



HOUSTON COUNTY AUDITOR/TREASURER'S OFFICE
304 S MARSHALL STREET, Room 116
CALEDONIA, MN. 55921
(507)725-5803
www.co.houston.mn.us

Application to Split Parcels

As owner(s) of the following parcels, I request and authorize the Auditor/Treasurer to split my parcel of real estate into separate parcels, based on approved attached legal description or survey. I understand that all taxes, including the current year, must be paid in full prior to making this split:

Parcel to be Split

Township

Section – Township - Range

ALL OWNERS MUST SIGN

Date

Best Contact Email Address (Optional)

Print name (*)

Signature (*)

Contact Number (*)

Print name (*)

Signature (*)

Contact Number (*)

Print name (*)

Signature (*)

Contact Number (*)

(*) Required Field

Please inform all lenders or mortgagees that you are dividing real property, especially if you escrow your taxes.

****For Office Use Only****

Parcel Split Checklist

_____ No delinquent Taxes
_____ Current Year Taxes paid in full
_____ Tax Increment Financing Agreement (TIF)
_____ All Owners Signed Application
_____ Special Assessments

Final Processing

_____ Taxing District
_____ School District
_____ Fire District
_____ Date Sent to Schneider
_____ New Parcel ID#
_____ Deedlog# (Note acreage of both parcels & legal descriptions)
_____ Create/Update Parcel Cards
_____ Create/Update Parcels in AS400
_____ Date Completed
_____ Deputy Signature

272.195 LEGAL DESCRIPTION.

When a parcel of land has been coded under the county code system, as hereinbefore provided, and notice thereof has been given to the owner of such land, it shall be a legal and valid description of such land for taxation purposes, and such land shall thereafter be so described on the tax rolls of the county.