To pay your ambulance fee, you will need to use either cash, check or money order payable to Jefferson County Commission.

**ALL CREDIT/DEBIT CARD PAYMENTS WILL RECEIVE A $2.50 CONVENIENCE CHARGE**

You may either:
- Pay online at this website
- Mail your payment to: Jefferson County Commission
  PO Box 250
  Charles Town, WV 25414
- Pay in person Monday-Friday, 9:00am-4:30pm, at our office located at 124 E. Washington Street in Charles Town.
- Use our locked drop box for after-hours located by the side of the door.

This is a yearly fee approved by the Jefferson County Commission. The ordinance was signed June 5, 2014 to fund the hiring of EMTs for the Emergency Services Agency. Property owners will receive a bill per residential and non-residential unit.

**Fees are as follows:**
- Residential unit (occupied or unoccupied) $39
- Non-owner occupied $50
- Non-residential (see as below)
  - For properties less than 10,000 square foot, the minimum fee is $90. For properties where the square footage is not available from the assessor, the fee is $150.
  - For properties with a total square footage of 10,001 square foot or greater, the flat fee per parcel is determined as follows:
    - For properties less than 10,000 square foot, the minimum fee is $90. For properties where the square footage is not available from the assessor, the fee is $150.
    - 10,001 sf to 20,000 sf $200.00
    - 20,001 sf to 65,000 sf $512.00
    - 65,001 sf to 360,000 sf $1,875.00
    - 360,001 sf or greater $33,400.00

**Late fees:**
- Residential
  - After September 30 – add $5
  - After January 31 – add $15 (homestead exemption is $10)
  - After March 31 – delinquent/subject to collection
- Non-residential
  - After September 30 – add 10%
  - After January 31 – add 20%