

You will receive a Personal Property tax bill as the owner of Personal Property, as of January 1 of the tax year, in the TOWN OF BROADWAY per the records in the Rockingham County Commissioner of the Revenue's Office as required by state statute.

- ❖ For information pertaining to payment, phone the Town Office at (540)896-5152.
- ❖ Under existing laws, a 5% or \$10 (whichever is greater, but not more than original bill) late payment penalty figured on the total tax due will be added after the due date. The first date of the following month interest will begin to accrue at 10% annum.
- ❖ If the due date falls on Saturday or Sunday, then the due date will be Monday.
- ❖ TO AVOID LINES, return payment by mail, drop in the secure drive-up Town drop box, or pay online at www.broadwayva.gov Choose Real Estate Tax Payments at the top of the page; then choose the Quick Pay Option. Enter your taxpayer ID number box and last name; hit search. Your account will appear at the bottom; choose Make One Time Payment and follow the instructions. Convenience fee will apply when using the online method of payment.

Your cancelled check will serve as your receipt, or if validated receipt is required, return entire bill to our office, with written request.

We can only take cash and checks in the office – NO credit cards accepted. Our office hours are: M-F 8:00 am – 4:30 pm (please note that the office is closed 12:30 pm – 1:30 pm daily and all state holidays).

If you moved out of Broadway, prior to January 1 of the tax year: Please contact your local DMV and Rockingham County Commission of the Revenue's Office at 540-564-3060, to make sure they have your correct address *and* jurisdiction listed. If you have been billed in error, Rockingham County will notify the Town of Broadway. This office is only able to abate if we receive notification from Rockingham County, if you have documentation from Rockingham County showing abatement, OR you can provide documentation from the DMV. It is ONLY THEN that the bill can be released out of your name.

Virginia Law requires you to notify the Department of Motor Vehicles at (804) 497-7100 if you sell, trade, or dispose of your vehicle or if you change your address. Additional documents supporting the disposal of the vehicle and/or residency change may be required if information is not updated.

Collections: Failure to pay this bill by the due date can cause a delay in any state income tax refund and/or invoke collection procedures per the Code of Virginia, including reports to the Credit Bureau, stop DMV registration renewals (which includes an additional fee added to your bill), or liens.