

TOWN OF HARWICH

Addendum #1

July 7, 2022

The attention of bidders submitting bids for the subject project:

**BILL PRINTING AND MAILING SERVICE
Request for Proposals**

are called to the following addendum.

Bidders shall confirm receipt of Addendum 1 in their bid submission.

Bid Questions & Responses and Additional Information/Clarifications:

Question 1: Who is the current vendor providing the services outlined in the Towns RFP?

Answer: **Globe Direct**

Question 2: What is the current pricing structure the Town is paying for the services outlined in the RFP?

Answer: **.20 per bill including 2 return envelopes/.17 per bill without return envelopes. Bill inserts .045 per piece printed and inserted.**

Question 3: Are there any service or other issues the Town is experiencing with the current vendor?

Answer: **no**

Question 4: Can the Town please clarify the meaning of "three-part" when describing the Real Estate, Personal Property and Water/sewer bills on page 22, bullet points 1 and 5? *"Real estate and personal property bills shall be three-part..."*

Answer: **the tax bills are printed on 8 ½ X 11 paper with 2 perforations, creating a 3 section bill. Water/Sewer bill and delinquent notice is perforated at the bottom 1/3 of the bill only. This portion of the bill is the detachable payment coupon that a customer would send with payment. A scan code for lockbox processing is also located on this portion.**

Question 5: Is the description "Three-part" to mean that the bills print on carbon or carbonless paper?

Answer: **no**

Question 6: Can the Town please provide samples, either digital or hard copy, of all bills, notices and envelopes used currently?

Answer: **See attached**

Clarification: The bid sheet (attachment A) in the RFQ was uploaded incorrectly. Please use the bid sheet attached in this addendum.

***** END OF ADDENDUM #1 *****

Town of Harwich Bill Printing and Mailing RFP						
Bill Type	Bills / Payments	Frequency	Pricing Per Unit including printing and stuffing			Total Price
			Year 1	Year 2	Year 3	
Personal Property	9,000	Twice per year				
Personal Property Demands	300					
Real Estate	22,000	Twice Per Year				
Real Estate Demands	600					
Water/sewer-all bill types	42,000	Quarterly				
Motor Vehicle Excise	20,000					
Motor Vehicle Excise Demands						
Bill inserts						
New client set up fee						
changes to the bill language, format and envelopes						
Total			\$	\$	\$	



TOWN OF HARWICH
WATER DEPARTMENT
732 MAIN ST
HARWICH MA 02645

sample

WATER / SEWER BILL

To pay your bill,
scan this QR code



ACCOUNT NO.	LOCATION	AMOUNT DUE	DUE DATE	BILL NUMBER
07639	2 LAZY LN	\$46.35	08/08/2022	454461



800 *****AUTO**5-DIGIT 02553
TEMPELMANN SHEILA
2 LAZY WAY
HARWICH MA 02645-2805

MANDATORY OUTDOOR WATER RESTRICTIONS*

Outdoor watering is only allowed on
Monday, Wednesday and Friday
between 12AM - 8AM and 5PM - 9PM
Hand watering is allowed as needed anytime.
*Subject to change. Updates posted on
www.harwichwater.com

DESCRIPTION	METER READ DATES		METER READINGS		READ CODE	USAGES		CHARGE
	PREVIOUS	CURRENT	PREVIOUS	CURRENT		REPLACED	TOTAL	
BASE RATE								\$45.00
WTR USAGE	03/23/2022	06/22/2022	13,000	14,000	A		1,000	\$1.35
A = ACTUAL E = ESTIMATED IF ESTIMATED, CALL 508-432-0304		Payments received after the due date are subject to a \$25.00 delinquent penalty.		BAL FORWARD		CURRENT CHARGES		AMOUNT DUE
				\$0.00		\$46.35		\$46.35

ONLINE BILL PAY:
HARWICHWATER.COM
PHONE PAYMENTS: 844-953-0665

WATER RATE CHANGE NOTICE

All water meter readings taken after July 1, 2022
will be calculated under this new rate schedule:

(current water rates are on the reverse side of this bill)

QUARTERLY WATER BASE RATE: \$45.00
\$1.42 per 1,000 gal. for usage 0 to 8,000 gallons
\$2.92 per 1,000 gal. for usage 8,001 to 15,000 gallons
\$4.35 per 1,000 gal. for usage 15,001 to 40,000 gallons
\$6.31 per 1,000 gal. for all usage 40,001+ gallons

YOUR CANCELLED CHECK IS YOUR RECEIPT. Please write your Account No. on your check.

Payments made **WITHOUT** this coupon remit to:

COLLECTOR OF TAXES
732 MAIN STREET
HARWICH MA 02645

WATER / SEWER BILL

BILL NUMBER

454461

ACCOUNT NO.	LOCATION	NAME
07639	2 LAZY LN	TEMPELMANN SHEILA

Payments made **WITH** this coupon remit to:

Make Checks Payable : **TOWN OF HARWICH**
Department 7530
PO Box 4110
Woburn, MA 01888-4110



Service Tight Protection Plan
please see back of bill for registration

AMOUNT DUE

\$46.35

DUE DATE

08/08/2022

CUSTOMER PORTION



000800

PAYMENT COUPON

22796042022200454461500000046359

HARWICH WATER & SEWER RATES AS OF July 1, 2021
Bills are issued quarterly in January, April, July, and October

QUARTERLY **WATER** BASE RATE: \$45.00

ALL WATER IS BILLED AS FOLLOWS:

TIER 1 \$1.35 per 1,000 gal. for the FIRST 8,000 (0 to 8,000)

TIER 2 \$2.78 per 1,000 gal. for usage over tier 1 (8,001 to 15,000)

TIER 3 \$4.15 per 1,000 gal. for usage over tier 2 (15,001 to 40,000)

TIER 4 \$6.01 per 1,000 gal. for all usage over tier 3 (40,001 +)

QUARTERLY **SEWER** BASE RATE: \$75.00

ALL FLOW IS BILLED AS FOLLOWS:

TIER 1 \$0.00 Up to 8,000 gallons Included with sewer base

TIER 2 \$5.43 per 1,000 gal. (8,001 to 15,000)

TIER 3 \$5.83 per 1,000 gal. over tier 2 (15,001 to 40,000)

TIER 4 \$6.05 per 1,000 gal. for all flow over tier 3 (40,001 +)

*Rates apply if property is connected to sewer system.

