

Town of Sugar Creek, Wisconsin Tax Payment Instructions

2022-2023 Real Estate Tax Payments

Checks Payable to: Town of Sugar Creek

Tax Payments may be made in the following ways:

1. Mailing (Be sure to use the correct mailing address: P.O. 287, Elkhorn, WI 53121)
2. Town Hall Drop Box

WITH YOUR PAYMENT INCLUDE:

- A. YOUR PHONE NUMBER written on the tax bill stub, if I have questions regarding payment
- B. SELF-ADDRESSED STAMPED ENVELOPE with your payment, if you wish a receipt

After payment is posted, you can go to the Walworth County Web Site (www.co.walworth.wi.us)
to print a receipt if you want a copy.

If you have any questions or need assistance, please contact Sharri Loveless, Treasurer, at (262) 742-4445.

After January 31, 2023

ALL REAL ESTATE TAXES MUST BE PAID TO WALWORTH COUNTY TREASURER

SPECIAL NOTES

- 1) If you have a mortgage company check made payable to the Town and yourself, please sign the check.
- 2) Please double check your figures making sure you are sending the correct amount, so proper credit is given.
- 3) Any checks returned for NSF or other reasons will be assessed a \$25.00 fee per check.

Taxes both real estate and personal property **must be paid by January 31, 2023**. Partial payment of real estate taxes may be made provided you pay the amount as state on your bill by January 31, 2023. **The remainder will be paid directly to the County Treasurer by July 31st.** Personal property taxes are not subject to this rule and must be *paid in full by January 31st*. All real estate tax payments after January 31, 2023, must be made to the Walworth County Treasurer. **(BEFORE January 31, 2023 check should be made payable to: "Town of Sugar Creek")**

Make sure that the legal description on your bill is that of the property on which you wish to make payment. The collector is not responsible for tax payments made on the wrong property.

The Town Treasurer has nothing to do with the assessing of your property. Her only duty is to collect all of the taxes shown on the tax roll. She has no authority to change, reduce, or cancel any tax.

The valuation of your property as shown by the 2022 tax bill was fixed as of January 1, 2022. Any information in connection with the valuation or description should be obtained through the assessor: Accurate Appraisal, LLC, P.O. Box 415, Menasha, WI 54952, phone: 1-800-770-3927 (office), 920-749-8098 (fax), or email: info@accurateassessor.com. Complaints or appeals for adjustment of assessment must be presented to the Board of Review which meets at the Sugar Creek Town Hall on the 3rd Monday in May, unless otherwise posted. Please check local newspapers or contact the Town Clerk to verify the date and time.

Town Clerk: Diane Boyd *Email:* townsugarcreek@elknet.net *Phone:* (262) 742 – 3383

Regular Office Hours: Monday, Tuesday, and Thursday, 9:00 am to 4:00 pm

Town Website: www.townofsugarcreekWI.com

Inquiries regarding real estate taxes other than the 2022 levy should be addressed to:
County Treasurer, P.O. Box 1001, Elkhorn, WI 53121 County Treasurer Phone: (262) 741-4251

**IF THE ADDRESS ON YOUR TAX BILL IS INCORRECT
PLEASE COMPLETE THE FOLOWING AND RETURN IT WITH YOUR TAX BILL**

TAX KEY NO: _____

OWNER'S NAME: _____

ADDRESS: _____

TOWN OF SUGAR CREEK – DOG OWNERS

WHO NEEDS A LICENSE: Every person who owns, harbors, or keeps a dog more than five (5) months of age on January 1st, or five months of age *within* the license year shall annually, or within 20 days from date such dog becomes 5 months of age, pay the dog license fee and obtain a license as provided by the provision of Chapter 174 of the Wisconsin Statutes. By state law, all dogs must be vaccinated against rabies by a vet within 30 days after reaching the age of five months. SUMMER RESIDENTS may keep a dog without a license **for not over thirty days** but the dog must be confined or on a leash to be exempt. Proof of vaccination may be requested.

HOW DO I GET A LICENSE: Complete entire application and return with a separate check for the correct fee for all dogs being licensed.

INCLUDE: self-addressed stamped envelope with your application so your dog tag(s)/receipt can be sent to you

PAYMENT: MUST BE SEPARATE FROM TAX PAYMENT. Check made payable to: Town of Sugar Creek
Mail application, self-addressed stamped envelope, and payment to: P.O. Box 287, Elkhorn, WI 53121
or use drop-box at Sugar Creek Town Hall

NO LONGER HAVE DOG: Notify treasurer to be removed from the list

----- COMPLETE BOTTOM PORTION AND RETURN WITH PAYMENT AND SELF-ADDRESSED, STAMPED ENVELOPE -----

DOG LICENSE APPLICATION: ENTIRE APPLICATION MUST BE COMPLETED TO RECEIVE A LICENSE

Mail application, self-addressed stamped envelope, and payment to: P.O. Box 287, Elkhorn, WI 53121
or use drop-box at Sugar Creek Town Hall

Owner's Name: _____ Phone # (required): (____) _____

Address: _____

City: _____ State: _____ ZIP: _____

DOG INFORMATION (PLEASE PRINT)

DOG'S NAME: _____ AGE: _____

COLOR: _____ BREED: _____

SEX (CIRCLE ONE):

MALE: \$32 NEUTERED MALE: \$15

FEMALE: \$32 SPAYED FEMALE: \$15

VET CLINIC: _____

VACCINE MANUFACTURER: _____

VACCINE SERIAL #: _____

DATE RABIES VACCINATION NEXT DUE: ____ / ____ / ____

----FOR OFFICE USE ONLY---- TAG #:

DATE PAID: CHECK #: AMOUNT PD:

DOG INFORMATION (PLEASE PRINT)

DOG'S NAME: _____ AGE: _____

COLOR: _____ BREED: _____

SEX (CIRCLE ONE):

MALE: \$32 NEUTERED MALE: \$15

FEMALE: \$32 SPAYED FEMALE: \$15

VET CLINIC: _____

VACCINE MANUFACTURER: _____

VACCINE SERIAL #: _____

DATE RABIES VACCINATION NEXT DUE: ____ / ____ / ____

----FOR OFFICE USE ONLY---- TAG #:

DATE PAID: CHECK #: AMOUNT PD: