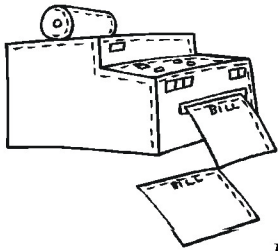




# Town of Burke News



## Property Taxes

## TAXES & MORE

### **PLEASE READ CAREFULLY**

*Failure to follow the instructions may result in a delay of processing your payment.*

*Receipts will not be issued if the receipt instructions are not followed.*

#### **Tax Payment Information:**

- Make checks payable to: Town of Burke
- For quicker processing, please mail your payment and payment stub portion of the tax bill. For your convenience, we have included a self addressed envelope (don't forget to affix postage).
- If you want a receipt for your payment: when paying by mail include the ENTIRE tax bill and a self addressed stamped envelope when paying in person bring your ENTIRE tax bill with you
- Do not include the dog license fee in your check for taxes
- Payments postmarked on or before December 31, 2016, will be treated as having been paid in 2016
- The first installment or payment in full must be postmarked no later than January 31, 2017, to avoid interest and penalties

#### **Office Hours:**

- 8:00 a.m. to 4:00 p.m. Monday through Friday EXCEPT the following dates
- The Town Office **will be closed** Friday, December 23, 2016; Monday, December 26, 2016 and Monday, January 2, 2017
- For your convenience, there is a mailbox located outside the front doors of the Town Hall for after hours payment drop off (follow the by mail instructions)

#### **Escrow Checks:**

- Be sure to properly endorse the back of the check prior to mailing (if applicable)
- If your escrow check exceeds the tax bill amount, the overpayment will be refunded within two weeks
- If your taxes are paid directly by your mortgage company and you would like a receipt, please mail a written request and a self addressed stamped envelope to: Town of Burke, 5365 Reiner Rd, Madison WI 53718



#### **Lottery Credit:**

- If you lived in your residence as of January 1, 2016, there should be a lottery credit on your tax bill;
- If the credit is not on your tax bill, complete a lottery credit claim form and submit it with your tax payment
- You can download a copy of the claim form on our website: [www.townofburke.com](http://www.townofburke.com)



5365 Reiner Rd, Madison WI, 53718

(608) 825-8420 [townofburke@frontier.com](mailto:townofburke@frontier.com) [www.townofburke.com](http://www.townofburke.com)





# Town of Burke News

## Dog Licenses

- You have until March 31, 2017 to renew your license without a penalty
- If you have licensed a dog in the past, an application is enclosed with your tax bill
- Additional applications can be downloaded from our website [www.townofburke.com](http://www.townofburke.com)
- Fees are: \$20 neutered/spayed and \$30 unneutered/unspayed per dog
- A kennel license is \$100. If you have four or more dogs, you must obtain a kennel license
- If this is a new license or if the rabies vaccination has expired since the last license was issued, **you must include a copy of the new vaccination certificate with the application** or fax it to our office at 608-825-8422
- Make checks payable to: Town of Burke
- Your check for dog licenses must be separate from your tax check
- Mail payment, application form, vaccination certificate, and a **self addressed stamped envelope to:** Town of Burke, 5365 Reiner Rd, Madison, WI 53718 **NOTE: we are no longer providing an envelope for mailing applications**
- You can also renew your dog license in person. See the tax article on page one for office hours
- **LANDLORDS:** please share this information with your tenants



## Winter Parking

The following Alternate Side Parking Rules Are In Effect from November 15th through April 15th :

- You must park on the even house numbered side of the street between the hours of 12:01 a.m. and 9 a.m. on even numbered days
- You must park on the odd house numbered side of the street between the hours of 12:01 a.m. and 9 a.m. on odd numbered days
- As always, there is no parking in cul de sacs or within 300 feet of the terminus of a dead end street

## Snow Removal

- Plowing, blowing or shoveling snow into Town roads causes problems and is prohibited by Town ordinances
- This applies to all snow removal contractors. Your cooperation in keeping our roadways safe is appreciated

## Trees & Trash

- Curbside Christmas tree pickup is scheduled for January 14 and 28, 2017.
- If you experience issues with your trash and/or recyclables being not picked up please contact the Town office at 825-8420 no later than the morning after the scheduled pick-up day to expedite resolution of the concern.

