



# OFFICE of the TREASURER

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website: [www.co.oconto.wi.us](http://www.co.oconto.wi.us) - GCS Tax Information

## GCS Tax Information for Oconto County – Web portal instructions

**Internet Explorer is no longer supported.** This website is best used in Chrome, Firefox, or Microsoft Edge. The below instructions were created using a desktop or laptop computer. The screen location may vary slightly if using a smart device. Note: The web portal displays LIVE/CURRENT data. Tax information is updated per transaction.

Type in the County website address online: [www.co.oconto.wi.us](http://www.co.oconto.wi.us)

Click on **DEPARTMENTS** and then click on **TREASURER**

On the Left hand side of the screen click on **PAY PROPERTY TAX ONLINE**

Click on **CLICK THIS LINK TO PAY JULY 31<sup>ST</sup> SECOND INSTALLMENTS OR DELINQUENT TAXES ONLINE**

Accept the terms of the website-Click **I ACCEPT**

SEARCH CRITERIA BY PROPERTY-Enter any of the following search criteria:

- **LAST NAME** **FIRST NAME** then click on **SEARCH FOR PROPERTIES**
- **PARCEL #** (include leading zeros; DO NOT include dashes or spaces). Click on **SEARCH FOR PROPERTIES**
- **HOUSE #** DO NOT enter the street name, **ONLY** enter the House #. Click on **SEARCH FOR PROPERTIES**

A list of parcels will appear below which contain your search criteria. From here you can click on the correct parcel/owner you would like to view.

### **Making Online Tax Payments – 2<sup>nd</sup> installments or delinquent payments only (1<sup>st</sup> installment payments are due ONLY at the municipality during Dec/Jan)**

- Once in the parcel, click on the tab **TAXES** along the top of the screen.
- View **Tax Year** in the UPPER LEFT CORNER – click on the drop down arrow to change to the appropriate year, if necessary, that you are wanting to pay.
- Scroll down and click on **Make an Online Payment**
- If you are paying off multiple tax years, you will need to change the tax year each time and enter in each payment separately.

#### **ONLINE PAYMENT FEES:**

Electronic checking account withdrawal (ACH) - \$1.50

Debit card - \$3.95

Credit card – 2.39% of tax payment amount

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## **TAX BILL COPIES OR TAX RECEIPT INFORMATION**

1. Print Tax Bill copy –
  - a. Click on **TAXES** (tab on top)
  - b. On this screen – at the bottom - click on **PRINT TAX BILL** This will bring up a copy of your tax bill in a PDF format
  - c. Click on the printer button
  
2. Print Tax Payment Information –
  - a. Click on **TAXES** (tab on top)
  - b. On this screen – at the bottom – click on **PRINT TAX DETAILS** This will bring up a copy of your Real Estate Tax Summary in a PDF format
  - c. Click on the printer button
  - d. Toward the bottom of this report you will find payment information such as the date and amount paid along with a receipt #.