

**Property Status Report**



Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Key No: \_\_\_\_\_

Received by Finance Dept: \_\_\_\_\_

Requested By: \_\_\_\_\_  
\_\_\_\_\_

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**City of Menasha • Department of Community Development  
(920) 967-3655**

Are there any outstanding violations or repair orders that have been issued to the above named property?

NO \_\_\_\_\_ YES \_\_\_\_\_ If Yes, date notice was sent: \_\_\_\_\_

Description of violation: \_\_\_\_\_

Have any permits been issued for work at the above named address that has not received final inspection and approval?

NO \_\_\_\_\_ YES \_\_\_\_\_

Department Initial \_\_\_\_\_

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**City of Menasha • Department of Finance  
(920) 967-3630**

Assessment and Taxes

20\_\_ Assessment Land \$\_\_\_\_\_ Improvements \$\_\_\_\_\_ Total \$\_\_\_\_\_  
20\_\_ RE Tax \$\_\_\_\_\_ Lott Credit (\$\_\_\_\_\_ ) 1<sup>st</sup> Dollar Credit (\$\_\_\_\_\_ )  
Spec Charges \$\_\_\_\_\_ Total \$\_\_\_\_\_  
Paid \$\_\_\_\_\_ Balance \$\_\_\_\_\_

Please check with Calumet County Treasurer for status of prior year's taxes. (989-2700)  
Please check with Winnebago County Treasurer for status of prior year's taxes. (727-2880)

Outstanding Personal Property, Special Assessments & Invoice Items

Improvement	Principal	Interest	Total
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

A check made out to the Menasha City Treasurer (100 Main Street, Suite 200, Menasha, WI 54952) should be issued for real estate taxes and a separate check for special assessments, if there are any due and owing.

**Finance Department (continued)**

There are no outstanding assessments as of this date in our office unless listed.

You must check with Menasha Utilities for any unpaid electric, water, sewer user fees or storm water charges @ 967-3400.

Please check with the Village of Fox Crossing on Special Assessments if the property is in the Village of Fox Crossing Utility District @ 720-7106. Check with the Village of Harrison if the property is in the Harrison Sanitary District @ 731-0002.

Property is in the Sanitary District: \_\_\_\_\_City; \_\_\_\_\_Village of Fox Crossing Utility; \_\_\_\_\_Harrison

*Note: It is hereby expressly understood that this memorandum is issued subject to errors and omissions and shall not be binding upon the City of Menasha. In accordance with Section 19.35, Wisconsin Statutes, you are entitled to examine the public records of this office and verify the information obtained therefrom to your own satisfaction.*

Requests for the above shall be made at least 48 hours before the closing of transaction, and a check for the fee must be enclosed with the request.

Department Initial \_\_\_\_\_

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**City of Menasha • Department of Public Works  
(920) 967-3610**

Legal Description of Property: \_\_\_\_\_

\_\_\_\_\_

This description is for reference only and may not be a full legal description.

Are there any outstanding repair orders that have been issued to the above named property?

NO \_\_\_\_\_ YES \_\_\_\_\_ If Yes, date notice was sent: \_\_\_\_\_

Description of violation: \_\_\_\_\_

**Assessments**

Planned Yes \_\_\_\_\_ No \_\_\_\_\_  
Preliminary Yes \_\_\_\_\_ No \_\_\_\_\_  
Final Yes \_\_\_\_\_ No \_\_\_\_\_

Assessment Description: \_\_\_\_\_

\_\_\_\_\_

**Public Hearings**

\_\_\_\_\_ Have been held \_\_\_\_\_ Have not been held

\_\_\_\_\_ Scheduled Hearing \_\_\_\_\_

Department Initial \_\_\_\_\_

**Fee:**

Tax Inquiry Form \$30  
Rush \$50 (Please do NOT staple checks to this form)