

Please fill out the form in the RED BOX below

## REQUEST TO JOIN PARCELS

Effective Tax Year \_\_\_\_\_

Tax Account Numbers to  
be joined:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Brief Legal of Numbers being joined:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Deductions?

Yes No

|                          |                          |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |

New Property Tax Account Number: \_\_\_\_\_

New Legal Description after join is complete: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Property Owner Name:** \_\_\_\_\_

**Property Owner Address:** \_\_\_\_\_

\_\_\_\_\_

**Location Address:** \_\_\_\_\_

**Property Owner Phone:** \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

No delinquent taxes are due on any of the parcels being joined.

\_\_\_\_\_  
Mapping Department Representative

# Joining Parcels Information

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## *Requirements for joining/combining parcels:*

- 1) Parcels must be titled (owned) by the same owner. For example: If one parcel was deeded to John & Jane Smith husband and wife and the other parcel was deeded to John & Jane Smith Revocable Trust. The join could not be completed.
- 2) Parcels must be in the same Section, Township and Range.
- 3) Parcels must be in the same Taxing District.
- 4) Parcels must be touching.
- 5) All taxes must be **current** on the parcels.
- 6) The owner of the parcels must make a signed written request to join/combine the parcels.

## *What to expect after your parcels have been joined/combined.*

- 1) **The change on your tax statements will not occur immediately.**
- 2) **If you request to join/combine your parcels on or after January 1 \_\_\_\_\_ you will still receive separate tax statements for both installments of the taxes you pay in \_\_\_\_\_ and \_\_\_\_\_.**
- 3) **Tax statements sent in \_\_\_\_\_ will show the join/combine.**

**PLEASE FOR YOUR BENEFIT CALL THE TREASURER'S OFFICE 364-6410 AND CONFIRM THAT ALL THE PARCELS THAT YOU HAVE REQUESTED TO BE JOINED SHOW THAT THE TAXES ARE PAID. THIS IS ESPECIALLY IMPORTANT IF YOU HAVE AN ESCROW ACCOUNT SET UP WITH YOUR MORTGAGE COMPANY TO AVOID ONE OF THE PARCELS BEING SOLD AT TAX SALE FOR UNPAID TAXES.**

SIGNED

DATED

\_\_\_\_\_

\_\_\_\_\_