

Real Estate ACH (Electronic) Payments

****THIS SERVICE IS FREE OF CHARGE**

****IT IS NOT NECESSARY TO SIGN UP OR LOG IN WHEN PAYING YOUR REAL ESTATE BILL**

Step 1

From the LCTCB Directpay page you will select Pay Real Estate Bill.



Lancaster County Tax Collection Bureau

eServices Website for Making Payments and Filing Individual Final Return Extensions

Step 2

To search for your bill in Parcel Lookup enter details in field **ONE**, **TWO**, or **THREE**.

Real Estate Parcel Lookup

Bill Number	Bill Number
Parcel Number	Parcel Number
Name	Name



Instruction Field's Format

#1 Full 10 Digit Bill #: xxxxxxxxxx
#2 Parcel# (No Dashes): xxxxxxxxxxxxxx
#3 Name: Last Name First Name

This information can be found on your School Real Estate Tax Notice **1st** page and **2nd** page.

PG 1

LCTCB Real Estate Tax Group
1845 William Penn Way
Lancaster, PA 17601
ADA Compliant
Please visit www.lctcb.org
for our current Office Hours

2022/2023 SCHOOL REAL ESTATE TAX NOTICE
July 1, 2022 to June 30, 2023 PEQUEA VALLEY SD

BILL DATE: 07/01/22
BILL NO.: 3615000000
TAXES PAYABLE TO: **LCTCB Real Estate Tax Group**

DISTRICT CODE: 3615
PROPERTY: 185 LCTCB Lane
PARCEL NO.: 3501234500000
TAX MILLS: 15.6797
ASSESSED VALUE: \$565,976

2% DISCOUNT 07/01/22 TO 08/31/22	BASE 09/01/22 TO 10/31/22	10% PENALTY 11/01/22 TO 12/31/22
\$3,142.37	\$3,206.50	\$3,527.15

OR INSTALLMENT PAYMENT

00184
T2 P1

JOHN & JANE DOE
185 LCTCB ROADWAY LANE
KINZERS, PA 17535



2022/2023 REAL ESTATE TAX RECEIPT
FOR INSTALLMENT NO. 3 OF 3
JOHN & JANE DOE
185 LCTCB ROADWAY LANE
KINZERS, PA 17535

2022/2023 REAL ESTATE TAX RECEIPT
FOR INSTALLMENT NO. 2 OF 3
JOHN & JANE DOE
185 LCTCB ROADWAY LANE
KINZERS, PA 17535

2022/2023 REAL ESTATE TAX RECEIPT
FOR INSTALLMENT NO. 1 OF 3
JOHN & JANE DOE
185 LCTCB ROADWAY LANE
KINZERS, PA 17535

185 LCTCB Lane
BILL NO.: 3615000000

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IF A RECEIPT OF PAYMENT IS DESIRED -
DETACH PROPER RECEIPT AND MAIL WITH
CORRESPONDING STUB AND
SELF-ADDRESSED STAMPED ENVELOPE

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INSTALLMENT NO. 3 OF 3

INSTALLMENT NOTICE #3
RETURN THIS STUB WITH PAYMENT

BILL NO.: 3615000000 3615 **DETACH HERE**

2022/2023 SCHOOL REAL ESTATE TAX
MAIL TO:

LCTCB Real Estate Tax Group
P.O. Box 3900
Lancaster, PA 17604-3900



PARCEL : **3501234500000**
185 LCTCB Lane
PEQUEA VALLEY SD

Due 12/31/2022

3rd Installment
on or before
12/31/2022
\$1,068.84

Step 3

Once your bill information generates verify that it is the correct bill and pay close attention to the status field to prevent duplicate payments.

Discount Amount	Base Amount	Penalty Amount	Tax Year	Status	Actions
3622.34	3696.27	4065.90	2022	M	Pay Now Pay In Installments

Status Key Meaning:

M = bill Mailed

P = bill fully Paid

I = Installment payments in progress (payments already scheduled)

* Note the status will only change to P for Paid once the payment has been processed. Please allow time for processing.

Step 4

Select Pay Now, or Pay in Installments to proceed.

**If you are paying in installments, you MUST schedule all 3 payments online in order to pay via ACH. Additionally, it is recommended that you make note of your 3 selected dates as payment will be automatically drafted.

**Do not change the payment type as it will automatically populate to the appropriate pay period.

Step 5

Fill in your personal information. Make sure to use a valid email address as this is where we will be sending your payment confirmation email.

Step 6

Select account type and enter your bank account details. You must use your account # and routing # (this is a 9 digit #) to pay. To prevent rejection please verify your numbers are correct.

Step 7

Select the calendar icon to schedule your payment date.



The screenshot shows a payment form with the following fields and buttons:

- Account Type***: A dropdown menu with "Checking" selected.
- Bank Routing Number***: An empty text input field.
- Bank Account Number***: An empty text input field.
- Scheduled Payment Date***: A text input field with a calendar icon to its right. A blue arrow points to this icon.
- Buttons**: "Make Payment" (grey) and "Cancel" (blue).

Select Make Payment to complete.

You will receive a payment confirmation via the email you provided.