



REQUEST OF MAILING OF DUPLICATE TAX BILLS OR STATEMENTS OF UNPAID TAXES TO A THIRD PARTY

I request that a duplicate of any tax bill or statement of unpaid taxes for my property described below be mailed to the person I have designated.

In making this request, I understand that the Receiver of Taxes or any Government Employee will be held harmless from liability if the duplicate bill is not mailed or received by my designee.

School Dist. \_\_\_\_\_ Section \_\_\_\_\_ Block \_\_\_\_\_ Lot(s) \_\_\_\_\_

If Condo: Bldg. \_\_\_\_\_ Unit \_\_\_\_\_

Property Owner(s): \_\_\_\_\_

Location(address): \_\_\_\_\_

Owner Signature & Date: \_\_\_\_\_

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Third Party Name: \_\_\_\_\_

Address: \_\_\_\_\_

Third Party Signature & Date: \_\_\_\_\_

Third Party Phone # & Mail: \_\_\_\_\_

Mail form to: **James J. Stefanich**  
**Receiver of Taxes**  
**74 Audrey Ave.**  
**Oyster Bay, NY 11771-1539**

**TOWN OF OYSTER BAY'S THIRD PARTY  
NOTIFICATION SERVICE FOR  
REAL PROPERTY TAXES**

Under New York Law, senior citizens and disabled homeowners may designate an adult third party to receive duplicate copies of real property tax bills and notices of unpaid taxes. The intent of the law is to eliminate unfortunate situations where these tax payers might otherwise lose their homes for nonpayment of taxes.

**WHO IS ELIGIBLE?**

Owner-occupants of 1, 2, or 3 family residential real property who are either:

a) at least 65 years of age

**OR**

b) disabled (by a physical or mental impairment which substantially limits one or their major life activities).

**HOW DO I APPLY?**

Complete the application form on the reverse side and file it with Oyster Bay Receiver of Taxes James J. Stefanich. Please mail the application to:

**James J. Stefanich, Receiver of Taxes  
Town of Oyster Bay, 74 Audrey Avenue  
Oyster Bay, N.Y. 11771-1539**

**WHEN MUST I APPLY?**

The Receiver will accept applications at any time. After receipt of the application, third party billing will take effect during the next tax billing period.

**MUST I APPLY EACH YEAR?**

No. Once you apply, the duplicate notices will be sent to your designee until or unless you advise the Receiver of Taxes that the practice should stop.

**WHOM MAY I CHOOSE AS MY THIRD PARTY?**

Any adult who consents to your designation. For example, you might ask a friend or another family member.

**HOW DOES A THIRD PARTY DESIGNEE SHOW CONSENT?**

By signing your application form in the appropriate blank.

**ARE THERE FINANCIAL RISKS INVOLVED IN AGREEING TO BE  
A THIRD PARTY DESIGNEE?**

No. Both the law and the form of the duplicate tax bill and notice include a statement advising the third party that he or she is under no legal obligation with respect to the bill or notice.

**WHAT IF I NEED MORE INFORMATION?**

You may telephone the Office of the Receiver of Taxes at (516) 624-6400. Receiver Stefanich's staff will be available to assist you.