

Add Interest and Penalty (Pervasive)

Questions? Call us at (855) 272-7638 and ask for the appropriate support department. Questions for our I.T. department may be submitted by phone (same number), or by emailing tech@bsasoftware.com.

Interest: Interest charges are monthly rates. The taxes due will increase by the interest rate percent each month the payment is late.

Penalty: Penalty charges are one-time fees. The taxes due are increased by the penalty rate only once.

Check to make sure you are in the correct database.

1. Click **Taxes Setup** on the Navigation Tree.
2. Click the **Interest and Penalty Setup** button.
3. The interest and penalty charges are based on the dates you enter in the **Last Date to Pay** fields (for each season) (1).
4. If payment has not been made by this date, the **interest rate** and/or **penalty rate** you entered in their respective fields will be charged to late payments (2).
5. **Interest/Penalty dates and rates must be set up for all seasons for which you collect taxes.**

Interest and Penalty Setup			
Interest/Penalty Charges For EXAMPLE MUNICIPALITY			
Last Date to Pay Summer without Interest	09/14/2006	% Monthly Interest	1.00
Last Date to Pay Summer without Penalty	09/14/2006	% Penalty (1 Time Charge)	3.00
Stop Charging Interest/Penalty On	02/28/2006		
Last Date to Pay Winter without Interest	02/14/2007	% Monthly Interest	1.00
Last Date to Pay Winter without Penalty	02/14/2007	% Penalty (1 Time Charge)	3.00
Stop Charging Interest/Penalty On	02/28/2006		
Last Date to Pay Village without Interest	09/15/2006	% Monthly Interest	0.00
Last Date to Pay Village without Penalty	09/15/2006	% Penalty (1 Time Charge)	0.00
Stop Charging Interest/Penalty On	02/28/2006		
Monthly Intrst Starts on	1	Override Interest Calculations	<input type="checkbox"/>
Unit Collects Dlg. Pers. Taxes	<input checked="" type="checkbox"/>	Unit Collects Dlg. IFT Taxes	<input checked="" type="checkbox"/>
Unit Collects Dlg. Leased Land Parcels	<input checked="" type="checkbox"/>		
***** SETUP INTEREST/PENALTY CALCULATION OPTIONS !!! *****			
Interest/Penalty Charges For Parcels Marked as Deferred	Interest/Penalty Calculation Options		

6. Click the **Close** button when you are done.

Using the dates pictured, Summer taxes paid on or before 9.14.2006 will NOT be charged interest or penalty. Payments made beginning 9.15.2006 are considered delinquent and will have interest and penalty charges assessed.

!!! DO NOT CHANGE THESE FIELDS ONCE PAYMENTS HAVE BEEN ACCEPTED WITH PENALTY AND/OR INTEREST !!!