



# OFFICE of the TREASURER

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

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

**Internet Explorer is no longer supported. This website works best used in Chrome.** The below instructions were created using a desktop or laptop computer. The screen location may vary slightly if using a smart device.

- **MAKE SURE YOU GO TO YOUR SETTINGS AND ALLOW FOR POP-UP BLOCKERS.**

**Note:** The web portal displays LIVE/CURRENT data.

Type the County website address into your browser: [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 **REAL ESTATE PROPERTY TAX – PAY ONLINE**

Click on **OCONTO COUNTY WEB PORTAL SITE**

Click on **I ACCEPT** to accept the terms and conditions

SEARCH CRITERIA BY PROPERTY-Enter **ONLY ONE** of the below search fields. More than one field will not work.

- **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. Here you can click on the correct parcel/owner you would like to view.

### **Making Online Tax Payments for current 2<sup>nd</sup> installments due by July 31<sup>st</sup> or delinquent payments only–**

### **(1<sup>st</sup> installment payments are due to the municipality during Dec/Jan, NOT Oconto County)**

- 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.

\*\*\* Continued on the reverse side/next page \*\*\*

**ONLINE PAYMENT FEES:**

Electronic checking account withdrawal (ACH) - \$1.50

Debit card - \$3.95

Credit card – 2.39% of tax payment amount

**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 #.