The property owner is responsible for all charges. All balances unpaid after the billing due date may be subject to penalties unless there is an approved payment plan. This bill and its collection are subject to the provisions of Massachusetts general laws chapters 40A§ 42af, and 80 and may become a lien on real estate if unpaid.

SERVICE TIGHT PROTECTION PLAN TERMS OF AGREEMENT

ELIGIBILITY OF COVERAGE: The owner must own or have a written legal responsibility and authority to provide maintenance for the water service line (and associated parts) to the residential dwelling. The water service line must conform to the design standards of the Harwich Water Rules & Regulations. Harwich Water reserves the right to deny plan coverage for any reason. The Service Tight plan coverage is required for each meter and additional service connection and/or service line at the premises. Condominiums, apartments, multi-unit properties and service lines after meter pits are not eligible under this plan. Enrollment begins ninety (90) days after application is received and will be prorated to the closest to the billing period. When the customer chooses to sign up for this service, it is the customer's responsibility to become familiar with the Service Tight Plan guidelines. All enrollees must agree to and meet all conditions set forth in the Service Tight Program. Coverage is not transferable.

COVERAGE: The plan covers all parts, materials, customer shut off (cellar) valve and labor to repair, or replace, water service lines 2" inches and under from the curb stop to the water meter in the event of an emergency. For those customers who have outside meter pits, coverage includes the meter pit, meter pit cover and meter pit valves. The Harwich Water Department (here after referred to as "Harwich Water") at its sole discretion, shall make the determination between repairing or replacing any covered part found to be damaged or defective. Any covered parts replaced under the plan will become the sole property of Harwich Water. Coverage includes excavation, as required, in the area of repair or replacement, and also includes the cost of water service shut off/ turn on by Harwich Water and repaving of paved area and restoration (including filling, loaming and seeding) of non-paved area disturbed by excavation.

EXCLUSIONS: The Service Tight plan does not include any parts not specifically identified as covered. Items such as pressure reducing valves, booster pumps, lawn and/or fire sprinkler systems, etc. are not included in the coverage. The Service Tight plan does not cover the water meter nor repairs of any leaks beyond the meter. Service Tight does not cover pre-existing damages, new service installations, relocating or alteration of existing water service lines, repairs and/or replacement of parts damaged directly or indirectly as a result of the owner or any other party working, or excavating, on the property or in the vicinity of the water service line or its associated parts. Service Tight does not cover damages caused by earthquakes, hurricanes, volcanic eruption, flooding, landslide, natural disaster, civil disobedience, riot, or war. Service Tight does not cover improperly installed pipes and appurtenances, nor does it cover restricted flows (as opposed to cessation of flows), unless such restricted flows (a) are primarily caused by conditions in covered parts, and (b) Harwich Water determines that such restricted flows fall below the minimum pressure and flow standards by the Massachusetts Department of Environmental Protection or the Massachusetts Utilities Commission.

RESTORATION EXCLUSIONS: Restoration excludes replacement of cobblestone, shell, stone, ornamentation, plantings, shrubs or trees placed in areas requiring restoration, nor is Harwich Water responsible for the cost of replacing said exclusions.

LIMITATIONS: Harwich Water will not be held liable for any incidental or consequential damage, include water damage caused by leaks. Harwich Water will also not be held liable for any damages caused to you or your property unless such damage is the direct result of negligence of the Harwich Water or its agents. All work in relation to this protection plan must be performed by Harwich Water. This protection plan will not pay for any labor or parts, costs for repair, or replacement of any covered items performed by any unauthorized parties or any water damage caused by leaks.

IRRIGATION LINES: Harwich Water Department will not be responsible for any underground irrigation lines on site. **ELECTRICAL SAFETY:** New and replacement water service and repairs are installed using PE (polyethylene) pipe. This material is non-conductive. Many older homes have their electrical service grounded to the iron service pipe. When a repair is made, or replacement service is installed, the electrical ground is interrupted. Water customers are requested to have a licensed electrician install a new electrical ground before work is done to the water service so as to protect the electric service, heating system, and any appliances which may be in the dwelling.

Harwich Water Department cannot accept responsibility for any damages which might occur if this provision is not adhered to. **CANCELLATION AND TERMINATION:** The customer may cancel the Service Tight Protection Plan at any time by notifying Harwich Water Department at 196 Chatham Road, Harwich, MA 02645 in writing. If the customer chooses to cancel the plan prior to the initial waiting period, they may do so in writing. If cancellation is requested after the billing period, no refund will be given. Delinquent accounts over ninety (90) days will be automatically unenrolled and will not be eligible for re-enrollment until all account charges have been paid in full. Harwich Water reserves the right to terminate the Service Plan if Harwich Water determines that: 1. the service line or its associated parts do not conform to the standards listed in Harwich Water Rules and Regulations. 2. There are unsafe working conditions at the site that the property owner refuses to correct. 3. The property owner does not allow or permit the servicing or replacement of any parts necessary to maintain the parts covered.

Service Tight Protection Plan Enrollment Form

You own your water service line, so if it should need emergency repair or replacement, it will be covered at no additional cost to you if you are enrolled.

Full Name: Signature:

Property Address:

Phone: Email: Date:

*I have read and agree to the terms of the plan, and I understand that after my coverage begins, \$17.00 will be added to each quarterly water bill until I wish to cancel. There is a 90-Day waiting period from when the agreement is received by HWD. This plan will automatically renew until cancelled. Questions? Please Call (508) 432-0304.

IF ENROLLING, PLEASE CHECK THE BOX ON THE FRONT OF THIS FORM



TOWN OF HARWICH
WATER DEPARTMENT
196 CHATHAM RD
HARWICH MA 02645
Tel: 508-432-0304

WATER / SEWER BILL

ACCOUNT NO.	LOCATION	AMOUNT DUE	GRACE DUE DATE	BILL NUMBER
02299	425 GREAT WESTERN RD	\$45.00	05/27/2022	438530



59 *****AUTO**5-DIGIT 02553
ROSE DOMINGO J.
PO BOX 697
HARWICH MA 02645-0697

THE 2021 HARWICH WATER QUALITY REPORT
IS NOW AVAILABLE AT
WWW.HARWICHWATER.COM/CCR
NEED A PAPER COPY? CALL 508-432-0304.

