

**COVID-19 Policy**

**TRUSTEE**



## Sullivan County Trustee's Office

**Susan A. Ramsey, Trustee**

**423-323-6464 Office Number**

In an effort to comply with the request from the CDC and our Local Health Director, the Trustee's office is temporarily closed to Public Access. Our office will be working as usual with the ability to provide the same services to our citizens without face to face contact with individuals.

We have a payment drop box outside of the Courthouse just to the left of our office (from the street view) for making payments, as well as sending payments by mail. You will be able to contact us by phone during normal business operating hours.

**If you are a TAX RELIEF participant, please carefully read the following information:**

**ALL VOUCHERS AND TAX PAYMENTS MUST BE COMPLETE BY APRIL 6, 2020.**

**IF YOU FEEL THAT YOU QUALIFY FOR TAX RELIEF AS ELDERLY (65 OR OLDER); YOUNGER THAN 65 AND DISABLED THROUGH SOCIAL SECURITY; it is based on your total 2018 income and cannot exceed \$29,860.00. You must provide proof of income for you, your spouse and anyone else that owns the property per deed. You must provide a copy of your Social Security card, Medicare card and Drivers License for each person mentioned above.**

**IF YOU FEEL THAT YOU QUALIFY FOR TAX RELIEF AS A DISABLED VETERAN OR A WIDOWER OF A DISABLED VETERAN; You must have permanent and total service-connected disability.**

Please contact our office at the number listed above for assistance with the Tax Relief Program. We would prefer, for the safety and care of everyone, to have all information mailed to our office. If you feel that you cannot complete this process without coming into the office, we will try to make appointments if we are allowed by the Director of Health.

Please understand that during this time of uncertainty, that the plans for our office, as well as other government offices may change at any time. We greatly appreciate your sincere understanding during this time. Be assured that we are here to handle all business that is required of our office.