

Solicitation 2013-280

SERVICES, TAX STATEMENT PREPARATION AND MAILING SERVICE

Bid designation: Public



Collin County

Bid 2013-280

SERVICES, TAX STATEMENT PREPARATION AND MAILING SERVICE

Bid Number	2013-280
Bid Title	SERVICES, TAX STATEMENT PREPARATION AND MAILING SERVICE
Bid Start Date	In Held
Bid End Date	Aug 1, 2013 2:00:00 PM CDT
Question & Answer End Date	Jul 26, 2013 5:00:00 PM CDT
Bid Contact	Courtney Wilkerson Contract Administrator Purchasing 972-548-4113 cwilkerson@co.collin.tx.us
Contract Duration	365 days
Contract Renewal	4 annual renewals
Prices Good for	90 days
Standard Disclaimer	<p>***Note to Bidders/Offerors~The following standard disclaimer applies to Invitation to Bid (IFB), Competitive Sealed Proposal (CSP), and Request for Proposal (RFP) ONLY, not applicable to Request for Qualifications (RFQ) or Request for Information (RFI).***</p> <p>Mailing Address: Collin County Purchasing 2300 Bloomdale Rd., Ste 3160 McKinney, TX 75071</p> <p>Prices bid/proposed shall only be considered if they are provided in the appropriate space (s) on the Collin County bid form(s). For consideration, any additions or deductions to the bid/proposal prices offered must be shown under the exceptions section of the bid/proposal in the case of electronic submittal, ONLY in the case of a hard copy submittal will an additional attachment be allowed. Extraneous numbers, prices, comments, etc. or bidder/offeror generated documents appearing elsewhere on the bid or as an additional attachment shall be deemed to have no effect on the prices offered in the designated locations.</p> <p>All delivery and freight charges (F.O.B. inside delivery at Collin County designated locations) are to be included as part of the bid/quote/proposal price. All components required to render the item complete, installed and operational shall be included in the total bid/quote/proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.</p>
Bid Comments	The intended use/purpose for this Invitation for Bid is for various printing jobs required by the Tax Assessor Collector Departments.The intended use/purpose for this Invitation for Bid is for various printing jobs required by the Tax Assessor Collector Departments.

Item Response Form

Item	2013-280--01-01 - Original October Mailing
Quantity	341000 each
Unit Price	<input style="width: 150px; height: 20px;" type="text"/>
Delivery Location	Collin County <u>Collin County - See P.O.</u> 2300 Bloomdale Rd., Ste. 3160 ** See P.O. for Job Site **

McKinney TX 75071
Qty 341000

Description

Line item #1 - Original October Mailing: Cost per statement must include 8 1/2" x 11" one page perforated printed front and back form, black ink on 24 lb. color paper or color printing on 24 lb. white paper (ink/paper color to be determined). There will be two envelopes - one for sending statements (#10 window envelopes, sample attached) with printing on both sides and one for returning (#9 non-standard envelope, sample attached). One insert shall be included with the statement. The insert shall be 8.5" x 11" printed on both sides on white paper in black or multicolored ink with information provided by the County. Vendor must convert a flat file, reformatting the file for a production file. All costs of programming must be included in the per statement price quoted. The statement number must also be converted to bar code and Optical Character Recognition (OCR) on the bottom portion of the statement.

For proofing purposes Collin County requires the first 200 statements of residents whose last name start with the letters "O" and "Y". Please note quantities are approximate, vendor to invoice on actual number of statements.

TYPES OF MAILINGS: All line-item pricing shall include the printing of: statements (front & back), carrier envelopes, reply envelopes and letter inserts (front & back). It shall also include: data processing, image capturing on CD and microfiche, inserting letters, and delivery to U.S. Postal Service for one mailing.

Item 2013-280--01-02 - February Delinquent Mailing

Quantity 32000 each

Unit Price

Delivery Location **Collin County**
Collin County - See P.O.
2300 Bloomdale Rd., Ste. 3160
** See P.O. for Job Site **
McKinney TX 75071
Qty 32000

Description

Line Item #2 - February Delinquent Mailing: one page on 20 lb. blue paper with black ink. There will be one insert letter and two envelopes - one for sending statements (#10 window envelopes, sample attached) with printing on both sides and one for returning (#9 non-standard envelope, sample attached). Vendor must convert a flat file, reformatting the file for a production file. All costs of programming must be included in the per statement price quoted. The statement number must be converted to bar code and Optical Character Recognition (OCR) on the bottom portion of the statement.

Please note quantities are approximate, vendor to invoice on actual number of statements.

TYPES OF MAILINGS: All line-item pricing shall include the printing of: statements (front & back), carrier envelopes, reply envelopes and letter inserts (front & back). It shall also include: data processing, image capturing on CD and microfiche, inserting letters, and delivery to U.S. Postal Service for one mailing.

Item 2013-280--01-03 - May Delinquent Mailing

Quantity 23000 each

Unit Price

Delivery Location **Collin County**
Collin County - See P.O.
2300 Bloomdale Rd., Ste. 3160
** See P.O. for Job Site **
McKinney TX 75071
Qty 23000

Description

Line Item #3 – May Delinquent Mailing: one page on 20 lb. pink paper with black ink. There will be one insert letter and two envelopes - one for sending statements (#10 window envelopes, sample attached) with printing on both sides and one for returning (#9 non-standard envelope, sample attached). Vendor must convert a flat file, reformatting the file for a production file. All costs of programming must be included in the per statement price quoted. The statement number must be converted to bar code and Optical Character Recognition (OCR) on the bottom portion of the statement.

Please note quantities are approximate, vendor to invoice on actual number of statements.

TYPES OF MAILINGS: All line-item pricing shall include the printing of: statements (front & back), carrier envelopes, reply envelopes and letter inserts (front & back). It shall also include: data processing, image capturing on CD and microfiche, inserting letters, and delivery to U.S. Postal

Service for one mailing.

Item	2013-280--01-04 - July Attorney Letter
Quantity	13500 each
Unit Price	<input type="text"/>
Delivery Location	Collin County <u>Collin County - See P.O.</u> 2300 Bloomdale Rd., Ste. 3160 ** See P.O. for Job Site ** McKinney TX 75071 Qty 13500

Description

Line Item #4 – July Attorney Letter: one page on 20 lb. green paper with black ink. Letters will be printed and sent to County attorneys (to be determined at a later date). No postage, envelopes or mailing of the letters are necessary for this line-item. The statement number must be converted to bar code and Optical Character Recognition (OCR) on the bottom portions of the statement. All letters are to be submitted to the County attorneys.

Please note quantities are approximate, vendor to invoice on actual number of statements.

TYPES OF MAILINGS: All line-item pricing shall include the printing of: statements (front & back) and Attorney letter. It shall also include: data processing, image capturing on CD and microfiche, and delivery to County Attorneys.



COLLIN COUNTY, TEXAS TERMS AND CONDITIONS

1.0 GENERAL INSTRUCTIONS

1.0.1 Definitions

1.0.1.1 Bidder/Quoter/Offeror: refers to submitter.

1.0.1.2 Vendor/Contractor/Provider: refers to a Successful Bidder/Quoter/Contractor/Service Provider.

1.0.1.3 Submittal: refers to those documents required to be submitted to Collin County, by a Bidder/Quoter/Offeror.

1.0.1.4 IFB: refers to Invitation For Bid.

1.0.1.5 RFQ: refers to Request For Qualifications

1.0.1.6 RFP: refers to Request For Proposal.

1.0.1.7 RFI: refers to Request For Information.

1.0.1.8 CSP: refers to Competitive Sealed Proposal

1.0.1.9 Quotation: refers to Request for Quotation

1.1 If Bidder/Quoter/Offeror do not wish to submit an offer at this time, please submit a No Bid Form.

1.2 Awards shall be made not more than ninety (90) days after the time set for opening of submittals.

1.3 Collin County is always conscious and extremely appreciative of your time and effort in preparing your submittal.

1.4 Collin County exclusively uses BidSync for the notification and dissemination of all solicitations. The receipt of solicitations through any other company may result in your receipt of incomplete specifications and/or addendums which could ultimately render your bid non-compliant. Collin County accepts no responsibility for the receipt and/or notification of solicitations through any other company.

1.5 A bid/quote/submittal may not be withdrawn or canceled by the bidder/quoter/offeror prior to the ninety-first (91st) day following public opening of submittals and only prior to award.

1.6 It is understood that Collin County, Texas reserves the right to accept or reject any and/or all Bids/Quotes/Proposals/Submittals for any or all products and/or services covered in an Invitation For Bid (IFB), Request For Qualifications (RFQ), Request For Proposal (RFP), Request For Information (RFI), Competitive Sealed Proposal (CSP), and Quotation, and to waive informalities or defects in submittals or to accept such submittals as it shall deem to be in the best interest of Collin County.

1.7 All IFB's, RFP's, CSP's, RFQ's, and RFI's submitted in hard copy paper form shall be submitted in a sealed envelope, plainly marked on the outside with the IFB/RFP/RFQ/RFI/CSP/Quotation number and name. A hard copy paper form submittal shall be manually signed in ink by a person having the authority to bind the firm in a contract. Submittals shall be mailed or hand delivered to the Collin County Purchasing Department.

1.8 No oral, telegraphic or telephonic submittals will be accepted. IFB's, RFP's, RFQ's, CSP's, and RFI's, may be submitted in electronic format via **BidSync**.

1.9 All Invitation For Bids (IFB), Request For Proposals (RFP), Request For Qualifications (RFQ), Competitive Sealed Proposals (CSP), and Request For Information (RFI), submitted electronically via **BidSync** shall remain locked until official date and time of opening as stated in the Special Terms and Conditions of the IFB, RFP, RFQ, CSP, and/or RFI.

1.10 Time/date stamp clock in Collin County Purchasing Department shall be the official time of receipt for all Invitation For Bids (IFB), Request For Proposals (RFP), Request For Qualifications (RFQ), Competitive Sealed Proposals (CSP), Request For Information (RFI), submitted in hard copy paper form. IFB's, RFP's, RFQ's, CSP's, RFI's, received in County Purchasing Department after submission deadline shall be considered void and unacceptable. Absolutely no late submittals will be considered. Collin County accepts no responsibility for technical difficulties related to electronic submittals.

1.11 For hard copy paper form submittals, any alterations made prior to opening date and time must be initialed by the signer of the IFB/RFQ/RFP/CSP/RFI/, guaranteeing authenticity. Submittals cannot be altered or amended after submission deadline.

1.12 Collin County is by statute exempt from the State Sales Tax and Federal Excise Tax; therefore, the prices submitted shall not include taxes.

1.13 Any interpretations, corrections and/or changes to an Invitation For Bid/Request For Qualifications/Request For Proposal/Request for Information/Competitive Sealed Proposal, and related Specifications or extensions to the opening/receipt date will be made by addenda to the respective document by the Collin County Purchasing Department. Questions and/or clarification requests must be submitted no later than seven (7) days prior to the opening/receipt date. Those received at a later date may not be addressed prior to the public opening. Sole authority to authorize addenda shall be vested in Collin County Purchasing Agent as entrusted by the Collin County Commissioners' Court. Addenda may be transmitted electronically via **BidSync**, by facsimile, E-mail transmission or mailed via the US Postal Service.

1.13.1 Addenda will be transmitted to all that are known to have received a copy of the IFB/RFQ/RFP/RFI/CSP and related Specifications. However, it shall be the sole responsibility of the Bidder/Quoter/Offeror to verify issuance/non-issuance of addenda and to check all avenues of document availability (i.e. **BidSync** at www.bidsync.com, telephoning Purchasing Department directly, etc.) prior to opening/receipt date and time to insure Bidder/Quoter/Offeror's receipt of any addenda issued. Bidder/Quoter/Offeror shall acknowledge receipt of all addenda.

1.14 All materials and services shall be subject to Collin County approval.

1.15 Collin County reserves the right to make award in whole or in part as it deems to be in the best interest of the County.

1.16 The Bidder/Quoter/Offeror shall comply with Commissioners' Court Order No. 96-680-10-28, Establishment of Guidelines & Restrictions Regarding the Acceptance of Gifts by County Officials & County

Employees.

1.17 Any reference to model/make and/or manufacturer used in specifications is for descriptive purposes only. Products/materials of like quality will be considered.

1.18 Bidders/Quoters/Offerors taking exception to the specifications shall do so at their own risk. By offering substitutions, Bidder/Quoter/Offeror shall state these exceptions in the section provided in the IFB/RFQ/RFP/CSP/Quotation or by attachment. Exception/substitution, if accepted, must meet or exceed specifications stated therein. Collin County reserves the right to accept or reject any and/or all of the exception(s)/substitution(s) deemed to be in the best interest of the County.

1.19 Minimum Standards for Responsible Prospective Bidders/Quoters/Offerors: A prospective Bidder/Quoter/Offeror must meet the following minimum requirements:

1.19.1 have adequate financial resources, or the ability to obtain such resources as required;

1.19.2 be able to comply with the required or proposed delivery/completion schedule;

1.19.3 have a satisfactory record of performance;

1.19.4 have a satisfactory record of integrity and ethics;

1.19.5 be otherwise qualified and eligible to receive an award.

Collin County may request documentation and other information sufficient to determine Bidder's/Quoter's/Offeror's ability to meet these minimum standards listed above.

1.20 Vendor shall bear any/all costs associated with its preparation of an RFI/IFB/RFQ/RFP/CSP/Quotation submittal.

1.21 Public Information Act: Collin County is governed by the Texas Public Information Act, Chapter 552 of the Texas Government Code. All information submitted by prospective bidders during the bidding process is subject to release under the Act.

1.22 The Bidder/Quoter/Offeror shall comply with Commissioners' Court Order No. 2004-167-03-11, County Logo Policy.

1.23 Interlocal Agreement: Successful bidder agrees to extend prices and terms to all entities that has entered into or will enter into joint purchasing interlocal cooperation agreements with Collin County.

