POPE COUNTY
MINNESOTA

PARCEL COMBINATION APPLICATION

This application is required when a property owner wishes to combine parcels for taxation purposes only or to comply with County Land Use Controls Ordinance.

PLEASE CLEARLY PRINT ALL INFORMATION	
Owner(s) name(s) **as shown on all tax statements:**	
Mailing address:	
Phone:	Email address:
Parcel Identifier Number (PIN) *(9 digits. Found on tax statement.)*	**1.** _____-_____-_____
	2. _____-_____-_____
	3. _____-_____-_____

Eligibility Requirements:

The parcels to be combined must meet all applicable requirements:

- ❒ Same deeded owner(s) and ownership type
- ❒ Parcels are contiguous
- ❒ Current year and delinquent taxes paid in full
- ❒ Same taxation district and TIF district, if applicable
- ❒ Special Assessments paid in full or able to be recertified, if applicable
- ❒ No conflict with local ordinances

Instructions:

1. Complete and sign this Parcel Combination Application.
2. Submit the completed application to the **Pope County Recorder's Office** for county review. **Mail to:** Pope County Recorder, 130 E. Minnesota Ave, Glenwood MN 56334 or by **email to:** pub.recorder@popecountymn.gov
3. Please refer to the **Applicant Information Guide** included with this application or available on the Pope County website for a detailed explanation of the parcel combination process.

Recording Fee:

A **$46 recording fee** (payable to Pope County Recorder) must accompany the affidavit. The owner(s) requesting the parcel combination are responsible for the recording fee.

Owner Certification:

I/We request that the parcel(s) identified in this application be combined for taxation purposes. I/We certify that the information provided in this application is true and correct to the best of my/our knowledge. I/We understand that requests must be received by December 1 to be considered for the following tax year. I/We understand that this request is subject to county review and may be denied if the parcel combination requirements are not met. I/We understand that all current and future landowner(s) must comply with Pope County Land Use Controls Ordinance in effect at the time of any future division.

Owner(s) Signature: _____ **Date:** _____

Owner(s) Signature: _____ **Date:** _____

If any parcel is encumbered by a mortgage, property owners should contact their mortgage company before combining parcels.

NOTE: Combinations in the current year will appear on the following year's assessment roll and tax bill.