



## Real Property Lister

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Attention: Real Estate Personnel/Attorneys/Buyers and Sellers of Real Estate/Title Companies/and Assessors

RE: Parcel Divisions

Wisconsin Statute 70.323 states "...If a parcel of real property is divided, the owner of a divided parcel (split) may request a valuation of the divided parcels. A request SHALL be in writing and submitted to the treasurer..." The enclosed form has been developed to assist with split assessments.

Buyers and sellers of property can choose to use this form only if a tax parcel is divided between two(2) or three(3) parties. It is not meant to be used multi-parcel developments.

**The taxes for the current year will be divided appropriately for each split parcel based on the agreed upon assessed values.**

Please read all instructions carefully and remember:

- 1) Additional forms must be used if parcel division creates more than 2 parcels.
- 2) ENCLOSE A STAMPED, SELF-ADDRESSED ENVELOPE FOR THE ASSESSOR TO RETURN THE FORM TO THE BUYER/SELLER FOR THEIR SIGNATURES.
- 3) See reverse side of form for a list of the assessors for Adams County and municipalities they assess.
- 4) Documents recorded after tax bills have been printed can still request tax splits by filing parcel division with the County Treasurer.

This form must be completed **AND** signed by the assessor, buyer / seller and returned to the Land Information Office by October 15<sup>th</sup> to insure separate tax bills for current year. Do not hesitate to contact this office if you have any questions.

(Please feel free to reproduce these forms)