1.24 Bid Openings: All bids submitted will be read at the county's regularly scheduled bid opening for the designated project. However, the reading of a bid at bid opening should be not construed as a comment on the responsiveness of such bid or as any indication that the county accepts such bid as responsive.

The county will make a determination as to the responsiveness of bids submitted based upon compliance with all applicable laws, Collin County Purchasing Guidelines, and project documents, including but not limited to the project specifications and contract documents. The county will notify the successful bidder upon award of the contract and, according to state law; all bids received will be available for inspection at that time.

2.0 TERMS OF CONTRACT

2.1 A bid/quote/proposal, when properly accepted by Collin County, shall constitute a contract equally binding between the Vendor/Contractor/Provider and Collin County. No different or additional terms will become part of this contract with the exception of an Amendment and/or a Change Order.

2.2 No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All Amendments and/or Change Orders to the contract will be made in writing by Collin County Purchasing Agent.

2.3 No public official shall have interest in the contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

2.4 The Vendor/Contractor/Provider shall comply with Commissioners' Court Order No. 96-680-10-28, Establishment of Guidelines & Restrictions Regarding the Acceptance of Gifts by County Officials & County Employees.

2.5 Design, strength, quality of materials and workmanship must conform to the highest standards of manufacturing and engineering practice.

2.6 Bids/Quotes/Proposals must comply with all federal, state, county and local laws concerning the type(s) of product(s)/service(s)/equipment/project(s) contracted for, and the fulfillment of all ADA (Americans with Disabilities Act) requirements.

2.7 All products must be new and unused, unless otherwise specified, in first-class condition and of current manufacture. Obsolete products, including products or any parts not compatible with existing hardware/software configurations will not be accepted.

2.8 Vendor/Contractor/Provider shall provide any and all notices as may be required under the Drug-Free Work Place Act of 1988, 28 CFR Part 67, Subpart F, to its employees and all sub-contractors to insure that Collin County maintains a drug-free work place.

2.9 Vendor/Contractor/Provider shall defend, indemnify and save harmless Collin County and all its officers, agents and employees and all entities, their officers, agents and employees who are participating in this contract from all suits, claims, actions, damages (including personal injury and or property damages), or demands of any character, name and description, (including attorneys' fees, expenses and other defense costs of any nature) brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of Vendor/Contractor/Provider's breach of the contract arising from an award, and/or any negligent act, error, omission or fault of the Vendor/Contractor/Provider, or of any agent, employee, subcontractor or supplier of Vendor/Contractor/Provider in the execution of, or performance under, any contract which may result from an award. Vendor/Contractor/Provider shall pay in full any judgment with costs, including attorneys' fees and expenses which are rendered against Collin County and/or participating entities arising out of such breach, act, error, omission and/or fault.

2.10 If a contract, resulting from a Collin County IFB, RFP, RFQ, CSP, Quotation is for the execution of a public work, the following shall apply:

2.10.1 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Payment Bond if the contract is in excess of \$25,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

2.10.2 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Performance Bond if the contract is in excess of \$100,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

- 2.11 Purchase Order(s) shall be generated by Collin County to the vendor. Collin County will not be responsible for any orders placed/delivered without a valid purchase order number.
- 2.12 The contract shall remain in effect until any of the following occurs: delivery of product(s) and/or completion and acceptance by Collin County of product(s) and/or service(s), contract expires or is terminated by either party with thirty (30) days written notice prior to cancellation and notice must state therein the reasons for such cancellation. Collin County reserves the right to terminate the contract immediately in the event the Vendor/Contractor/Provider fails to meet delivery or completion schedules, or otherwise perform in accordance with the specifications. Breach of contract or default authorizes the County to purchase elsewhere and charge the full increase in cost and handling to the defaulting Vendor/Contractor/Provider.
- 2.13 Collin County Purchasing Department shall serve as Contract Administrator or shall supervise agents designated by Collin County.
- 2.14 All delivery and freight charges (FOB Inside delivery at Collin County designated locations) are to be included as part of the bid/quote/proposal price. All components required to render the item complete, installed and operational shall be included in the total bid/quote/proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.
- 2.15 Vendor/Contractor/Provider shall notify the Purchasing Department immediately if delivery/completion schedule cannot be met. If delay is foreseen, the Vendor/Contractor/Provider shall give written notice to the Purchasing Agent. The County has the right to extend delivery/completion time if reason appears valid.
- 2.16 The title and risk of loss of the product(s) shall not pass to Collin County until Collin County actually receives and takes possession of the product(s) at the point or points of delivery. Collin County shall generate a purchase order(s) to the Vendor/Contractor/Provider and the purchase order number must appear on all itemized invoices.
- 2.17 Invoices shall be mailed directly to the Collin County Auditor's Office, 2300 Bloomdale Road, Suite 3100, McKinney, Texas 75071. All invoices shall show:
- 2.17.1 Collin County Purchase Order Number;
 - 2.17.2 Vendor's/Contractor's/Provider's Name, Address and Tax Identification Number;
 - 2.17.3 Detailed breakdown of all charges for the product(s) and/or service(s) including applicable time frames.
- 2.18 Payment will be made in accordance with V.T.C.A., Government Code, Title 10, Subtitle F, Chapter 2251.
- 2.19 All warranties shall be stated as required in the Uniform Commercial Code.
- 2.20 The Vendor/Contractor/Provider and Collin County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.
- 2.21 The Vendor/Contractor/Provider agree to protect Collin County from any claims involving infringements of patents and/or copyrights.
- 2.22 The contract will be governed by the laws of the State of Texas. Should any portion of the contract be in conflict with the laws of the State of Texas, the State laws shall invalidate only that portion. The remaining portion of the contract shall remain in effect. The contract is performable in Collin County, Texas.
- 2.23 The Vendor/Contractor/Provider shall not sell, assign, transfer or convey the contract, in whole or in part, without the prior written approval from Collin County.

2.24 The apparent silence of any part of the specification as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of the specification shall be made on the basis of this statement.

2.25 Vendor/Contractor/Provider shall not fraudulently advertise, publish or otherwise make reference to the existence of a contract between Collin County and Vendor/Contractor/Provider for purposes of solicitation. As exception, Vendor/Contractor/Provider may refer to Collin County as an evaluating reference for purposes of establishing a contract with other entities.

2.26 The Vendor/Contractor/Provider understands, acknowledges and agrees that if the Vendor/Contractor/Provider subcontracts with a third party for services and/or material, the primary Vendor/Contractor/Provider (awardee) accepts responsibility for full and prompt payment to the third party. Any dispute between the primary Vendor/Contractor/Provider and the third party, including any payment dispute, will be promptly remedied by the primary vendor. Failure to promptly render a remedy or to make prompt payment to the third party (subcontractor) may result in the withholding of funds from the primary Vendor/Contractor/Provider by Collin County for any payments owed to the third party.

2.27 Vendor/Contractor/Provider shall provide Collin County with diagnostic access tools at no additional cost to Collin County, for all Electrical and Mechanical systems, components, etc., procured through this contract.

2.28 Criminal History Background Check: If required, ALL individuals may be subject to a criminal history background check performed by the Collin County's Sheriff's Office prior to access being granted to Collin County. Upon request, Vendor/Contractor/Provider shall provide list of individuals to Collin County Purchasing Department within five (5) working days.

2.29 Non-Disclosure Agreement: Where applicable, vendor shall be required to sign a non-disclosure agreement acknowledging that all information to be furnished is in all respects confidential in nature, other than information which is in the public domain through other means and that any disclosure or use of same by vendor, except as provided in the contract/agreement, may cause serious harm or damage to Collin County. Therefore, Vendor agrees that Vendor will not use the information furnished for any purpose other than that stated in contract/agreement, and agrees that Vendor will not either directly or indirectly by agent, employee, or representative disclose this information, either in whole or in part, to any third party, except on a need to know basis for the purpose of evaluating any possible transaction. This agreement shall be binding upon Collin County and Vendor, and upon the directors, officers, employees and agents of each.

2.30 Vendors/Contractors/Providers must be in compliance with the Immigration and Reform Act of 1986 and all employees specific to this solicitation must be legally eligible to work in the United States of America.

2.31 Certification of Eligibility: This provision applies if the anticipated Contract exceeds \$100,000.00 and as it relates to the expenditure of federal grant funds. By submitting a bid or proposal in response to this solicitation, the Bidder/Quoter/Offeror certifies that at the time of submission, he/she is not on the Federal Government's list of suspended, ineligible, or debarred contractors. In the event of placement on the list between the time of bid/proposal submission and time of award, the Bidder/Quoter/Offeror will notify the Collin County Purchasing Agent. Failure to do so may result in terminating this contract for default.

2.32 Notice to Vendors/Contractors/Providers delivering goods or performing services within the Collin County Detention Facility: The Collin County Detention Facility houses persons who have been charged with and/or convicted of serious criminal offenses. When entering the Detention Facility, you could: (1) hear obscene or graphic language; (2) view partially clothed male inmates; (3) be subjected to verbal abuse or taunting; (4) risk physical altercations or physical contact, which could be minimal or possibly serious; (5) be exposed to communicable or infectious diseases; (6) be temporarily detained or prevented from immediately leaving the Detention Facility in the case of an emergency or "lockdown"; and (7) subjected to a search of your person or property. While the Collin County Sheriff's Office takes every reasonable precaution to protect the safety of visitors to the Detention Facility, because of the inherently dangerous nature of a Detention Facility and the type of the persons incarcerated therein, please be advised of the possibility of such situations exist and you should carefully consider such risks when entering the Detention Facility. By entering the Collin County Detention

Facility, you acknowledge that you are aware of such potential risks and willingly and knowingly choose to enter the Collin County Detention Facility.

2.33 Delays and Extensions of Time when applicable:

2.33.1 If the Vendor/Contractor/Provider is delayed at any time in the commence or progress of the Work by an act or neglect of the Owner or Architect/Engineer, or of an employee of either, or of a separate contractor employed by the Owner, or by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Vendor/Contractor/Provider's control, or by delay authorized by the Owner pending mediation and arbitration, or by other causes which the Owner or Architect/Engineer determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Owner/Architect may determine.

2.33.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time and could not have been reasonably anticipated, and that the weather conditions had an adverse effect on the scheduled construction.

NOTE: All other terms and conditions (i.e. Insurance Requirements, Bond Requirements, etc.) shall be stated in the individual IFB/RFQ/RFP/RFI/CSP/Quotation Solicitation documents as Special Terms, Conditions and Specifications.

3.0 INSURANCE REQUIREMENTS

3.1 Before commencing work, the vendor shall be required, at its own expense, to furnish the Collin County Purchasing Agent with certified copies of all insurance certificate(s) indicating the coverage to remain in force throughout the term of this contract.

3.1.1 Commercial General Liability insurance at minimum combined single limits of (\$1,000,000 per-occurrence and \$2,000,000 general aggregate) for bodily injury and property damage, which coverage shall include products/completed operations, independent contractors, and contractual liability each at \$2,000,000 per occurrence. Coverage must be written on an occurrence form.

3.1.2 Workers Compensation insurance at statutory limits, including employers liability coverage at \$500,000. In addition to these, the contractor must meet each stipulation below as required by the Texas Workers Compensation Commission; (Note: If you have questions concerning these requirements, you are instructed to contact the TWCC at (512)440-3789).

3.1.2.1 Definitions: Certificate of coverage ("certificate"); A copy of a certificate of authority of self-insure issued by the commission, or a coverage agreement (TWCC-81, TWCC-82, TWCC-83, OR TWCC-84), showing statutory workers compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

Duration of the project includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the governmental entity.

Persons providing services on the project ("subcontractor" in 406.096) includes all persons or entities performing all or part of the services the contractor has undertaken to perform on the project, regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

3.1.2.2 The contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the contractor providing services on the project, for the duration of the project.

3.1.2.3 The Contractor must provide a certificate of coverage to the governmental entity prior to being awarded the contract.

3.1.2.4 If the coverage period shown on the contractor's current certificate of coverage ends during the duration of the project, the contractor must, prior to the end of the coverage period, file a new certificate of coverage with the governmental entity showing that coverage has been extended.

3.1.2.5 The contractor shall obtain from each person providing services on a project, and provide to the governmental entity:

3.1.2.5.1 A certificate of coverage, prior to that person beginning work on the project, so the governmental entity will have on file certificates of coverage showing coverage for all persons providing services on the project; and

3.1.2.5.2 no later than seven days after receipt by the contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.

3.1.2.6 The contractor shall retain all required certificates of coverage for the duration of the project and for one year thereafter.

3.1.2.7 The contractor shall notify the governmental entity in writing by certified mail or personal delivery, within 10 days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

3.1.2.8 The contractor shall post on each project site a notice, in the text, form and manner prescribed by the Texas Workers Compensation Commission, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.

3.1.2.9 The contractor shall contractually require each person with whom it contracts to provide services on a project, to:

3.1.2.9.1 provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the project, for the duration of the project;

3.1.2.9.2 provide to the contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project;

3.1.2.9.3 provide the contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;

3.1.2.9.4 Obtain from each other person with whom it contracts, and provide to the contractor:

3.1.2.9.4.1 a certificate of coverage, prior to the other person beginning work on the project; and

3.1.2.9.4.2 a new certificate of coverage showing extension of coverage, prior to the end of the coverage period, if the coverage period shown on the current certificate of coverage ends during the duration of the project;

3.1.2.9.5 retain all required certificates of coverage on file for the duration of the project and for one year thereafter;

3.1.2.9.6 notify the governmental entity in writing by certified mail or personal delivery, within 10 days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and

3.1.2.9.7 Contractually require each person with whom it contracts, to perform as required by paragraphs 3.1.2.1 through 3.1.2.7, with the certificates of coverage to be provided to the person for whom they are providing services.

3.1.2.10 By signing this contract or providing or causing to be provided a certificate of coverage, the contractor is representing to the governmental entity that all employees of the contractor who will provide services on the project will be covered by workers compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.

