

UPDATE TO YOUR OWNER-OCCUPIED PAYMENT AGREEMENT

Why did I receive this notice?	<p>Our records show that you have an Owner-Occupied Payment Agreement (OOPA) with the Department of Revenue. We recently changed our OOPA policies to make your Agreement easier for you.</p> <p>Your Agreement will now automatically include your future Real Estate Tax. Real Estate Tax in your installment agreement will also be automatically added to your OOPA.</p>
What does this mean for you?	<p>Your monthly payments will remain the same.</p> <p>The total number of monthly payments and Real Estate Tax liability under Agreement will increase. If you have an installment agreement for current year tax, the Real Estate Tax liability in this Agreement will include that amount. You will not receive an installment agreement booklet.</p>
If you want your future Real Estate Taxes to be included in your Agreement	<p>You do not have to do anything! We will add all future Real Estate Taxes to your current Agreement, without penalty.</p> <p>If you have an installment agreement, stop making your installment payments. We will add all future Real Estate Taxes to your OOPA, without penalty.</p>
If you DO NOT want your future taxes to be included in your Agreement automatically	<p>You must complete the following form. If you decline this change future taxes will not be added to your Agreement. By choosing this option, we will not send you a notice in future years unless you contact us.</p> <p>If you have an installment agreement, you will have to continue making your installment payments. By choosing this option, you will receive an installment booklet for future years.</p> <p>To decline, you have three options:</p> <ul style="list-style-type: none">• E-mail revenue.payment.agreement@phila.gov with the subject line: Decline the Update to my Owner-Occupied Payment Agreement and include the form, or• Fax the form to (215) 686-6533• Mail the following form to<ul style="list-style-type: none">○ Department of Revenue, Taxpayer Assistance and Credit Programs P.O. Box 53250 Philadelphia, PA 19105

If you have any questions about this notice, please call (215) 686-6442.

(215) 686-6442



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DECLINE THE UPDATE TO MY OWNER-OCCUPIED PAYMENT AGREEMENT

Date: _____

Name: _____

OPA Number: _____

Property Address covered by agreement:

Signature: _____

I declare that all the information on this form is correct, and that I do not want my current year taxes to be included in my Agreement. By signing this form, I will continue to pay my current year taxes in full or by making installment agreement payments.



Email this form to: revenue.payment.agreement@phila.gov

or return by mail:

City of Philadelphia
Department of Revenue, Taxpayer Assistance and Credit Programs
P.O. Box 53250
Philadelphia, PA 19105

or return by fax:

(215) 686-6533