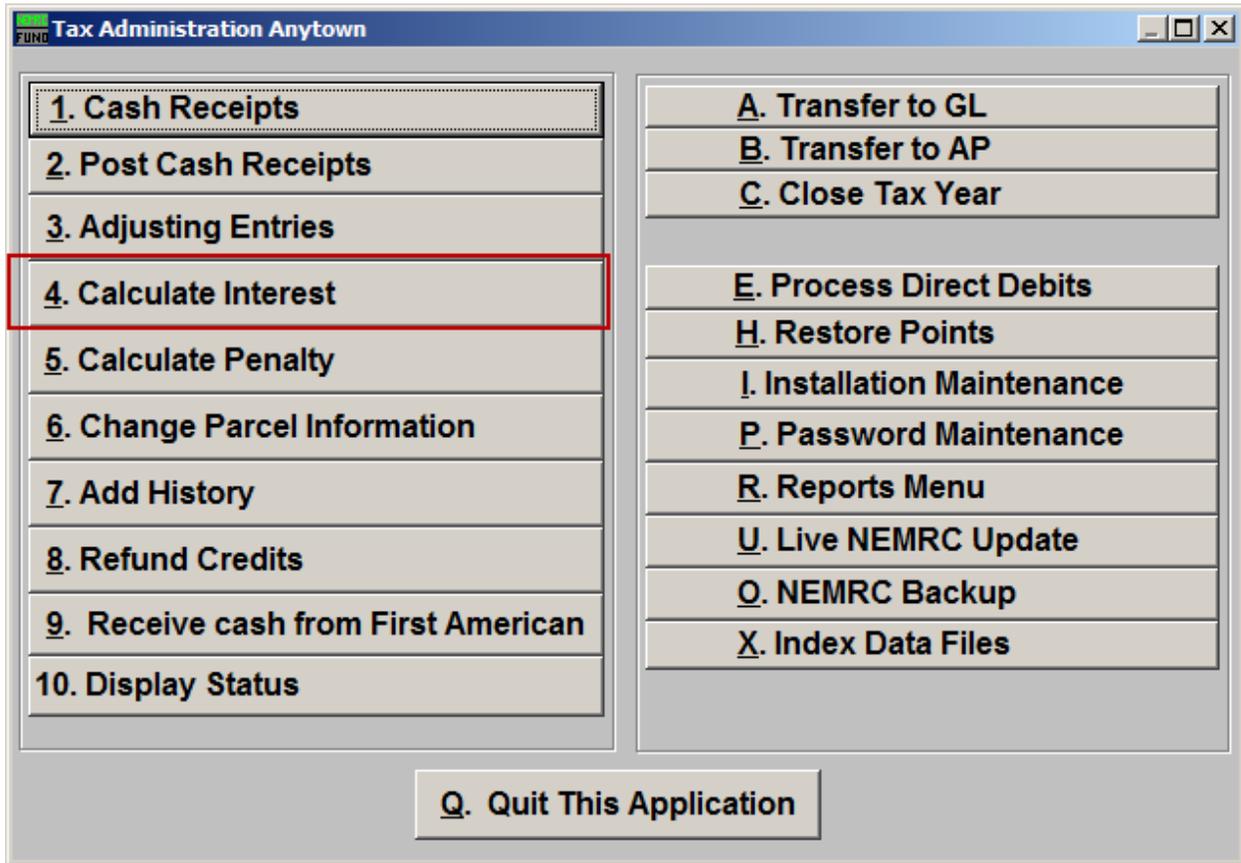


Tax Administration

4. Calculate Interest



Click on “4. Calculate Interest” from the Main Menu and the following window will appear:

Tax Administration

1. **Individual:** Click to choose this option if you want to calculate interest for an individual Parcel.
2. **All Parcels:** Click to choose this option if you want to calculate interest for All Parcels.
3. This option is only available if you chose “Individual.” Select the Parcel you are seeking. For additional information on finding Parcels, refer to TA GENERAL PARCEL LOOKUPS.
4. **Interest Rates:** This area displays the interest rates for all Tax Years.
5. **Parcel Detail OR Summary Only:** Include the individual parcel and tax year detail on the proof sheet or report only the totals by Tax Year.
6. **Parcel Order OR Name Order:** If parcel detail is selected above then in which order would you like the information to print out.
7. **Interest Last Calculated on: xx/xx/xxxx:** The system stores the last date interest was calculated.

Tax Administration

- 8. Preview:** Click this button to preview this report. Refer to GENERAL PREVIEW for more information.
- 9. Print:** Click this button to print this report. Refer to GENERAL PRINTING for more information.
- 10. Calculate:** It is recommended that you review a proof sheet before clicking to calculate the interest charges.
- 11. Cancel:** Click on “Cancel” to return to the Main Menu.