COLUMBIA COUNTY

Treasurer

PHONE: 608-742-9613
FAX: 608-742-9806
E-MAIL: treasurer@columbiacountywi.gov
WEBSITE: www.co.columbia.wi.us

Stacy L Opalewski, Treasurer
P.O. Box 198
112 E Edgewater St
Portage, WI 53901

Instructions for Online Real Estate Payments via Columbia County Website

PLEASE NOTE: Your pop-up blocker must be off to allow pop-ups in order for the payment to go through. If your pop-up blocker is on you might be forwarded to a "Select Payments" screen with no parcel information or it will take you back to your shopping cart with nothing in it. You will have to turn off your pop-up blocker in your internet settings in order to proceed.

1. Go to the Columbia County, Wisconsin website: www.co.columbia.wi.us
2. Click on "*Property & Taxes*" and choose "*Ascent Land Records*"
3. Remember that less is more when doing searches. If you do not find what you are looking for, try entering less information into the search fields. You can search by parcel number, address, or name.

   a. To search by parcel number: Click the drop down arrow in the box titled "*Municipality*". Choose the municipality the property is located in (Town of Lodi, City of Lodi, etc). Enter the remainder of the parcel number in the box titled "*Parcel ID*". Click on "*Find Now*". For example: If the parcel number is 11002 1234 you would select Town of Arlington (11002) in the "*Municipality*" field and enter "1234" in the "*Parcel ID*" field.

Clear Search						
Municipality:	11002 - Town of Arlington		USPLS:	<Town/Rang>	<Sect>	
Parcel ID:	1234		First Name:			
Street Number:			Last Name:			
Street Name:			Sort By:	Parcel Id		
Mailing Address:			☑ Inactive			
						Find Now

   b. To search by address: Enter the street (building) number and street name of the property you are looking for. Click on "*Find Now*". Do not include street, drive, court, road, etc. in the street name. For example: If you were searching for 1234 North Main Street, you would enter "1234" in the "*Street Number*" field and "Main" in the "*Street Name*" field.

Clear Search						
Municipality:	<All Municipalities>		USPLS:	<Town/Rang>	<Sect>	
Parcel ID:			First Name:			
Street Number:	1234		Last Name:			
Street Name:	MAIN		Sort By:	Parcel Id		
Mailing Address:			☑ Inactive			
						Find Now

c. <u>To search by name</u>: If the property is listed under an individual enter the property owner's first and last name into the "*First Name*" and "*Last Name*" fields. If the property is listed under a business enter the business name into the "*Last Name*" field. If the property is in a trust, enter the trust name into the "*Last Name*" field. Click on "*Find Now*".

Clear Search

Municipality:	<All Municipalities>	USPLS:	<Town/Rang	<Sect>	<Location>
Parcel ID:		First Name:	
Street Number:		Last Name:	Columbia County
Street Name:		Sort By:	Parcel Id
Mailing Address:		☑ Inactive	

Find Now

4. Once you select "*Find Now*" a list will appear. Click on the red parcel number off to the left hand side in the display list to access the parcel information.

Clear Search

Municipality:	11191 - Village of Wyocena	USPLS:	<Town/Rang	<Sect>	
Parcel ID:	21.01	First Name:	
Street Number:		Last Name:	
Street Name:		Sort By:	Parcel Id
Mailing Address:		☑ Inactive	

Find Now

Subscribe for Text and Email Notifications regarding tax parcels. Click here to get started now!
Displaying 1 total records.

Print Results

Parcel	Owner(s)	Site Address	Tax Years
21.01 - Village of Wyocena	Columbia County		2014-2023

5. **<u>TO MAKE A PAYMENT</u>** (For Second Installment and Delinquent Taxes Only): Scroll down until you see the "*Tax History*" chart.

a. At the bottom right hand side of the "*Tax History*" chart, select the red "*Pay Taxes*" to begin the payment initiation.

Tax History

* Click on a Tax Year for detailed payment information.

Tax Year*	Omitted	Tax Bill	Taxes Paid	Taxes Due	Interest	Penalty	Fees	Total Payoff
2023	☐	$1.87	$0.00	$1.87	$0.07	$0.04	$0.00	$1.98
2022	☐	$1.75	$0.00	$1.75	$0.28	$0.14	$0.00	$2.17
2021	☐	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2020	☐	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2019	☐	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total								$4.15

If your taxes are 3 years or more delinquent, please contact the Treasurer's Office for additional fees due. (608) 742-9613.

