



PROPERTY RECORDS & TAXPAYER SERVICES

Amy Stenftenagel, Director
Joanne Helm, Deputy Director

SERVICE OF TAX PETITIONS FOR PROPERTY TAXES DUE DURING YEAR 2023,
effective through April 30, 2023.

Washington County is again permitting the alternative service of petitions under Minn. Stat. § 278.01 for the objection to real property taxes due during the year 2023 (“tax petitions”). The alternative service procedure adopted below will be permitted in lieu of the procedures for service of the petitions as required by Minn. Stat § 278.01, subd. 1(b). **The Petitioner will still be solely responsible for the filing of the petition and sufficient proof of service with the Court.**

ALTERNATIVE SERVICE PROCEDURES

SINGLE POINT OF SERVICE: The Washington County Attorney’s Office will accept service of tax petitions (e-service, U.S. mail, or personal) for **all** Chapter 278 statutory service recipients (i.e., Attorney, Auditor/Treasurer, Assessor) on behalf of Washington County for taxes due year 2023. Only a single copy of the tax petition will be required. The Washington County Attorney will accept the following methods of service:

- 1) **ELECTRONIC MAIL:** Email a completed tax petition and required documentation as a PDF to WCA-PropertyTaxPetition@co.washington.mn.us, along with a proposed Acknowledgment and Waiver of Personal Service for the County to execute. You will maintain the original in your office.
 - You will receive an automated reply that the email was received. This reply is *not* an admission of service but is meant to simply inform you that the email was received.
 - County Attorney staff will review and reply by email within approximately 14 days an executed copy of the Acknowledgment and Waiver of Personal Service.

- 2) **U.S. POSTAL SERVICE MAIL:** Mail a completed tax petition and a proposed Acknowledgment and Waiver of Personal Service to:

WASHINGTON COUNTY ATTORNEY
Washington County Law Enforcement Center 15015 62nd Street N
P.O. Box 6
Stillwater, MN 55082-0006

- County Attorney Staff will review and mail to the address listed on the Petition within 21 days an Acknowledgment and Waiver of Personal Service.

- 3) **PERSONAL SERVICE:** as of to date, the Washington County Attorney’s Office front reception is only partially staffed during the business week. **Should you choose to attempt personal service of your petition, County Attorney staff has been instructed not to sign admissions or acknowledgments of service. Thus, you will be responsible for preparing your own proof of service to be filed with the Court. Please also be advised that tax petitions left at the County Attorney’s Office front desk without any staff present or placed in the drop box in front of the Washington County Government Center will not be sufficient service of your petition.**

A great place to live, work and play...today and tomorrow

Government Center | 14949 62nd Street North | P. O. Box 6 | Stillwater, MN 55082-0006
P: 651-430-6175 | TTY: 651-430-6246
www.co.washington.mn.us

Washington County is an equal opportunity organization and employer