

Anoka County's Alternative Service Methods for Tax Petitions for April 30, 2020 Deadline:

NOTE: The below procedures are intended to accommodate COVID-19 restrictions and are not permanent changes in county policies and procedures. The alternative methods are temporary and apply only to the April 30, 2020, filing deadline for tax petitions.

Statutory April 30 deadline for service/filing: Generally, Minnesota Statutes section 278.01 requires service of one copy of a tax petition upon the county auditor, one copy on the county attorney, one copy on the county treasurer, and three copies on the county assessor. The county assessor then forwards one copy of the petition to the appropriate local governmental authorities and to the applicable school board of the district in which the property is located. For all counties, the petitioner must also file the copies with proof of service, in the office of the court administrator of the district court on or **before April 30** of the year in which the tax becomes payable.

Anoka County's Accommodation in Response to COVID-19 Restrictions:

With the magnitude of the COVID-19 pandemic still unknown, [Anoka County issued certain directives](#), consistent with state policy, including the temporary closure of public service centers to slow the spread of COVID-19. Because those closures may interfere with the **April 30, 2020**, service deadline for tax petitions, Anoka County has developed alternative methods for service of tax petitions as follows:

Acceptable Alternative Service of Tax Petitions on Anoka County Entities:

Anoka County will accept **email filings** of tax petitions for the April 30 service/filing deadline. Anoka County has set up a special email link for service of tax petitions, which is provided below. A tax petition sent to this designated email will satisfy the service requirement on these county departments: (1) County Auditor/Treasurer (via Property Tax division); (2) County Assessor's Office; and (3) County Attorney's Office.

Tax petitioners choosing to email their petitions **must also serve a copy by U.S. mail**, as directed below. The request for mail service in addition to email is to protect both the county and taxpayers from potential misdirection of emails or other complications that can occur with email transmission, which would interfere with the county's receipt of tax petitions.

For those petitioners who do not have computers or are unable to serve via email, the county will accept filings by U.S. mail, without email, at the address provided below.

SERVICE INSTRUCTIONS:

- 1. Email Service** of tax petitions on Anoka County entities may be accomplished by emailing the petition to the following link: RS-Atty-TaxAtty@co.anoka.mn.us
- 2. Mail Service** of tax petitions on Anoka County entities may be accomplished by sending the petition via regular U.S. mail to the following address:

Anoka County Attorney's Office
2100 Third Avenue, Suite 720
Anoka, MN 55303

Acknowledgement of Service:

Upon receipt of tax petitions, the county will issue to petitioners an acknowledgment of service showing that the required county entities have been served.