

Real Property Lister

Welcome to the Real Property Lister's Department!

In 1951, Wisconsin Legislature created the position of County Real Property Lister (a/k/a the Tax Lister) to ensure that lands were being represented accurately for assessment and taxation purposes. The RPL maintains land records focusing on the ownership records of real estate. This takes the form of an organized compilation of the county's land ownership records and legal descriptions. As such, the RPL is a custodian of the information used to create the assessment rolls that underlie the entire taxation process.



SUMMARY OF DUTIES

- Review and process documents dealing with land ownership ensuring the public record is clear
- Maintain parcel numbers and assign new parcel numbers for all land splits
- Maintain all parcel mapping
- Update ownership and mailing address for all properties
- Maintain property addresses on parcels
- Provide brief legal descriptions for all parcels as shown on the latest recorded documents
- Maintain school district and special purpose district codes for all tax parcels
- Prepare work rolls for assessors
- Enter valuation changes assigned by assessor into the system
- Prepare assessment notices and assessment rolls for Board of Review
- Provide basic tax forms as prescribed by the Department of Revenue
- Submit the "Statement of Assessment", beginning work rolls, and final assessment rolls to the Department of Revenue
- Serve as a coordinator between the County, State, and Local Municipalities for assessment and taxation purposes
- Assist the public and other departments with locating property information

[Helpful Links](#)

[Frequently Asked Questions](#)
[Land Information and GIS](#)
[Data, Maps & Apps Online](#)

Web Links

- [Ascent Land Records: Tax and Assessment Data](#)