DELINQUENT NOTICE!

THIS ACCOUNT IS PAST DUE. IF YOU HAVE ALREADY SENT PAYMENT, PLEASE CONTACT THE TAX COLLECTOR TO VERIFY RECEIPT. PAYMENTS SUBMITTED AFTER THE GRACE DATE ARE SUBJECT TO A LATE PENALTY OF \$25.00. IN ADDITION TO THIS NOTICE, WATER BILLS CAN BE VIEWED AT WWW.HARWICHWATER.COM

ONLINE BILL PAY:
HARWICHWATER.COM
PHONE PAYMENTS: 844-953-0665

To pay your bill,
scan this QR code



NEED A PAYMENT PLAN?
CALL 508-432-0304



000059

YOUR CANCELLED CHECK IS YOUR RECEIPT. Please write your Account No. on your check.

Payments made **WITHOUT** payment coupon remit to:
Collector of Taxes, 732 Main Street, Harwich MA 02645

WATER BILL

BILL NUMBER

438530

ACCOUNT NO.	LOCATION	NAME
02299	425 GREAT WESTERN RD	ROSE DOMINGO J.

Make Checks Payable
and Remit To:

TOWN OF HARWICH
COLLECTOR OF TAXES
PO BOX 802
READING, MA 01867-0407



Service Tight Protection Plan
please see back of bill for registration

AMOUNT DUE	\$45.00
GRACE DUE DATE	05/27/2022

22796042022200438530800000045005

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HARWICH WATER & SEWER RATES AS OF July 1, 2021
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Delinquent accounts over ninety (90) days will be automatically unenrolled and will not be eligible for re-enrollment until all account charges have been paid in full. Harwich Water reserves the right to terminate the Service Plan if Harwich Water determines that:

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Service Tight Protection Plan Enrollment Form

You own your water service line, so if it should need emergency repair or replacement, it will be covered at no additional cost to you if you are enrolled.

Full Name: Signature:

Property Address:

Phone: Email: Date:

*I have read and agree to the terms of the plan, and I understand that after my coverage begins, \$17.00 will be added to each quarterly water bill until I wish to cancel. There is a 90-Day waiting period from when the agreement is received by HWD. This plan will automatically renew until cancelled. Questions? Please Call (508) 432-0304.

IF ENROLLING, PLEASE CHECK THE BOX ON THE FRONT OF THIS FORM

GD103622

PLACE
STAMP
HERE

SIZE 9 ONE-WINDOW ENVELOPE
ENCLOSED WITH WATER/SEWER BILL

Your Return Address

←

GD26457

PRESORTED
FIRST-CLASS MAIL
U.S. POSTAGE
PAID
Taunton, MA
Permit No. 92

SIZE 10 TWO-WINDOW ENVELOPE USED
TO MAIL WATER / SEWER BILL
NOTE: "WATER BILL ENCLOSED" IS
PRINTED ON OUTSIDE

→ WATER BILL ENCLOSED

←

NIXIE 015 FE 1270 0006/02/22

RETURN TO SENDER
NOT DELIVERABLE AS ADDRESSED
UNABLE TO FORWARD

BC: 02645311196 *1569-05621-24-18

UF 14D

002645790527

002645790527

Your Preliminary Tax for the fiscal year beginning July 1, 2022 and ending June 30, 2023 on the parcel of real estate described below is as follows:

PROPERTY DESCRIPTION	
245 BAY RD	
State Class	1010
Land Area	3.63 AC
Parcel ID	99/V1-3-R
Book/Page	N/A/N/A
Deed Date	12/19/2019

Assessed owner as of January 1, 2022:

BOOK DANIEL W TR
GSB REALTY TRUST
245 BAY RD
HARWICH MA 02645

THE COMMONWEALTH OF MASSACHUSETTS
SEE REVERSE SIDE FOR IMPORTANT INFORMATION

TOWN OF HARWICH
FISCAL YEAR 2023
PRELIMINARY REAL ESTATE TAX BILL

Office of the Treasurer and Collector

Amy Bullock

Office Hours

Monday - Friday
8:30 AM to 4:00 PM

Telephone Numbers:

Tax Collector: (508) 430-7501
Assessor: (508) 430-7503

Mail Payments To:

Town of Harwich
Department 7530
PO Box 4110
Woburn, MA 01888-4110

Pay Your Bill Online:

www.harwich-ma.gov

Messages:

Personal online banking checks should be mailed directly to 732 Main St. Harwich, MA 02645, please use Parcel ID as reference.

THIS FORM APPROVED BY COMMISSIONER OF REVENUE

TAXPAYER'S COPY

Bill No.	944
Preliminary Real Estate Tax	\$6,019.65
CPA	\$180.59
Total Preliminary Tax	\$6,200.24
Current Payments/Credits	\$0.00
1st Qtr. Due 8/1/2022	\$3,100.12
2nd Qtr. Due 11/1/2022	\$3,100.12

Interest at the rate of 14% per annum will accrue on overdue payments from the due date until payment is made.

Payments made after 6/14/2022 may not be reflected on this bill.



TOWN OF HARWICH

Office of the Collector/Treasurer
732 Main Street
Harwich, MA 02645

COLLECTOR'S COPY
2nd Quarter Payment
Return This Portion With Your Payment

Bill Date	10/1/2022	Bill No.	944
Location:	245 BAY RD		
Parcel ID:	99/V1-3-R		
AMOUNT DUE 11/1/2022	\$3,100.12		

Fiscal Year 2023 Preliminary Real Estate Tax Bill

BOOK DANIEL W TR
GSB REALTY TRUST
245 BAY RD
HARWICH MA 02645

Make Check Payable and Mail To:

Town of Harwich
Department 7530
PO Box 4110
Woburn, MA 01888-4110

22792082023000000944900003100120



TOWN OF HARWICH

Office of the Collector/Treasurer
732 Main Street
Harwich, MA 02645

COLLECTOR'S COPY
1st Quarter Payment
Return This Portion With Your Payment

Bill Date	7/1/2022	Bill No.	944
Location:	245 BAY RD		
Parcel ID:	99/V1-3-R		
AMOUNT DUE 8/1/2022	\$3,100.12		

Fiscal Year 2023 Preliminary Real Estate Tax Bill



9852 *****SNGLP

BOOK DANIEL W TR
GSB REALTY TRUST
245 BAY RD
HARWICH MA 02645

Make Check Payable and Mail To:

Town of Harwich
Department 7530
PO Box 4110
Woburn, MA 01888-4110

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FISCAL YEAR 2023 PRELIMINARY TAX: This bill shows the amount of preliminary tax you owe for fiscal year 2023 (July 1, 2022 - June 30, 2023).

