

TAX COLLECTION INFORMATION FOR ESCROW COMPANIES

CITY OF COLUMBUS, WISCONSIN

PAYMENT INFORMATION

Checks should be issued to: City of Columbus
105 N. Dickason Street
Columbus, WI 53925

Contact information:

Kim Manley, Finance Director/Treasurer (920) 623-5900 Telephone
kmanley@columbuswi.us (920) 623-5901 Fax

Office Hours: 8 to 4:30 p.m. Monday through Friday (except during Holidays)

TAX BILL INFORMATION

Discounts for early payments?	None allowed by State law.
Tax bills – where are they mailed?	Mailed to the property owner only.
Tax bill information?	Information may be obtained from the City Treasurer’s office OR contacting Columbia County Treasurer’s office (608)742-9613. Requests must be in the hands of the City Treasurer by November 15 th in order to be processed timely. No limit on number of requests. Requests must come with self-addressed stamped envelope. Processing fees are \$5 for every 25 requests with a \$5.00 minimum. Example: 25 requests is \$5.00 100 requests is \$20.00
Payment information?	At minimum - parcel number and owner name – the original bill is not necessary if this information is provided. <i>PLEASE no more than 25 tax bills per check. Contact information if there are problems with the check is also important!</i>
Tax paid in installments?	Yes, taxes may be paid in installments. The tax bill breaks down the dollar amounts for each installment.
When are payments due?	Paid In full or first installment paid by January 31 st Second installment paid to County Treasurer by July 31 st <i>(For personal income tax purposes – must be received in year deduction is requested or desired)</i>
Who are the payments paid to?	By State law the local municipality (CITY) may collect taxes until January 31 st each year. From February 1 st thru July 31 st the payment is made to the County Treasurer’s office, P.O. Box #198, Portage, WI 53901-0198.
Refunds – who are they paid to?	The City pays all refunds to the property owner only.

Columbia County website: www.co.columbia.wi.us – Tax Parcel Data Search

City of Columbus website: www.cityofcolumbus.com – Treasurer’s Page