

TOWN OF COTTAGE GROVE

4058 County Road N
COTTAGE GROVE, WISCONSIN 53527

IMPORTANT TAX INFORMATION – DO NOT DISCARD

December 2017

To: Property Owners, Town of Cottage Grove

From: Cottage Grove Town Clerk and Treasurer

Your 2017 property tax bill is enclosed. Payments should be made by check or money order payable to the Town of Cottage Grove and mailed to the address below, or brought in to the Town Hall at 4058 County Road N during the office hours listed below. **Please include your phone number on the check.**

**MAIL TO: Town of Cottage Grove
P.O. Box 176
Cottage Grove, WI 53527-0176**

Checks will be deposited the day they are received, regardless of check date. If you would like a receipt for your mailed payment, please include a **self-addressed, stamped envelope with your payment**. Self-service receipts will be available online at <http://accessdane.co.dane.wi.us/>, in mid-January for payments submitted in December, and in mid-February for payments submitted in January.

IMPORTANT DATES – PLEASE READ CAREFULLY

Your tax payment must be postmarked no later than January 31, 2018 to avoid penalties. If, however, you wish to claim your payment on your 2017 income tax return, we must receive your payment no later than December 31, 2017. Receipts for payments received in 2018 will show that payment was made in 2018, regardless of postmark date. ***IF YOUR MORTGAGE COMPANY MAKES YOUR TAX PAYMENTS, BE SURE THEY ARE AWARE OF THESE DATES!***

Overpayments/Escrow Checks: If your escrow check exceeds the tax bill amount, the overpayment will be mailed to you in February.

Lottery Tax Credit: If you did not receive a lottery credit on your property tax bill and are eligible, you can still claim the credit. To qualify, you must be the owner of a home that was used as your primary residence on January 1, 2017. Primary residence is defined as the home where an individual lives more than six months of the year. Application forms are available at the Town Hall. You must file an application with the Town Treasurer by January 31, 2018 in order to receive the lottery credit for 2017.

2018 Trash/Recycling pickup: A 2018 recycling schedule is enclosed. Dates for our fourth annual curbside pickup of recyclable electronics will be announced in the Annual Report and Newsletter that will be mailed to you in March.

Dog license renewal notices are enclosed with your tax bill. You may mail your dog license payment with your tax bill, but it **must be paid with a separate check** from your property tax payment. Fees are \$13.25 per dog if neutered or spayed, otherwise \$18.25. Multiple Dog licenses are \$45.25 for up to 12 dogs. Any new dogs must be licensed by the time they are 5 months of age. Dog licenses issued after April 1, 2018 will be subject to a \$5.00 late charge. Application forms are available at the Town office or on the Town's web site.

Christmas Tree Pick-Up will take place from January 10th through the 19^h. Please place your tree (with all decorations, stands, and bags removed) by the road for pick-up during these dates.

Holiday Office Hours: The Town office will be closed on Friday, December 22nd, Monday, December 25th and Monday, January 1st.