

## **AUTOMATIC PAYMENTS**

**You have the option to enroll in Automatic Payments when you pay your tax bill online, and never be late making your tax payments. You will also avoid potential late payment fees, and the risk of unpaid taxes going to the tax sale.**

**How does Automatic Payment work?**

- 1. The Automatic Payment option is available to all on-line payers who are current on their property taxes.**
- 2. When making your payment online at [paytaxes.us/il\\_jefferson](https://paytaxes.us/il_jefferson), enroll in the Automatic Payment option.**
- 3. Then about a week before each payment is to be made, you will receive an email alert reminding you of the upcoming payment, the amount that will be paid, and the date the payment will be made.**
- 4. Your tax payment will be made on or before the due date for each installment.**
- 5. After the payment is made you will receive a confirmation that your payment was completed.**
- 6. Fees apply: An e-Check transaction costs \$1.50. Credit/Debit card transactions cost 2.25% of the tax amount paid, or a \$2.00 minimum.**
- 7. You control your account, and you can unenroll if you need to.**