



**Return Document to: Luzerne County Assessment Office
200 North River St.
Wilkes Barre, PA 18711**

Physical Location:
Luzerne County Annex
153 North River St.
Wilkes Barre, PA 18711

**AUTHORIZATION TO CORRECT MAILING ADDRESS
FOR REAL ESTATE TAX BILLS & CORRESPONDENCE**

I _____, the legal and record owner(s) of
(Enter name(s) of property owner(s) here)

_____ located at _____, intending to be
(Enter Tax Parcel ID here) (Situs Address Here)

legally bound, do hereby authorize the Luzerne County Assessment Office to correct all real estate tax bills & correspondence to the following designated & authorized person (where applicable) using the following address:

C/O (where applicable)

Street Address

City State ZIP Code

I understand that all of my tax bills & correspondence for the above-referenced property(s) will be sent in care of my authorized designee (where applicable). This authorization will remain in effect until otherwise rescinded in writing by future authorization. I release Luzerne County, its agents, representatives, and/or employees from any & all liability related to such communications.

I (We) can be reached at (_____) _____ - _____ with any questions regarding this request.

If E-mail is preferred: _____

*** IMPORTANT NOTE ***

This request MUST be notarized if you are sending it to the Assessment Office via mail or e-mail.

Once notarized this form may be returned via e-mail at: LCASSESSMENT@LUZERNECOUNTY.ORG

Timely payment of our real estate tax obligations is very important. Failure to do so will result in penalties and/or interest and other costs to be charged to you as the owner. Notwithstanding your signature on this authorization, you, as the property owner of the above referenced property, remain legally responsible for the payment of all real estate taxes. **No tax bills or correspondence will be forwarded to a lender and/or escrow company.**

(Property Owner 1)

Area for Notary(s)

(Property Owner 2)

(Property Owner 3)

(Property Owner 4)

If brought to the office in person.....

ID# _____ LC Employee Initials _____