HOW DO I PAY MY AMBULANCE FEE

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 CONVENIENCE CHARGE**

You may either:
- Pay online at this website
- Mail your payment to: Jefferson County Commission
  PO Box 206
  Charles Town, WV 25414
- Pay in person Monday-Friday, 9:00am-4:45pm, at our office located at 110 N. George Street in Charles Town.

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:

  - 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 December 31 – add $15
After March 31 – delinquent/subject to collection

**Non-residential**
After September 30 – add 10%
After December 31 – add 20%