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> Keith S. Lehman Director of Grounds

Joanne Brindle Administrative Assistant Board Secretary

| TO: | All Taxpayers of Pine Grove Area School District |
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| FROM: | Jodie I. Dermo, Business Administrator |
| RE: | 2018 and Subsequent Year Real Estate and Occupation Tax Collections |

What is New for 2018

Beginning on July 1, 2018, Pine Grove Area School District will be utilizing Berkheimer to collect both our Real Estate and Occupation taxes. As you know, these taxes were previously collected by the District in-house.

What You Need to Know

Your 2018 and subsequent year Real Estate and Occupation tax bills will have a new look. In addition, <u>payments can no longer be made at Fulton Bank locations or at the PGASD District Office</u>. Please send payments to the following address:

Berkheimer/HAB-INC PO Box 25144 Lehigh Valley, PA 18002-5144

Any questions related to 2018 and subsequent year taxes must be directed to Berkheimer at 610-599-3141.