



Auditor-Controller/Treasurer/Tax Collector

Property Tax Division

222 W. Hospitality Lane, 2nd floor
San Bernardino, CA 92415-0018
(909) 386-8831 Fax (909) 386-8820

November 7, 2011

SUBJECT: 2011-2012 FIRST TAX APPORTIONMENT

This is an important notice about this year's property tax apportionment schedule. This office has found it necessary to review and re-format the apportionment process in order to correct certain deficiencies and assure accuracy in our distribution of property tax revenues. Traditionally, the first apportionment of tax receipts is made during the third week of November. At this time, it does not appear that Apportionment #1 will be ready at the normal time. It is more likely that the first and second apportionments will be combined and distributed in early December.

PLEASE DO NOT ISSUE PAYMENTS THAT ARE DEPENDENT ON YOUR RECEIPT OF PROPERTY TAX REVENUE UNTIL WRITTEN NOTICE IS RECEIVED FROM THIS OFFICE REGARDING THE NEW SCHEDULE OF APPORTIONMENTS.

The following historical data is offered for planning purposes:

FY 2010-11 Apportionment	Collection Period	Apportionment Date	Annual Apportionment %
#1 Tax Roll Revenue	07/01/10 – 11/05/10	11/19/10	7.1%
#2 Tax Roll Revenue	11/06/10 – 11/24/10	12/10/10	7.9%

This year's Apportionment #1 will be slightly later. We expect that both Apportionments #1 and #2 will be complete by December 12, and we will send the schedule to you in writing as soon as possible. If you have any questions, please contact Linda Santillano, Property Tax Supervisor at (909) 386-8680 or at Linda.Santillano@atc.sbcounty.gov. You may also contact Vanessa Doyle, Property Tax Manager at (909) 386-8829 or by e-mail at Vanessa.Doyle@atc.sbcounty.gov.

Respectfully,

LARRY WALKER
Auditor-Controller/Treasurer/Tax Collector

By: **SONIA HERMOSILLO**
Chief Deputy Controller