

JESSICA A. MACHOVEC

Sauk County Treasurer 505 Broadway, RM 148 Baraboo, WI 53913 Phone: (608)355-3275 Fax: (608)355-3577 www.co.sauk.wi.us

Instructions for Accessing Tax Parcel Information via Sauk County Website

- 1. Go to the Sauk County, Wisconsin website: www.co.sauk.wi.us
- 2. Click on "*Tax Data*" this will take you to "*Ascent Property Tax Land Records*" or follow the link listed below:

https://lrs.co.sauk.wi.us/AscentLandRecords/PropertyListing/RealEstateTaxParcel#/Search If the system is asking you to log in, arrow back and click on Tax Data again.

- 3. To search for your property, you will search by **ONE** of three methods. Parcel ID, address of property, or the name the property is recorded in.
 - a. <u>To search by Parcel ID</u>: (example 002-1234-00000 in this example 002 is municipality code for Town of Baraboo and 1234-00000 is the Parcel ID)

Click the drop down arrow in the box titled "*Municipality*". Choose the municipality the property is located in (Town of, Village of, or City of). Enter the remainder of the parcel number (xxxx-xxxx) in the box titled "*Parcel ID*". Click on "*Find Now*."

Municipality:	002 - Town of Baraboo	•	First Name:				
Parcel ID:	1234-00000		Last Name:				
Street Number:			Sort By:	Parcel Id	•	Records/Page:	20
Street Name:			Show Inacti	ve Parcels			Find Now

b. <u>To search by address of the property</u>: Enter the street number and street name (do not include St, Rd, Ave, etc) of the property you are looking for. Click on "*Find Now*."

Clear Search					
Municipality:	<all municipalities=""></all>	USPLS:	<town ran="" th="" 🗸="" 🗸<=""><th><sect></sect></th><th>✓ <location> ✓</location></th></town>	<sect></sect>	✓ <location> ✓</location>
Parcel ID:		First Name:			
Street Number:	1234	Last Name:			
Street Name:	BIRCH	Sort By:	Parcel Id	~	
Mailing Address:		Inactive	Deleted	Bankruptcy	State Assessed
Tags:	Select Tag(s)]			Find Now

c. <u>To search by the name the property is recorded in</u>: Enter the recorded name in the first name and last name fields or last name only in last name field. For a trust or a business, you will enter the trust name or business name in the last name field. Click on *"Find Now."*

renormerpaire	v: <all municipalities=""></all>	~	USPLS:	<town ran<="" th=""><th>Sect></th><th> <location< li=""> </location<></th></town>	Sect>	 <location< li=""> </location<>
Parcel ID:			First Name:	Jane		
Street Num	iber:		Last Name:	Doe		
Street Nam	e:		Sort By:	Parcel Id	~	
Mailing Add	dress:		Inactive	Deleted	Bankruptcy	State As
Tags:	Select Tag(s)					Find N
	Subscribe for Text and L	Email Notifications reg	arding tax parcel	s. Click here to get	started now!	
ality:	<all municipalities=""></all>	 First N 	lame:			
ality: D:	<all municipalities=""></all>	First M Last I	lame: Name: WI:	S DEPT NATL F	RESOURCES	