3.1.2.11 The contractor's failure to comply with any of these provisions is a breach of contract by the contractor which entitles the governmental entity to declare the contract void if the contractor does not remedy the breach within ten days after receipt of notice of breach from the governmental entity.

3.1.3 Commercial Automobile Liability insurance shall be no less than \$1,000,000 combined single limits per accident for bodily injury and property damage, including owned, non-owned, and hired vehicle coverage.

3.1.4 Professional Liability Insurance at minimum limits of \$1,000,000 per occurrence. This policy must have a two (2) year extended period of coverage, (i.e. tail coverage). If you choose to have project coverage endorsed onto your base policy, this would be acceptable.

3.2 The required limits may be satisfied by any combination of primary, excess or umbrella liability insurances, provided the primary policy complies with the above requirements and the excess umbrella is following form. The vendor may maintain reasonable and customary deductibles, subject to approval by Collin County.

3.3 With reference to the foregoing insurance requirement, the vendor shall endorse applicable insurance policies as follows:

3.3.1 A waiver of subrogation in favor of Collin County, its officials, employees, volunteers and officers shall be contained on all policies.

3.3.2 The vendor's insurance coverage shall name Collin County as additional insured under the General Liability and Commercial Automobile Liability policy.

3.3.3 All insurance policies shall be endorsed to require the insurer to immediately notify Collin County of any decrease in the insurance coverage limits.

3.3.4 All insurance policies shall be endorsed to the effect that Collin County will receive at least thirty (30) days notice prior to cancellation, non-renewal or termination of the policy.

3.3.5 All copies of Certificates of Insurance shall reference the project/contract number.

3.4 All insurance shall be purchased from an insurance company that meets the following requirements:

3.4.1 A financial rating of B+VI or better as assigned by the BEST Rating Company or equivalent.

3.5 Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain provisions representing and warranting the following:

3.5.1 Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.

3.5.2 Sets forth the notice of cancellation or termination to Collin County.

4.0 SPECIAL CONDITIONS AND SPECIFICATIONS

4.1 Authorization: By order of the Commissioners' Court of Collin County, Texas sealed bids will be received for specialized printing for Tax Assessor Collector.

4.2 Purpose: The intended use/purpose for this Invitation for Bid is for various printing jobs required by the Tax Assessor Collector Departments.

4.3 Term: Successful vendor(s) will be awarded a contract effective from date of award through August 31, 2014. At Collin County's option and approval by the vendor, the contract may be renewed for four (4) additional one (1) year periods, as further explained in Renewal Options.

4.4 Funding: Funds for payment have been provided through the Collin County budget approved by the Commissioners' Court for this fiscal year only. State of Texas statutes prohibit the County from any obligation of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the current Collin County fiscal year shall be subject to budget approval.

4.5 Price Reduction: If during the life of the contract, the vendor's net prices to its customers for the same product(s) and/or services shall be reduced below the contracted price, it is understood and agreed that the County shall receive such price reduction.

4.6 Price Re-determination: A price re-determination may be considered by Collin County only at the anniversary date of the contract. For purpose of this contract the anniversary date will be August 31st of each year. All requests for price re-determination shall be in written form, shall be submitted a minimum of sixty (60) days prior to anniversary date and shall include documents supporting price re-determination such as Manufacturer's direct cost, postage rates, Railroad Commission rates, Federal/State minimum wage law, Federal/State unemployment taxes, F.I.C.A, Insurance Coverage Rates, etc. The bidder's past experience of honoring contracts at the bid price will be an important consideration in the evaluation of the lowest and best bid. Collin County reserves the right to accept or reject any/all of the price re-determination as it deems to be in the best interest of the County.

4.7 Delivery/Completion/Response Time: Vendor shall place product(s) and/or complete services at the County's designated location(s) and time(s) as stated herein.

4.8 Testing: Testing may be performed at the request of Collin County, by an agent so designated by the County, without expense to Collin County.

4.9 Samples/Demos: When requested, samples/demos shall be furnished to the County at no expense.

4.10 Approximate Usage: Estimated annual quantities are given for each commodity. Approximate usage does not constitute an order, but only implies the probable quantity the County will use. Commodities will be ordered on an as-needed basis.

4.11 Sample Review: This bid includes various items and forms. Bidder shall assume sole responsibility for viewing these samples in order to submit a bid consistent with the requirements of the County. Failure to do so may result in rejection of bid. When a discrepancy occurs between specifications or the on-line PDF sample, the hard copy samples shall prevail. Samples will be made available to prospective bidders for viewing during the hours of 9:00am - 4:00pm Monday through Friday (excluding County

Holidays) in the Purchasing Department, Jack Hatchell Administration Building, 2300 Bloomdale Road, Suite 3160 McKinney, TX 75071. PDF copies attached.

4.12 Statement pricing shall include costs for all materials, labor, typesetting, set up, forms, test samples, proofs, overprinting of data information and all other **costs** associated with the job (see 4.17.1 for expanded information).

4.13 Artwork: All artwork, layouts, plate negatives, proofs and all CD's (data and image) shall become the property of Collin County.

4.14 Postal Regulations: Vendor shall adhere to all current postal regulations as they become in effect during the term of this contract.

4.15 Specifications: Listed below are minimum requirements and are intended to govern the general printing services, including all material necessary for a finished product, which Collin County uses during the course of routine County business.

4.16 TYPES OF MAILINGS: All line-item pricing shall include the printing of: statements (front & back), carrier envelopes, reply envelopes and letter inserts (front & back). It shall also include: data processing, image capturing on CD and microfiche, inserting letters, and delivery to U.S. Postal Service for one mailing.

4.16.1. Line item #1 - Original October Mailing: Cost per statement must include 8 1/2" x 11" one page perforated printed front and back form, black ink on 24 lb. color paper or color printing on 24 lb. white paper (ink/paper color to be determined). There will be two envelopes - one for sending statements (#10 window envelopes, sample attached) with printing on both sides and one for returning (#9 non-standard envelope, sample attached). One insert shall be included with the statement. The insert shall be 8.5" x 11" printed on both sides on white paper in black or multicolored ink with information provided by the County. Vendor must convert a flat file, reformatting the file for a production file. All costs of programming must be included in the per statement price quoted. The statement number must also be converted to bar code and Optical Character Recognition (OCR) on the bottom portion of the statement. For proofing purposes Collin County requires the first 200 statements of residents whose last name start with the letters "O" and "Y".

4.16.1.1 There are three different types of statements for the original mailing:

4.16.1.1.1 Original owner statement - approximately 190,000.

4.16.1.1.2 Mortgage Company statement - approximately 17,000.

4.16.1.1.3 Notification statement to owner - approximately 134,000. Mortgage Company receives either a mortgage company statement or taped version at their request.

4.16.2 Line Item #2 - February Delinquent Mailing: one page on 20 lb. blue paper with black ink. There will be one insert letter and two envelopes - one for sending statements (#10 window envelopes, sample attached) with printing on both sides and one for returning (#9 non-standard envelope, sample attached).

Vendor must convert a flat file, reformatting the file for a production file. All costs of programming must be included in the per statement price quoted. The statement number must be converted to bar code and Optical Character Recognition (OCR) on the bottom portion of the statement. There will be approximately 32,000 late notices.

4.16.3 Line Item #3 – May Delinquent Mailing: one page on 20 lb. pink paper with black ink. There will be one insert letter and two envelopes - one for sending statements (#10 window envelopes, sample attached) with printing on both sides and one for returning (#9 non-standard envelope, sample attached). Vendor must convert a flat file, reformatting the file for a production file. All costs of programming must be included in the per statement price quoted. The statement number must be converted to bar code and Optical Character Recognition (OCR) on the bottom portion of the statement. There will be approximately 23,000 late notices.

4.16.4 Line Item #4 – July Attorney Letter: one page on 20 lb. green paper with black ink. Letters will be printed and sent to County attorneys (to be determined at a later date). No postage, envelopes or mailing of the letters are necessary for this line-item. The statement number must be converted to bar code and Optical Character Recognition (OCR) on the bottom portions of the statement. All letters are to be submitted to the County attorneys. There will be approximately 13,500 notices.

4.17 Tax Assessor/Collector must approve final statement(s) test before production is begun. Specific accounts will be requested for evaluation. Collin County requires the first 100 statements of residents whose last names start with the letters “O” and “Y” for this evaluation.

4.18 All work shall be completed in a secure location.

4.19 Vendor must have redundant capability (able to complete project, on time, in case of local emergency).

4.20 The information on the data file is not to be released or used for any purpose other than preparation and mailing of the Collin County Tax Statements for the current tax year.

4.21 All pieces are to be mailed with the address from the supplied data file. All statements missing the city, state and/or Zip Code as well as any statements with foreign addresses are to be delivered to the Collin County Tax Office in bulk.

4.22 Vendor must be able to read and prepare flat file in ascii format for printing within (2) calendar days for October mailing and within (1) calendar day for February and May mailing of obtaining a correct file.

4.23 The attached sample tax statements are incorporated into this specification for the vendor’s convenience. Hard copies are available to view at Collin County’s Purchasing Office located at, 2300 Bloomdale Road, Suite 3160 McKinney, TX 75071 from 9:00 am to 4:00 pm Monday through Friday (excluding County Holidays). **When a discrepancy occurs between**

the specifications or the on-line PDF sample, the hard copy samples available for viewing at Collin County Purchasing shall prevail.

4.24 October statements are to be mailed completely by October 15 of each contract year (unless Collin County Tax Office is not able to deliver the image file on or before October 5 of that year, in which case a mailing date will be agreed on which is not more than 7 days from delivery of the file.) February, May & July statements mailing date will be 2 days.

4.25 Bidder shall pre-sort statements by ZIP Code and address. When the address does not have the +4 ZIP Code information, (additional 4-digit add-on code) at the end of the original 5 digit ZIP Code, zeros are not to be added in place of the +4 code, it is to be left blank, use only the original 5-digit ZIP Code.

4.26 When multiple statements are mailed to the same name and address, they are to be mailed in a single parcel.

4.27 There's to be a verification process to determine how many statements have been printed, processed, and mailed.

4.28 Collin County will provide one hundred (100%) of the estimated postage for the October mailing prior to the October mailing. All other mailings will be reimbursed actual postage.

4.29 Microfiche is to be provided to Collin County by December 15th of each year.

4.30 No overruns allowed.

4.31 The tax roll is to be provided on microfiche.

4.32 October and delinquent tax statements are to be provided on CD within two weeks of mailing statements.

SIGNATURE FORM COLLIN COUNTY, TEXAS

DELIVERY WILL BE F.O.B. INSIDE DELIVERY AT COLLIN COUNTY DESIGNATED LOCATIONS AND ALL TRANSPORTATION CHARGES PAID BY THE SUPPLIER TO DESTINATION.

DELIVERY TO BE SPECIFIED IN CALENDAR DAYS FROM DATE OF ORDER.

WE **DO NOT** TAKE EXCEPTION TO THE BID SPECIFICATIONS.

WE **TAKE** EXCEPTION TO THE BID SPECIFICATIONS (EXPLAIN):

COMPANY INFORMATION/PROFILE/REFERENCES

Preferential Requirement: The County of Collin, as a governmental agency of the State of Texas, may not award a contract to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (Government Code, Title 10, V.T.C.A., Chapter 2252, Subchapter A). Bidder shall make answer to the following questions by selecting the appropriate radio button or inserting information in the box provided:

Is your principal place of business in the State of Texas? Yes No

If the answer to question is "yes", no further information is necessary; if "no", please indicate:

in which state is your principal place of business is located:

if that state favors resident bidders (bidders in your state) by some dollar increment or percentage: Yes No

if "yes", what is that dollar increment or percentage?

Company Profile: IS YOUR FIRM?

- Sole Proprietorship Yes No
- General Partnership Yes No
- Limited Partnership Yes No
- Corporation Yes No
- Other Yes No

List Legal Names in Company:

List at least three (3) companies or governmental agencies where these same/like products/services, as stated herein, have been provided. Include company name, address, contact name and telephone number.

AS PERMITTED UNDER TITLE 8, CHAPTER 271, SUBCHAPTER F, SECTION 271.101 AND 271.102 V.T.C.A. AND TITLE 7, CHAPTER 791, SUBCHAPTER C, SECTION 791.025, V.T.C.A., OTHER LOCAL GOVERNMENTAL ENTITIES MAY WISH TO ALSO PARTICIPATE UNDER THE SAME TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT. EACH ENTITY WISHING TO PARTICIPATE MUST ENTER INTO AN INTERLOCAL AGREEMENT WITH COLLIN COUNTY AND HAVE PRIOR AUTHORIZATION FROM VENDOR. IF SUCH PARTICIPATION IS AUTHORIZED, ALL PURCHASE ORDERS WILL BE ISSUED DIRECTLY FROM AND SHIPPED DIRECTLY TO THE LOCAL GOVERNMENTAL ENTITY REQUIRING SUPPLIES/SERVICES. COLLIN COUNTY SHALL NOT BE HELD RESPONSIBLE FOR ANY ORDERS PLACED, DELIVERIES MADE OR PAYMENT FOR SUPPLIES/SERVICES ORDERED BY THESE ENTITIES. EACH ENTITY RESERVES THE RIGHT TO DETERMINE THEIR PARTICIPATION IN THIS CONTRACT. WOULD BIDDER BE WILLING TO ALLOW OTHER LOCAL GOVERNMENTAL ENTITIES TO PARTICIPATE IN THIS CONTRACT, IF AWARDED, UNDER THE SAME TERMS AND CONDITIONS? Yes No

By signing and submitting this Bid/Proposal, Bidder/Offeror acknowledges, understands the specifications, any and all addenda, and agrees to the bid/proposal terms and conditions and can provide the minimum requirements stated herein. Bidder/Offeror acknowledges they have read the document in its entirety, visited the site, performed investigations and verifications as deemed necessary, is familiar with local conditions under which work is to be performed and will be responsible for any and all errors in Bid/Proposal submittal resulting from Bidder/Offeror's failure to do so. Bidder/Offeror acknowledges the prices submitted in this Bid/Proposal have been carefully reviewed and are submitted as correct and final. If Bid/Proposal is accepted, vendor further certifies and agrees to furnish any and all products/services upon which prices are extended at the price submitted, and upon conditions in the specifications of the Invitation for Bid/Request for Proposal.

