



# QUARTERLY SURVEY OF PROPERTY TAX COLLECTIONS

OMB No. 0607-0112: Approval Expires 07/21/2024

## DUE DATE:

Due 30 days after  
the quarter ended

### Need help or have questions?

• **Visit**

<https://portal.census.gov>

• **Call**

1-800-832-2839 weekdays,  
8AM to 5PM ET

• **Email**

[ewd.qtax@census.gov](mailto:ewd.qtax@census.gov)

**In correspondence  
pertaining to this report,  
please refer to the User  
ID supplied in your letter.**

## Survey Questions

DO NOT use this worksheet to respond to the survey, it is intended to assist you with gathering and preparing your data prior to reporting online.

Please view the online report for specific instructions that may apply to your organization.

Return to <https://portal.census.gov> when you are ready to report online.

**REPORT ONLINE:** It's fast and secure. Respond to this survey via the Internet at the following Web address using the supplied Authentication Code:

<https://portal.census.gov>

## GENERAL INSTRUCTIONS

**Before filling out this worksheet,** please read carefully each part and all related definitions and instructions.

**Note especially:**

1. Report figures for the calendar quarter named in the worksheet title.
2. You may report on either a cash or accrual basis.
3. Do **not** delay reporting to await final figures, if reasonable estimates can be supplied on a preliminary basis.
4. To report revisions to any of the prior seven quarters, call 1-800-832-2839.

### 1 Is the addressee title/department and mailing address the same as shown in the letter?

Yes – Go to **2**

No – Enter correct information below

Addressee Title or Department

ATTN:

Street

City

State

Zip Code

**2 What was the total amount of real and personal property tax collected by this government for the quarter ending**

Report zero if this item has no collection for this quarter.

**Include**

- Current and delinquent amounts, penalties, and interest
- Taxes collected for the State or other local governments, including collection fees (*county, municipal, township, school district or special district*)
- Special property taxes (*e.g., automobiles or intangible property*)

**Exclude**

- Taxes collected for this government by another government
- Payments in lieu of taxes
- Special assessments based on area or footage
- Any State payments, including property tax relief or homestead credits . . . . .

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**3 Use this space for any explanations that may be essential in understanding the reported data.**

**Include**

- Any significant changes occurring within the last quarter.
- Any difficulties encountered in completing this worksheet.

**4 Who should be contacted to answer questions about data reported on this worksheet?**

Name of contact person

Title of contact person

Area code and phone number

Extension

Area code and fax number

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Email Address

Date completed  
MM/DD/YYYY

**Thank you for completing this survey.  
Retain a copy of the completed survey for your records.**

NOTE: The U.S. Census Bureau receives its authorization to conduct this survey from Title 13, United States Code, Sections 161 and 182. This survey has been approved by the Office of Management and Budget (OMB) and given the number 0607-0112. Please note the number displayed in the upper right-hand corner of this worksheet. Display of this number confirms that we have approval from OMB to conduct this survey. If this number was not displayed, under the Paperwork Reduction Act, we could not request your participation in this voluntary survey. Information provided on this questionnaire compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13, United States Code, Section 9. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data.

Please note that this is a national survey that applies to governments with wide differences in the size of their service areas, the amount of population served, and the extent and complexity of their activities.

Public reporting burden for this collection of information is estimated to vary from 10 minutes to 20 minutes per response, with an average of 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.