FINANCE DEPARTMENT
11333 N Cedarburg Rd
Mequon WI 53092
Phone: (262) 236-2947 Fax (262) 242-9655

DECEMBER 2019

NOTICE TO PROPERTY OWNERS

The format of the enclosed tax bill is the same as last year. If you would like an additional copy of your tax bill or your receipt, you may now print a copy online from Ozaukee County's website: http://www.ascent.co.ozaukee.wi.us/LandRecords

Wisconsin State law requires the original tax bill to be mailed to the property owner of record. If you are not the owner of the property described on the tax bill, please return the tax bill to the City Treasurer's Office. **No bills are mailed to lending institutions**. If you have a mortgage on your property, please contact your mortgage company and make arrangements for payment of your tax bill from your escrow account, if applicable.

PAYMENT DUE DATES

REAL ESTATE TAXES:

- ONE PAYMENT METHOD - All taxes, plus all special assessments and special charges are to be paid to the Mequon City Treasurer on or before January 31, 2020. A payment coupon must be mailed or presented with the payment.
- TWO PAYMENT METHOD - The first installment of the real estate taxes, plus full payment of all special assessments and special charges must be paid to the Mequon City Treasurer on or before January 31, 2020. The balance of any taxes due should be paid to Ozaukee County on or before July 31, 2020.

Any payments made after January 31 should be made directly to the Ozaukee County Treasurer.

PERSONAL PROPERTY TAXES:

All personal property taxes must be paid in full on or before January 31, 2020.

Should questions of delinquency arise; the date of the postmark by the U.S. Postal Service will be deemed final. Postage meter machine dates will not be accepted.

DOG LICENSES

According to City Ordinances, all dogs in the City must be licensed yearly. The dog license fee must be paid at City Hall. Payment may be combined on one check with your property taxes. A current rabies immunization statement from a veterinarian must be on file at the time of application. Mailed statements will not be returned.

FEES:	Nonneutered male or unspayed female	$15.00
	Neutered male or spayed female	$10.00
	Late charge fee for dogs licensed after 3/31/20	$5.00

HOW TO PAY YOUR TAXES

PAY AT TWO BMO HARRIS BANK LOCATIONS (only thru January 31st):

Branch locations: 201 N. Main St., Thiensville or at 1425 W. Mequon Rd., Mequon only.

Bank lobby hours are Monday-Thursday 9:00AM – 4:00PM, Fridays, 9:00AM – 4:30PM and Saturday, 9-11AM. Please check with the bank for their holiday hours. Payments are accepted in the lobby only; no drive-thru payments may be made. You may not pay Mequon property taxes at any other bank or branch.

Overpayments processed by BMO Harris Bank will be refunded by the City of Mequon in seven to ten working days. You may not buy or renew dog licenses at the bank.

BY MAIL: (January 31 Due Date): Please include the appropriate payment coupon found at the bottom of the tax bill with your payment. Checks should be made payable to City of Mequon.

NOTE: No Receipts will be mailed unless a self-addressed stamped envelope is included with your payment!

Receipts can also be reprinted online at http://www.ascent.co.ozaukee.wi.us/LandRecords

Second Installment (July 31 Due Date): The City does not collect or accept second installment payments or delinquent real estate tax payments. Such payments will be returned to the maker and you may incur late fees and penalties. Send your real estate tax payments directly to the Ozaukee County Treasurer, PO Box 994, Port Washington, WI 53074-0994

PLEASE REMEMBER TO ENDORSE ANY CO-PAYEE ESCROW CHECKS.

IN PERSON: (January 31 Due Date): Payments may be made in person at Mequon City Hall, 11333 N Cedarburg Rd, Mequon, WI from 8:30 AM to 4:00 PM, Monday through Friday, with the exception of the following holidays:

Tuesday, December 24 CLOSED
Wednesday, December 25 CLOSED
Tuesday, December 31 CLOSED AT NOON
Wednesday, January 1 CLOSED

Reminder: Refund checks for payments processed by City Hall will be mailed under separate cover, they will not be issued at the same time the tax payment is made. Please allow seven to ten working days for a refund check to be issued.

PAY ONLINE (January 31 Due Date): Payments may be made online. Go to the City's website at www.ci.mequon.wi.us and click on the Payments button at the bottom of our home page. You will be taken to a secure web site run by GovTech Services. The City does not own or operate this site. There are three ways to pay:

- Electronic Check: Enter in the requested information to have your payment deducted from a deposit account. Processing fees are $2.00 per transaction.
- Pay by Debit or Credit Card: Enter your card information. GovTech charges 2.39% of the amount paid.

ADDITIONAL INFORMATION: Download lottery credit forms, get assessment information, and more at the Ozaukee County Treasurer's web site: http://www.co.ozaukee.wi.us/Treasurer/index.htm Submit completed lottery credit forms to the City Treasurer no later than January 31st.