THE UNDERSIGNED HEREBY CERTIFIES THE FOREGOING BID/PROPOSAL SUBMITTED BY THE COMPANY LISTED BELOW HEREINAFTER CALLED "BIDDER/OFFEROR" IS THE DULY AUTHORIZED AGENT OF SAID COMPANY AND THE PERSON SIGNING SAID BID/PROPOSAL HAS BEEN DULY AUTHORIZED TO EXECUTE SAME. BIDDER/OFFEROR AFFIRMS THAT THEY ARE DULY AUTHORIZED TO EXECUTE THIS CONTRACT; THIS COMPANY; CORPORATION, FIRM, PARTNERSHIP OR INDIVIDUAL HAS NOT PREPARED THIS BID/PROPOSAL IN COLLUSION WITH ANY OTHER BIDDER/OFFEROR OR OTHER PERSON OR PERSONS ENGAGED IN THE SAME LINE OF BUSINESS; AND THAT THE CONTENTS OF THIS BID/PROPOSAL AS TO PRICES, TERMS AND CONDITIONS OF SAID BID/PROPOSAL HAVE NOT BEEN COMMUNICATED BY THE UNDERSIGNED NOR BY ANY EMPLOYEE OR AGENT TO ANY OTHER PERSON ENGAGED IN THIS TYPE OF BUSINESS PRIOR TO THE OFFICIAL OPENING OF THIS BID/PROPOSAL.

Company Name	<input type="text"/>
Street Address of Principal Place of Business	<input type="text"/>
City, State, Zip	<input type="text"/>
Phone of Principal Place of Business	<input type="text"/>
Fax of Principal Place of Business	<input type="text"/>
E-mail Address of Representative	<input type="text"/>
Federal Identification Number	<input type="text"/>
Date	<input type="text"/>
Acknowledgement of Addenda	#1 € #2 € #3 € #4 € #5 € #6 €
Authorized Representative Name	<input type="text"/>
Authorized Representative Title	<input type="text"/>
Signature (Required for paper bid submission)	<input type="text"/>

2012 PROPERTY TAX STATEMENT

KENNETH L. MAUN TAX ASSESSOR COLLECTOR COLLIN COUNTY

OFFICE LOCATIONS

2300 BLOOMDALE RD., STE. 2324
MCKINNEY, TEXAS 75071

920 E. PARK BLVD. STE. 100
PLANO, TX 75074

6101 FRISCO SQUARE BLVD. STE. 2000
FRISCO, TX 75034

P.O. BOX 8046
MCKINNEY, TEXAS 75070-8046
972-547-5020
METRO 972-424-1460 EXT. 5020

ACCOUNT NUMBER

IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED, AND YOU OCCUPY THE PROPERTY DESCRIBED IN THIS DOCUMENT AS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.

TO CORRECT AN ERROR IN OWNERSHIP, EXEMPTIONS OR JURISDICTIONS, YOU MUST CONTACT THE CENTRAL APPRAISAL DISTRICT.

OWNER NAME AND ADDRESS	PROPERTY DESCRIPTION
	OWNER ID: _____ EXEMPTIONS: _____ SITUS: _____

Property Class	Land Value	Agricultural Exclusion	Improvement Value	Personal Property	Appraised Value (Market)	Homestead Cap	Assessed Value
Qualifying	63,000	0	173,733	0	236,733	0	236,733
Non Qualifying	0	0	0	0	0	0	0
Agricultural	0	0	0	0	0	0	0
Total	63,000	0	173,733	0	236,733	0	236,733

TAXING ENTITY	ASSESSED VALUE	EXEMPTION AMOUNT	TAXABLE VALUE	TAX RATE	YEAR	CEILING	AMOUNT	TAXES BY ENTITY
COLLIN COUNTY	236,733	11,837	224,896	0.240000				539.75
PLANO CITY	236,733	47,347	189,386	0.488600				925.34
COLLIN COLLEGE	236,733	0	236,733	0.086299				204.30
PLANO ISD	236,733	15,000	221,733	1.373400				3,045.28

To pay by credit card visit
www.co.collin.tx.us/tax_assessor
 or call Certified Payments at 1-877-264-7533
 Bureau code #5475020
 Convenience fee charged.



TAXES WILL BE DELINQUENT FEB. 1, 2013.
 UNPAID TAXES WILL INCUR THE FOLLOWING
 PENALTY & INTEREST IF PAID IN:

FEBRUARY +7%	5,044.70
MARCH +9%	5,139.00

PARTIAL PAYMENTS ARE ACCEPTED BUT ANY UNPAID
 TAXES WILL INCUR PENALTIES & INTEREST ON FEB. 1ST

QTR INSTALLMENT
 (if eligible - see reverse)

**TOTAL TAXES DUE
 DELINQUENT 2/1/2013**

4,714.67

YOUR CHECK WILL BE CONVERTED INTO AN ELECTRONIC FUND TRANSFER

DETACH HERE AND RETURN BOTTOM PORTION WITH YOUR PAYMENT

Do not fold, paper clip or staple check to bill.

MAKE CHECK PAYABLE TO:
 KENNETH L. MAUN
 TAX ASSESSOR COLLECTOR
 COLLIN COUNTY
 P.O. BOX 8046
 MCKINNEY, TX 75070-8046

Only persons already receiving an over 65 or disabled person exemption may pay current taxes on their resident homestead in four installments without penalty or interest if their first payment is made by **January 31st**. Remaining three installments due dates are **March 31st, May 31st and July 31st**.

Please check here if you are making a quarter payment.

1st INSTALLMENT

PLEASE MAKE ADDRESS CORRECTIONS HERE

ACCOUNT NUMBER

**TOTAL TAXES DUE
 DELINQUENT 2/1/2013**

4,714.67



INFORMATION ON TAXES

Assessment Ratio 100%

Property taxes are the primary sources of local government revenue in Texas. Your Tax Assessor/Collector in Collin County will be collecting Ad Valorem, or property taxes, for the following entities: Collin County, Collin County Community College District, the Cities of Allen, Anna, Blue Ridge, Celina, Fairview, Farmersville, Frisco, Josephine, Lavon, Lowry Crossing, Lucas, McKinney, Melissa, Murphy, Nevada, New Hope, Parker, Plano, Princeton, Prosper, Richardson, Sachse, St. Paul, Weston, and Wylie, Seis Lagos Utility District, the Allen, Anna, Blue Ridge, Celina, Community, Farmersville, Lovejoy, McKinney, Melissa, Plano, Princeton, Prosper and Wylie Independent School Districts, and possibly others.

YOUR CAREFUL REVIEW OF TAXPAYER INFORMATION CONTAINED IN THIS STATEMENT COULD HELP TO ELIMINATE MANY TAX PROBLEMS IN THE FUTURE.

You have from October to January 31 of the next year to pay your taxes without penalty or interest. You will be charged penalty and interest on February 1.

ANY ERRORS OR DISCREPANCIES IN LEGAL DESCRIPTION, NAME, ADDRESS OR QUESTIONS CONCERNING VALUE SHOULD BE REFERRED TO THE CENTRAL APPRAISAL DISTRICT.

If your taxes should be paid by a mortgage company, your copy of the statement should indicate "Property Tax Notification". If your statement is an original copy, please forward this statement to your mortgage company with your loan number.

If you bought other property and did not receive a tax statement, or sold this property and should not have received the statement, please contact this office immediately. If you own multiple properties and have not received all your statements... NOW is the time to INQUIRE about your OTHER STATEMENTS.

Penalty and interest are imposed at the statutory rate of 12% penalty and 12% per year interest on unpaid taxes WHETHER OR NOT THE TAXPAYER RECEIVED THE TAX BILL. By July 1st, a delinquent taxpayer will have incurred 18% penalty and interest and up to 20% for attorney fees and runs a risk of being sued or having his/her property seized after that time.

THE TAX COLLECTOR DOES NOT HAVE ANY LEGAL AUTHORITY TO FORGIVE ANY PENALTY OR INTEREST CHARGE ON AN UNPAID TAX, NO MATTER HOW GOOD YOUR REASON IS FOR NOT PAYING.

On real property (land and buildings), the current owner can be held liable for any unpaid taxes on the land, even for years before he/she bought the property. The new owner is liable for the entire year's tax to the Tax Collector, even if that person bought the property during the year and had their tax prorated with the seller at the time of closing.

On personal property (business inventory, mobile homes, equipment, airplanes, etc) the person who owned the property on January 1 of the tax year is personally liable for the entire year's tax, even if he/she sold the property during the year.

THE CENTRAL APPRAISAL DISTRICT is a SEPARATE local agency and is not part of County government or the Collin County Tax Office. The CAD decides what property is to be taxed, its appraised value, whether to grant exemptions, who the taxable owner is, his/her address, and what taxing jurisdictions tax the property.

HOMESTEAD CAP VALUE: In November 1997, Texas voters approved a constitutional amendment to limit increases in the appraised value of residence homestead to 10 percent annually. The new law, Property Tax Code Section 23.23, provides that the appraised value of a residence homestead beginning in the 1998 tax year may not exceed the lesser of: (1) the market value of the property; or (2) the sum of: (A) 10 percent of the appraised value of the property for the last year in which the property was appraised for tax on times the number of years since the property was last appraised; (B) the appraised value of the property for the last year in which the property was appraised; and (C) the market value of all new improvements to the property.

OVER AGE 65/DISABILITY INSTALLMENT PAYMENT OF HOMESTEAD TAXES OPTION

To take advantage of this option a qualified individual who occupies a residence homestead must pay at least one fourth of his taxes by Jan. 31. The remaining taxes must be paid in three equal installments due by March 31st, May 31st, and July 31st. If the individual fails to make a payment before the installment date listed above, the unpaid amount is delinquent and incurs a penalty of 6 percent and interest as provided in Section 31.031 S.P.T.C

If you have a mortgage company you will need to make them aware of your intent to participate in the OA65/Disabled person installment payment option.

EXEMPTIONS:

CAREFULLY REVIEW YOUR EXEMPTIONS ON FACE OF STATEMENT. IF THE EXEMPTIONS SHOWN ARE NOT ACCURATE, OR IF YOU HAVE ANY QUESTIONS ABOUT YOUR EXEMPTIONS, CALL THE CENTRAL APPRAISAL DISTRICT IMMEDIATELY. MARKET VALUE WILL BE REDUCED BY EXEMPTIONS WHERE APPROPRIATE AND APPROVED TO OBTAIN TAXABLE VALUE.

POSSIBLE EXEMPTIONS (AS THEY MAY APPEAR ON STATEMENT):

1. ~~HS001 - HOMESTEAD. THIS EXEMPTION IS STATE MANDATED FOR SCHOOL DISTRICTS ONLY AND MAY BE AUTHORIZED BY ANY TAXING ENTITY. NOTE: THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT DOES NOT OFFER THIS EXEMPTION AT THIS TIME.~~
2. OV003 - OVER AGE 65. THIS EXEMPTION IS STATE MANDATED FOR SCHOOL DISTRICTS ONLY AND MAY BE AUTHORIZED BY ANY TAXING ENTITY.
3. DP005 - DISABLED. THIS EXEMPTION WILL BE RECOGNIZED AS AUTHORIZED BY ANY TAXING ENTITY.
4. DV001-DV004 - VETERAN. THIS IS A STATE MANDATED EXEMPTION. THE EXEMPTION ALLOWED IS BASED UPON THE PERCENTAGE OF DISABILITY CERTIFIED BY THE VETERANS ADMINISTRATION, TO A MAXIMUM OF \$12,000.

WHEN YOU PROVIDE A CHECK AS PAYMENT, YOU AUTHORIZE US EITHER TO USE INFORMATION FROM YOUR CHECK TO MAKE A ONE-TIME ELECTRONIC FUND TRANSFER FROM YOUR ACCOUNT OR TO PROCESS THE PAYMENT AS A CHECK TRANSACTION. WHEN WE USE INFORMATION FROM YOUR CHECK TO MAKE AN ELECTRONIC FUND TRANSFER, FUNDS MAY BE WITHDRAWN FROM YOUR ACCOUNT AS SOON AS THE SAME DAY WE RECEIVE YOUR PAYMENTS, AND YOU WILL NOT RECEIVE YOUR CHECK BACK FROM YOUR FINANCIAL INSTITUTION.

BE SURE TO ENCLOSE THE STUB PORTION OF YOUR TAX STATEMENT WHEN YOU PAY BY MAIL, SEND CHECK OR MONEY ORDER. CREDIT CARDS MAY BE PROCESSED THROUGH OFFICIAL PAYMENTS CORPORATION. THERE WILL BE A NOMINAL FEE FOR THIS SERVICE. SEE FRONT OF THIS STATEMENT. DO NOT SEND CASH THROUGH THE MAIL. IF YOU WISH TO PAY IN PERSON, YOU MAY PAY AT THE TAX OFFICE (ADDRESSES LISTED ON FRONT PAGE). BE SURE TO WRITE YOUR ACCOUNT NUMBER ON YOUR CHECK TO INSURE PROPER CREDIT.

Information about Property Values and Taxes
From the files of Kenneth L. Maun, Tax Assessor Collector of Collin County

ACCOUNT NUMBER:

The following information shows what values, exemptions, tax rates and tax levies have been on this property for the last six years for each entity by whom taxed, and the percentage change from the prior year. A five year comparison is just below that.

