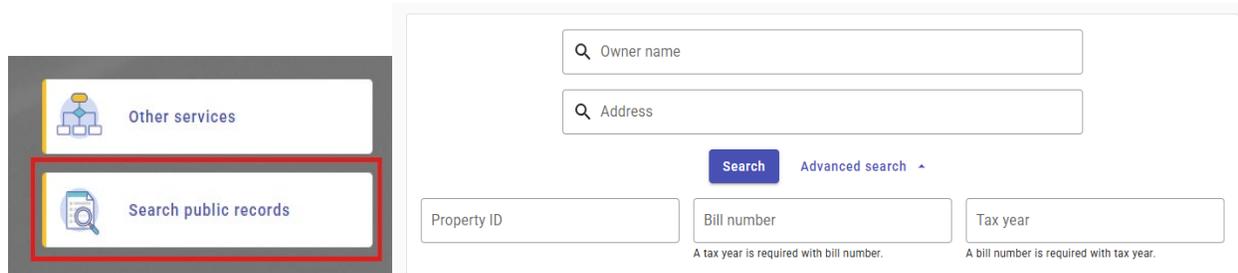


## How To Pay Your Property Tax Bill Online

Go to: <https://cityofhendersonvilletn.tylerportico.com/navigator/public/selections/navigator>

Select either “Real Estate” or “Personal Property”, depending on the type of property tax bill you are paying.

From here the easiest way to locate your property is to go to “Search public records”, which provides several options to search (including Owner Name, Property Address and Tax Year / Bill Number, if you use the Advanced Search drop down).



The image shows a screenshot of a web application interface. On the left, there is a vertical menu with two options: "Other services" and "Search public records". The "Search public records" option is highlighted with a red rectangular border. To the right of the menu is a search form. It contains two input fields: "Owner name" and "Address". Below these fields is a blue "Search" button and a link for "Advanced search" with a dropdown arrow. At the bottom of the search form, there are three input fields: "Property ID", "Bill number", and "Tax year". Below the "Bill number" field, there is a small note: "A tax year is required with bill number." Below the "Tax year" field, there is a small note: "A bill number is required with tax year."

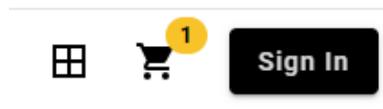
**Please note: If you have your bill, the easiest way to locate is by entering the Bill Number and Tax Year.**

If you don't have your bill, Owner Name should be entered as **Lastname Firstname** (i.e. Smith John). Try spouse's name if yours does not work. If searching by property address, enter as **street number street name** without the street suffix (Drive, Circle, Road) (i.e. 123 Main instead of 123 Main St. or 123 Main Street).

**Once your bill is located and selected, press “Pay Bill” and “Add to Cart”.**

If you have a bill for both Real Estate and Personal Property (or if you have more than one bill in the same category) and want to pay them in a single transaction, select the four-square icon in the upper right-hand corner to return to the homepage and locate another bill.

**Once all bills are in your cart, go to your cart and complete the transaction.**



There is a 2.95% fee for payments with credit card and a \$2.95 fee for payments with e-check. To avoid interest, payments are due by the last day of February.

If you have questions, please contact the property tax office at 615-564-5399.