

# HENNEPIN COUNTY, MINNESOTA

## Authorization for Direct Debit Payment of Property Taxes

Please fill out a separate authorization form for each property you wish to enroll.

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13-digit property ID number

Property address: \_\_\_\_\_ Unit # \_\_\_\_\_

Taxpayer's first name: \_\_\_\_\_ Taxpayer's last name: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_ E-mail address\*: \_\_\_\_\_

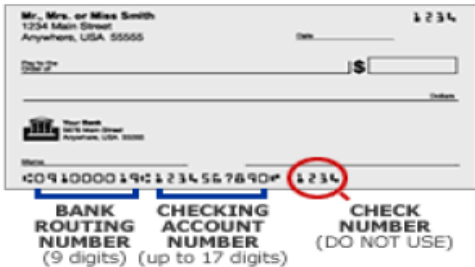
\*To subscribe to direct debit payment reminder emails visit: <https://public.govdelivery.com/accounts/MNHENNE/subscriber/new>.  
 Subscribing to email reminders does not ensure you are actively enrolled in the direct debit program.

Mailing street address: \_\_\_\_\_ Unit # \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of financial institution: \_\_\_\_\_

Account type (check one):     Checking     Savings



The series of numbers printed at the bottom of a check are the routing/transit numbers, the account number and check number – but are not always printed in that order.

**Please note:** If you choose to have withdrawal from your **savings account**, you must obtain the appropriate routing/transit information from your financial institution. The routing/transit information on your **savings** deposit or withdrawal slips is not accurate for direct debit purposes.

Routing/transit number (Must be 9 digits)

Account number (up to 17 digits)

I hereby authorize Hennepin County to debit the above listed account for payment of real estate taxes for property described above. This authority is to remain in effect until Hennepin County has received written notification to terminate this authorization or Hennepin County requires termination and notifies me. By signing this form, I acknowledge that I have read and agree to the terms and conditions described in the "Direct Debit Agreement" section (page 2).

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Direct Debit Agreement\*

Confirmation of your enrollment in the program will be a property tax statement. The statement will indicate that you are participating in the Direct Debit program and the payment stubs will show the amount and date on which your bank account will be debited. Your payments will normally be withdrawn from your account on May 15 and October 15, however, should these dates fall on a weekend, the payment will be debited from your account within the next three business days. Your bank statement will be your record of payment.

To ensure that a successful transaction occurs, please confirm with your financial institution that you are using an account that allows this type of draft. Also make sure that the account and routing number you have supplied are correct, and that you have a sufficient amount of money available at the time of withdrawals.

Please note that if your payment is rejected, refused or returned by your financial institution, Hennepin County is not responsible for any fees you may incur from your financial institution. In addition, you may also be charged a fee from Hennepin County for any returned payment. Hennepin County reserves the right to terminate enrollment upon notification from your financial institution that the attempt to debit your account was denied.

Your participation in the Direct Debit program will remain in effect until Hennepin County receives your written request to terminate the direct payment status. Your cancellation must be received by May 1 to be effective for the first half payment or by October 1 to be effective for the second half payment. Notification of termination should be mailed to: Hennepin County Treasurer, Attn: Program Enrollment, A-600 Government Center, 300 S 6th Street, Minneapolis, MN 55487-0060.

Hennepin County reserves the right to terminate the direct payment status if the parcel reflects a property combination or division, tax adjustment, tax court petition in process, or if any attempt to debit your account is rejected by your financial institution. You will be notified of any termination of the program by mail along with a Property Tax Statement that will reflect any balances due and owing for the year.

**PLEASE NOTE:** Applications are not accepted after April 15 for the first half payment and after September 15 for the second half payment. Any enrollment form received after this time will be processed and effective for the next payment cycle.

Mail your completed form to:  
Hennepin County Treasurer  
Attn: Program Enrollment  
A-600 Government Center  
300 S 6th Street  
Minneapolis, MN 55487-0060

**\*Manufactured Homes and Personal Property ARE NOT eligible for this program at this time.**