ACCOUNT HISTORY

	TAX YEAR	APPRAISE VALUE	APPRAISAL %CHG	EXEMPTION AMOUNT	TAXABLE VALUE	VALUE %CHG	TAX RATE PER \$100	RATE %CHG	TAX	TAX %CHG
COLLIN COLLEGE	2012	236,733	-2.09%	0	236,733	-2.09%	0.086299	0.00%	\$204.30	-2.09%
	2011	241,768	-2.69%	0	241,768	-2.69%	0.086300	0.00%	\$208.65	-2.68%
	2010	248,426	-0.19%	0	248,426	-0.19%	0.086300	0.00%	\$214.39	-0.19%
	2009	248,888	-0.81%	0	248,888	-0.81%	0.086300	-0.22%	\$214.79	-1.03%
	2008	250,909	4.87%	0	250,909	4.87%	0.086493	-0.56%	\$217.02	4.28%
	2007	239,243	0.00%	0	239,243	0.00%	0.086984	0.00%	\$208.10	0.00%
	5 YR COMPARISON									
	2012	236,733	-1.05%	0	236,733	-1.05%	0.086299	-0.79%	\$204.30	-1.83%
	2007	239,243	0.00%	0	239,243	0.00%	0.086984	0.00%	\$208.10	0.00%
COLLIN COUNTY	2012	236,733	-2.09%	11,837	224,896	-2.09%	0.240000	0.00%	\$539.75	-2.09%
	2011	241,768	-2.69%	12,088	229,680	-2.69%	0.240000	0.00%	\$551.23	-2.69%
	2010	248,426	-0.19%	12,421	236,005	-0.19%	0.240000	-1.03%	\$566.41	-1.22%
	2009	248,888	-0.81%	12,444	236,444	-0.81%	0.242500	0.00%	\$573.38	-0.81%
	2008	250,909	4.87%	12,545	238,364	-0.37%	0.242500	-1.02%	\$578.03	-1.39%
	2007	239,243	0.00%	0	239,243	0.00%	0.245000	0.00%	\$586.15	0.00%
	5 YR COMPARISON									
	2012	236,733	-1.05%	11,837	224,896	-6.00%	0.240000	-2.04%	\$539.75	-7.92%
	2007	239,243	0.00%	0	239,243	0.00%	0.245000	0.00%	\$586.15	0.00%
PLANO CITY	2012	236,733	-2.09%	47,347	189,386	-2.09%	0.488600	0.00%	\$925.34	-2.09%
	2011	241,768	-2.69%	48,354	193,414	-2.69%	0.488600	0.00%	\$945.02	-2.69%
	2010	248,426	-0.19%	49,685	198,741	-0.19%	0.488600	0.00%	\$971.05	-0.19%
	2009	248,888	-0.81%	49,778	199,110	-0.81%	0.488600	3.19%	\$972.85	2.35%
	2008	250,909	4.87%	50,182	200,727	4.87%	0.473500	0.00%	\$950.44	4.87%
	2007	239,243	0.00%	47,849	191,394	0.00%	0.473500	0.00%	\$906.25	0.00%
	5 YR COMPARISON									
	2012	236,733	-1.05%	47,347	189,386	-1.05%	0.488600	3.19%	\$925.34	2.10%
	2007	239,243	0.00%	47,849	191,394	0.00%	0.473500	0.00%	\$906.25	0.00%
PLANO ISD	2012	236,733	-2.09%	15,000	221,733	-2.23%	1.373400	0.00%	\$3,045.28	-2.23%
	2011	241,768	-2.69%	15,000	226,768	-2.86%	1.373400	1.48%	\$3,114.43	-1.42%
	2010	248,426	-0.19%	15,000	233,426	-0.20%	1.353400	1.88%	\$3,159.19	1.68%
	2009	248,888	-0.81%	15,000	233,888	-0.86%	1.328400	1.92%	\$3,106.97	1.04%
	2008	250,909	4.87%	15,000	235,909	5.20%	1.303400	2.76%	\$3,074.84	8.10%
	2007	239,243	0.00%	15,000	224,243	0.00%	1.268400	0.00%	\$2,844.30	0.00%
	5 YR COMPARISON									
	2012	236,733	-1.05%	15,000	221,733	-1.12%	1.373400	8.28%	\$3,045.28	7.06%
	2007	239,243	0.00%	15,000	224,243	0.00%	1.268400	0.00%	\$2,844.30	0.00%

MAINTENANCE AND DEBT RATE INFORMATION

TAX YEAR	MAINT RATE	DEBT RATE
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PLANO ISD	2012	1.040000	0.333400
	2011	1.040000	0.333400

NOTE: Maint Rate = Maintenance and Operations Tax rate and Debt Rate = Interest and Sinking Tax Rate
Changes in exemptions or freezes can make a big change in the percentage calculations.
Data is not shown where information was not available. The most common reason the information was not available is that the County Tax Office was not collecting for the entity for those years or the tax record did not exist in the prior years.

APPRAISAL DISTRICT INFORMATION

COLLIN CENTRAL APPRAISAL DISTRICT

250 W. Eldorado Parkway
McKinney, TX 75069-8023
Phone: 469-742-9200
Fax: 469-742-9207
Web site: www.collincad.org

DENTON CENTRAL APPRAISAL DISTRICT

3911 Morse Street
P O Box 2816
Denton TX 76208-2816
Phone: 940-349-3800
Fax: 940-349-3801
Web site: www.dentoncad.com

FANNIN CENTRAL APPRAISAL DISTRICT

831 W. State Hwy. 56
Bonham, TX 75418-8604
Phone: 903-583-8701
Fax: 903-583-8015
Web site: www.fannincad.org

HUNT CENTRAL APPRAISAL DISTRICT

4801 King St.
P O Box 1339
Greenville, TX 75403-1339
Phone: 903-454-3510
Fax: 903-454-4160
Web site: www.hunt-cad.org

GRAYSON CENTRAL APPRAISAL DISTRICT

205 N. Travis Street
Sherman, TX 75090-5922
Phone: 903-893-9673
Fax: 903-892-3835
Web site: www.graysonappraisal.org

DALLAS CENTRAL APPRAISAL DISTRICT

2949 N. Stemmons Frwy.
Dallas, TX 75247-6195
Phone: 214-631-0910
Web site: www.dallascad.org

ROCKWALL CENTRAL APPRAISAL DISTRICT

841 Justin Rd.
Rockwall, TX 75087-4842
Phone: 972-771-2034
Fax: 972-771-6871
Web site: www.rockwallcad.com

2012 PROPERTY TAX STATEMENT

KENNETH L. MAUN
TAX ASSESSOR COLLECTOR
COLLIN COUNTY

OFFICE LOCATIONS

2300 BLOOMDALE RD., STE. 2324
MCKINNEY, TEXAS 75071

920 E. PARK BLVD. STE. 100
PLANO, TX 75074

6101 FRISCO SQUARE BLVD. STE. 2000
FRISCO, TX 75034

ACCOUNT NUMBER

P.O. BOX 8046
MCKINNEY, TEXAS 75070-8046
972-547-5020
METRO 972-424-1460 EXT. 5020

OWNER NAME AND ADDRESS

PROPERTY DESCRIPTION



OWNER ID: _____
EXEMPTIONS: _____
SITUS: 0000000

Property Class	Land Value	Agricultural Exclusion	Improvement Value	Personal Property	Appraised Value (Market)	Homestead Cap	Assessed Value
Qualifying	0	0	0	0	0	0	0
Non Qualifying	957,450	0	6,168	0	963,618	0	963,618
Agricultural	0	0	0	0	0	0	0
Total	957,450	0	6,168	0	963,618	0	963,618

TAXING ENTITY	ASSESSED VALUE	EXEMPTION AMOUNT	TAXABLE VALUE	TAX RATE	YEAR	CEILING	AMOUNT	TAXES BY ENTITY
COLLIN COUNTY	963,618	0	963,618	0.240000				2,312.68
FRISCO CITY	963,618	0	963,618	0.461910				4,451.05
COLLIN COLLEGE	963,618	0	963,618	0.086299				831.59

<p>To pay by credit card visit www.co.collin.tx.us/tax_assessor or call Certified Payments at 1-877-264-7533 Bureau code #5475020 Convenience fee charged.</p>	<p>Only persons already receiving an over 65 or disabled person exemption may pay current taxes on their resident homestead in four installments without penalty or interest if their first payment is made by January 31st. Remaining three installments due dates are March 31st, May 31st and July 31st.</p> <p>1st INSTALLMENT <input type="text"/></p>	<p>TOTAL TAXES DUE DELINQUENT 2/1/2013</p> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p>7,595.32</p> </div>
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YOUR CHECK WILL BE CONVERTED INTO AN ELECTRONIC FUND TRANSFER

DETACH HERE AND RETURN BOTTOM PORTION WITH YOUR PAYMENT

IF THERE IS AN ERROR IN OWNERSHIP, EXEMPTIONS OR JURISDICTIONS, YOU **MUST** CONTACT THE **CENTRAL APPRAISAL DISTRICT**.

ACCOUNT NUMBER		
MORTGAGE COMPANY	MORTGAGE NO.	LOAN NO.

Taxes will be delinquent on Feb. 1, 2013. Unpaid tax balance will incur the following penalty & interest Amount due if paid in:	TOTAL TAXES DUE DELINQUENT Feb. 1, 2013
	7,595.32
FEBRUARY +7%	8,127.00
MARCH +9%	8,278.89

MAKE CHECK PAYABLE TO:
KENNETH L. MAUN
TAX ASSESSOR COLLECTOR
COLLIN COUNTY
P.O. BOX 8046
MCKINNEY, TEXAS 75070-8046

PLEASE MAKE ADDRESS CORRECTIONS HERE



INFORMATION ON TAXES

Assessment Ratio 100%

Property taxes are the primary sources of local government revenue in Texas. Your Tax Assessor/Collector in Collin County will be collecting Ad Valorem, or property taxes, for the following entities: Collin County, Collin County Community College District, the Cities of Allen, Anna, Blue Ridge, Celina, Fairview, Farmersville, Frisco, Josephine, Lavon, Lowry Crossing, Lucas, McKinney, Melissa, Murphy, Nevada, New Hope, Parker, Plano, Princeton, Prosper, Richardson, Sachse, St. Paul, Weston, and Wylie, Seis Lagos Utility District, the Allen, Anna, Blue Ridge, Celina, Community, Farmersville, Lovejoy, McKinney, Melissa, Plano, Princeton, Prosper and Wylie Independent School Districts, and possibly others.

YOUR CAREFUL REVIEW OF TAXPAYER INFORMATION CONTAINED IN THIS STATEMENT COULD HELP TO ELIMINATE MANY TAX PROBLEMS IN THE FUTURE.

You have from October to January 31 of the next year to pay your taxes without penalty or interest. You will be charged penalty and interest on February 1.

ANY ERRORS OR DISCREPANCIES IN LEGAL DESCRIPTION, NAME, ADDRESS OR QUESTIONS CONCERNING VALUE SHOULD BE REFERRED TO THE CENTRAL APPRAISAL DISTRICT.

If your taxes should be paid by a mortgage company, your copy of the statement should indicate "Property Tax Notification". If your statement is an original copy, please forward this statement to your mortgage company with your loan number.

If you bought other property and did not receive a tax statement, or sold this property and should not have received the statement, please contact this office immediately. If you own multiple properties and have not received all your statements... NOW is the time to INQUIRE about your OTHER STATEMENTS.

Penalty and interest are imposed at the statutory rate of 12% penalty and 12% per year interest on unpaid taxes WHETHER OR NOT THE TAXPAYER RECEIVED THE TAX BILL. By July 1st, a delinquent taxpayer will have incurred 18% penalty and interest and up to 20% for attorney fees and runs a risk of being sued or having his/her property seized after that time.

THE TAX COLLECTOR DOES NOT HAVE ANY LEGAL AUTHORITY TO FORGIVE ANY PENALTY OR INTEREST CHARGE ON AN UNPAID TAX, NO MATTER HOW GOOD YOUR REASON IS FOR NOT PAYING.

On real property (land and buildings), the current owner can be held liable for any unpaid taxes on the land, even for years before he/she bought the property. The new owner is liable for the entire year's tax to the Tax Collector, even if that person bought the property during the year and had their tax prorated with the seller at the time of closing.

On personal property (business inventory, mobile homes, equipment, airplanes, etc) the person who owned the property on January 1 of the tax year is personally liable for the entire year's tax, even if he/she sold the property during the year.

THE CENTRAL APPRAISAL DISTRICT is a SEPARATE local agency and is not part of County government or the Collin County Tax Office. The CAD decides what property is to be taxed, its appraised value, whether to grant exemptions, who the taxable owner is, his/her address, and what taxing jurisdictions tax the property.

HOMESTEAD CAP VALUE: In November 1997, Texas voters approved a constitutional amendment to limit increases in the appraised value of residence homestead to 10 percent annually. The new law, Property Tax Code Section 23.23, provides that the appraised value of a residence homestead beginning in the 1998 tax year may not exceed the lesser of: (1) the market value of the property; or (2) the sum of: (A) 10 percent of the appraised value of the property for the last year in which the property was appraised for taxation times the number of years since the property was last appraised; (B) the appraised value of the property for the last year in which the property was appraised; and (C) the market value of all new improvements to the property.

OVER AGE 65/DISABILITY INSTALLMENT PAYMENT OF HOMESTEAD TAXES OPTION

To take advantage of this option a qualified individual who occupies a residence homestead must pay at least one fourth of his taxes by Jan. 31. The remaining taxes must be paid in three equal installments due by March 31st, May 31st, and July 31st. If the individual fails to make a payment before the installment date listed above, the unpaid amount is delinquent and incurs a penalty of 6 percent and interest as provided in Section 31.031 S.P.T.C

If you have a mortgage company you will need to make them aware of your intent to participate in the OA65/Disabled person installment payment option.

EXEMPTIONS:

CAREFULLY REVIEW YOUR EXEMPTIONS ON FACE OF STATEMENT. IF THE EXEMPTIONS SHOWN ARE NOT ACCURATE, OR IF YOU HAVE ANY QUESTIONS ABOUT YOUR EXEMPTIONS, CALL THE CENTRAL APPRAISAL DISTRICT IMMEDIATELY. MARKET VALUE WILL BE REDUCED BY EXEMPTIONS WHERE APPROPRIATE AND APPROVED TO OBTAIN TAXABLE VALUE.

