



**SERVICE OF TAX PETITIONS FOR PROPERTY TAXES DUE DURING YEAR 2021, adopted  
December 10, 2020, effective through April 30, 2021.**

In light of the Governor's continuing emergency executive orders related to the COVID-19 pandemic and the limited availability of staffing of County public-facing services, Washington County is again permitting the alternative service of petitions under Minn. Stat. § 278.01 for the objection to real property taxes due during the year 2021 ("tax petitions"). The alternative service procedure adopted below will be permitted in lieu of the procedures for service of the petitions as required by Minn. Stat § 278.01, subd. 1(b). **The Petitioner will still be solely responsible for the filing of the petition and sufficient proof of service with the Court.**

**ALTERNATIVE SERVICE PROCEDURES**

**SINGLE POINT OF SERVICE:** The Washington County Attorney's Office will accept service of tax petitions (e-service, U.S. mail, or personal) for **all** Chapter 278 statutory service recipients (i.e., Attorney, Auditor/Treasurer, Assessor) on behalf of Washington County for taxes due year 2021. Only a single copy of the tax petition will be required. The Washington County Attorney will accept the following methods of service:

- 1) **ELECTRONIC MAIL:** Email a completed tax petition and required documentation as a PDF to [WCA-PropertyTaxPetition@co.washington.mn.us](mailto:WCA-PropertyTaxPetition@co.washington.mn.us), along with a proposed Acknowledgment and Waiver of Personal Service for the County to execute. You will maintain the original in your office.
  - You will receive an automated reply that the email was received. This reply is *not* an admission of service but is meant to simply inform you that the email was received.
  - County Attorney staff will review and reply by email within approximately 14 days an executed copy of the Acknowledgment and Waiver of Personal Service.
- 2) **FACSIMILE:** Fax a completed tax petition and required documentation to 651-430-6163, along with a proposed Acknowledgment and Waiver of Personal Service for the County to execute.
  - County Attorney Staff will review and reply via fax, or U.S. postal service mail at the address provided on the Petition, within approximately 21 days an executed copy of the Acknowledgment and Waiver of Personal Service.
- 3) **U.S. POSTAL SERVICE MAIL:** Mail a completed tax petition and a proposed Acknowledgment and Waiver of Personal Service to:

WASHINGTON COUNTY ATTORNEY  
Washington County Law Enforcement Center  
15015 62<sup>nd</sup> Street N  
P.O. Box 6  
Stillwater, MN 55082-0006

  - County Attorney Staff will review and mail to the address listed on the Petition within 21 days an Acknowledgment and Waiver of Personal Service.
- 4) **PERSONAL SERVICE:** as of to date, the Washington County Attorney's Office front reception is only partially staffed during the business week. **Should you chose to attempt personal service of your petition, County Attorney staff has been instructed not to sign admissions or acknowledgments of service. Thus, you will be responsible for preparing your own proof of service to be filed with the Court. Please also be advised that tax petitions left at the County Attorney's Office front desk without any staff present or placed in the drop box in front of the Washington County Government Center will not be sufficient service of your petition.**