



City of Madelia
Request for Certificate of Assessment

18 Drew Ave NE
PO Box 158
Madelia, MN 56062
507-642-3245

Date Received: _____

Received By: _____

**Requestors, please complete sections 1 and 2. Payment must be received before information is released.*

1.) Requesting Party:

- Requested by(name and company):_____
- Address:_____
- Telephone number:_____

2.) Property Information:

- Parcel Number(s):_____
- Legal Description:_____
- Property address:_____
- Current Owner:_____
- Closing date:_____
- Buyer's name:_____

3.) Current/past due balances:

- Utility Account #:_____
- Utility balance and due date:_____
- Past due or delinquent bills:_____
- Additional (mowing, snow removal):_____
- Housing/Business Loans:_____
- Pending Assessments:_____
- All other assessments have been certified to Watonwan County (507)375-1205

4.) Assessment certificate request fees:

- \$5.00 per assessment search

Please mail, fax, or email your request along with payment to the following:

- Mail: City of Madelia Utility Department, 18 Drew Ave NE, PO Box 158, Madelia MN 56062
- Fax: 507-642-8556
- E-mail: cityhall@madeliamn.com

Signed: _____ Date: _____