POSSIBLE EXEMPTIONS (AS THEY MAY APPEAR ON STATEMENT):

1. HS001 - HOMESTEAD. THIS EXEMPTION IS STATE MANDATED FOR SCHOOL DISTRICTS ONLY AND MAY BE AUTHORIZED BY ANY TAXING ENTITY. NOTE: THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT DOES NOT OFFER THIS EXEMPTION AT THIS TIME.
2. OV003 - OVER AGE 65. THIS EXEMPTION IS STATE MANDATED FOR SCHOOL DISTRICTS ONLY AND MAY BE AUTHORIZED BY ANY TAXING ENTITY.
3. DP005 - DISABLED. THIS EXEMPTION WILL BE RECOGNIZED AS AUTHORIZED BY ANY TAXING ENTITY.
4. DV001-DV004 - VETERAN. THIS IS A STATE MANDATED EXEMPTION. THE EXEMPTION ALLOWED IS BASED UPON THE PERCENTAGE OF DISABILITY CERTIFIED BY THE VETERANS ADMINISTRATION, TO A MAXIMUM OF \$12,000.

WHEN YOU PROVIDE A CHECK AS PAYMENT, YOU AUTHORIZE US EITHER TO USE INFORMATION FROM YOUR CHECK TO MAKE A ONE-TIME ELECTRONIC FUND TRANSFER FROM YOUR ACCOUNT OR TO PROCESS THE PAYMENT AS A CHECK TRANSACTION. WHEN WE USE INFORMATION FROM YOUR CHECK TO MAKE AN ELECTRONIC FUND TRANSFER, FUNDS MAY BE WITHDRAWN FROM YOUR ACCOUNT AS SOON AS THE SAME DAY WE RECEIVE YOUR PAYMENTS, AND YOU WILL NOT RECEIVE YOUR CHECK BACK FROM YOUR FINANCIAL INSTITUTION.

BE SURE TO ENCLOSE THE STUB PORTION OF YOUR TAX STATEMENT WHEN YOU PAY BY MAIL. SEND CHECK OR MONEY ORDER. CREDIT CARDS MAY BE PROCESSED THROUGH OFFICIAL PAYMENTS CORPORATION. THERE WILL BE A NOMINAL FEE FOR THIS SERVICE. SEE FRONT OF THIS STATEMENT. DO NOT SEND CASH THROUGH THE MAIL. IF YOU WISH TO PAY IN PERSON, YOU MAY PAY AT THE TAX OFFICE (ADDRESSES LISTED ON FRONT PAGE). BE SURE TO WRITE YOUR ACCOUNT NUMBER ON YOUR CHECK TO INSURE PROPER CREDIT.

Information about Property Values and Taxes
From the files of Kenneth L. Maun, Tax Assessor Collector of Collin County

ACCOUNT NUMBER:

The following information shows what values, exemptions, tax rates and tax levies have been on this property for the last six years for each entity by whom taxed, and the percentage change from the prior year. A five year comparison is just below that.

ACCOUNT HISTORY

TAX YEAR	APPRAISE VALUE	APPRAISAL %CHG	EXEMPTION AMOUNT	TAXABLE VALUE	VALUE %CHG	TAX RATE PER \$100	RATE %CHG	TAX	TAX %CHG	
COLLIN COLLEGE	2012	963,618	16.50%	0	963,618	16.50%	0.086299	0.00%	\$831.59	16.50%
	2011	827,072	0.77%	0	827,072	0.77%	0.086300	0.00%	\$713.76	0.77%
	2010	820,671	0.00%	0	820,671	0.00%	0.086300	0.00%	\$708.24	0.00%
	2009	820,671	0.00%	0	820,671	0.00%	0.086300	-0.22%	\$708.24	-0.23%
	2008	820,671	0.00%	0	820,671	0.00%	0.086493	-0.56%	\$709.82	-0.57%
	2007	820,671	0.00%	0	820,671	0.00%	0.086984	0.00%	\$713.85	0.00%
	5 YR COMPARISON									
	2012	963,618	17.41%	0	963,618	17.41%	0.086299	-0.79%	\$831.59	16.49%
	2007	820,671	0.00%	0	820,671	0.00%	0.086984	0.00%	\$713.85	0.00%
COLLIN COUNTY	2012	963,618	16.50%	0	963,618	16.50%	0.240000	0.00%	\$2,312.68	16.50%
	2011	827,072	0.77%	0	827,072	0.77%	0.240000	0.00%	\$1,984.97	0.77%
	2010	820,671	0.00%	0	820,671	0.00%	0.240000	-1.03%	\$1,969.61	-1.04%
	2009	820,671	0.00%	0	820,671	0.00%	0.242500	0.00%	\$1,990.13	0.00%
	2008	820,671	0.00%	0	820,671	0.00%	0.242500	-1.02%	\$1,990.13	-1.03%
	2007	820,671	0.00%	0	820,671	0.00%	0.245000	0.00%	\$2,010.64	0.00%
	5 YR COMPARISON									
	2012	963,618	17.41%	0	963,618	17.41%	0.240000	-2.04%	\$2,312.68	15.02%
	2007	820,671	0.00%	0	820,671	0.00%	0.245000	0.00%	\$2,010.64	0.00%
FRISCO CITY	2012	963,618	16.50%	0	963,618	16.50%	0.461910	0.00%	\$4,451.05	16.50%
	2011	827,072	0.77%	0	827,072	0.77%	0.461910	-0.66%	\$3,820.33	0.11%
	2010	820,671	0.00%	0	820,671	0.00%	0.465000	0.00%	\$3,816.12	0.00%
	2009	820,671	0.00%	0	820,671	0.00%	0.465000	3.33%	\$3,816.12	3.33%
	2008	820,671	0.00%	0	820,671	0.00%	0.450000	0.00%	\$3,693.02	0.00%
	2007	820,671	0.00%	0	820,671	0.00%	0.450000	0.00%	\$3,693.02	0.00%
	5 YR COMPARISON									
	2012	963,618	17.41%	0	963,618	17.41%	0.461910	2.65%	\$4,451.05	20.52%
	2007	820,671	0.00%	0	820,671	0.00%	0.450000	0.00%	\$3,693.02	0.00%

**MAINTENANCE AND DEBT
RATE INFORMATION**

TAX YEAR	MAINT RATE	DEBT RATE
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NOTE: Maint Rate = Maintenance and Operations Tax rate and Debt Rate = Interest and Sinking Tax Rate
Changes in exemptions or freezes can make a big change in the percentage calculations.
Data is not shown where information was not available. The most common reason the information was not available is that the County Tax Office was not collecting for the entity for those years or the tax record did not exist in the prior years.

APPRAISAL DISTRICT INFORMATION

COLLIN CENTRAL APPRAISAL DISTRICT

250 W. Eldorado Parkway
McKinney, TX 75069-8023
Phone: 469-742-9200
Fax: 469-742-9207
Web site: www.collincad.org

DENTON CENTRAL APPRAISAL DISTRICT

3911 Morse Street
P O Box 2816
Denton TX 76208-2816
Phone: 940-349-3800
Fax: 940-349-3801
Web site: www.dentoncad.com

FANNIN CENTRAL APPRAISAL DISTRICT

831 W. State Hwy. 56
Bonham, TX 75418-8604
Phone: 903-583-8701
Fax: 903-583-8015
Web site: www.fannincad.org

HUNT CENTRAL APPRAISAL DISTRICT

4801 King St.
P O Box 1339
Greenville, TX 75403-1339
Phone: 903-454-3510
Fax: 903-454-4160
Web site: www.hunt-cad.org

GRAYSON CENTRAL APPRAISAL DISTRICT

205 N. Travis Street
Sherman, TX 75090-5922
Phone: 903-893-9673
Fax: 903-892-3835
Web site: www.graysonappraisal.org

DALLAS CENTRAL APPRAISAL DISTRICT

2949 N. Stemmons Frwy.
Dallas, TX 75247-6195
Phone: 214-631-0910
Web site: www.dallascad.org

ROCKWALL CENTRAL APPRAISAL DISTRICT

841 Justin Rd.
Rockwall, TX 75087-4842
Phone: 972-771-2034
Fax: 972-771-6871
Web site: www.rockwallcad.com

2012 PROPERTY TAX NOTIFICATION/STATEMENT

KENNETH L. MAUN TAX ASSESSOR COLLECTOR COLLIN COUNTY

OFFICE LOCATIONS

2300 BLOOMDALE RD., STE. 2324
MCKINNEY, TEXAS 75071

920 E. PARK BLVD. STE. 100
PLANO, TX 75074

6101 FRISCO SQUARE BLVD. STE. 2000
FRISCO, TX 75034

P.O. BOX 8046
MCKINNEY, TEXAS 75070-8046
972-547-5020
METRO 972-424-1460 EXT. 5020

ACCOUNT NUMBER

YOUR ORIGINAL TAX STATEMENT HAS BEEN REQUESTED BY, AND MAILED TO, THE PARTY LISTED AT THE BOTTOM OF THIS STATEMENT. IF YOU DO NOT HAVE AN ESCROW ACCOUNT WITH YOUR MORTGAGE COMPANY AND ARE RESPONSIBLE FOR PAYING YOUR OWN TAXES, YOU MAY USE THIS NOTIFICATION AS A STATEMENT.

TO CORRECT AN ERROR IN OWNERSHIP, EXEMPTIONS OR JURISDICTIONS, YOU MUST CONTACT THE CENTRAL APPRAISAL DISTRICT.

OWNER NAME AND ADDRESS

PROPERTY DESCRIPTION



OWNER ID:

EXEMPTIONS:

SITUS:

Property Class	Land Value	Agricultural Exclusion	Improvement Value	Personal Property	Appraised Value (Market)	Homestead Cap	Assessed Value
Qualifying	35,000	0	109,557	0	144,557	0	144,557
Non Qualifying	0	0	0	0	0	0	0
Agricultural	0	0	0	0	0	0	0
Total	35,000	0	109,557	0	144,557	0	144,557

TAXING ENTITY	ASSESSED VALUE	EXEMPTION AMOUNT	TAXABLE VALUE	TAX RATE	YEAR	CEILING	AMOUNT	TAXES BY ENTITY
COLLIN COUNTY	144,557	0	144,557	0.240000				346.94
PLANO CITY	144,557	0	144,557	0.488600				706.31
COLLIN COLLEGE	144,557	0	144,557	0.086299				124.75
PLANO ISD	144,557	0	144,557	1.373400				1,985.35

To pay by credit card visit
www.co.collin.tx.us/tax_assessor
or call Certified Payments at 1-877-264-7533
Bureau code #5475020
Convenience fee charged.



TAXES WILL BE DELINQUENT FEB. 1, 2013.
UNPAID TAXES WILL INCUR THE FOLLOWING
PENALTY & INTEREST IF PAID IN:

FEBRUARY +7%	3,384.79
MARCH +9%	3,448.06

PARTIAL PAYMENTS ARE ACCEPTED BUT ANY
UNPAID TAXES WILL INCUR PENALTIES &
INTEREST ON FEB. 1ST

**TOTAL TAXES DUE
DELINQUENT 2/1/2013**

3,163.35

YOUR CHECK WILL BE CONVERTED INTO AN ELECTRONIC FUND TRANSFER

DETACH HERE AND RETURN BOTTOM PORTION WITH YOUR PAYMENT

THE PARTY LISTED BELOW HAS REQUESTED
YOUR PROPERTY TAX STATEMENT

IF YOU ARE RESPONSIBLE FOR PAYING
YOUR OWN TAXES, YOU MAY USE THIS
NOTIFICATION AS A STATEMENT.

Only persons already receiving an over 65 or disabled
person exemption may pay current taxes on their resi-
dent homestead in four installments without penalty or
interest if their first payment is made by **January 31st**.
Remaining three installments due dates are **March
31st, May 31st and July 31st**.

1st INSTALLMENT

Please check here if you are
making a quarter payment.

ACCOUNT NUMBER

**TOTAL TAXES DUE
DELINQUENT 2/1/2013**

3,163.35

STATEMENT REQUESTED BY

REFERENCE NUMBER

IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE
DISABLED AND YOU OCCUPY THE PROPERTY
DESCRIBED IN THIS DOCUMENT AS YOUR RESIDENCE
HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL
DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE
TO A POSTPONEMENT IN THE PAYMENT OF THESE
TAXES.

DO NOT PAY THIS STATEMENT IF THE PARTY
NAMED ABOVE IS YOUR MORTGAGE COMPANY
AND THEY WILL BE PAYING YOUR TAXES BECAUSE
YOU HAVE AN ESCROW ACCOUNT WITH THEM

PLEASE MAKE ADDRESS CORRECTIONS HERE



INFORMATION ON TAXES

Assessment Rate: 1.30%

Property taxes are the primary source of local revenue for local governments in Texas. Your Tax Assessor/Collector in Collin County will be collecting Ad Valorem, or property taxes, for the following entities: Collin County, Collin County Community College District, the Cities of Allen, Anna, Blue Ridge, Celina, Fairview, Farmersville, Frisco, Josephine, Lavon, Lowry Crossing, Lucas, McKinney, Melissa, Murphy, Newado, New Hope, Parker, Plano, Princeton, Prosper, Richardson, Sachse, St. Paul, Weston, and Wylie, Seis Lagos Utility District, the Cities of Allen, Anna, Blue Ridge, Celina, Community, Farmersville, Lowrey, McKinney, Melissa, Plano, Princeton, Prosper and Wylie Independent School Districts, and possibly others.

YOUR CAREFUL REVIEW OF TAXPAYER INFORMATION CONTAINED IN THIS STATEMENT COULD HELP TO ELIMINATE MANY TAX PROBLEMS IN THE FUTURE.

You have from October 1 to January 31 of the next year to pay your taxes without penalty or interest. You will be charged penalty and interest on February 1.