4. Once you select "Find Now" a list will appear. Click on the parcel number you want in the display list.

Clear Search								
Municipality:	<all municipalities=""></all>	~	USPLS:	<town ran<="" th=""><th><sect></sect></th><th>~</th><th>~</th></town>	<sect></sect>	~	~	
Parcel ID:			First Name:					
Street Number:			Last Name:	WIS DEPT NA				
Street Name:			Sort By: Parcel Id			rcel Id 🗸		
Mailing Address:			Inactive	Deleted	Bankruptcy		State Assessed	
Tags:	Select Tag(s)						Find Now	
	Subscribe for Te	ext and Email Notifications reg	arding tax parcel	s. Click here to get s	tarted now!			
		Displaying 104	46 total records.				Print Results	
Parcel		Owner(s)		Site Address			Tax Years	
0001-00000 - Tow	n of Excelsior	WIS DEPT NATL RESOUR	CES				2012-2023	
0001-10000 - Tow	n of Sumpter	WIS DEPT NATL RESOUR	RCES				2012-2023	
0001-20000 - Tow	n of Sumpter	WIS DEPT NATL RESOUR	CES				2012-2023	
0001-30000 - Tow	n of Sumpter	WIS DEPT NATL RESOUR	RCES				2012-2023	
0001-30000 - Tow	n of Dellona	WIS DEPT NATL RESOUR	CES				2012-2023	
0001-40000 - Tow	n of Sumpter	WIS DEPT NATL RESOUR	CES				2012-2023	
0001-40000 - Tow	n of Dellona	WIS DEPT NATL RESOUR	CES				2012-2023	
0001-50000 - Tow	/n of Sumpter	WIS DEPT NATL RESOUR	CES				2014-2023	
0001-60000 - Tow	n of Sumpter	WIS DEPT NATL RESOUR	CES				2014-2023	
0001-60000 - Tow	/n of Dellona	WIS DEPT NATL RESOUR	CES				2012-2023	
0001-70000 - Tow	n of Dellona	WIS DEPT NATL RESOUR	RCES				2012-2023	
0002-00000 - Tow	/n of Winfield	WIS DEPT NATL RESOUR	CES				2012-2023	
0003-20000 - Tow	n of Sumpter	WIS DEPT NATL RESOUR	RCES	\$7560 US HWY	12		2014-2023	
0003-30000 - Tow	/n of Sumpter	WIS DEPT NATL RESOUR	CES				2016-2023	
0004-00000 - Tow	n of Winfield	WIS DEPT NATL RESOUR	CES				2012-2023	

5. Scroll down to "Taxes".

eturn to search result	ts							Property Su
Owner (s): WIS DEPT NATL RI	ESOURCES		Edit	Location: Sect. 23, T1	1N,R6E			
Mailing Address: WIS DEPT NATL RI PO BOX 7921 MADISON, WI 537	ESOURCES		Edit	School District 0280 - Sch I	of Baraboo	D		
Tax Parcel ID Number: 1234-00000		Edit	Tax District: 002-Town of Baraboo	I		Status: Active		
						Bankrupt	су	
Alternate Tax Parcel N	umber:	Edit	Government Owned:		Edit	Acres: 9.1800		
Description - Comment	ts (Please see Doo	uments tab belo	w for related documents. For	a complete legal	description, s	see recorded do	cument.):	
Site Address (es): (Site a	ddress may not be	verified and could	be incorrect. DO NOT use the sit	te address in lieu of	legal descripti	ion.)		
Tag (s)								
Taxes O Lottery credit	Printer P	riendly Page	Print tax bills:	active Map 2023 2022	2021 203	20 2019 20	18 2017	2016 2015 2014
				2013 2012				
							Add Om	itted Tax Bill
			Тах Н	istorv				
* Click on a Tax Y	ear for detailed	payment infor	mation.					
* Click on a Tax Y Tax Year*	ear for detailed Omitted	payment infor Tax Bill	mation. Taxes Paid Ta	ixes Due	Interest	Penalty	/ Fees	Total Payo
* Click on a Tax Y Tax Year* 2023	ear for detailed Omitted	payment infon Tax Bill \$0.00	mation. Taxes Paid Ta \$0.00	so.00	Interest \$0.00	Penalty \$0.00	/ Fees	Total Payo \$0.0

6. <u>To view/print the **tax bill**</u>: Click on the year that you want to view/print. The tax bill will display in a new window.

O Lottery cree	dits claimed		Print ta bills:	x 2021 202	2019 2018	3 2017 2016	5 2015 20	14 2013 2012	
* Clink an a Tau	. Xaaa faa data ila	1	Ta	ax History					ENC.
Tax Year*	Omitted	Tax Bill	Taxes Paid	Taxes Due	Interest	Penalty	Fees	Total Payoff	alter ster
2021		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2020		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	10 m
2019		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Participant and
2018		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1000 TO 10
2017		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	terminary of h
2016		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No. of Concession, Name
2015		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	EM-
2014		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	242/2
2013		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	and the second second

7. To view/print the **payment history**: Click on the year that you want to view/print. In the box that pops up, click on Printer Friendly to print a copy of the receipt.