PRELIMINARY TAX AMOUNT: As a general rule, your preliminary tax will not exceed 50% of your adjusted fiscal year 2022 tax (including any betterments, special assessments and other charges added to the tax). Adjustments are made for abatements or exemptions granted for fiscal year 2022, and tax increases allowed under Proposition 2½ in fiscal year 2023. Under certain circumstances, your preliminary tax may exceed 50% of the adjusted amount.

PAYMENT DUE DATES/INTEREST CHARGES: If preliminary bills were mailed on or before August 1, 2022, your preliminary tax is payable in two equal installments. Your first payment is due August 1, 2022, or 30 days after the bills were mailed, whichever is later. Your second payment is due November 1, 2022. However, if preliminary bills were mailed after August 1, 2022, your preliminary tax is due as a single installment on November 1, 2022, or 30 days after the bills were mailed, whichever is later. If your payments are not made by their due dates, interest at the rate of 14% per annum will be charged on the unpaid and overdue amount. If preliminary bills were mailed on or before August 1, 2022, interest will be computed on overdue first payments from August 1, 2022, or the payment due date, whichever is later, and on overdue second payments from November 1, 2022, to the date payment is made. If preliminary bills were mailed after August 1, 2022, interest will be computed on overdue payments from November 1, 2022, or the payment due date, whichever is later, to the date payment is made. You will also be required to pay charges and fees incurred for collection if payments are not made when due. Payments are considered made when received by the Collector. To obtain a receipted bill, enclose a self-addressed stamped envelope and both copies of the bill with your payment.

FISCAL YEAR 2023 ACTUAL TAX BILLS: You will receive your actual fiscal year 2023 tax bill based on January 1, 2022 assessments after the tax rate is set. Any preliminary tax payments made will be credited toward payment of your fiscal year 2023 tax. Your actual tax bill will provide you with more detailed information on payment due dates.

ABATEMENT/EXEMPTION APPLICATIONS: Your right to seek an abatement of or exemption from your fiscal year 2023 tax is not prejudiced by the issuance of preliminary tax bills. Once the actual tax bills are issued, you will be able to apply for an abatement or exemption. The deadline for filing your abatement or exemption application will be measured from the date the actual tax bills are mailed, not the date preliminary tax bills were mailed. Your actual tax bill will provide you with more detailed information on application procedures and deadlines.

INQUIRIES: If you have questions on how your preliminary tax was determined, you should contact the Board of Assessors. If you have questions on payments, you should contact the Collector's Office.

Return with Payment



009852

Return with Payment



TOWN OF HARWICH
Office of the Collector/Treasurer
732 Main Street
Harwich, MA 02645

Fiscal Year 2021 Real Estate Demand

298 *****SNGLP
BASSETT WENDELL F
C/O CYNTHIA MCGALLIARD
40 GILBERT LN
HARWICH PORT MA 02646-1004

Office of the Treasurer and Collector

Amy Bullock

Office Hours

Monday - Friday
8:30 AM to 4:00 PM

Telephone Numbers:

Tax Collector: (508) 430-7501
Assessor: (508) 430-7503

Mail Payments To:

Town of Harwich
732 Main Street
Harwich, MA 02645

Pay Your Bill Online:

www.harwich-ma.gov

Messages:

Personal online banking checks should be mailed directly to 732 Main St. Harwich, MA 02645, please use Parcel ID as reference.

DEMAND FOR PAYMENT FISCAL YEAR 2021 TAXES

As required by law, demand is made upon you for payment of your fiscal year 2021 Real Estate Taxes as follows:

PROPERTY DESCRIPTION	
40 GILBERT LN	
State Class	1010
Land Area	0.7 AC
Parcel ID	29/M2-1-R
Book/Page	1181/524
Deed Date	11/07/1944
Tax Rate per \$1,000	\$8.60

Assessed owner as of January 1, 2020:

BASSETT WENDELL F
C/O CYNTHIA MCGALLIARD
40 GILBERT LN
HARWICH PORT MA 02646-1004

TAXPAYER'S COPY

Town of Harwich
Fiscal Year 2021
Real Estate Demand

SPECIAL ASSESSMENTS		
DESC	AMOUNT	INT
WATER LIEN	\$240.00	
Total Special Assessments		\$240.00
Land Value	\$141,700	
Building Value	\$133,300	
Total Taxable Value	\$275,000	

Interest at the rate of 14% per annum will accrue on overdue payments from the due date until payment is made.

Payments made after 06/03/2021 may not be reflected on this bill.

Demand Receipt

Keep This Portion As Your Receipt

Bill Date	6/9/2021	Bill No.	601
Real Estate Tax			\$2,365.00
CPA			\$70.95
Special Assessments			\$240.00
Exemptions/Abatements			\$0.00
Total Tax/Spec. Assess.			\$2,675.95
Current Payments/Credits			\$0.00
Past Due			\$2,675.95
Interest			\$188.39
Fees			\$0.00
Demand			\$30.00
AMOUNT DUE	6/23/2021		\$2,894.34



000298

DEMAND FOR PAYMENT FISCAL YEAR 2021 TAXES

As required by law, demand is made upon you for payment of your fiscal year 2021 Real Estate Taxes as follows:

PROPERTY DESCRIPTION	
40 GILBERT LN	
State Class	1010
Land Area	0.7 AC
Parcel ID	29/M2-1-R
Book/Page	1181/524
Deed Date	11/07/1944
Tax Rate per \$1,000	\$8.60

Assessed owner as of January 1, 2020:

BASSETT WENDELL F
C/O CYNTHIA MCGALLIARD
40 GILBERT LN
HARWICH PORT MA 02646-1004

COLLECTOR'S COPY

Town of Harwich
Fiscal Year 2021
Real Estate Demand

Demand Payment

Return This Portion With Your Payment

Bill Date	6/9/2021	Bill No.	601
AMOUNT DUE	6/23/2021		\$2,894.34

Make Check Payable and Mail To:

Town of Harwich
732 Main Street
Harwich, MA 02645

DEMAND FOR PAYMENT OF FISCAL YEAR 2021 TAX

This notice shows the amount of your fiscal year 2021 real estate tax, including betterments, special assessments and other charges, that is unpaid and overdue.

