



REAL PROPERTY TAX GUIDE



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www.lra.gov.lr

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REAL ESTATE FREQUENTLY ASKED QUESTIONS

1. What Is Real Property?

Real Property (also called real estate) refers to land, structures, or a combination of land and structure .

2. What Is Real Property Tax?

Under a property tax system, the government requires an appraisal of the monetary value of each property (also called the market value). A tax is then assessed in proportion to the market value of your property.

3. How Can My Real Property Tax be Calculated?

Property Market Value X Applicable Tax Rate (see back of brochure) = Amount of Tax Due.

4. Who Should Pay Real Property Tax?

All owners of land with or without structures on it in Liberia are required to pay real property tax. Only mud huts are excluded. Real Property Tax must also be paid on booths and zinc houses. Tenants or caretakers in possession of an owner's Tax Identification Number (TIN) can also pay Real Property Tax on behalf of owners.

5. What if the old owner did not pay the Real Property Tax before selling the property?

If the seller of the property did not pay the Real Property Tax at all on the property, the buyer is responsible to pay the tax going back five years. Revenue Code of Liberia Section 2010 Payment of Delinquent Taxes As Condition Precedent To Conveyance Of Interests In Real Property.

6. How Do I Make A Real Property Tax Payment?

Ensure that you have a TIN and obtain your tax bill from Registration Unit. You cannot make a payment without a tax bill. The check must be made payable to " General Revenue Account". Payments are processed in the Banking Services Unit of the LRA Taxpayer Services Center. Please retain for your official receipt for your records.



**REAL ESTATE TAX IS DUE
JANUARY 1 TO JULY 1 YEARLY.
PAY YOUR TAXES ON TIME.**



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Pay Your Real Property Taxes Today

7. How Do I Register my Property with the Liberia Revenue Authority?

Take the following Steps:

- A. Obtain a Tax Identification Number (TIN) at the LRA Taxpayer Service Center on the ground floor of the Ministry of Finance Building in Monrovia, at the LRA Headquarters in Paynesville, or at locations designated by the LRA through public service announcements.
- B. Submit the following to the Registration Officer in the Taxpayer Services Registration Unit:
 - a. Photograph of Property
 - b. Copy of Deed evidencing ownership or notarized statement of ownership
 - c. One passport photo of the owner(s) and/or custodian or administrator
 - d. Official identification of the owner(s) (passport, driver license, voter card, birth certificate) detailing specific details including name and address of the owner(s)
 - e. Completed self declaration form or certified appraisal duly notarized (residential properties)
 - f. Certified appraisal duly notarized value (commercial properties)
 - g. Property Schedule (see back of the brochure, visit our website at www.lra.gov.lr, or email taxpayerservices@lra.gov.lr for a copy).

Note: you can also register and obtain a Trust TIN if you do not have any documents of the owner of the property.

8. How do I Register my Property in Trust?

To Register a property in Trust you are to submit two of the following documents to the Registration Officer in the Taxpayer Services Center Registration Unit:

- Notarized copy of Lease Agreement
- Previous Real Property Tax Bill
- Photo ID of the Representative
- A Notarized Letter.



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9. How Do I Get My Property Value Assessed?

You can obtain a valuation of your property in the following ways:

A. Commercial Property

Certified architectural firm or engineer in Liberia have to undertake the valuation. The valuation must be notarized by a notary public. The LRA reserves the right to reject any fraudulent appraisals.

B. Residential Property

You can also use an architectural firm or engineer certified in Liberia. The LRA reserves the right to verify any assessed value or reject any fraudulent appraisals.. You may make self-declaration of your property value (only market value is acceptable) accompanied by a photo and complete description of the property.

10. I Already Registered My Property With My Township, do I still need to Register with the Liberia Revenue Authority?

Yes, and registration is FREE.

11. Can I Register my Real Property if I am not in Liberia?

Yes, you can register your property in Trust.

