Paid: _____

Please detach and return this coupon with payment

see reverse side for easy opening instructions

city of suwanee
330 town center avenue
suwanee, ga 30024

tax information enclosed

9 Jane Doe

1234 Main Street
Suwanee, GA 30024

First class Mail
U.S. Postage Paid
Suwanee, GA 30024
Permit No. 242

contact information

City of Suwanee, Georgia

Mayor.....	Jimmy Burnette.....	770-945-3492
Mayor Pro Tem.....	Dan Foster.....	678-404-9641
Council.....	Dick Goodman.....	678-446-7520
	Beth Hilscher.....	678-546-3388
	Doug Ireland.....	770-265-0880
	Kevin McOmber.....	770-271-5427
City Manager.....	Marty Allen.....	770-945-8996
Assistant to the City Manager.....	Jessica Roth.....	770-904-2789

website www.suwanee.com

City of Suwanee Department Directors

Administrative Services.....	Elvira Rogers.....	770-904-3376
Financial Services.....	Amie Sakmar.....	770-904-2797
Economic Development.....	Denise Brinson.....	770-904-3385

Parks and Public Works.....	James Miller.....	770-904-3373
Planning.....	Josh Campbell.....	770-904-3372
Police Chief.....	Mike Jones.....	770-904-7611

City of Suwanee Property Tax Division

Accounting Manager.....	Taranta Anderson.....	770-945-8996
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Gwinnett County Property Valuation & Appeals

Tax Assessor.....	Real Property.....	770-822-7200
	Personal Property.....	770-822-7220
website.....	www.gwinnett-assessor.com	
e-mail.....	assessor@gwinnettcounty.com	

Gwinnett County Property Tax Department

Tax Commissioner.....	770-822-8800
website.....	www.gwinnetttaxcommissioner.com

frequently asked questions

How do I pay my bill?

Currently we have three options for paying your bill:

- **Mail** - Return the payment coupon with a check or money order in an envelope addressed to: City Hall, 330 Town Center Ave. Suwanee, GA 30024. Attention: Tax Payment.
- **Drop Box** - Place the payment coupon with a check or money order in an envelope and drop it in the payment box outside City Hall, available 24 hours a day, 7 days a week.
- **In Person** - Payments may be made by cash, check or money order at City Hall. Please bring your payment coupon with you. Hours of operation, Monday thru Friday, 8 to 5.

How do I apply for Homestead Exemption?

Citizens can apply online or request an application from Gwinnett County by phone or e-mail. The Gwinnett County Tax Commissioner's Office will automatically mail Homestead Exemption applications to those persons who bought homes during the previous calendar year. Homestead Exemption applications are due on or before April 1st. If you have any other questions regarding Homestead Exemption, please contact the Gwinnett County Tax Commissioner's Office at 770-822-8800 or go online at www.gwinnetttaxcommissioner.com.

What if my mortgage company pays my taxes?

The City of Suwanee receives tax information from Gwinnett County annually. This database does not list mortgage company information so we have no way of knowing whether or not your

mortgage company pays your taxes for you. If a mortgage company contacts us requesting the tax information for your property, we send a copy to them. Otherwise, it is your responsibility to contact your mortgage company, verify that they have received a copy of the tax bill and, if not, send them a copy.

Who determines the value of my property?

Property values are determined by the Gwinnett County Tax Assessor's Office. Real property values are determined based on recent sales and market conditions. A new state law passed in 2010 now requires counties to send an assessment notice to all property owners every year. Personal property values are determined by customer returns filed with the Gwinnett County Tax Assessor's Office stating assets and values. Personal property values are set to depreciate at a normal rate over time.

How do I appeal my tax assessment?

All appeals must be submitted on PT-311A eForm downloaded from the Gwinnett County Tax Assessor's website. All appeals must be received by the Gwinnett County Board of Assessors or USPS postmarked within 45 days from the date of the notice. The PT-311A eForm must include the parcel number or address, the current year stated value and the reason you want to resolve your appeal. Grounds for appealing your valuation are:

Value: Would the property sell for the appraised amount?

Taxability: Is the property taxable?

Uniformity: Is the appraisal uniform with other similar property?

where do your taxes go?

The city provides a wide range of municipal services to citizens including police protection, parks and recreation, planning and zoning, building inspections, code enforcement, economic and community development, special events, municipal court services, and infrastructure maintenance.

In 2012, the median home value in Suwanee is \$216,200 and the typical resident will pay about \$426 in property taxes. The chart below answers a common question asked by Suwanee residents, "Where do my property taxes go?"

