

NOTICE OF PROPERTY TAX COLLECTION

Pay at least the first installment of real estate taxes by 12/31/20 or by 1/31/21 and pay the remainder to Dane County by 7/31/21. Contact the Town Treasurer if the bill's mailing address needs changing.

Taxes paid in 2020 **MUST** be postmarked by Tuesday, December 31, 2020.

Mail your check to: Leaota Braithwaite, Treasurer **OR** Medina Town Hall
PO Box 37 December 31st 9am-1pm
Marshall, WI 53559 January 30th 9am-12pm
Due to COVID-19 there will be only 2 people allowed in the Town Hall at a time. Masks must be worn.

When paying by check, please make sure that:

- You properly endorse any escrow account check.
- **Do Not** include payment for dog licenses in this check
- The check is made out to **Town of Medina** only; and
- Enclose a self-addressed stamped envelope if you want a receipt or include an email address that a receipt can be sent to.
- **There is a secure drop box at the Town Hall, as well. (White with American Flag)**

IMPORTANT: Separate checks are necessary for Real Estate Taxes, Personal Property Taxes, and Dog Licenses. Overpayments of Real Estate Taxes will not be applied to dog licenses.

A \$30 charge + Bank fees will be assessed for any check returned due to insufficient funds. No refund checks will be issued at payment but will be issued the following month.

LOTTERY CREDIT: Check your bill to see if you received one. If the property was your primary residence as of 1/1/20, you are eligible for a lottery credit. Contact the Town Treasurer for the necessary paperwork. If the property is no longer your primary residence, the lottery credit should be removed. The Wisconsin Department of Revenue audits lottery credits regularly. If DOR finds you are not eligible, you will have to pay the lottery credits back to the state. Contact the Town Treasurer for forms to remove the credit.

If questions, contact Leaota Braithwaite at **(608) 655-3700** or at treasurer@townofmedina.org

DOG LICENSES

All dogs in the Town of Medina **MUST** be licensed annually per state law.

FEES: \$15 - Spayed and Neutered \$20 - Not Spayed/Not Neutered

- Proofread the dog license application sent with your tax bill. Return the form with your tax payment. "Mixed" is not acceptable for a breed. List the breed it most looks like.
- Important: Provide proof of rabies shot from your veterinarian for each dog.
- **Send a separate check payable to the Town of Medina for payment of dog licenses. If your dog license payment is included in your tax payment it will be applied to your taxes or refunded.**
- Enclose a self-addressed stamped envelope for return of tags and licenses.

MULTIPLE DOG LICENSES: Fees are **\$55 for 12 dogs plus \$15 for each additional dog.** The Town Treasurer must have copies of proof of rabies shot on file, which includes the name and description of each dog included in the license.