



# 2022 Property Tax Information



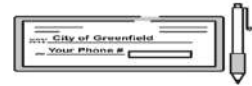
**Paying your tax bill all at one time?** The due date is January 31, 2023. For businesses paying Personal Property Taxes this is the only payment option.

**Paying by installments?** This option is only available for Real Estate Tax payments. The installment due dates are January 31, 2023, April 30, 2023 and June 30, 2023. If a payment is late or short, the installment plan is cancelled for the 2022 bill and late fees of 1 ½ % for every month beginning with February 2022 will be added until the bill is paid completely. **The City of Greenfield does not send reminder notices about installment payment due dates.**

\*\*State Statutes mandate a five business day grace period for all due dates. Payments must be received by 5:00 pm on the fifth business day after a due date to be considered on time.

## Check payments

Personal checks should be made out to the City of Greenfield and include your phone number.



## Ways to pay your property taxes:

*(See next page for receipt options.)*



**By mail with a check, cashier's check or money order:** Mail your payment with the 1/3 page remittance stub or note with tax account information using the envelope that came with your tax bill. Please retain your full page tax bill. Treasurer's Office staff collects the mail from the post office box daily. If you no longer have the envelope, use the following address:

City of Greenfield Treasurer  
P.O. Box 20739  
Greenfield, WI 53220-0739



**By the drop box with a check, cashier's check or money order:** Place your payment and 1/3 page remittance stub (not tax bill) or note with tax account information in an envelope and into our drop box located at the South entrance to City Hall, 7325 W. Forest Home Ave. The box is on the **outer wall to the right of the doors and available 24 hours a day. DO NOT PLACE CASH PAYMENTS IN THE DROP BOX.**

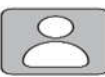
**Phone and online payments are made through a third party and the processing fees are as follows:** Electronic check payments incur a flat fee of \$1.50. If a tax payment is over \$10,000, the electronic check fee is \$10. Card payment fees are 2.39% of the tax payment (minimum of \$ 2.00), except Visa Debit payments which are charged a flat fee of \$3.95.



**By phone using a credit card, debit card or electronic check:** Dial **1-866-526-8385**. Be sure to have your 10 digit parcel number. Businesses paying Personal Property Tax bills need the 5 digit property number. Fees apply-see outlined box above.



**Online using a credit card, debit card or electronic check – [www.greenfieldwi.us](http://www.greenfieldwi.us):** Select Online Payments, Taxes, Tax Portal, (or use the QR code on a mobile phone) and click "I Accept" (if you accept the browser requirements). Then enter your parcel number or last name, choose your account and follow the payment prompts. Fees apply, see outlined box above.



**In person with cash, check, cashier's check or money order payments at City Hall** - 7325 W. Forest Home Ave., Room 103. Please bring your tax bill or payment stub if possible. A paid receipt will be given. NO immediate refund will be issued upon payment at City Hall. A refund check from City Hall will be mailed to the taxpayer after 15 BUSINESS days.

*\*\*Please plan extra time for possible tax processing lines at City Hall.\*\**

**No credit, debit, or electronic check payments will be processed at City Hall or Tri City.** Please see the phone and online methods above to utilize those payment options.

**Treasurer's December and January Office Hours**  
Monday – Friday 8 am – 5 pm  
Friday, Dec. 23<sup>rd</sup> & Monday, Dec. 26<sup>th</sup> Closed  
Friday, Dec. 30<sup>th</sup> 9 am-12 pm  
Monday, January 2<sup>nd</sup> Closed



**In person with cash or checks at Tri City National Bank inside Metro Market, 4279 S. 76<sup>th</sup> St. in December only**

A copy of your tax bill or payment stub is required for payment processing. A receipt will be given. Drive through service is unavailable. **Tri City Bank will refund any amount of tax overpayment and issue a cashier's check** that can be cashed on the spot with a valid ID as long as all payees are present.

