



County of Culpeper Personal Property & Real Estate Authorization Form

Please complete each applicable section and return to the Human Resources Department. The Treasurer's Department must be contacted to obtain an accurate estimation of tax liability. An employee must live within the County to participate in this program. Only one (1) change per person will be allowed each year.

Employee Name: _____ Emp No: _____

Address: _____

City: _____ State: _____ Zip Code _____

Personal Property Taxes:

New Deduction Change Cancellation

Monthly Deduction Amount: _____ Effective Date: _____

Last Four (4) digits of SSN: _____ Employee

Last Four (4) digits of SSN: _____ Spouse

Real Estate Taxes:

New Deduction Change Cancellation

Monthly Deduction Amount: _____ Effective Date: _____

Address of Property: _____

(If different than above) _____

Tax Map Number: _____ ***required

Certification:

I authorize my employer to deduct the indicated amount from my salary to be remitted to the Treasurer of Culpeper County to prepay personal property and/or real estate taxes. I understand that payments made between December – November of any given year will be applied towards taxes due in the upcoming year, and that the amount deducted is based upon an estimation of my tax liability. If the bill is received anytime from September-November then all authorized payments may not be reflected in the balance.

Employee Signature

Date

Entered in Payroll by

Date