In addition to the amount of overdue taxes shown in this notice, you also owe accrued interest and a demand charge. Interest will continue to accrue on overdue taxes until your payment is made. Your payment will be considered made when received by the Collector.

If the total amount you owe is not paid within 14 days of the date of this demand, the Collector will proceed to collect the amount owed in accordance with law.

DEMAND FOR PAYMENT OF FISCAL YEAR 2021 TAX

This notice shows the amount of your fiscal year 2021 real estate tax, including betterments, special assessments and other charges, that is unpaid and overdue.

In addition to the amount of overdue taxes shown in this notice, you also owe accrued interest and a demand charge. Interest will continue to accrue on overdue taxes until your payment is made. Your payment will be considered made when received by the Collector.

If the total amount you owe is not paid within 14 days of the date of this demand, the Collector will proceed to collect the amount owed in accordance with law.

Return with Payment

Your Preliminary Tax for the fiscal year beginning July 1, 2022 and ending June 30, 2023 on the personal property described below is as follows:

PROPERTY DESCRIPTION	
245 BAY RD	
State Class	5010
Account	18007

Assessed owner as of January 1, 2022:

BOOK DANIEL W TR
GSB REALTY TRUST
245 BAY RD
HARWICH MA 02645

TOWN OF HARWICH
FISCAL YEAR 2023
PRELIMINARY PERSONAL PROPERTY TAX BILL

Office of the Treasurer and Collector

Amy Bullock

Office Hours

Monday - Friday
8:30 AM to 4:00 PM

Telephone Numbers:

Tax Collector: (508) 430-7501
Assessor: (508) 430-7503

Mail Payments To:

Town of Harwich
Department 7530
PO Box 4110
Woburn, MA 01888-4110

Pay Your Bill Online:

www.harwich-ma.gov

Messages:

Personal online banking checks should be mailed directly to 732 Main St. Harwich, MA 02645, please use Account as reference.

TAXPAYER'S COPY

Bill No.	388
Preliminary Pers. Prop. Tax	\$60.26
Current Payments/Credits	\$0.00
1st Qtr. Due 8/1/2022	\$30.13
2nd Qtr. Due 11/1/2022	\$30.13

Interest at the rate of 14% per annum will accrue on overdue payments from the due date until payment is made.

Payments made after 6/14/2022 may not be reflected on this bill.



TOWN OF HARWICH

Office of the Collector/Treasurer
732 Main Street
Harwich, MA 02645

COLLECTOR'S COPY
2nd Quarter Payment
Return This Portion With Your Payment

Bill Date	10/1/2022	Bill No.	388
Location:	245 BAY RD		
Account:	18007		
AMOUNT DUE 11/1/2022	\$30.13		

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Fiscal Year 2023 Preliminary Personal Property Tax Bill

BOOK DANIEL W TR
GSB REALTY TRUST
245 BAY RD
HARWICH MA 02645

Make Check Payable and Mail To:

Town of Harwich
Department 7530
PO Box 4110
Woburn, MA 01888-4110

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TOWN OF HARWICH

Office of the Collector/Treasurer
732 Main Street
Harwich, MA 02645

COLLECTOR'S COPY
1st Quarter Payment
Return This Portion With Your Payment

Bill Date	7/1/2022	Bill No.	388
Location:	245 BAY RD		
Account:	18007		
AMOUNT DUE 8/1/2022	\$30.13		

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Fiscal Year 2023 Preliminary Personal Property Tax Bill



4564 *****SNGLP

BOOK DANIEL W TR
GSB REALTY TRUST
245 BAY RD
HARWICH MA 02645

Make Check Payable and Mail To:

Town of Harwich
Department 7530
PO Box 4110
Woburn, MA 01888-4110

22792572023000000388900000030130

FISCAL YEAR 2023 PRELIMINARY TAX: This bill shows the amount of preliminary tax you owe for fiscal year 2023 (July 1, 2022 - June 30, 2023).

PRELIMINARY TAX AMOUNT: As a general rule, your preliminary tax will not exceed 50% of your adjusted fiscal year 2022 tax. Adjustments are made for abatements or exemptions granted for fiscal year 2022, and tax increases allowed under Proposition 2½ in fiscal year 2023. Under certain circumstances, your preliminary tax may exceed 50% of the adjusted amount.

PAYMENT DUE DATES/INTEREST CHARGES: If preliminary bills were mailed on or before August 1, 2022, your preliminary tax is payable in two equal installments. Your first payment is due August 1, 2022, or 30 days after the bills were mailed, whichever is later. Your second payment is due November 1, 2022. However, if preliminary bills were mailed after August 1, 2022, your preliminary tax is due as a single installment on November 1, 2022, or 30 days after the bills were mailed, whichever is later. If your payments are not made by their due dates, interest at the rate of 14% per annum will be charged on the unpaid and overdue amount. If preliminary bills were mailed on or before August 1, 2022, interest will be computed on overdue first payments from August 1, 2022, or the payment due date, whichever is later, and on overdue second payments from November 1, 2022, to the date payment is made. If preliminary bills were mailed after August 1, 2022, interest will be computed on overdue payments from November 1, 2022, or the payment due date, whichever is later, to the date payment is made. You will also be required to pay charges and fees incurred for collection if payments are not made when due. Payments are considered made when received by the Collector. To obtain a receipted bill, enclose a self-addressed stamped envelope and both copies of the bill with your payment.

FISCAL YEAR 2023 ACTUAL TAX BILLS: You will receive your actual fiscal year 2023 tax bill based on January 1, 2022 assessments after the tax rate is set. Any preliminary tax payments made will be credited toward payment of your fiscal year 2023 tax. Your actual tax bill will provide you with more detailed information on payment due dates.

ABATEMENT/EXEMPTION APPLICATIONS: Your right to seek an abatement of or exemption from your fiscal year 2023 tax is not prejudiced by the issuance of preliminary tax bills. Once the actual tax bills are issued, you will be able to apply for an abatement or exemption. The deadline for filing your abatement or exemption application will be measured from the date the actual tax bills are mailed, not the date preliminary tax bills were mailed. Your actual tax bill will provide you with more detailed information on application procedures and deadlines.

