Signing Up For Electronic Property Tax Notices From The Boulder County Treasurer

Important Reminders:

- Not only can you receive tax notices electronically, but you can pay your property taxes online as well. Visit http://www.bouldercountytreasurer.org and click the "Look Up/Pay Property Taxes" button to get started.
- Electronic notices will be sent in lieu of paper notices via regular mail. You will not receive a paper tax notice if you sign up for electronic property tax notices.
- Electronic notice delivery will begin in the year following your request. If you sign up in 2016, your first electronic notice will be the one we provide in 2017.
- You can stop receiving electronic tax notices after signing up by contacting our office at 303.441.3520 or by e-mail at treasurer@bouldercounty.org.
- When you sign up for electronic tax notices, all accounts under that ownership will be included in that request. The affected accounts will be shown to you during sign-up. Our system does not allow us to add only some of these accounts for electronic notice delivery and leave others to be delivered on paper.
- Property taxes are due and payable whether or not you receive a tax notice from our office. Please make sure to add treasurer@bouldercounty.org to your e-mail account's list of trusted senders and to contact our office if you haven't received your ENotice by February 1st.

1. To sign up to receive property tax notices electronically, first open your web browser and navigate to http://www.bouldercountytreasurer.org. Once, there click the "Sign Up For Electronic Tax Notices" button. You will find other helpful information on the website as well.



Treasurer

The Treasurer's Office collects taxes for real property, mobile homes, and business personal property (business equipment).

Paying Taxes

Property taxes may be paid in full, or in two half payments, by the due dates. You can pay these taxes in our office, by mail, online, or over the phone. Instructions for each of these payment methods can be found on the back of your property tax notice. If you choose to mail us a payment, do not include cash.

LOOKUP / PAY PROPERTY TAXES 🗗

Electronic Property Tax Notices

We now offer the option to receive tax notices by e-mail. Please read the instructions, then click the button below to get started!

SIGN UP FOR ELECTRONIC TAX NOTICES &

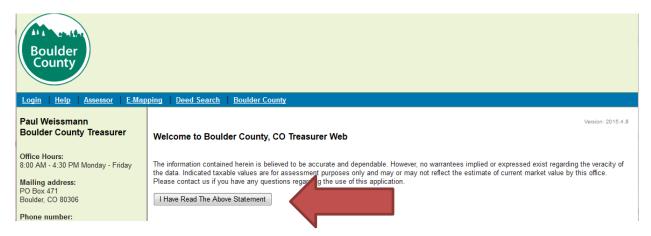


Paul Weissmann, Treasurer

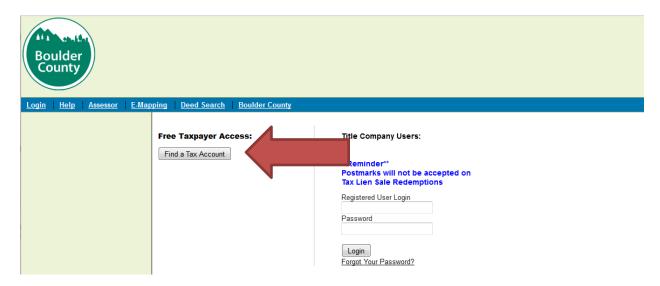




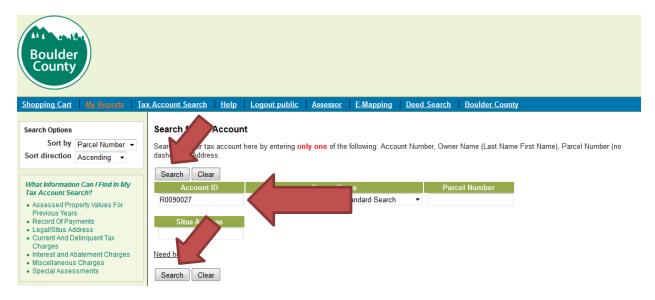
2. Read the statement regarding the information contained on our website and click the "I have Read The Above Statement" button.