O Lottery cree	dits claimed		Print ta bills:	× 2021 202	0 2019 2018	3 2017 2016	2015 20	14 2013 2012
			Та	ax History				
* Click on a Tax	Year for detailed	d payment inform	nation.					
Tax Year*	Omitted	Tax Bill	Taxes Paid	Taxes Due	Interest	Penalty	Fees	Total Payoff
2021		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2020		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2016		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2015		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	_	+0.00	+0.00	+0.00	+0.00	+0.00	+0.00	+0.00

If you do not find what you are looking for, try entering less information into the search fields. Remember to clear search results before searching for additional properties.

Online Payment Instructions

To make a payment on your property taxes, you will see an amount due in the Total Payoff column for each year that has an amount due. At the bottom on the Total Payoff column, you will see a red **Pay Taxes** button.

Tax Year*	Omitted	Tax Bill	Taxes Paid	Taxes Due	Interest	Penalty	Fees	Total Payof
2023		\$140.12	\$70.12	\$70.00	\$0.00	\$0.00	\$0.00	\$70.00
2022		\$142.66	\$142.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2021		\$146.33	\$146.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2020		\$140.17	\$140.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019		\$137.33	\$137.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018		\$155.41	\$155.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017		\$154.74	\$154.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2016		\$152.67	\$152.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2015		\$156.93	\$156.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total								\$70.00
If your taxes NOTE: Curren Interest and	are 3 years or ant year tax bills n penalty on delir	<i>more delingunay not be proc</i>	ent, please cont essed by the county re calculated to M	act the Treasure ay 31, 2024.	er's Office for	additional f	ees due. (608) 355-3275. Pay Taxes

Click the red Pay Taxes button.

You will then be taken to a shopping cart showing the amount to pay. If you have any additional parcels (having the same recorded name) with an amount due, you will see them listed below. You can click Add to Cart to add these parcels to your cart and pay them in the same transaction. If you want to pay a different amount, enter the dollar you amount you wish to pay. Click the red **Pay** button.

(Note: If your shopping cart appears but has a zero balance, you will need to change your browser settings to allow popups.)

Shopping Cart								
*NOTE: Payments made by credit card will not be reflected on the website tax info page until the payment has cleared the county treasurer's office.								
Parcel Number	Municipality	Tax Year	Amount Due	Рау				
		2023	\$70.00	\$70.00 Remo	ve			
Total			\$70.00	\$70.00 F	ay			
Use Card Swipe								
				Add Additic	nal Par			
	Parcels wit	th a mailing address	of E3906 CEMETERY RD REEDSE	URG WI53959				
Parcel Number	Mu	nicipality	Site Address					
	_			Add to cart				

After you click the red Pay button, you will be taken to MSB, the electronic payment service provider for Sauk County.



The following page will assist you in making your electronic payment with MSB.

Verify the <u>Item Reference numbers</u> (bill #) that are listed with the dollar amounts you are paying. Enter the payment type by clicking the **drop-down arrow** to select the method of payment. You will choose either credit card/debit card or checking account. Enter all required information for your method of payment and billing information.

On the right of the screen, you will verify your payment amount and the amount you will be charged for the convenience fee. Read through the Terms and Conditions, click I Agree to Terms and Conditions, and click **Submit Payment** to finish your payment. A screen should appear with a copy of your payment receipt. If you entered an email address with your information, you'll also get a payment receipt emailed to you.

Item Reference	Item Amount	Subtotal	\$174.47
	\$17447	Convenience fee	\$0.00
	í.	Total amount	\$17447
Payment Details + Payment type		lagree to the Terms and Conditions	
Credit/Debit Card	\sim		Submit payment
* Cardholder name			Cancel payment
E-war Canthoider name			
* Card type	* Card number		
Displayed upon card number entry	*		
* Expiration date * CVV			
■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■			
Billing Details Address line 1	Address line 2		
Enter address line 1	Enter address line 2		
Country	City		
United States V	Enter city		
State/Province/Territory * Zip code			
Select v Rester tip code			
Phone number	Email address		
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