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531 S. Fulton Street, P O Box 53 Princeton WI 54968
(920) 295-6612

Where recreation and relaxation come together.....

IMPORTANT INFORMATION ON
TAX PAYMENTS - LOTTERY CREDITS – DOG LICENSES
2024 Taxes & 2025 Dog Licenses

TAX PAYMENTS:

- Tax payments by check or money order for the full amount (or first installment) should be made **payable to the City of Princeton.**
- If you make a cash payment, please have exact cash amount as we don't keep money on hand to provide change for tax payments.
- Payments by check or money order can also be dropped off in the drop box located at City Hall.
- If you want a receipt, provide a self-addressed stamped envelope with payment and a receipt will be mailed to you.

City Hall Hours are 7:00 a.m. to 3:30 p.m. Monday through Friday.

City Hall is also closed for the Holidays on Tuesday and Wednesday December 24 and 25, 2024 and Tuesday and Wednesday, December 31, 2024 and January 1, 2025.

Full or first installment payments are due by **January 31, 2024 payable to the City of Princeton Treasurer, 531 S. Fulton Street, P O Box 53, Princeton WI 54968.** Payments received in 2024 will be dated as such. Tax payments post-marked on December 31, 2024 but not received until January, will be receipted on the date the payment was received. For personal tax-deduction purposes, if the payment arrives after 1/1/2025, you will have to use your check as proof of payment as your receipt will not be dated 12/31/2024. Payments will be receipted on the day the payment is received - not by the date on the check.

Do not postdate checks - checks will be deposited on the day received. There is a \$40.00 City Service Charge for checks returned for insufficient funds. **Please use separate checks for real estate tax and dog licenses. If you do pay in cash (which is not recommended), EXACT amount of the tax bill must be provided.**

Mortgage company escrow checks made out to property owners and the City of Princeton **must be endorsed by ALL payees** prior to payment to the City. Overpayment refunds will be mailed within three weeks. If you cannot wait for your refund check, please have your mortgage company make out two checks, one to the city for the tax due amount and one to you for the balance in your escrow account.

Payments received after January 31, 2025 are payable and delivered/mailed to Green Lake County Treasurer, 571 County Road A, Green Lake WI 54941. Cash, Check or Credit/Debit/Electronic Check (Fees apply) payments are accepted when you are making payment to Green Lake County only. NOTE: Payments received by the City of Princeton can only be cash or check – credit/debit card transactions cannot be processed by the City.

LOTTERY CREDIT:

The lottery credit amount is subtracted from the first installment for each tax parcel that qualifies and is your primary residence as of January 1, 2024. Lottery credit carries over year after year, however if your tax bill does not show a lottery credit and you feel you are entitled to it, contact the County Treasurer at 920-294-4018.

FIRST DOLLAR CREDIT:

The First Dollar Credit (FDC) is another credit which you may see on your tax bill. The amount of this credit is applied to the total amount of the tax bill. Please note that the FDC is only applicable to properties with assessed value improvements and will not apply to vacant land.

DOG LICENSES:

Dogs over 5 months of age are required to be licensed in the City of Princeton. *Proof of vaccination (with expiration date) is required to be brought in when obtaining the license.* The deadline for a dog license is MARCH 31. A \$5.00 late charge will be charged for all delinquent licenses issued after March 31.

Neutered and Spayed dogs are \$5.00, all other dogs are \$10.00, Kennel license for 12 dogs or less is \$35.00 with additional dogs at \$3.00 each. Please pay for your dog license with a separate check made payable to the City of Princeton or cash.

SANITARY SEWER SERVICE:

As a reminder to property owners regarding municipal sewer service, the Utility will maintain sewer service within the limits of the City of Princeton from the street main to the property line, without expense to the property owner where it can be shown that the damage or blockage is the result of the sole negligence of the City of Princeton. If the sewer lateral is damaged as a result of negligence or carelessness on the part of the property owner, the sewer line will be repaired at the expense of the property owner. In the event of a back-up or blockage, it is the homeowner's responsibility to contact the Princeton Utility Department at 920-295-6612 or 1-800-383-2313. The Utility will determine the location and nature of the blockage.

ARTIC COLD BLASTS "MAY" REQUIRE THE RUNNING OF WATER:

Should the winter bring the Arctic cold winter blasts, the City may issue a "Run Water Declaration". If a declaration is issued, information will be published in the Princeton Times Newspaper; provide information on the front page of the City of Princeton website www.cityofprincetonwi.com; provide notification to local television stations; provide a mailing or other notification to the property; or you can always check the conditions by calling the Princeton Utility Department at 920-295-6612. If a Run Water Declaration is issued, residents should continue to run water according to the rules provided until they are notified to stop by the Department. Failure to follow directions provided may result in a service freeze-up at which the cost to thaw would be borne by the homeowner.

WINTER PARKING: A reminder there is no parking on the streets from November 15 through April 15th. If you have a need to park on the street for a temporary situation, you can contact the non-emergency Sheriff's Department at 920-294-4000 and provide them with the vehicle information.

SNOW SHOVELING: Sidewalks are also to be shoveled within 24 hours of a snowfall ending. Sidewalks not shoveled in the time allotted for clearing will be done by city staff and the property owner will be assessed the charges established by the City Council. If you live on a corner, removal of snow from the crosswalk approach is also required to be done. If your home/property has a fire hydrant close by, it is required that the hydrant also be shoveled out. In the case of a fire emergency an accessible hydrant is key.

GARBAGE CARTS: A reminder that garbage carts stay with the property if you sell or vacate the premises. If the carts are removed from the property, the new owner/tenant will be charged for the replacement cost of the carts. If your cart is damaged, contact City Hall and we will assist with the change out of the damaged unit.