### **Tri City National Bank's December hours**

Monday-Friday 10 am – 6 pm  
Saturdays including Dec. 24<sup>th</sup> & Dec. 31<sup>st</sup> 10 am – 2 pm  
Sundays Closed  
Monday, Dec. 26<sup>th</sup> Closed



**Obtaining a receipt** – Owners making payments through the mail or drop box that include a self-addressed, stamped envelope will automatically be mailed a receipt. A receipt may also be printed from the City of Greenfield’s website, [www.greenfieldwi.us](http://www.greenfieldwi.us), by clicking on “Tax Data” at the bottom of the home page under “Helpful Links” and following the prompts (type only the owner last name or parcel number to reach the account quickly). A register receipt is provided immediately for in person payments.

**Escrow checks from mortgage companies** - Mortgage companies may send escrow checks to the homeowner or directly to the City. If the check is sent to the homeowner, the homeowner should make sure the check is payable to the City of Greenfield, signed on the back by all individuals listed as payees and submit the check to the City for payment of the taxes. The full amount of the escrow check must be applied to the tax bill; you may not pay just the first installment and receive a refund. A refund check will be issued to the individual payees listed on the check if the check is larger than the full tax payment.

\*Some mortgage companies send escrow checks to a third party tax service before mailing payments directly to the City. In this case, your mortgage company may indicate the check was issued early in December but we may not receive the payment until the end of December or later. To see when your escrow check was received and obtain a receipt of payment, please see the section above titled “Obtaining a Receipt”.

**Lottery and Gaming Credit** – This credit is available to a property which is used as the owner’s primary residence as of January 1st of the tax year. A property owner may only claim one primary residence. Check your property’s tax bill for its current status. Please contact our office at 414-329-5259 or go to the Department of Revenue’s website at [www.revenue.wi.gov/pages/Form/lottery-home.aspx](http://www.revenue.wi.gov/pages/Form/lottery-home.aspx) to obtain the credit application or removal forms. Completed forms need to be received by the City of Greenfield by January 31, 2023 for the Treasurer’s Office to update your 2022 credit.

**Contact Information Regarding Your Property Taxes** – The enclosed bill includes taxes for all taxing districts, not just the City of Greenfield. The City of Greenfield only controls the “City” portion of your tax bill but is responsible to collect taxes for the other taxing districts. Contact numbers for all the taxing districts are listed below.

<b>Tax District</b>	<b>Telephone Number</b>
City of Greenfield Treasurer’s Office	414-329-5259
Milwaukee Metropolitan Sewerage District	414-272-5100
Milwaukee Area Technical College	414-297-6282
Milwaukee County	414-278-4033
West Allis/West Milwaukee School District	414-604-3000
Whitnall School District	414-525-8400
Greenfield School District	414-855-2050



**2023 Pet Licenses issued by the City of Greenfield beginning in January**



- Each year, it is required by Wisconsin State Statute that all dog and cat owners license pets that are over 5 months of age. The annual fee is \$12 for a spayed or neutered animal and \$24 for one that is not.
- Your pet’s current rabies vaccination certificate is required for a license to be issued. Please also bring the MADACC renewal postcard if you received one.
- You may also mail a copy of the rabies vaccination certificate showing the tag number and expiration date, the MADACC postcard if you have one, and your payment to the City of Greenfield, PO Box 20739, Greenfield, WI, 53220-0739. The license tag and receipt will be sent to you.
- **NOTE: Pet license renewals are due by April 1<sup>st</sup>, 2023 to avoid a late fee.**
- Please call (414) 649-8640 or visit [www.madacc.com](http://www.madacc.com) for further information regarding pet licensing or to purchase a license online.



**For further assistance** – The most common questions are answered in this letter, but if you have additional concerns, you may contact the Greenfield Treasurer’s Office at 414-329-5259. Please leave a message if voicemail is reached. Additional information is also available through the City’s website at [www.greenfieldwi.us](http://www.greenfieldwi.us) in Finance Department’s section. From the home page click on Government, City

Departments, Finance - Accounting & Treasurer.