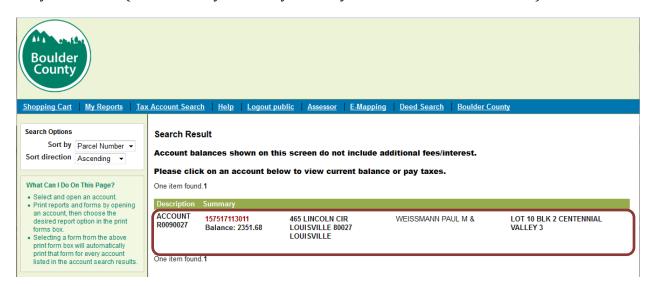
3. Choose the option for free taxpayer access by clicking the button labeled "Find a Tax Account."



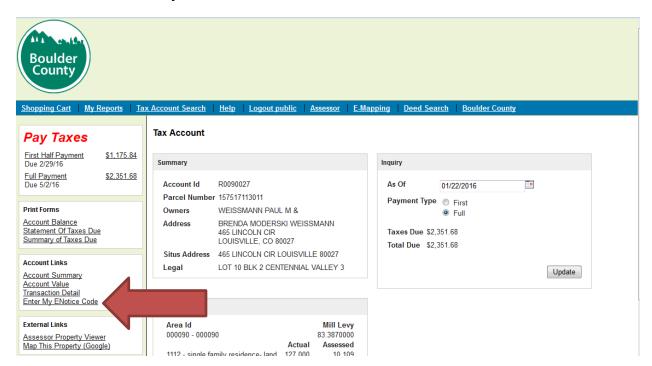
4. Search for your tax account. If you own multiple properties, you can search for any one of them and you will be able to receive electronic notices for all accounts under that ownership. If you own properties under multiple names, you will need to repeat this process for each name under which you own property. The easiest way to search is by typing in an account number in the Account ID field (as shown below) and clicking "Search." You'll find your account number in the top left corner of your property tax notice.



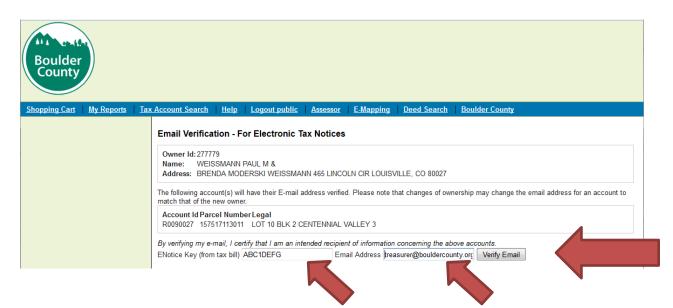
5. Select your tax account from the search results by clicking anywhere on the row containing your account (there will only be one if you used your account number to search).



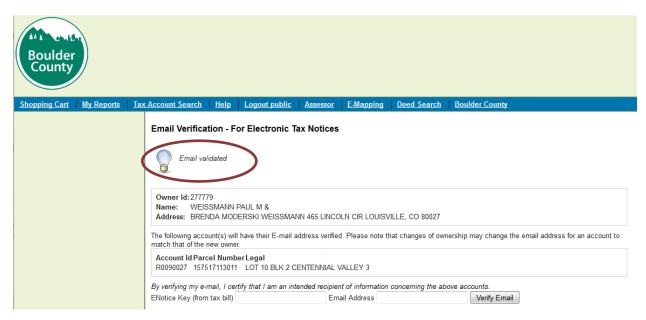
6. Click on the "Enter My ENotice Code" link on the left-hand side of the screen.



- 7. The e-mail verification screen will be displayed. All accounts that will be affected by your decision to receive electronic notices will be listed. If, for some reason, you **do not** want to receive property tax notices for one or more of these accounts electronically, stop now. Once you provide your ENotice code and e-mail, you will stop receiving paper notices for all accounts listed. Of course, you may stop receiving electronic notices for your accounts at any time by contacting our office.
- 8. Enter the ENotice code, found on the upper right portion of your tax notice, and the e-mail address to which you want tax notices sent in the future. Then, click "Verify Email."



9. You will see the verification screen again, with a message that your e-mail address has been validated. **You have successfully signed up to receive tax notices electronically.**



10. If you enter your ENotice code incorrectly or enter an invalid e-mail address, you will receive an error. Just re-enter them correctly and click "Verify Email" again.



11. At any time, you can change your e-mail address for receiving tax notices by following these steps again.