

FREQUENTLY ASKED QUESTIONS

- 1) The name on AccessDane is incorrect. Can you change this?

Answer: Our office is required to list the owners of real estate according to the recorded documents in the Register of Deeds office. If there was no type of documentation to change the ownership in the property (quit claim deed, divorce judgment, etc.) we do not have any way of changing the names. In this case, you may wish to check with the attorney handling the divorce about transferring the property.

- 2) My spouse and I have divorced. Why does his/her name still appear on AccessDane?

Answer: Similar to the first answer, our office is required to list the owners of real estate according to the recorded documents in the Register of Deeds office. If there was no type of documentation to change the ownership in the property (quit claim deed, divorce judgment, etc.) we do not have any way of changing the names. In this case, you may wish to check with the attorney handling the divorce about transferring the property.

- 3) My spouse has passed away, but the assessment notice and tax bill still shows the name. How can I get their name removed?

Answer: It depends on how the title to the property was held. If the property was held in joint tenancy or survivorship marital property, you can file a Termination of Decedent's Interest form with the Register of Deeds office. This form is available at the Register of Deeds office and the staff can provide you with instructions on filling out the form. If the property was not titled this way, you may wish to contact an attorney to help transfer the property, especially if the property needs to go through probate.

- 4) I was married recently. Why hasn't my name been changed on AccessDane?

Answer: If you haven't recorded any document to transfer the title to your property since your marriage, the name reflected on the tax bill and assessment notice will be the same as listed on the conveyance where you took title. To change the ownership, you may contact an attorney to prepare the documents. Or, if you feel comfortable doing it yourself, you may download the deed forms from the Wisconsin state bar website at www.wisbar.org/forms/.

- 5) I don't believe my property assessment is correct. Can you change it?

Answer: Our office is required to maintain the values established by the assessor for your municipality. If you do not agree with your values, you should first contact your assessor to discuss it. A good source of information is the state Department of Revenue website at www.dor.state.wi.us/, which contains information on property owners' rights and information about the assessment process in the forms and publications sections.

- 6) We just bought a brand new lot this year, but the tax bill came in the previous owner's name. Why hasn't this information been updated on AccessDane?

Answer: When new lots, or parcels are created during the year, new parcel numbers are assigned. However, the thing to keep in mind is that assessments are based on how the property existed on January 1 of the given year. The tax bill will be sent as a whole to the person that owned the property when it was split. If a new subdivision or CSM or deed creates new parcels during the year, those parcels will not be assessable and taxable until the following year. What can you do to receive your tax bill? Contact the treasurer for your municipality, who is authorized by statute to split the tax bill for you upon your request.