

**INSTRUCTIONS:**

1. Complete form
2. Print and Sign
3. Mail in with payment to create your Pre-Payment Plan.

**Please note:** Future payments can be made online once your Pre-Payment Plan is created.

# Albert Uresti, MPA, PCC

## Office of the Tax Assessor - Collector

### AGREEMENT FOR ESTABLISHMENT OF A PREPAYMENT (ESCROW) ACCOUNT FOR THE 2022 PROPERTY TAXES

ACCOUNT NO: \_\_\_\_\_ ESTIMATED 2022 TAXES \$ \_\_\_\_\_ (Last Year's Amount)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ MONTHLY PAYMENT \$ \_\_\_\_\_  
(Minimum payment of \$25.00)

LEGAL DESCRIPTION: \_\_\_\_\_

I hereby agree to make monthly payments in the amount specified above to the Office of the Bexar County Tax Assessor-Collector. The payments are to be placed into an escrow account for the pre-payment of the 2022 property taxes for the above referenced account. **Payments may be made monthly in the amount noted above or in any amount designated by the property owner.** It is important to note that **pre-payments** for tax year 2022 may be made until the **15<sup>th</sup> of September 2022.** **There are no assessed fees for late, reduced, or missed payments.**

I understand that the total amount to be paid is an estimate of the 2021 taxes based on the amount of taxes paid to all of the taxing units collected by the Office of the Bexar County Tax Assessor-Collector.

On October 1 or as soon as the tax bill is prepared, I request that the total amount paid into the account be applied toward the payment of the 2022 taxes. **I understand that if the amount deposited from this payment plan is not sufficient to pay the entire tax due, the amount deposited will be applied proportionately to each taxing unit. Thereafter, I am to be provided with a statement for the remaining balance due in October.**

If the total amount of pre-payments is greater than the amount of tax due, I will be issued a refund of any amount in the account in excess of the amount of taxes paid.

I understand that if I request a withdrawal from the account, it must be for the entire amount. I also understand that a withdrawal will close the escrow account. Withdrawals may not be made after September 15.

I further understand that no interest will be paid on the pre-payment amounts deposited in escrow. Only the amount actually deposited as the sum of payments may be withdrawn or applied toward taxes.

Executed this \_\_\_\_\_ Day of \_\_\_\_\_

TAXPAYER:

TAX OFFICE:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS

For: **ALBERT URESTI, MPA, PCC**  
**BEXAR COUNTY**  
**TAX ASSESSOR-COLLECTOR**  
**P.O. BOX 839950**  
**SAN ANTONIO, TX 78283-3950**