INQUIRIES: If you have questions on how your preliminary tax was determined, you should contact the Board of Assessors. If you have questions on payments, you should contact the Collector's Office.

Return with Payment



004564

Return with Payment



TOWN OF HARWICH
Office of the Collector/Treasurer
732 Main Street
Harwich, MA 02645

Fiscal Year 2021 Personal Property Demand

167 *****SNGLP
CAPE COD HOME IMPROVEMENTS
EDWIN F GOGGIN JR
4 POND VIEW DR
HARWICH MA 02645-2956

Office of the Treasurer and Collector

Amy Bullock

Office Hours

Monday - Friday
8:30 AM to 4:00 PM

Telephone Numbers:

Tax Collector: (508) 430-7501
Assessor: (508) 430-7503

Mail Payments To:

Town of Harwich
732 Main Street
Harwich, MA 02645

Pay Your Bill Online:

www.harwich-ma.gov

Messages:

Personal online banking checks should be mailed directly to 732 Main St. Harwich, MA 02645, please use Account as reference.

DEMAND FOR PAYMENT FISCAL YEAR 2021 TAXES

As required by law, demand is made upon you for payment of your fiscal year 2021 Personal Property Taxes as follows:

PROPERTY DESCRIPTION	
4 POND VIEW DR	
State Class	5010
Account	28528
Tax Rate per \$1,000	\$8.60
Total Taxable Value	\$1,500

Assessed owner as of January 1, 2020:

CAPE COD HOME IMPROVEMENTS
EDWIN F GOGGIN JR
4 POND VIEW DR
HARWICH MA 02645-2956

TAXPAYER'S COPY

Town of Harwich
Fiscal Year 2021
Personal Property Demand

Interest at the rate of 14% per annum will accrue on overdue payments from the due date until payment is made.

Payments made after 06/03/2021 may not be reflected on this bill.

Demand Receipt

Keep This Portion As Your Receipt

Bill Date	6/9/2021	Bill No.	4697
Total Personal Property Tax			\$12.90
Current Payments/Credits			\$0.00
Exemptions/Abatements			\$0.00
Past Due			\$12.90
Interest			\$0.70
Fees			\$0.00
Demand			\$30.00
AMOUNT DUE			\$43.60
6/23/2021			



000167

DEMAND FOR PAYMENT FISCAL YEAR 2021 TAXES

As required by law, demand is made upon you for payment of your fiscal year 2021 Personal Property Taxes as follows:

PROPERTY DESCRIPTION	
4 POND VIEW DR	
State Class	5010
Account	28528
Tax Rate per \$1,000	\$8.60
Total Taxable Value	\$1,500

Assessed owner as of January 1, 2020:

CAPE COD HOME IMPROVEMENTS
EDWIN F GOGGIN JR
4 POND VIEW DR
HARWICH MA 02645-2956

COLLECTOR'S COPY

Town of Harwich
Fiscal Year 2021
Personal Property Demand

Demand Payment

Return This Portion With Your Payment

Bill Date	6/9/2021	Bill No.	4697
AMOUNT DUE			\$43.60
6/23/2021			

Make Check Payable and Mail To:

Town of Harwich
732 Main Street
Harwich, MA 02645

DEMAND FOR PAYMENT OF FISCAL YEAR 2021 TAX

This notice shows the amount of your fiscal year 2021 personal property tax that is unpaid and overdue.

In addition to the amount of overdue taxes shown in this notice, you also owe accrued interest and a demand charge. Interest will continue to accrue on overdue taxes until your payment is made. Your payment will be considered made when received by the Collector.

If the total amount you owe is not paid within 14 days of the date of this demand, the Collector will proceed to collect the amount owed in accordance with law.

DEMAND FOR PAYMENT OF FISCAL YEAR 2021 TAX

This notice shows the amount of your fiscal year 2021 personal property tax that is unpaid and overdue.

In addition to the amount of overdue taxes shown in this notice, you also owe accrued interest and a demand charge. Interest will continue to accrue on overdue taxes until your payment is made. Your payment will be considered made when received by the Collector.

If the total amount you owe is not paid within 14 days of the date of this demand, the Collector will proceed to collect the amount owed in accordance with law.

Return with Payment



TOWN OF HARWICH
732 MAIN ST
HARWICH, MA 02645



365 *****AUTO**5-DIGIT 02553
BARBELLA, JESSICA A
PO BOX 848
HARWICH MA 02645-0848

Office of the Treasurer and Collector

Amy Bullock

Office Hours

Monday - Friday
8:30 AM to 4:00 PM

Telephone Numbers:

Tax Collector: (508) 430-7501
Assessor: (508) 430-7503

Mail Payments To:

Town of Harwich
PO Box 802
Reading, MA 01867-0406

Pay Your Bill Online:

www.harwich-ma.gov

Messages:

Personal online banking checks should be mailed directly to 732 Main St. Harwich, MA 02645, please use registration number as reference.

SEE REVERSE SIDE FOR IMPORTANT INFORMATION**TAXPAYER'S COPY**

The Commonwealth of Massachusetts

COM 001 2022

If not paid when due, subject to penalties of interest, demand, charges and fees.			NOTICE OF MOTOR VEHICLE AND TRAILER EXCISE DUE AND PAYABLE IN FULL BY PAYABLE DATE SHOWN				Date of Issue 02/02/2022	Bill Number 664
Registration Number 1EMY37		Tax Date 01/01	Model Year 2003	Make HOND	Valuation \$1,706	Vehicle Identification Number 2HGES26733H563707		Excise Due \$42.65
State Excise Rate \$25.00 per \$1,000		001 2023 PAN	Owner Information	BARBELLA, JESSICA A			Total Due \$42.65	Due Date 03/04/2022

EXCISE NOT PAID WHEN DUE IS SUBJECT TO INTEREST AT 12% PER YEAR
FROM DUE DATE UNTIL PAYMENT MADE AND COLLECTION CHARGES.

