

Town of Sugar Creek, Wisconsin

Email: treasurer@twnosc.com

Phone Number: 262-742-4445

2024-2025 Real Estate Tax Payment Instructions

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

Checks MUST be made payable to: TOWN OF SUGAR CREEK
(No cash payments will be accepted)

WITH YOUR PAYMENT INCLUDE:

- **YOUR PHONE NUMBER** written on the tax bill stub if there are questions regarding your payment
- **SELF-ADDRESSED STAMPED ENVELOPE (SASE)** if you would like a receipt

BE AWARE:

- Please make sure that you are writing your check for the **correct amount**.
- If you have had a **change of address**, please fill out the form on the back of this page
- Make sure that the legal description on your bill is that of the property you are paying taxes.
The collector is **not** responsible for tax payments on the wrong property.
- If the mortgage company check is made payable to the Town of Sugar Creek and yourself, **SIGN THE CHECK**.
- Any checks returned for NSF or other reasons will be assessed a \$25 fee per check.

Tax Payments may be made in the following ways:

- Mail Payment, Tax Stub, and Self-Addressed Stamped Envelope to P.O. Box 287, Elkhorn, WI 53121
- Use the Sugar Creek Town Hall Drop Box (located at N6641 Co Rd H, Elkhorn, WI)
- Pay in person at the Sugar Creek Town Hall during our Tax Payment Hours

In Person Tax Payment Hours at Sugar Creek Town Hall:

- 2024: Open 10 am to 4 pm on December 18 - 21, December 23 - 24, December 26 - 28
Open 10 am to 5 pm on December 30 - 31
- 2025: Open 10 am to 4 pm on January 20 - 25, January 27 - 29
Open 10 am to 5 pm on January 30 - 31

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.

Both real estate and personal property taxes must be paid by January 31, 2025. Partial payment of real estate taxes may be made, provided you pay the amount as stated on your bill by January 31, 2025. The remainder will be paid directly to the County Treasurer by July 31st.

AFTER JANUARY 31, 2025 ALL REAL ESTATE TAXES MUST BE PAID TO WALWORTH COUNTY TREASURER

The Town Treasurer has nothing to do with the assessing of your property. Her only duty is to collect all 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 2024 tax bill was fixed as of January 1, 2024. 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, 1-800-770-3927 (office phone), 920-749-8098 (fax), or email: info@accurateassessor.com. Complaints or appeals for adjustment 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 dates and time**.

Inquiries regarding real estate taxes other than the 2024 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 FOLLOWING AND RETURN IT WITH YOUR TAX BILL**

TAX KEY NO: _____

OWNER'S NAME: _____

NEW ADDRESS: _____

DOG OWNERS IN THE TOWN OF SUGAR CREEK

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 the date such dog becomes five 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 the Sugar Creek Town Hall (located at N6641 Co Rd H, Elkhorn, WI)

NO LONGER HAVE DOG: Please 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 the Sugar Creek Town Hall (located at N6641 Co Rd H, Elkhorn, WI)

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

Address: _____

City: _____ State: _____ ZIP: _____

DOG INFORMATION (PLEASE PRINT)	
DOG'S NAME: _____	AGE: _____
COLOR: _____	BREED: _____
<u>SEX (CIRCLE ONE)</u>	
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----	
DATE PAID: _____	CHECK #: _____
AMOUNT PD: \$ _____	TAG #: _____

DOG INFORMATION (PLEASE PRINT)	
DOG'S NAME: _____	AGE: _____
COLOR: _____	BREED: _____
<u>SEX (CIRCLE ONE)</u>	
MALE: \$32	NEUTERED MALE: \$15
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