

Bob Dixon  
Presiding Commissioner

Rusty MacLachlan  
1<sup>st</sup> District Commissioner

John C Russell  
2<sup>nd</sup> District Commissioner



**County Commission**  
**Greene County, Missouri**  
(417) 868-4112

Shane Schoeller  
Clerk of the Commission

Christopher J Coulter, AICP  
County Administrator

Megan Applegate  
Executive Assistant

RSMo §52.240, subsection 4 allows a taxpayer to appeal to the County Commission for a refund of late fees or taxes if the county has made an **error or omission in determining taxes owed**. The Missouri Statute reads as follows:

Any taxpayer claiming that the county made an error or omission in determining taxes owed may submit a written request for a refund of penalties, interest, or taxes to the county commission or governing body of the county. If the county commission or governing body of the county approves the refund, then such penalties, interest, or taxes shall be refunded as provided in section 139.031. The county commission shall approve or disapprove the taxpayer's written request within thirty days of receiving said request. The county collector shall refund penalties, interest, and taxes if the county made an error or omission in determining taxes owed by the taxpayer.

#### **Instructions:**

1. Fill out and sign the Request Form on the reverse of this page. We respectfully request that the documentation be typed.
2. Submit the form, along with any supporting documentation, to the Commission Office at 1443 N Robberson Ave, 10<sup>th</sup> Floor, in person. Please include a statement explaining why you believe a refund is owed.
3. A public hearing will be held during the regular monthly Greene County Court Session held on the first Monday of each month.
4. If the appeal is approved, the Collector's Office will remit a check for the refund, mailed to the address provided on the form. Refunds may take up to 12 weeks to process.
5. If the request is denied, a copy of the form showing the Commission's decision will be mailed to the address provided.

**The decision made by the Commission must be in accordance with the Revised Statutes of Missouri. To determine whether your claim qualifies for refund, you may review relevant statutes at [revisor.mo.gov](http://revisor.mo.gov).**

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**Tax Penalty & Interest Refund Request Form**  
RSMo §52.240, subsection 4

Name:	Date:
Address:	Phone:
City, State ZIP:	Email:

Tax ID:	Tax Year:	Date Paid:
Property Location:	Receipt Number:	Payment Amount:
Please attach any supporting documents you with for the Commission to review as part of your request.		Total of Refund Requested:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

-----OFFICE USE ONLY BELOW THIS LINE-----

Date Received:

Greene County:

Per RSMo §52.240, subsection 4, has the county made an error or omission in determining the taxes owed?

Yes  No

\_\_\_\_\_  
Collector Signature

\_\_\_\_\_  
Date

**Commission Action:**

	<b>Vote</b>	<b>Date</b>
Presiding Commissioner		
District 1 Commissioner		
District 2 Commissioner		