12. What is a Property Schedule?

A property schedule gives the details of the Real Property you have acquired. Section 2004 Revenue Code of Liberia – Every person who has acquired title to real property is subject to assessment and taxation. Within thirty days after the effective date of acquisition, as the case may be, shall file in the office of the Liberia Revenue Authority nearest to where such real property is located a correct and specific schedule of all such real property acquired by an individual. Such schedule shall contain a complete description of the real property, including its location, area lot number, designation, if any use classification and the actual consideration paid on its acquisition.

13. Is the Submission of A Property Schedule A Legal Requirement?

Yes, thirty days after acquiring title to a real property, the new owner must submit a schedule of these properties to the Liberia Revenue Authority at a Taxpayer Service Center or LRA Business Office in your County. Legal documents showing ownership of property must be attached. Liberia Revenue Code, Section 2004.



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14. What Happens if a Property Owner does not file a Schedule of His/Hers/Its Property?

If you fail to file a schedule of your properties, a Failure to File penalty in addition to late filing fees will be levied against you in accordance with Section 51(B) and 55 of the Revenue Code of Liberia. In addition, if you fail to comply with LRA warnings and compliance advice, the LRA will prosecute you through the Ministry of Justice.

15. How Do I Pay Real Property Tax If I Am In Another Country?

Request your bill via email at realestatebilling@lra.gov.lr. Your bill will be forwarded to you. You can send transfer funds to the Central Bank Foreign Account in New York for further credit to General Revenue Account.

The banking details are:

Central Bank of Liberia Offshore Accounts Fund Transfer Details.	
Correspondent Bank:	Federal Reserve Bank of New York, 33 Liberty Street, New York, NY 10045-0001
SWIFT Code	FRNYUS33
Beneficiary	Central Bank of Liberia
Account No.	02 108 4717 LIBER
SWIFT Code	CBLRLRLM
Routing Number	15 02 108 4717
For Further Credit To A/C Title:	GOL Revenue Account - USD
Account No.	02-025-300002-11.



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16. What If I Am Not Able to Pay The Full Amount of the Real Property Taxes Due?

Taxpayers facing hardship can request an installment plan and the LRA approval will be guided by Section 5.2 of the enforcement manual.

17. When Are Real Property Taxes Due?

The law provides for a period of six months. Tax payments are due every year between January 1- June 30. Interest at Central Bank of Liberia (CBL) rate starts to accrue after July 2nd. After July 31, penalty of 5% is added monthly on the balance due.

18. What Happens If I Fail to Pay My Taxes On Time?

You will be charged a monthly penalty of 5% plus interest (Central Bank of Liberia rate on the taxes due) for each month that you fail to pay in accordance with Section 2002 of the Revenue Code of Liberia.

19. What Happens If I Refuse to Pay Real Property Tax?

The LRA will close your property down temporarily for 5 days and forward your name to the Ministry of Justice for prosecution. This will lead to the eventual seizure and sale of your property by the Government of Liberia.

**A GOOD TAXPAYER IS A
NATION BUILDER**



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Real Property Tax Rates

Rates On Developed Land		Rates On Undeveloped Land	
Description	Rate	Description	Rate
Commercial Building	1.5%	Types of Land within City or Town Limits: City or Town Lots	3.5%
Industrial Building	1.5%	Types of Land within Urban Areas: City or Town Limits: Farmland	4%
Residential Building	0.25%	Types of Land within City or Town Limits: Acre or Above	4.5%
Improvements on Farmland in Urban Areas	0.33%	Types of Land outside Urban Areas: City or Town Limits: Lots and Acre or Above	L\$5.00 per acre
Improvement on Farmland outside Urban Areas	0.25%	Types of Land Outside Urban Areas: Farmland	L\$5.00 per acre
Commercial Buildings/ Improvements on Public Land	1%		
Residential Buildings/ Improvement on Public Land	0.14%		



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