ANY ERRORS OR DISCREPANCIES IN LEGAL DESCRIPTION, NAME, ADDRESS OR QUESTIONS CONCERNING VALUE SHOULD BE REFERRED TO THE CENTRAL APPRAISAL DISTRICT.

If your taxes should be paid by a mortgage company, your copy of the statement should indicate "Property Tax Notification". If your statement is an original copy, please forward this statement to your mortgage company with your loan number.

If you bought other property and did not receive a tax statement, or sold this property and should not have received the statement, please contact this office immediately. If you own multiple properties and have not received all your statements, NOW is the time to INQUIRE about your OTHER STATEMENTS.

Penalty and interest are imposed if the delinquent amount falls, penalty and 12% per year interest on unpaid taxes WHETHER OR NOT THE TAXPAYER RECEIVED THE TAX BILL. By July 1st, a delinquent taxpayer will have incurred 12% penalty and interest and up to 20% for attorney fees and runs a risk of being sued or having his/her property seized after that time.

THE TAX COLLECTOR DOES NOT HAVE ANY LEGAL AUTHORITY TO FORGIVE ANY PENALTY OR INTEREST CHARGE ON AN UNPAID TAX, NO MATTER HOW GOOD YOUR REASON IS FOR NOT PAYING.

On his property (land and buildings), the current owner can be held liable for any unpaid taxes on the land, even for years before he/she bought the property. The new owner is liable for the entire year's tax to the Tax Collector, even if that person bought the property during the year and had their tax prorated with the seller at the time of closing.

On personal property (business inventory, mobile homes, equipment, airplanes, etc.) the person who owned the property on January 1 of the tax year is personally liable for the entire year's tax, even if he/she sold the property during the year.

THE CENTRAL APPRAISAL DISTRICT is a SEPARATE local agency and is not part of County government or the Collin County Tax Office. The CAD decides what property is to be taxed, its appraised value, whether to grant exemptions, who the taxable owner is, his/her address, and what taxing jurisdictions tax the property.

HOMESTEAD CAP VALUE: In November 1st 97, Texas voters approved a constitutional amendment to limit increases in the appraised value of residence homestead to 10 percent annually. The new law, Property Tax Code Section 23.23, provides that the appraised value of a residence homestead beginning in the 1998 tax year may not exceed the lesser of: (1) the market value of the property; or (2) the sum of: (A) 10 percent of the appraised value of the property for the last year in which the property was appraised for taxation times the number of years since the property was last appraised; (B) the appraised value of the property for the last year in which the property was appraised; and (C) the market value of all new improvements to the property.

OVER AGE 65/DISABILITY INSTALLMENT PAYMENT OF HOMESTEAD TAXES OPTION

To take advantage of this option a qualified individual who occupies a residence homestead must pay at least one fourth of his taxes by Jan. 31. The remaining taxes must be paid in three equal installments due by March 31st, May 31st, and July 31st. If the individual fails to make a payment before the installment date listed above, the unpaid amount is delinquent and incurs a penalty of 6 percent and interest as provided in Section 31.031 S.P.T.C.

If you have a mortgage company you will need to make them aware of your intent to participate in the OA65/Disabled person installment payment option.

EXEMPTIONS:

CAREFULLY REVIEW YOUR EXEMPTIONS ON FACE OF STATEMENT. IF THE EXEMPTIONS SHOWN ARE NOT ACCURATE, OR IF YOU HAVE ANY QUESTIONS ABOUT YOUR EXEMPTIONS, CALL THE CENTRAL APPRAISAL DISTRICT IMMEDIATELY. MARKET VALUE WILL BE REDUCED BY EXEMPTIONS WHERE APPROPRIATE AND APPROVED TO OBTAIN TAXABLE VALUE.

POSSIBLE EXEMPTIONS (AS THEY MAY APPEAR ON STATEMENT):

- 1) HS001 - HOMESTEAD. THIS EXEMPTION IS STATE MANDATED FOR SCHOOL DISTRICTS ONLY AND MAY BE AUTHORIZED BY ANY TAXING ENTITY. NOTE: THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT DOES NOT OFFER THIS EXEMPTION AT THIS TIME.
- 2) OV003 - OVER AGE 65. THIS EXEMPTION IS STATE MANDATED FOR SCHOOL DISTRICTS ONLY AND MAY BE AUTHORIZED BY ANY TAXING ENTITY.
- 3) DP005 - DISABLED. THIS EXEMPTION WILL BE RECOGNIZED AS AUTHORIZED BY ANY TAXING ENTITY.
- 4) DV001-DV004 - VETERAN. THIS IS A STATE MANDATED EXEMPTION. THE EXEMPTION ALLOWED IS BASED UPON THE PERCENTAGE OF DISABILITY CERTIFIED BY THE VETERANS ADMINISTRATION, TO A MAXIMUM OF \$12,000.

WHEN YOU PROVIDE A CHECK AS PAYMENT, YOU AUTHORIZE US EITHER TO USE INFORMATION FROM YOUR CHECK TO MAKE A ONE-TIME ELECTRONIC FUND TRANSFER FROM YOUR ACCOUNT OR TO PROCESS THE PAYMENT AS A CHECK TRANSACTION. WHEN WE USE INFORMATION FROM YOUR CHECK TO MAKE AN ELECTRONIC FUND TRANSFER, FUNDS MAY BE WITHDRAWN FROM YOUR ACCOUNT AS SOON AS THE SAME DAY WE RECEIVE YOUR PAYMENTS, AND YOU WILL NOT RECEIVE YOUR CHECK BACK FROM YOUR FINANCIAL INSTITUTION.

BE SURE TO ENCLOSE THE STUB PORTION OF YOUR TAX STATEMENT WHEN YOU PAY BY MAIL, SEND CHECK OR MONEY ORDER. CREDIT CARDS MAY BE PROCESSED THROUGH OFFICIAL PAYMENTS CORPORATION. THERE WILL BE A NOMINAL FEE FOR THIS SERVICE. SEE FRONT OF THIS STATEMENT. DO NOT SEND CASH THROUGH THE MAIL. IF YOU WISH TO PAY IN PERSON, YOU MAY PAY AT THE TAX OFFICE (ADDRESSEE LISTED ON FRONT PAGE). BE SURE TO WRITE YOUR ACCOUNT NUMBER ON YOUR CHECK TO INSURE PROPER CREDIT.

Information about Property Values and Taxes
From the files of Kenneth L. Maun, Tax Assessor Collector of Collin County

ACCOUNT NUMBER:

The following information shows what values, exemptions, tax rates and tax levies have been on this property for the last six years for each entity by whom taxed, and the percentage change from the prior year. A five year comparison is just below that.

ACCOUNT HISTORY

TAX YEAR	APPRAISE VALUE	APPRAISAL %CHG	EXEMPTION AMOUNT	TAXABLE VALUE	VALUE %CHG	TAX RATE PER \$100	RATE %CHG	TAX	TAX %CHG	
COLLIN COLLEGE	2012	144,557	-3.40%	0	144,557	-3.40%	0.086299	0.00%	\$124.75	-3.40%
	2011	149,634	-1.96%	0	149,634	-1.96%	0.086300	0.00%	\$129.13	-1.96%
	2010	152,616	-0.91%	0	152,616	-0.91%	0.086300	0.00%	\$131.71	-0.92%
	2009	154,017	5.86%	0	154,017	5.86%	0.086300	-0.22%	\$132.92	5.62%
	2008	145,491	-0.91%	0	145,491	-0.91%	0.086493	-0.56%	\$125.84	-1.47%
	2007	146,824	0.00%	0	146,824	0.00%	0.086984	0.00%	\$127.71	0.00%
	5 YR COMPARISON									
	2012	144,557	-1.55%	0	144,557	-1.55%	0.086299	-0.79%	\$124.75	-2.32%
	2007	146,824	0.00%	0	146,824	0.00%	0.086984	0.00%	\$127.71	0.00%
COLLIN COUNTY	2012	144,557	-3.40%	0	144,557	-3.40%	0.240000	0.00%	\$346.94	-3.40%
	2011	149,634	-1.96%	0	149,634	-1.96%	0.240000	0.00%	\$359.12	-1.96%
	2010	152,616	-0.91%	0	152,616	-0.91%	0.240000	-1.03%	\$366.28	-1.94%
	2009	154,017	5.86%	0	154,017	11.43%	0.242500	0.00%	\$373.49	11.43%
	2008	145,491	-0.91%	7,275	138,216	-5.87%	0.242500	-1.02%	\$335.17	-6.83%
	2007	146,824	0.00%	0	146,824	0.00%	0.245000	0.00%	\$359.72	0.00%
	5 YR COMPARISON									
	2012	144,557	-1.55%	0	144,557	-1.55%	0.240000	-2.04%	\$346.94	-3.56%
	2007	146,824	0.00%	0	146,824	0.00%	0.245000	0.00%	\$359.72	0.00%
PLANO CITY	2012	144,557	-3.40%	0	144,557	-3.40%	0.488600	0.00%	\$706.31	-3.40%
	2011	149,634	-1.96%	0	149,634	-1.96%	0.488600	0.00%	\$731.11	-1.96%
	2010	152,616	-0.91%	0	152,616	-0.91%	0.488600	0.00%	\$745.68	-0.92%
	2009	154,017	5.86%	0	154,017	32.32%	0.488600	3.19%	\$752.53	36.54%
	2008	145,491	-0.91%	29,098	116,393	-0.91%	0.473500	0.00%	\$551.12	-0.91%
	2007	146,824	0.00%	29,365	117,459	0.00%	0.473500	0.00%	\$556.17	0.00%
	5 YR COMPARISON									
	2012	144,557	-1.55%	0	144,557	23.07%	0.488600	3.19%	\$706.31	26.99%
	2007	146,824	0.00%	29,365	117,459	0.00%	0.473500	0.00%	\$556.17	0.00%
PLANO ISD	2012	144,557	-3.40%	0	144,557	-3.40%	1.373400	0.00%	\$1,985.35	-3.40%
	2011	149,634	-1.96%	0	149,634	-1.96%	1.373400	1.48%	\$2,055.07	-0.51%
	2010	152,616	-0.91%	0	152,616	-0.91%	1.353400	1.88%	\$2,065.50	0.95%
	2009	154,017	5.86%	0	154,017	18.02%	1.328400	1.92%	\$2,045.96	20.29%
	2008	145,491	-0.91%	15,000	130,491	-1.02%	1.303400	2.76%	\$1,700.82	1.72%
	2007	146,824	0.00%	15,000	131,824	0.00%	1.268400	0.00%	\$1,672.06	0.00%
	5 YR COMPARISON									
	2012	144,557	-1.55%	0	144,557	9.65%	1.373400	8.28%	\$1,985.35	18.73%
	2007	146,824	0.00%	15,000	131,824	0.00%	1.268400	0.00%	\$1,672.06	0.00%

**MAINTENANCE AND DEBT
RATE INFORMATION**

TAX YEAR	MAINT RATE	DEBT RATE
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PLANO ISD	2012	1.040000	0.333400
	2011	1.040000	0.333400

NOTE: Maint Rate = Maintenance and Operations Tax rate and Debt Rate = Interest and Sinking Tax Rate
Changes in exemptions or freezes can make a big change in the percentage calculations.
Data is not shown where information was not available. The most common reason the information was not available is that the County Tax Office was not collecting for the entity for those years or the tax record did not exist in the prior years.

APPRAISAL DISTRICT INFORMATION

COLLIN CENTRAL APPRAISAL DISTRICT

250 W. Eldorado Parkway
McKinney, TX 75069-8023
Phone: 469-742-9200
Fax: 469-742-9207
Web site: www.collincad.org

DENTON CENTRAL APPRAISAL DISTRICT

3911 Morse Street
P O Box 2816
Denton TX 76208-2816
Phone: 940-349-3800
Fax: 940-349-3801
Web site: www.dentoncad.com

FANNIN CENTRAL APPRAISAL DISTRICT

831 W. State Hwy. 56
Bonham, TX 75418-8604
Phone: 903-583-8701
Fax: 903-583-8015
Web site: www.fannincad.org

HUNT CENTRAL APPRAISAL DISTRICT

4801 King St.
P O Box 1339
Greenville, TX 75403-1339
Phone: 903-454-3510
Fax: 903-454-4160
Web site: www.hunt-cad.org

GRAYSON CENTRAL APPRAISAL DISTRICT

205 N. Travis Street
Sherman, TX 75090-5922
Phone: 903-893-9673
Fax: 903-892-3835
Web site: www.graysonappraisal.org

DALLAS CENTRAL APPRAISAL DISTRICT

2949 N. Stemmons Frwy.
Dallas, TX 75247-6195
Phone: 214-631-0910
Web site: www.dallascad.org

ROCKWALL CENTRAL APPRAISAL DISTRICT

841 Justin Rd.
Rockwall, TX 75087-4842
Phone: 972-771-2034
Fax: 972-771-6871
Web site: www.rockwallcad.com

CC2009787

DELINQUENT TAX STATEMENT
KENNETH L. MAUN
TAX ASSESSOR COLLECTOR
COLLIN COUNTY
2300 BLOOMDALE RD., STE 2324
P.O. BOX 8046
McKINNEY, TX 75070-8046
(972) 547-5020
METRO (972) 424-1460 EXT 5020

Date: 03-01-2013

Legal Desc:

Account #:

Parcel:

Address:

YEAR	TAX UNIT	TAX LEVY REMAINING	IF PAID IN MARCH		IF PAID IN APRIL		IF PAID IN MAY	
			PENALTY & INTEREST	TOTAL	PENALTY & INTEREST	TOTAL	PENALTY & INTEREST	TOTAL
2012	COLLIN COLLEGE	0.95	0.09	1.04	0.32	1.27	0.33	1.04
2012	COLLIN COUNTY	2.64	0.24	2.88	0.87	3.51	0.94	2.88
2012	PLANO CITY	5.38	0.48	5.86	1.79	7.17	1.92	5.86
2012	PLANO ISD	15.10	1.36	16.46	5.01	20.11	5.37	16.46
TOTAL AMOUNT DUE				\$ 26.24		\$ 32.06		\$ 32.63

PLEASE DETACH AND RETURN BOTTOM PORTION WITH YOUR PAYMENT

Note: An additional penalty of 15%-20% is added to all unpaid taxes on July 1.
This penalty will be used solely to compensate the delinquent tax attorney.
The above is from section 33.07 of the Texas Property Tax Code.