BARBELLA, JESSICA A
PO BOX 848
HARWICH MA 02645-0848



000365

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COLLECTOR'S COPY

The Commonwealth of Massachusetts

COM 001 2022

If not paid when due, subject to penalties of interest, demand, charges and fees.			NOTICE OF MOTOR VEHICLE AND TRAILER EXCISE DUE AND PAYABLE IN FULL BY PAYABLE DATE SHOWN				Date of Issue	Bill Number
							02/02/2022	664
Registration Number	Tax Date	Model Year	Make	Valuation	Vehicle Identification Number		Excise Due	
1EMY37	01/01	2003	HOND	\$1,706	2HGES26733H563707		\$42.65	
State Excise Rate \$25.00 per \$1,000	001	Owner Information	BARBELLA, JESSICA A			Total Due	\$42.65	
	2023 PAN					Due Date	03/04/2022	

BARBELLA, JESSICA A
PO BOX 848
HARWICH MA 02645-0848

Make Check Payable and Mail To:

Town of Harwich
PO Box 802
Reading, MA 01867-0406

22793072022200000664300000042655

CUSTOMER RECEIPT

PAYMENT COUPON

**IMPORTANT INSTRUCTIONS REGARDING THE ENCLOSED
MOTOR VEHICLE EXCISE TAX BILL**

Do not ignore this bill even though you may have moved, sold, traded, or otherwise disposed of the vehicle which this bill represents.

If this bill remains unpaid and outstanding after the due date, it will continue to accrue interest and other charges and fees for which you will be responsible. Your driver's license and/or vehicle registration will also be submitted to the Registry of Motor Vehicles for non-renewal action.

If you have questions, please contact the Board of Assessors at the City/Town from where the Excise Bill is rendered.

Note: Partial payments can not be accepted. PAYMENT IS CONSIDERED MADE WHEN RECEIVED BY THE COLLECTOR.
An Application for Abatement does not stay collection of the Motor Vehicle Excise Tax.

Timely payment made by due date of this bill will avoid all interest and other additional charges and fees.

In the event an abatement is granted due to sale, trade, theft, total loss, or overvaluation, the amount abated will be refunded to you.

(Mass. Gen. Laws Ch 60A) No abatement shall be granted for less than \$5.00, and no amount shall be refunded below \$5.00.

Applications for abatement must be filed no later than 3 years after the excise is due, or one year after the excise is paid, whichever is later.

NOTICE

You may be entitled to an abatement (or refund if the excise is paid) if:

(1) your vehicle is valued for more than percentage of manufacturer's list price in the schedule established by G.L. Ch. 60A §1.

(2) your vehicle is exempt from the excise under G.L. Ch 60A §1.

(3) you sell, trade or otherwise transfer ownership of the vehicle, and transfer or cancel your registration, during the same calendar year.

(4) you move to another state, register the vehicle there and cancel or not renew your Massachusetts registration, during the same calendar year.

(5) your vehicle is stolen, you report the theft to the police within 48 hours, and you cancel your registration and obtain a certificate from

Registrar at least 30 days after theft.

(6) you register the same vehicle again later in the same calendar year.

You are not entitled to an abatement if you (1) cancel your registration and retain ownership of the vehicle, or (2) move to another Massachusetts city or town, during the same calendar year.

Tax Collector: (508) 430-7501

Assessor: (508) 430-7503

(AFTER HOURS PAYMENT DROP BOX LOCATED IN BACK OF TOWN HALL)

IMPORTANT NOTICE - DO NOT IGNORE THIS BILL

IF NOT PAID, YOU WILL BE SUBJECT TO DEMAND, INTEREST CHARGES AND FEES. YOU MAY ALSO LOSE YOUR RIGHT TO RENEW YOUR LICENSE AND/OR REGISTRATION. FILING FOR AN ABATEMENT DOES NOT EXCUSE THE PAYMENT OF THE TAX. IT IS RECOMMENDED THAT YOU PAY THE TAX AND THEN REQUEST THE ABATEMENT.

APPLICATIONS FOR ABATEMENT MUST BE FILED NO LATER THAN 3 YEARS AFTER THE EXCISE IS DUE, OR ONE YEAR AFTER THE EXCISE IS PAID, WHICHEVER IS LATER.

SEND DOCUMENTATION TO ASSESSOR'S OFFICE AT 732 MAIN ST., HARWICH, MA 02645. FOR FURTHER INFORMATION REGARDING THIS NOTICE, INQUIRE TO THE ASSESSOR'S OFFICE AT 508-430-7503. ALL PAYMENTS MUST BE MADE PAYABLE TO THE TOWN OF HARWICH. ENCLOSE A SELF-ADDRESSED STAMPED ENVELOPE FOR RECEIPT.

OFFICE HOURS: MONDAY - FRIDAY 8:30 AM - 4:00 PM

IF YOUR EXCISE IS NOT PAID WHEN DUE, YOU WILL BE CHARGED INTEREST AT THE RATE OF 12% PER ANNUM



TOWN OF HARWICH
732 MAIN ST
HARWICH, MA 02645



1109 *****SNGLP
BARBOSA, LEANDRO
860 ROUTE 28
APT 114
HARWICH MA 02645

Collector of Taxes

Amy Bullock

Office Hours

Monday - Friday
8:30 AM to 4:00 PM

Mail Payments to:

TOWN OF HARWICH
732 Main St.
Harwich, MA 02645

DO NOT MAIL CASH
(AFTER HOURS PAYMENT DROP BOX
LOCATED IN BACK OF TOWN HALL)

Pay Your Bill Online:

WWW.HARWICH-MA.GOV

Telephone Numbers

Tax Collector: (508) 430-7501
Assessor: (508) 430-7503

SEE REVERSE SIDE FOR IMPORTANT INFORMATION

DEMAND IS MADE UPON YOU FOR PAYMENT OF YOUR MOTOR VEHICLE EXCISE

TAXPAYER'S COPY

The Commonwealth of Massachusetts

DEMAND COM 001 2022
DEMAND DATE: 04/11/2022

If not paid when due, subject to penalties of interest, demand, charges and fees.		DEMAND NOTICE OF MOTOR VEHICLE AND TRAILER EXCISE DUE AND PAYABLE IN FULL WITHIN 14 DAYS OF DEMAND DATE				Orig. Excise Due Date	Bill Number
						3/4/2022	673
Registration Number	Tax Date	Model Year	Make	Valuation	Vehicle Identification Number	Excise Due	
2WFC88	01/01	2015	SUBA	\$2,479	JF2GPAPC7F8217914	\$61.99	
State Excise Rate \$25.00 per \$1,000	001 2023 PAN	Owner Information	BARBOSA, LEANDRO			Abatement/Payment	\$0.00
						Excise Overdue	\$61.99
						Interest	\$1.06
						Charges/Fees	\$0.00
						Demand	\$30.00
						Pay This Amount	\$93.05
						Payable By	04/25/2022

Interest at the rate of 12% per year continues to accrue on overdue excise until date payment is made.
If the total amount owed (excise, interest from due date to payment date, and demand charges) is not paid within 14 days of the date of this demand, collection will be enforced according to the law.