NOTE: Current year tax bills may not be processed by the county.

Pay Taxes

*Interest and penalty on delinquent taxes are calculated to **May 31, 2024**.*

**If the "*Pay Taxes*" button is gray, either the taxes are already paid in full or you are unable to pay through the County website during that time of year.

Tax History

* Click on a Tax Year for detailed payment information.

Tax Year*	Omitted	Tax Bill	Taxes Paid	Taxes Due	Interest	Penalty	Fees	Total Payoff
2023	☐	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2022	☐	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2021	☐	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2020	☐	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2019	☐	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2018	☐	$2.38	$2.38	$0.00	$0.00	$0.00	$0.00	$0.00
2017	☐	$2.27	$2.27	$0.00	$0.00	$0.00	$0.00	$0.00
2016	☐	$2.18	$2.18	$0.00	$0.00	$0.00	$0.00	$0.00
2015	☐	$2.16	$2.16	$0.00	$0.00	$0.00	$0.00	$0.00
2014	☐	$2.27	$2.27	$0.00	$0.00	$0.00	$0.00	$0.00
Total								$0.00

If your taxes are 3 years or more delinquent, please contact the Treasurer's Office for additional fees due. (608) 742-9613.

NOTE: Current year tax bills may not be processed by the county.   [Pay Taxes]

Interest and penalty on delinquent taxes are calculated to **May 31, 2024**.

b. Your parcel has now been placed into the "*Shopping Cart*". You are able to change the amount you would like to pay in the "*Pay*" field. You are also able to "*Remove*" tax parcels or tax years that you do not wish to pay. Additional parcels with the same mailing address may appear at the bottom of the screen. You can add them to the shopping cart by clicking "*Add to Cart*".

Shopping Cart

* NOTE: Payments made by credit card will not be reflected on the website tax info page until the payment has cleared the county treasurer's office.

Parcel Number	Municipality	Tax Year	Amount Due	Pay	
363.01	Town of Springvale	2022	$2.17	$2.17	Remove
363.01	Town of Springvale	2023	$1.98	$1.98	Remove
Total			$4.15	$4.15	**Pay**

c. When you are ready to continue to the payment screen select the red "*Pay*" button.

PLEASE NOTE If pop-ups are NOT turned off, you will be forwarded to a "Select Payments" screen with no parcel information or back to the shopping cart with no information in it. You will need to turn off your pop-up blocker in your internet settings in order to allow pop-ups.

6. Once you are directed to Point & Pay's website, **fill in all fields that are marked with an ***. Under "*Payment Information*" select the drop down box to select Credit/Debit Card or Electronic Check. There are convenience fees when paying online with a Credit/Debit Card and Electronic Check (charged by Point & Pay).
    To use a Credit/Debit Card: 2.39% of the amount of the transaction
    To use an Electronic Check: $1.50 per transaction

Columbia County-Treasurer

Portage, Wisconsin

Step 1: Select Payments	Step 2: Review and Submit	Step 3: Confirmation and Receipt

Step 1: Select Payments

Please complete the form below. When finished, click the Continue button and you will be asked to review the information for accuracy before your payment is processed.
Note: * indicates a required field.

My Bills

Description
+ Property Tax payment of $2.17 on Parcel Number 363.01
+ Property Tax payment of $1.98 on Parcel Number 363.01

Cardholder Information

First Name: *

Last Name: *
Unknown Owner

Address Line 1: *
PO Box 198

Address Line 2:

City: *
Portage

State: *
Wisconsin

Zip Code: *
53901

Phone Number: *

Email Address: *

Payment Information

Payment Method: *
Credit or Debit Card

Card Number: *

Expiration Date: * (in mm/yy format)

CVV: *
Where is this number?

Cancel   Continue

7. Click "Continue" when you are ready to review the payment information before submitting the payment.
8. A page will come up with all the information you had just entered. Please make sure to review all the information to make sure the information is correct. Please note the Convenience Fee and Total Payment amount before continuing. When you have reviewed it, click the box next to "*I Agree to Terms and Conditions*". Then select "*Submit Payment*". You have now submitted your payment. A receipt should automatically open in a new window for you to view and/or print for your records.

IF YOU RECEIVE AN ERROR AFTER PROCESSING YOUR PAYMENT, PLEASE CONTACT POINT & PAY AT 1-888-891-6064 BEFORE ATTEMPTING TO RE-ENTER A NEW PAYMENT