IF THERE IS AN ERROR IN OWNERSHIP, OR JURISDICTION, YOU MUST
CONTACT THE CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY AT
(469)742-9200 OR (866)467-1110 FOR CORRECTIONS.

Account Number	Month Paid	Amount Paid
	MARCH	\$ 26.24
	APRIL	\$ 32.06
	MAY	\$ 32.63
	Amount of Your Check	

IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED AND THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.

MAKE CHECKS PAYABLE TO:

KENNETH L. MAUN
TAX ASSESSOR COLLECTOR
COLLIN COUNTY
P.O. BOX 8046
McKINNEY TX 75070-8046





KENNETH L. MAUN
Tax Assessor Collector
Collin County
2300 Bloomdale Rd., Ste. 2300
P. O. Box 8046
McKinney, Texas 75070-8046
972-547-5020
FAX 1-972-547-5053
Metro 1-972-424-1460 Ext. 5020

Collin County Property Owner:

March 1, 2013

The enclosed delinquent tax statement indicates these taxes were not paid by January 31, 2013. If payment was made prior to January 31st, please call our office so we may review our records.

Should your mortgage company pay your taxes, please contact them. If they are at fault for late payment, I'm sure they would want to assist in the payment of any necessary penalty and interest.

Taxpayers participating in the Over-Age 65/Disabled Person Quarter Installment Payment Option with outstanding balances will not incur a delinquency if their payments are made in a timely manner. Their next installment will be due on or before March 31, 2013.

After January 31, 2013, all 2012 taxes remaining unpaid are considered delinquent. Delinquent taxes require penalty and interest totaling 7% if paid in February, 9% if paid in March and 11% if paid in April. The penalty and interest percentage continues to increase until delinquent taxes are paid.

Should the 2012 taxes still be due on July 1, 2013, an additional 15% - 20% will be charged (resulting in a total additional charge of 33% - 38%). For business personal property accounts this can happen as early as April 1st. This additional 15% - 20% collection will help pay the attorney fees for assisting in the collection of delinquent taxes. These penalties and interest are specified in the Texas Property Tax Code and cannot be waived.

I would appreciate your help in the collection of these taxes. Uncollected taxes cause owners of Collin County property to carry an extra burden.

Thank you for your help,

A handwritten signature in black ink that reads "Ken Maun".

Kenneth L. Maun
Tax Assessor Collector

CC2013625

DELINQUENT TAX STATEMENT
KENNETH L. MAUN
TAX ASSESSOR COLLECTOR
COLLIN COUNTY
2300 BLOOMDALE RD., STE 2324
P.O. BOX 8046
McKINNEY, TX 75070-8046
(972) 547-5020
METRO (972) 424-1460 EXT 5020

Date: 05-09-2013

Legal Desc:

Account #:

Parcel: 0000000

Address:

YEAR	TAX UNIT	TAX LEVY REMAINING	IF PAID IN MAY		IF PAID IN JUNE		IF PAID IN JULY	
			PENALTY & INTEREST	TOTAL	PENALTY & INTEREST	TOTAL	PENALTY & INTEREST	TOTAL
2012	COLLIN COLLEGE	0.37	0.04	0.41	0.06	0.43	0.15	0.41
2012	COLLIN COUNTY	1.02	0.13	1.15	0.15	1.17	0.42	1.15
2012	FRISCO CITY	1.96	0.26	2.22	0.30	2.26	0.71	2.22
TOTAL AMOUNT DUE				\$ 3.78		\$ 3.86		\$ 4.63

PLEASE DETACH AND RETURN BOTTOM PORTION WITH YOUR PAYMENT

Note: An additional penalty of 15%-20% is added to all unpaid taxes on July 1. This penalty will be used solely to compensate the delinquent tax attorney. The above is from section 33.07 of the Texas Property Tax Code.

IF THERE IS AN ERROR IN OWNERSHIP, OR JURISDICTION, YOU MUST CONTACT THE CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY AT (469)742-9200 OR (866)467-1110 FOR CORRECTIONS.

Account Number	Month Paid	Amount Paid
	MAY	\$ 3.78
	JUNE	\$ 3.86
	JULY	\$ 4.63
	Amount of Your Check	

IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED AND THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.

MAKE CHECKS PAYABLE TO:

KENNETH L. MAUN
TAX ASSESSOR COLLECTOR
COLLIN COUNTY
P.O. BOX 8046
McKINNEY TX 75070-8046





KENNETH L. MAUN
Tax Assessor Collector
Collin County
2300 Bloomdale Rd., Ste. 2300
P. O. Box 8046
McKinney, Texas 75070-8046
972-547-5020
FAX 1-972-547-5053
Metro 1-972-424-1460 Ext. 5020

Collin County Property Owner:

May 16, 2013

The enclosed delinquent tax statement indicates these taxes were not paid in full by April 30, 2013. If payment was made prior to April 30th, please call our office so we may review our records.

Should your mortgage company pay your taxes, please contact them. If they are at fault for late payment, I'm sure they would want to assist in the payment of any necessary penalty and interest.

After January 31, 2013, all 2012 taxes remaining unpaid are considered delinquent. Delinquent taxes require penalty and interest totaling 13% if paid in May, and 15% if paid in June. The penalty and interest percentage continues to increase until delinquent taxes are paid.

Should the 2012 taxes still be due on July 1, 2013, an additional 15% - 20% will be charged (resulting in a total additional charge of 33% - 38%). For business personal property accounts this can happen as early as April 1st. This additional 15% - 20% collection will help pay the attorney fees for assisting in the collection of delinquent taxes. These penalties and interest are specified in the Texas Property Tax Code and cannot be waived.

I would appreciate your help in the collection of these taxes. Uncollected taxes cause owners of Collin County property to carry an extra burden.

Thank you for your help,

A handwritten signature in black ink that reads "Ken Maun". The signature is written in a cursive, flowing style.

Kenneth L. Maun
Tax Assessor Collector

2013 MAY DELINQUENT NOTICE INSERT

DELINQUENT TAX STATEMENT

KENNETH L. MAUN

TAX ASSESSOR COLLECTOR
 COLLIN COUNTY
 2300 BLOOMDALE RD., STE 2324
 P.O. BOX 8046
 MCKINNEY, TX 75070-8046
 (972) 547-5020
 METRO (972) 424-1460 EXT. 5020

Date: 07-11-2012

Account#:

YEAR	TAX UNIT	TAX LEVY REMAINING	IF PAID IN JULY		IF PAID IN AUGUST		IF PAID IN SEPTEMBER	
			PENALTY & INTEREST	TOTAL	PENALTY & INTEREST	TOTAL	PENALTY & INTEREST	TOTAL
2010	COLLIN COLLEGE	6.57	3.68	10.25	3.76	10.33	3.83	10.40
2010	COLLIN COUNTY	18.26	10.23	28.49	10.44	28.70	10.66	28.92
2010	COMMUNITY ISD	113.78	63.71	177.49	65.08	178.86	66.45	180.23
2010	NEVADA CITY	12.25	6.07	18.32	6.21	18.46	6.35	18.60
2011	COLLIN COLLEGE	22.87	9.51	32.38	9.78	32.65	10.06	32.93
2011	COLLIN COUNTY	63.59	26.46	90.05	27.21	90.80	27.98	91.57
2011	COMMUNITY ISD	396.13	164.80	560.93	169.55	565.68	174.30	570.43
2011	NEVADA CITY	46.89	16.74	63.63	17.28	64.17	17.82	64.71
TOTAL AMOUNT DUE				981.54		989.65		997.79

PLEASE DETACH AND RETURN BOTTOM PORTION WITH YOUR PAYMENT

Note: An additional penalty of 15%-20% is added to all unpaid taxes on July 1. This penalty will be used solely to compensate the delinquent tax attorney. The above is from section 33.07 of the Texas Property Tax Code.

IF THERE IS AN ERROR IN OWNERSHIP, OR JURISDICTION, YOU MUST CONTACT THE CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY AT (469) 742-9200 OR (866) 467-1110 FOR CORRECTIONS.

Account Number	Month Paid	Amount Due
	JULY	981.54
	AUGUST	989.65
	SEPTEMBER	997.79
	Amount of Your Check	

IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED AND THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.

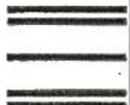
MAKE CHECKS PAYABLE TO:
 KENNETH L. MAUN
 TAX ASSESSOR COLLECTOR
 COLLIN COUNTY
 P.O. BOX 8046
 MCKINNEY TX 75070-8046



Name _____

Address _____

City _____ State _____ Zip _____



Postage
Required
Post Office will
not deliver
without proper
postage.

**KENNETH L. MAUN
TAX ASSESSOR COLLECTOR
COLLIN COUNTY
P.O. BOX 8046
MCKINNEY TX 75070-8046**



Tax Assessor Collector
Collin County
2300 Bloomdale Rd., Suite 2324
P.O. Box 8046
McKinney, Texas 75070-8046

PRESORTED
FIRST CLASS
MAIL
U.S. POSTAGE
PAID
OUTSOURCE
DATA CENTER

IMPORTANT • PROPERTY TAX STATEMENT ENCLOSED

~~75070-8046~~ **75070-8046**
~~75070-8046~~ **75070-8046**



Tax Assessor Collector Offices of Collin County

PROPERTY TAX ONLY

Mckinney
 2300 Bloomdale Rd., Ste. 2324
 P.O. Box 8046
 Mckinney, Texas 75070-8046
 Open Monday Thru Friday
 8:00 a.m. to 5:00 p.m.
 Thursdays 8:00 a.m. to 7:00 p.m.
 972-547-5020
 Metro 1-972-424-1460 ext. 5020

MOTOR VEHICLE ONLY

Mckinney
 2300 Bloomdale Rd., Ste. 2302
 P.O. Box 8008
 Mckinney, Texas 75070-8008
 Open Monday Thru Friday
 8:00 a.m. to 5:00 p.m.
 Thursdays 8:00 a.m. to 7:00 p.m.
 972-547-5014
 Metro 1-972-424-1460 ext. 5014

SUB-OFFICES

Frisco
 6101 Frisco Sq. Blvd., Ste. 2000
 Frisco, Texas 75034
 Open Monday Thru Friday
 8:00 a.m. to 5:00 p.m.
 Wednesdays 8:00 a.m. to 7:00 p.m.
 469-362-5800

Plano
 920 E. Park Blvd., Ste. 100
 Plano, Texas 75074
 Open Monday Thru Friday
 8:00 a.m. to 5:00 p.m.
 Tuesdays 8:00 a.m. to 7:00 p.m.
 972-981-3014

AFFIDAVIT OF COMPLIANCE

I, the undersigned, declare and affirm that my company is in compliance with the Immigration and Reform Act of 1986 and all employees are legally eligible to work in the United States of America.

I further understand and acknowledge that any non-compliance with the Immigration and Reform Act of 1986 at any time during the term of this contract will render the contract voidable.

Name of Company	<input type="text"/>
Title of Officer	<input type="text"/>
Name of Officer	<input type="text"/>
Date:	<input type="text"/>

CONFLICT OF INTEREST QUESTIONNAIRE FORM CIQ For vendor or other person doing business with local governmental entity	
<p>This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.</p> <p>By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.</p> <p>A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.</p>	OFFICE USE ONLY Date Received
1	<p>Name of person doing business with local governmental entity.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
2	<p><input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire.</p> <p>(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)</p>
3	<p>Name each employee or contractor of the local governmental entity who makes recommendations to a local government officer of the governmental entity with respect to expenditures of money AND describe the affiliation or business relationship.</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
4	<p>Name each local government officer who appoints or employs local government officers of the governmental entity for which this questionnaire is filed AND describe the affiliation or business relationship.</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>

Adopted 11/02/2005

FORM CIQ

CONFLICT OF INTEREST QUESTIONNAIRE

Page 2

For vendor or other person doing business with local governmental entity

**5 Name of local government officer with whom filer has affiliation or business relationship.
(Complete this section only if the answer to A, B, or C is YES.)**

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or other relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire? Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity? Yes No

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more? Yes No

D. Describe each affiliation or business relationship.

Empty text box for describing affiliations or business relationships.

6

Signature line

Signature of person doing business with the governmental entity

Date line

Date

Adopted 11/02/2005

Form **W-9**
(Rev. January 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate	
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶	
	<input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.)		Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

In order to better serve our bidders, the Collin County Purchasing Department is conducting the following survey. We appreciate your time and effort expended to submit your bid. Please take a moment to complete the below. Should you have any questions or require more information please call (972) 548-4165.

HOW DID YOU RECEIVE NOTICE OF THIS REQUEST FOR BID OR PROPOSALS?

McKinney Courier-Gazette?	€	Yes	€	No
Plan Room?	€	Yes	€	No
Collin County Web-Site?	€	Yes	€	No
Facsimile or email from BidSync?	€	Yes	€	No
Other <input type="text"/>				

HOW DID YOU RECEIVE THE BID DOCUMENTS?

Downloaded from Home Computer?	€	Yes	€	No
Downloaded from Company Computer?	€	Yes	€	No
Requested a Copy from Collin County?	€	Yes	€	No
Other <input type="text"/>				

Thank You,

Collin County Purchasing Department

Question and Answers for Bid #2013-280 - SERVICES, TAX STATEMENT PREPARATION AND MAILING SERVICE

OVERALL BID QUESTIONS

There are no questions associated with this bid. If you would like to submit a question, please click on the "Create New Question" button below.