

## **PLEASE TAKE A MOMENT TO LOOK OVER THESE NOTES**

At the time of mailing the FY21 Tax Bills the Municipal Building is still closed.

Although we appreciate returning the enclosed envelopes if they are not used, for the time being we will only be issuing new envelopes.

You have the following options to make a payment:

1. We strongly urge you to use the enclosed envelopes to remit payments. The envelopes go directly to our Bank in Worcester. The Bank processes the checks and forwards the payments to us for posting. The Bank cannot process any payment RECEIVED after the Due Date indicated on each payment slip. These late payments are forwarded on to us and may result in interest and/or late fees.
2. Payments may also be made on-line at:  
<https://unipaygold.unibank.com/transactionInfo.aspx>  
Under SEARCH Select: Hardwick, Town of
3. On-line payments are only available until the Due Date. We have installed a Drop Box to the left of the Municipal Building's front door where you can leave payments.  
**WE STRONGLY ADVISE AGAINST PUTTING CASH PAYMENTS IN THE DROP BOX.**
4. Mail the payment to the Town of Hardwick; PO Box 575; Gilbertville, MA, 01031-0575

Please remember, whether by Drop Box or US Mail, payment is deemed made when RECEIVED in the Collector's Office. Payment received after the Due Date indicated on each payment slip may result in interest and/or late fees.

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**Please Pay Close Attention To The Amounts Due As They May Differ By A Penny For Each Payment.**

Should you have any questions please do not hesitate to call the numbers listed on the Bill for Assessor or Collector.

THANK YOU FOR YOUR PATIENCE WHILE WE ALL DEAL SAFELY WITH THE CURRENT CIRCUMSTANCES.