

Payments by Mail

In order to more efficiently process your payments, the Town of Spencer is using a return address for Water/Sewer, Real Estate, Personal Property and Some Excise Tax bills. This address is: **Town of Spencer PO Box 812, Reading MA 01867.**

Payments received at this location are processed daily. Payments to this location must include the proper payment coupon. If not, your payment could result in a delay which may cause a late fee. This address does not accept payments without the remittance slip/payment coupon.

Payments by Personal On-Line Banking

Making a payment using your own bank's bill payment system.

Please make sure that you send us a separate check for each bill that you are paying and that the bill number or parcel Id or account number is noted on the check. This will ensure that your payments are posted correctly. If this information is missing or incorrect your check maybe returned to you and there will be a delay in posting your payment which could result in late fees. Please mail these checks to the **Town of Spencer 157 Main Street, Spencer MA 01562.**

Also please allow 7 to 10 days for us to receive the check. Payments are on the date they are received. (If you use your banks "On-Line" payment system please be aware that the Town is actually mailed a check, this does not come to us electronically. It may take up to 2 weeks for the Collector's office to receive the check from your bank)

Town of Spencer ONLINE PAYMENTS.

For a quicker safer payment option please see our "online payments" link on the home page. To pay online using ACH – (routing number and account number) the fee is **.50 cents**. Using a debit/credit card the fee is based on the amount of your bill. The fee amount will be shown once you enter your bill number.