

# Tom Green County Appraisal District

#### **Contact Information**

Telephone: 325-658-5575

Press **1** To Make a Payment

Press **2** for Residential Properties

Press **3** for Exemptions

Press **4** for Commercial Properties

Press **6** for Business Personal Property

Press 6 for Ownership, Deeds, Mapping

Press **7** for Collections

Press **9** for Assistance in Spanish

■ Website: www.tomgreencad.com

Location/Mailing Address: 236

2302 Pulliam St, San Angelo, TX 76905

\*\*\*NOTE: PO BOX is no longer active\*\*\*

## **Payment Options**

#### Online

- Visit our website at www.tomgreencad.com
- Find your property by one of the search methods on the home page (by name, address, etc.)
- Click the "View Property" link in the search results to view your property
- Next, either:
  - o Click the "Tax Summary" tab at the top left of the property page, or
  - o Scroll to the very bottom of the page and click the "Click here to view actual Property Tax Bill" link
- Toward the upper right of the screen, click the "CLICK HERE TO PAY PROPERTY TAXES" link to go to the *The Payment Group* website to make payment. NOTE: *The Payment Group* is the 3<sup>rd</sup> party service that TGCAD uses to process credit/debit card transactions, and they charge a 2.4% surcharge or a minimum of \$2.00 if you are paying with a credit or debit card, or a \$1.00 surcharge for paying by eCheck. This surcharge is added by *The Payment Group* for their service and is <u>NOT</u> part of your property taxes and is <u>NOT</u> being charged by TGCAD.
- If asked for a Bureau Code while making an online payment, please use 2897184.
- Be advised that credit card payments may take 3-5 days for processing. eChecks may take 5-7 days.
- Payments made from your online bill pay software may take 5-10 days to process. Please refer to the documentation of
  your online bill pay software for complete details.

# D By Mail

- You can mail your payment (CHECKS or MONEY ORDERS ONLY) to 2302 Pulliam St, San Angelo, TX 76905.
- All payments must include the Property ID (example: R012345678), telephone number and be written with BLUE or BLACK ink only – NO GEL INK PENS, NO PENCIL (colored inks, gel inks and pencil do not scan in our check scanners).
- The postmark date on the envelope will be accepted as the payment date.
- If you would like to have a receipt mailed to you, please include a self-addressed, stamped envelope with your payment.

# By Phone

• Call 877-876-1059 Please have the amount, property ID and address ready; These can be found on your statement.

### In Person

- <u>Front Counter</u> Our front counter is open 8:00am-5:00pm Monday-Friday. All forms of payment are accepted at the front counter.
- <u>Drop Boxes</u> We have two drop boxes (Front Door and Lane 2 Drive Through) for CHECKS or MONEY ORDERS ONLY.
   <u>PLEASE DO NOT PLACE CASH IN THE DROP BOX</u>. All payments must include the Property ID (example: R12345), telephone number and be written with BLUE or BLACK ink only NO GEL INK PENS, NO PENCIL (colored inks, gel inks and pencil do not scan in our check scanners).
- <u>Drive Through Window</u> Our Lane 1 drive through window is open 8:30am-4:30pm Monday-Friday. All forms of payment are accepted at the drive through.