**NOTICE TO CITY OF MAYVILLE TAX PAYERS**

City Hall will be closed on December 23, 26, 30, 2016 and January 2, 2017 to observe the holidays. **Friday, December 30, 2016, City Hall is closed for normal operations,** **but will be open from 8:00 am until Noon for those people wishing to pay their taxes**.

FIRST INSTALLMENT or PAYMENT IN FULL (due by 01/31/17):

1. Mail in payment (City of Mayville, PO Box 273, Mayville, WI 53050)
   1. If mailing escrow check, remember to sign check.
   2. If receipt is needed, a stamped, self-addressed envelope is required.
   3. If stamped by 2016, but received in 2017, it will be noted on receipt.
   4. All payments must be posted marked by 01/31/17 to be considered on time.
2. Drop in drop box. (Silver box in parking lot of City Hall)
   1. If dropping escrow check, remember to sign check.
   2. If you want a receipt, you must include a stamped, self-addressed envelope with your payment.
   3. If placed in drop box before Midnight 12/31/16, will be noted received in 2016.
3. Payment in person at City Hall.
   1. Special Hours listed above.
   2. Open Monday- Friday 8:00 a.m.-12:00 p.m. and 12:30 p.m.-4:30 p.m.
4. Pay Online
   1. <https://www.officialpayments.com/index.jsp>
   2. Please be aware Official Payments does charge a convenience fee of 2.75%

LICENSE YOUR PETS:

1. Must be paid by 03/31/2017. Payments after that date will incur a late fee ($10.00)
2. Bring Rabies Certificate and Spay Certificate (if applicable)
3. Spayed/Neutered Cats and Dogs $10.00
4. Un-spayed/Un-Neutered Cats and Dogs $20.00
5. Four or more pets- Pet Fancier License Required ($10.00)

SECOND INSTALLMENT or LATE PAYMENTS:

1. Make Checks Payable to Dodge County Treasurer, 127 E. Oak St., Juneau, WI 53039.
   1. If receipt is needed, a stamped, self-addressed envelope is required.

DO YOU QUALIFY FOR CREDITS:

1. Lottery Credit
   1. If you lived in your home as your primary residence as of Jan. 1, 2016.
2. First Dollar Credit
   1. Parcel must be a taxable parcel and contain a real property improvement.

If you think you qualify and are not receiving these credits already, please contact City Clerk, Sara Decker. 920.387.7900 x 1203.

**If you have any questions regarding your 2016 Tax Bill, please direct your inquires to Lois Krueger, Comptroller/Treasurer at 920-387-7900 ext. 1207.**