

FREQUENTLY ASKED QUESTIONS

Tax Statements:

1. When are tax statements mailed?
 - All tax statements are mailed July 15th
2. When are taxes due?
 - To avoid interest charges, pay the 1st half by October 1st and the 2nd half by April 1st
3. Can I receive a discount on my taxes for paying early?
 - Yes, a 2.5% discount is given for all current year 1st half payments made on or by September 1 and for all current year 2nd half payments made on or by March 1
4. I didn't receive my tax statement. How do I get another copy?
 - Call our office at (304) 624-8685
5. I have misplaced my statement. How do I find out how much I owe?
 - Call our office at (304) 624-8685 or you may look at your taxes online by clicking on the 'Tax Inquiry' link.
6. Where is my account number located on the statement?
 - In the top right hand corner of the statement.

Payments:

1. Do you accept credit/debit cards for payment?
 - Yes, you may pay with your credit/debit card in the office or by telephone.
2. May I pay my taxes by phone?
 - Yes, please call our office at (304) 624-8685 and we will take your credit/debit card information over the phone and give you a confirmation number. Your receipt will be mailed to you. A 2.95% fee is assessed for this service.
3. May I pay my taxes online?
 - Not at this time.
4. What is the address for mailing payments?
 - Harrison County Sheriff and Treasurer , 301 West Main Street, Clarksburg, WV 26301
5. Who do I make my check payable to?
 - Sheriff and Treasurer of Harrison County.
6. What information do I need to include with payment?
 - Your tax statements are preferred, but if not available, please include your account number(s) from your statements.
7. Will I receive receipt(s) for payment?
 - Yes, you will receive tax receipt(s) in the mail.

Real Estate Payment by Mortgage Company:

1. My taxes are escrowed with my mortgage payment, but I received my tax statement?
 - All tax statements are mailed to the homeowner as most mortgage companies receive our tax data electronically.
2. How do I know if my mortgage company has paid my taxes?
 - You may refer to your mortgage company to make sure they have made the payment, or you may contact our office at (304) 624-8685 to see if your taxes are paid. You may also request a duplicate receipt for your requests at the time you call.

Personal Property:

1. I did not receive a personal property tax statement this year?
 - You may not have been assessed for this tax year. You may call our office at (304) 624-8685 to see if you have a statement due. You may be directed to the Assessor's office to file an assessment and have statement generated.
2. I sold a vehicle last year, but it remains on my tax statement?
 - Your current year tax statement is based on what you owned on July 1 of the previous year. If you owned the vehicle on July 1st, you will be responsible for the next full year of taxes on that vehicle

Vehicle Registration:

1. Can I renew my registration at the Sheriff's Tax Office?
 - Yes, you may renew your Class A or Class G (motorcycle) plate at the Tax Office if it hasn't been expired more than 120 days.
2. What information do I need to bring to renew my registration?
 - You will need your renewal card that was mailed to you from Charleston, with your insurance information completed on the back along with your personal property tax receipt. If you do not have your tax receipt, we can check the payment information in our office.

Sheriff's Annual Tax Lien Sale:

1. When is the Sheriff's Annual Tax Lien Sale held?
 - The sale may be held between October 17 and November 24 each year. You may contact our office at (304) 624-8685 closer to that time to see when the actual sale for that year will be held.

2. How may I obtain a listing of the properties included in the sale?
 - You may view the listing on our website or you may view the listing in the Clarksburg Exponent Telegram thirty days prior to the sale.
3. Do you need to be present to bid on properties at the Sheriff's Tax Lien Sale?
 - Yes, you must come in and register to bid on properties at our sale.
4. What forms of payment do you accept for the Sheriff's Tax Lien Sale?
 - We accept cash, check, money order and credit/debit cards for the sale.

Redeeming Property:

1. My property was sold at the Sheriff's Tax Lien Sale; how do I redeem it?
 - You need to contact the State Auditor's office at (888)509-6568 or visit their website at www.wvsao.gov. They must give you the amount to redeem.

Other:

1. Where is your office located?
 - The Tax Office is located on the 1st floor of the courthouse, through the front doors and straight in the back.
2. What are your office hours?
 - We are open Monday – Friday, from 8:00am to 4:30pm.