

Request for Penalty Cancellation Due to COVID-19 Impact Information

The Request for Penalty Cancellation Due to COVID-19 Impact is for those who have been impacted by COVID-19 and for property taxes with delinquent dates between March 10, 2020 and April 10, 2021 **ONLY**. This request is **ONLY** for residential real property occupied by the owner or real property owned and operated by a taxpayer that qualifies as a small business.

Request must be **received in the office within 10 days of completing this form.**
The last day request may be received in office is **April 30, 2021.**

Please read the instructions on Page 2 of the request form **before** you complete and submit your request for penalty cancellation due to COVID-19 impact

- The request for penalty cancellation **should not be submitted until you are ready to pay the taxes due**
- If you have taxes that **were delinquent prior to March 4, 2020 you are not eligible to have penalties canceled due to COVID-19 per Executive Order N-61-20.** Please contact this office for further information at ttccc@solanocounty.com or (707) 784-7485
- This request is **ONLY** for residential owner-occupied property or real property owned and operated by a taxpayer that qualifies as a small business under the Small Business Administration's Regulations, Code of Federal Regulations, Title 13, section 121.201
- This request is only applicable for property taxes with a delinquent date from **March 10, 2020 through April 10, 2021**
- The form must be signed by an owner whose name appears on the title of the property or his/her authorized agent
- Attach all supporting documentation to substantiate your request. Please redact any social security numbers or confidential information on your supporting documentation
- Return the request for penalty cancellation with your payment of the base amount of taxes only (excluding penalties) to the Tax Collector's office **within 10 days of completing the request.** **Last day request can be accepted in office is April 30, 2021**
- If you have questions regarding completing the Request for Penalty Cancellation COVID-19 Impact form, please contact our office at ttccc@solanocounty.com or (707) 784-7485



TREASURER-TAX COLLECTOR-COUNTY CLERK

675 Texas Street, Suite 1900
Fairfield, CA 94533
TTCCC@SolanoCounty.com
www.solanocounty.com

REQUEST FOR PENALTY CANCELLATION - COVID-19 IMPACT

A payment for the base taxes (excluding penalty amount) must accompany this request. This request is only applicable for property taxes with delinquent dates between March 10, 2020 and April 10, 2021. This request is for residential real property occupied by the owner or real property owned and operated by a taxpayer that qualifies as a small business.

THE REQUEST MUST BE RECEIVED IN THE OFFICE WITHIN 10 DAYS OF COMPLETING THIS FORM

LAST DAY REQUEST MAY BE RECEIVED IN OFFICE IS APRIL 30, 2021

Please indicate the tax bill to be considered for penalty cancellation:

Secured Tax Bill [] Supplemental Tax Bill [] Unsecured Bill [] Delinquent Prior Year Bill []

Assessee Name:
Assessor's Parcel Number (APN):
Property Address:
The property listed above is the Assessee's (you must choose one):
Primary Residence [] or Qualified Small Business (see Instructions for more information) []
Mailing Address (if different from above):
City: State: Zip Code:
Daytime Phone No. ()
Email Address (Optional):

Reason for Request of Penalty Cancellation – COVID-19 Impact:

Economic/Financial Hardship: [] Health Concerns: [] Other: []

Please fully describe the reason(s) for making this request. The reason for this request must be associated with an economic/financial hardship and/or an inability to tender payment due to the County's or State's stay at home order or other circumstances associated with the COVID-19 pandemic.

The failure to pay timely was due to circumstances beyond my control, occurred in spite of the exercise of ordinary care, there was no willful neglect involved, and was for the following reason(s). Attach additional pages if necessary and supporting documentation:

I declare and certify under penalty of perjury that the information contained in the foregoing statement is true and correct, I have included supporting documentation for my claim and I am signing as the assessee of record or his/her authorized agent.

Signature _____ Date _____

For Tax Collector Office Use Only

Payment Submitted: Yes [] No [] Date Received: _____ Amount Received: _____

Amount to cancel: _____ Bill Type: _____

Approved [] Denied [] By: _____ Date: _____

**PLEASE REVIEW THIS IMPORTANT INFORMATION BEFORE
COMPLETING AND SUBMITTING YOUR REQUEST**

INSTRUCTIONS:

1. This request is for **residential owner-occupied property or real property owned and operated by a taxpayer that qualifies as a small business under the Small Business Administration's Regulations, Code of Federal Regulations, Title 13, section 121.201 ONLY.**
2. If you have taxes that **were delinquent prior to March 4, 2020 you are not be eligible to have penalties canceled due to COVID-19 per Executive Order N-61-20.** Please contact this office for further information.
3. Complete all sections of the request, sign and date the form. The form must be signed by an owner whose name appears on the title of the property or his/her authorized agent.
4. Attach all supporting documentation to substantiate your request and please redact any social security numbers or confidential information. If documentation is not available, please indicate that in your description.

Examples of supporting documentation may include, but are not limited to, the following:

- Note from physician or medical staff
 - Hospital release form indicating date of admission
 - Employer notification of employment release due to COVID-19
 - Employer notification of business closing/reduced hours due to COVID-19
 - Document showing owner/operator unable to conduct business due to COVID-19
5. **Mail the completed and signed form, along with a check for any outstanding taxes that have a delinquent date between March 10, 2020 through April 10, 2021 (penalties excluded) to:**

Solano County Tax Collector
675 Texas St, Suite 1900
Fairfield, CA 94533

THIS REQUEST MUST BE RECEIVED IN THE OFFICE WITHIN 10 DAYS OF COMPLETING THIS FORM. LAST DATE REQUEST CAN BE RECEIVED IN OFFICE IS APRIL 30, 2021

If after review, the penalty cancellation is denied, the assessee will receive notice that the penalties are due and payable.

Please contact this office at ttccc@solanocounty.com or by phone at (707) 784-7485 with any questions you have concerning the request for cancellation of penalties process.