

COUNTY OF CLEAR CREEK

Carol Lee

Treasurer and Public Trustee

P.O. Box 2000

Georgetown, Colorado 80444

Phone: (303) 679-2353, Email: treasurer@co.clear-creek.co.us

Certification of Delinquent Charges and Assessments

Effective August 1, 2016, delinquent charges and assessments certified to the Treasurer of Clear Creek County (Treasurer) will be collected in the same manner as property taxes, pursuant to §§31-20-105, 31-20-106, and 32-1-1101, Colorado Revised Statutes.

- The Treasurer will accept certification from **November 15th through November 30th** (Submission Deadline) for inclusion on the tax roll for collections for the following year.
- All the laws of the State of Colorado for the assessment and collection of general taxes shall apply, including due dates and payment options
 - In full – April 30, or 1st half – February 28th, 2nd half – June 15
- Statutory penalties will be added to each account certified
 - **Municipalities** - 10% fee due C.R.S. §31-20-106
 - **Special Districts** - 30% fee due C.R.S. §32-1-1101
- Certification must include the following information:
 - Reference to the Ordinance authorizing certification to the Treasurer
 - Treasurer/Assessor Account Number
 - Assessed Owner
 - Legal description
 - Property address
 - Last known mailing address
 - Delinquent amount certified
- **Please submit to Treasurer's** office for verification **before** recording. treasurer@co.clear-creek.co.us
- **We will not accept liens against mobile homes only.** You may only place the lien on the land the mobile sits on. You will be required to notify the land owner.
- Incomplete certifications or those containing errors will be rejected.
- Requests for changes or released withdrawals must be submitted in writing and must be received by the Treasurer by **December 21st** and should include the following:
 - Treasurer/Assessor Account Number
 - Description of change or reason for withdrawal
 - Copy of Recorded Release of Lien **ref: original lien book/page #**, signed by the proper authority
- After the Submission Deadline, the full payment including the statutory penalty must be paid to the Treasurer. The Authority/District **should not** accept payments toward the certified amount. Customers should be referred to the Treasurer.
- A 1% Treasurer's collection fee will be assessed pursuant to C.R.S. § 30-1-102 whether or not the lien is collected by taxes or tax lien sale.
- An authorized signature is required on the County Treasurer's listing of certified liens confirming the properties that will have a lien placed on them.
- If the lien is not paid with taxes, it will be offered for sale at the annual Tax Lien Sale. If a tax lien is sold at that time, the entity will receive payment and should release their lien.

TREASURER ACCOUNT NUMBER	ASSESSED OWNER	LEGAL DESCRIPTION	PROPERTY ADDRESS	DELINQUENT AMOUNT

Total Parcel Count - _____

Total Dollar Amount Certified - \$_____

Authorized Signature