

RULES AND REGULATIONS

Title 33. Taxation and Finance

Chapter 85. Assessment of Real Property

Virgin Islands Rules and Regulations

Virgin Islands Office of the Tax Assessor

Rules for installment payments, payroll deductions, early payment incentives, and other methods
for the payment of outstanding real property taxes

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AUTHORITY

These Rules and regulations are promulgated and implemented pursuant to Act 7064 of the 28th Legislature of the Virgin Islands.

7001. RULES FOR INSTALLMENT PLANS FOR CURRENT TAXES

7001-01. Available Plans

Available installment plans will be semi-annual, quarterly and monthly.

7001-02. Eligibility Requirements

In order to enter into an agreement for payment of current taxes utilizing one of the installment plans available, the taxpayer must have no delinquent taxes outstanding.

7001-03. Enrollment Requirements

Any installment plan (semi-annual, quarterly or monthly) will require that the taxpayer, or his agent, complete an application to enroll for this payment method. A public notice will be issued to announce that anyone wishing to apply for an installment arrangement must do so by the due date for the applicable tax year, and also make the first monthly payment within 30 days of the due date.

7001-04. Payment Calculation

- (1). A taxpayer utilizing the semi-annual method would pay two semi-annual installments of 53% of the tax bill every 6 months.
- (2). A taxpayer utilizing the quarterly method would pay four quarterly installments of 26.5% of the tax bill every three months.
- (3). A taxpayer utilizing the monthly method would pay twelve monthly installments of 8.833% of the tax bill each month.

Whichever installment plan the taxpayer chooses, he or she must pay a minimum monthly amount of \$60.00.

7002. RULES FOR PAYROLL DEDUCTIONS

NOT USED

7003. RULES FOR EARLY PAYMENT INCENTIVES

This is the method chosen by those who wish to pay their property taxes in the simplest and quickest method. As an incentive, a discount of 5% or 2.5% on the amount of tax due will be offered to these taxpayers, the discount obtained depending on the month of payment.

7003-01. 2007 Property Tax Bill

After the 2007 Tax Roll has been prepared, the tax bills will be sent out sixty days before the due date, and will be delinquent sixty days after the due date. All those who pay the bill in full thirty days or more before the due date, will receive a 5% discount. Those who pay twenty-nine days or less before the due date, up to and including the due date, will receive a 2.5% discount. Those paying in one to sixty days after the due date will pay the full amount due. Sixty-one days after the due date, the tax is delinquent. These discounts will be available where there are no delinquent taxes due.

7003-02. 2008 Property Tax Bill

After the 2008 Tax Roll has been prepared, the tax bills will be issued sixty days before the due date, and will become delinquent sixty days after the due date. Taxpayers who pay the bill in full thirty days or more before the due date, will receive a 5% discount. Taxpayers who pay twenty-nine days or less before the due date, up to and including the due date, will receive a 2.5% discount. Taxpayers paying in one to sixty days after the due date will pay the full amount due. Sixty-one days after the due date, the tax is delinquent. These discounts are only applicable if there are no delinquent taxes due.

7003-03. 2009 Property Tax Bill

After the 2009 Tax Roll has been prepared, the tax bills will be issued sixty days before the due date, and will be delinquent sixty days after the due date. Taxpayers who pay the bill in full thirty days or more before the due date, will receive a 5% discount. Taxpayers who pay twenty-nine days or less before the due date, up to and including the due date, will receive a 2.5% discount. Taxpayers paying in one to sixty days after the due date will pay the full amount due. Sixty-one days after the due date, the tax becomes delinquent. These discounts are only applicable if there are no delinquent taxes due.

7003-04. 2010 Property Tax Bill

After the 2010 Tax Roll has been prepared, the tax bills will be issued sixty days before the due date, and will be delinquent sixty days after the due date. Taxpayers who pay the bill in full thirty days or more before the due date, will receive a 5% discount. Taxpayers who pay twenty-nine days or less before the due date, up to and including the due date, will receive a 2.5% discount. Taxpayers paying in one to sixty days after the due date will pay the full amount due. Sixty-one days after the due date, the tax is delinquent. These discounts are only applicable if there are no delinquent taxes due.

7004. RULES FOR INSTALLMENT PLANS FOR DELINQUENT TAXES

7004-01. Delinquent Property Tax Payment Methods

Payment of delinquent taxes may be made by either payment in full for all delinquent taxes, (including interest, penalties or fees) or enrollment in an installment payment arrangement for all delinquent taxes.

7004-02. Establish the Total Delinquency Amount

The establishment of the Total Delinquency Amount attempts to the payment for taxpayers with two or more years of delinquent taxes owed.

For each taxpayer with delinquent taxes, a Total Delinquency Amount will be determined. This amount will include taxes, interest, penalties, and/or fees. If taxes are delinquent for more than one year, the delinquent taxes for all years for which taxes are delinquent will be totaled, along with interest and penalties or fees, to establish the Total Delinquency Amount. This Total Delinquency Amount may be paid in one sum, or by the monthly installment method which provides for twelve monthly payments.

7004-03. Enrollment Requirement

To utilize the monthly installment plan, the taxpayer or his agent must complete an application to enroll for this payment method. A public notice will be given to announce when anyone wishing to apply for an installment arrangement can register.

7004-04. Requirement that Current Taxes Must Be Paid

One condition for entering into any of these payment arrangements is that current taxes be paid in full. During the installment period, a suspension of any action leading to the attachment and sale of delinquent properties will begin and continue as long as the installment arrangement remains current.

7004-05. Option to Pay All Delinquent Taxes in Full

After totaling all delinquent taxes, interest and any other charges, thus obtaining the Total Delinquency Amount, the taxpayer has the option of paying in full the total amount due. Payment in full is required for issuance of a tax clearance letter.

7004-06. Option to Pay in Twelve Monthly Installments

The installment arrangement for paying delinquent taxes will consist of twelve monthly installments, with the amount of each installment being 8.833% of the Total Delinquency Amount. During the course of this monthly payment arrangement, the taxpayer can pay any additional amount to liquidate his tax bill earlier than the installment plan schedule.

7004-07. Enrollment Period

A taxpayer can enroll at any time during the twelve month period following the plan announcement, in an installment arrangement to pay delinquent taxes, provided that current taxes are paid to date.

7005. OTHER METHODS FOR PAYMENT OF OUTSTANDING REAL PROPERTY TAXES

Payment of delinquent taxes or current taxes can always be made by making a single payment in full for all taxes due (including fees, interest, and penalties).

