

Memo

To: Surveyors, Attorneys, Real Estate Agents, Title Examiners,
and other Real Estate Professionals

From: Tammy N. Thompson, Deputy Auditor

Date: October 18, 2018

RE: End of year splits, resurveys & plats

Deeds by mail

Personal combo requests

The Union County Auditor's office would like to remind those of a change that will impact several real estate transfers. In order to expedite the process of taxes being calculated and tax bills being prepared, the Union County Auditor's Office will need to hold any transfers containing splits/resurveys/combos and plats. Our office will continue to receive splits/resurveys/combos & plats, but will only enter regular conveyance & exempt transfers in our system until the end of this calendar year 2018. Any conveyance and/or exemption transfers containing splits / resurveys / combos in addition to plats will be received and transferred, but will be held and entered beginning January 2019. **This means any end of year splits/resurveys/combos and plats presented to our office after November 2nd will be held & entered in 2019 for taxes payable in 2020.**

Effective January 1, 2019:

- 1). Our office will no longer accept deeds by mail.**
- 2). Our office will no longer accept any personal combination requests.**