BARBOSA, LEANDRO
860 ROUTE 28
APT 114
HARWICH MA 02645



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COLLECTOR'S COPY

The Commonwealth of Massachusetts

DEMAND COM 001 2022
DEMAND DATE: 04/11/2022

If not paid when due, subject to penalties of interest, demand, charges and fees.		DEMAND NOTICE OF MOTOR VEHICLE AND TRAILER EXCISE DUE AND PAYABLE IN FULL WITHIN 14 DAYS OF DEMAND DATE				Orig. Excise Due Date	Bill Number
						3/4/2022	673
Registration Number	Tax Date	Model Year	Make	Valuation	Vehicle Identification Number	Excise Due	
2WFC88	01/01	2015	SUBA	\$2,479	JF2GPAPC7F8217914	\$61.99	
State Excise Rate \$25.00 per \$1,000	001 2023 PAN	Owner Information	BARBOSA, LEANDRO			Abatement/Payment	\$0.00
						Excise Overdue	\$61.99
						Interest	\$1.06
						Charges/Fees	\$0.00
						Demand	\$30.00
						Pay This Amount	\$93.05
						Payable By	04/25/2022

BARBOSA, LEANDRO
860 ROUTE 28
APT 114
HARWICH MA 02645

Make Check Payable and Mail To:

Town of Harwich
Collector's Office
732 Main St.
Harwich, MA 02645

22793072022200000673400000093054

CUSTOMER RECEIPT

PAYMENT COUPON

**IMPORTANT INSTRUCTIONS REGARDING THE ENCLOSED
MOTOR VEHICLE EXCISE TAX BILL**

Do not ignore this bill even though you may have moved, sold, traded, or otherwise disposed of the vehicle which this bill represents.

If this bill remains unpaid and outstanding after the due date, it will continue to accrue interest and other charges and fees for which you will be responsible. Your driver's license and/or vehicle registration will also be submitted to the Registry of Motor Vehicles for non-renewal action.

If you have questions, please contact the Board of Assessors at the City/Town from where the Excise Bill is rendered.

Note:

Partial payments can not be accepted. **PAYMENT IS CONSIDERED MADE WHEN RECEIVED BY THE COLLECTOR.**

An Application for Abatement does not stay collection of the Motor Vehicle Excise Tax.

Timely payment made by due date of this bill will avoid all interest and other additional charges and fees.

In the event an abatement is granted due to sale, trade, theft, total loss, or overvaluation, the amount abated will be refunded to you.

(Mass. Gen. Laws Ch 60A) No abatement shall be granted for less than \$5.00, and no amount shall be refunded below \$5.00. Applications for abatement must be filed no later than 3 years after the excise is due, or one year after the excise is paid, whichever is later.

NOTICE

You may be entitled to an abatement (or refund if the excise is paid) if:

- (1) your vehicle is valued for more than percentage of manufacturer's list price in the schedule established by G.L. Ch. 60A §1.
- (2) your vehicle is exempt from the excise under G.L. Ch 60A §1.
- (3) you sell, trade or otherwise transfer ownership of the vehicle, and transfer or cancel your registration, during the same calendar year.
- (4) you move to another state, register the vehicle there and cancel or not renew your Massachusetts registration, during the same calendar year.
- (5) your vehicle is stolen, you report the theft to the police within 48 hours, and you cancel your registration and obtain a certificate from Registrar at least 30 days after theft.
- (6) you register the same vehicle again later in the same calendar year.

You are not entitled to an abatement if you (1) cancel your registration and retain ownership of the vehicle, or (2) move to another Massachusetts city or town, during the same calendar year.

Tax Collector: (508) 430-7501

Assessor: (508) 430-7503

(AFTER HOURS PAYMENT DROP BOX LOCATED IN BACK OF TOWN HALL)

IMPORTANT NOTICE - DO NOT IGNORE THIS BILL

IF NOT PAID, YOU WILL BE SUBJECT TO DEMAND, INTEREST CHARGES AND FEES. YOU MAY ALSO LOSE YOUR RIGHT TO RENEW YOUR LICENSE AND/OR REGISTRATION. FILING FOR AN ABATEMENT DOES NOT EXCUSE THE PAYMENT OF THE TAX. IT IS RECOMMENDED THAT YOU PAY THE TAX AND THEN REQUEST THE ABATEMENT.

APPLICATIONS FOR ABATEMENT MUST BE FILED NO LATER THAN 3 YEARS AFTER THE EXCISE IS DUE, OR ONE YEAR AFTER THE EXCISE IS PAID, WHICHEVER IS LATER.

SEND DOCUMENTATION TO ASSESSOR'S OFFICE AT 732 MAIN ST., HARWICH, MA 02645. FOR FURTHER INFORMATION REGARDING THIS NOTICE, INQUIRE TO THE ASSESSOR'S OFFICE AT 508-430-7503. ALL PAYMENTS MUST BE MADE PAYABLE TO THE TOWN OF HARWICH. ENCLOSE A SELF-ADDRESSED STAMPED ENVELOPE FOR RECEIPT.

OFFICE HOURS: MONDAY - FRIDAY 8:30 AM - 4:00 PM

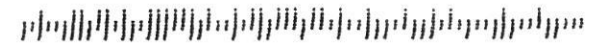
IF YOUR EXCISE IS NOT PAID WHEN DUE, YOU WILL BE CHARGED INTEREST AT THE RATE OF 12% PER ANNUM

mailing

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PRESORTED
FIRST-CLASS MAIL
U.S. POSTAGE
PAID
Taunton, MA
Permit No. 92

ELECTRONIC SERVICE REQUESTED

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02869-3318 R004



NAME _____
STREET _____
CITY _____ STATE _____ ZIP _____



GD107210
**PLACE
STAMP
HERE**

remit