

Property Combination Request Form

SECTION I

Township: _____

Property Owner: _____

Parcel to Combine: _____

NOTICES & ADVISEMENTS – (all must be initialed by property owner)

Initials _____ New Property ID numbers are issued upon a completed division. If you receive a Principle Residence Exemption you will need to **REFILE** on the new number.

Initials _____ Upon receipt of this form, the division will be completed with appropriate office and will be activated on next years assessment roll. All billings of Tax bills for the CURRENT year will be issued on the parent parcels. The current year ends 12/31.

Initials _____ **Faxed copies are not accepted. Please mail this form and all correspondence to the address listed at the top of this form.**

New Property ID: _____

SECTION II

By submitting this form, you are consenting to the combination of your legal descriptions and property tax bills for the next assessment cycle. Assessment cycles are on a calendar year basis. You will not receive confirmation after submitting this form unless there are problems with this request. Please be advised that if you have purchased one of the parcels in the current year and wish to combine that with a parcel you have owned longer than one year, your combination will be held for an additional year and will be completed when the appropriate time has arrived. (Example: Parcel 1 to be combined with Parcel 2, Parcel 1 was purchased in the year 2000, Parcel 2 was purchased in 2005, this combination will not be completed until 2007.) This exception is not applicable if you have purchased all of the parcels in the same calendar year.

By signing the request form below, you are realizing the information contained in section II and certify that you are the owner of the property and have consent to authorize the property combination.

DATE: _____

**** ALL OWNERS SIGNATURES ARE REQUIRED ****

SIGNATURE: _____