

## **TAX REFUND PROCEDURE**

This is the procedure to follow if you are requesting a refund due to a reduction in your property assessment after taxes have been paid.

In order to request a refund of Real Estate Taxes from Middletown Township, you need to write a letter specifically requesting the refund to:

Township Manager  
3 Municipal Way  
Langhorne, PA. 19047

The following information must be included with your request for refund:

- A copy of your change of assessment notice clearly showing the effective date and amount of the change, and
- A copy of your receipted Tax bills for the period(s) a refund is requested, clearing showing the amount of Middletown Township Real Estate Taxes paid, date paid and evidence of receipt by the Tax Collector.