

**STATEMENT OF FIRE PROTECTION SERVICE FEES DUE**  
Upshur County Fire Board, Inc., A STATUTORY CORPORATION



**Fee Year:**  
**Ticket #:**

**Amount Due:**

\*BASED ON WHAT YOU OWNED ON JULY 1ST OF PREVIOUS YEAR

DISTRICT	MAP	PARCEL	SUB-PARCEL	SPECIAL ID

LEGAL DESCRIPTION/ PROPERTY LOCATION:

**\*\* READ REVERSE SIDE OF STATEMENT FOR IMPORTANT INFORMATION**

<b>MAKE CHECKS PAYABLE AND REMIT TO:</b> <b>SHERIFF OF UPSHUR COUNTY</b> <b>38 W. MAIN STREET, ROOM 101</b> <b>BUCKHANNON, WV 26201</b>	<b>BILLING QUESTIONS: 304-473-2902</b> <b>DUE DATE: SEPTEMBER 1ST 2023</b> <b>DELINQUENT: OCTOBER 1ST 2023</b> <b>AFTER OCTOBER 15TH 2023 CIVIL ACTION BEGINS</b>
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OWNER OF RECORD:



↑ **KEEP THIS PORTION FOR YOUR RECORDS** ↑

↓ **RETURN THIS PORTION FOR OUR RECORDS** ↓

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<b>OFFICE USE ONLY</b> <b>RETURN THIS PORTION WITH YOUR PAYMENT</b>
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OWNER OF RECORD:

**\*\* NOTE ANY ADDRESS CHANGES ON REVERSE SIDE**

**ASSESSMENT:** This statement is for Fire Protection Service Fees assessed by the Upshur County Fire Board, Inc., a statutory corporation on property that you owned on July 1, 2022. A definition of each Fire Protection Service Fee class is provided below to assist you in determining if your property has been properly assessed.

**\$5.00-** There is imposed and levied on all owners of all vacant property with five or more acres a fee of \$5.00.

**\$25.00 -** •There is imposed and levied upon the owners of all residential buildings a Twenty-Five Dollar fee for each residential building

•There is imposed and levied upon the owners of all residential rental buildings a Twenty-Five Dollar fee for each residential rental unit within said building.

**\$50.00-** There is imposed and levied on all owners of all commercial or institutional buildings a fee of Fifty Dollars for Each Tenant Lessee or occupant including the owner thereof, for each unit within said unit. (Excepting Residential Rental Units). In the event several buildings are joined together to form a complex, the owner shall be assessed a separate fee for each building tenant/unit of said complex.

**DELINQUENCIES:** All Fire Fees remaining unpaid as of October 15, 2023 are subject to civil action. The fees assessed pursuant to the provisions of the Upshur County Fire Fee Ordinance shall be a debt due the Upshur County Commission and may be collected by proceedings instituted in courts of the appropriate jurisdiction.

**Once submitted to the court for judgement additional fees WILL be added. MAKE SURE YOU PAY YOUR FEES BY OCTOBER 15th TO AVOID THESE ADDITIONAL CHARGES AND AVOID BEING SERVED BY THE COURT.**

**Frequently Asked Questions:**

**Where does this money go?** The Fire Board pays expenses of administration and maintains a reserve fund then distributes the money to the various volunteer fire departments to use for equipment, training, maintenance, and other expenses incurred in serving the citizens of Upshur County.

**Request to be on Agenda- Voicing of Complaints about Fire Fees**

All requests to be placed on the agenda of the Upshur County Fire Board, Inc. should be directed to the Upshur County Fire Board office, 38 West Main Street, Room 101, Buckhannon, WV 26201 or call 304-473-2902. **DO NOT lodge complaints about the Fire Fee Ordinance with the employees of the Upshur County Sheriff's Tax Office. These MUST be addressed with the Upshur County Board, Inc.**

**Can I combine my fire fee payments with my tax remittance onto one check?** Fire Fees are monies collected on behalf of the Upshur County Fire Board.

Tax monies must be maintained separately from other monies; therefore, we request fire fee remittances on separate checks.

**Are my fire fees paid by my mortgage company when they pay my taxes?** Generally mortgage companies do not pay fire service fees when they pay from your mortgage escrow accounts. You should always verify to see what your individual mortgage company has done.

**Why am I still being billed for a Fire Fee on a home I already sold?** The Upshur County Fire Protection Service Fees is a fee assessed against the owner of record of the property. It DOES NOT follow the property and is therefore considered a personal debt of the owner of record as of the applicable assessment year.

**My taxes were pro-rated during my closing. Why am I still receiving a bill for Fire Fees?** Fire Fees are not taxes and are generally not included in closing agreements when the taxes are pro-rated. If you have questions, please refer to your closing to review the actual charges and whether or not the fire fees were included.

**Why am I being sued for delinquent unpaid fire service fees?** The Upshur County Fire Board/Upshur County Commission does seek civil action against those who have not paid their annual fire fees. This procedure is managed by the Fire Fee Clerk located within the Upshur County Sheriff's Tax Office. General assessment and billing questions can be answered by the Fire Fee Clerk.

**My bill is inaccurate. I should not be billed for a Fire Service Fee.**

If you feel your bill is inaccurate or you should not have been billed at all, you can request a relief of erroneous assessment. This form can be obtained from the Upshur County Sheriff's Tax Office or is available on their website at [www.upshurcounty.org](http://www.upshurcounty.org).

**May I pay online?** Yes, online payments can be made at <http://www.upshurcounty.org/government/sheriff-office/fire-service-fees.php>

For the purposes of CUSTOMER CONVENIENCE the Upshur County Sheriff's Tax Office is merely a payment location for these fees, they DO NOT make decisions about the fees nor did they institute this ordinance. If you wish to lodge complaints about the ordinance you must go before the Upshur County Fire Board, Inc. To schedule an appointment please contact the clerk at (304) 473-2902. Meetings are held in the Administrative Annex, 91 West Main Street Buckhannon, WV 26201 on the third Tuesday of each month at 6:30 p.m. Those wishing to address the Board must register 15 minutes prior to the meeting start time (WV Code 6-9A-3).

Please indicate any address change below:

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