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How to Search the Tax Roll and Pay Taxes On-line

Overview

The Sonoma County Auditor-Controller-Treasurer-Tax Collector (ACTTC) is pleased to provide you with the capability to search the Tax Roll on-line. The Tax Roll is a public document that lists property taxes and special assessment information for all taxable real estate, business property and personal property in the County. Information we display is current as of the most recently published Assessment Roll.

To protect your privacy, we do not display an owner's name in the results of any searches you perform on our web site.

We hope you find our on-line research capability useful, but if you would prefer another method of inquiry, you can also research Tax Roll information using our interactive voice response and fax-back system at (707) 565-3010, or you can contact the Auditor-Controller division at (707) 565-2635 or the Treasurer-Tax Collector division by telephone at (707) 565-2281. You can also visit our offices at 585 Fiscal Drive in Santa Rosa.

Before You Search the Roll...

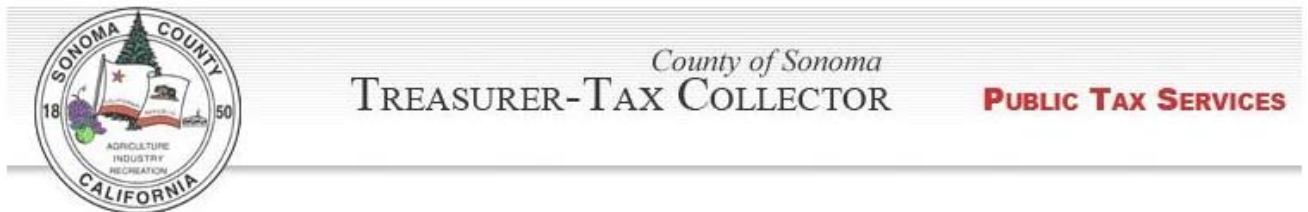
Before performing your first search of the Tax Roll on-line, be sure to read our disclaimer and then check the box next to the statement indicating that you have done so. The "Continue" button following that statement works only after you declare that you have read the disclaimer by placing a check in the box. Click the "Continue" button to open the search window (the search window will open in a separate page of your browser).

How to Search the Tax Roll and Pay Taxes On-line

Quick Search

1) Determine which of the following you want to search for:

- Assessment Number
- Parcel Number
- Street Address



Tax Inquiry: Please enter ONLY ONE search criteria

Search Field	Search Type	Search Criteria (Number/Address)
Assessment No.	Begins with ▾	
Parcel Number	Begins with ▾	
Street Address	Begins with ▾	

Submit **Clear**

- 2) Type your search criteria in the corresponding blank row in the "Search Criteria (Number/Address)" column.
- 3) Select a "Search Type" from the drop-down menu in the row corresponding to the search criteria you have chosen (the default is "Begins with"). See Search Type Hints below for more information.
- 4) Click "Submit" once and wait for our search system to display a list of records that match your criteria.
- 5) Click the underlined Assessment Number of a record in the results list to view detailed information about that tax record.

How to Search the Tax Roll and Pay Taxes On-line

How to Search the Roll



Tax Inquiry: Please enter ONLY ONE search criteria

Search Field	Search Type	Search Criteria (Number/Address)
Assessment No.	Begins with	
Parcel Number	Begins with	
Street Address	Begins with	

When the search window opens, you will be presented with a table titled "Tax Inquiry: Please enter search criteria". The table comprises three columns, and each column contains four rows.

The Search Field Column

The column on the left is titled "Search Field"; it lists three different kinds of criteria that you can use to perform your search:

Assessment No.: The identifying number for a single taxable event on a piece of real estate

Parcel Number: The Assessor's identification number for a specific piece of real estate (located on your tax bill)

Street Address: The physical location of a piece of real estate (we urge you to read the Street Address Hints section below before performing a search on street address)

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The Search Criteria (Number/Address) Column

The rightmost column is "Search Criteria (Number/Address)"; this is where you will type in the specific search criteria you're looking for (e.g., a specific parcel number or a street address/street name). You can enter a maximum of 24 characters, including spaces.



Tax Inquiry: Please enter ONLY ONE search criteria

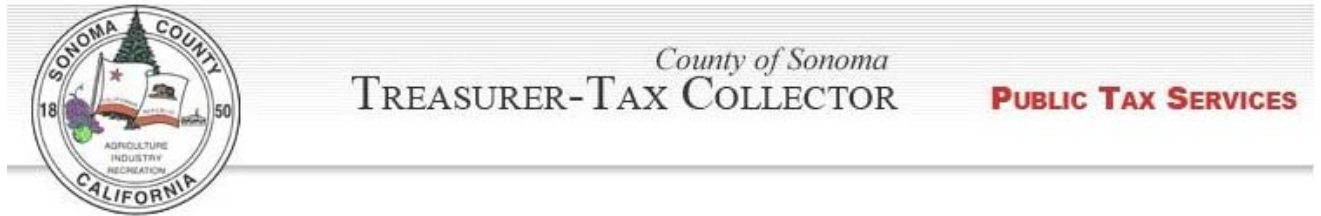
Search Field	Search Type	Search Criteria (Number/Address)
Assessment No.	Begins with ▾	
Parcel Number	Begins with ▾	
Street Address	Begins with ▾	

Submit **Clear**

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The Search Type Column

The center column is titled "Search Type"; each row in this column displays a drop-down menu listing options for how you would like the search to compare your criteria to what it finds in our database (whether you're looking for an exact match to your criteria, for example, or simply a listing of properties with parcel numbers that all start with the same book number; we urge you to read the Search Type Hints section below before selecting a search type)



Tax Inquiry: Please enter ONLY ONE search criteria

Search Field	Search Type	Search Criteria (Number/Address)
Assessment No.	Begins with	
Parcel Number	Begins with	
Street Address	Begins with	

Submit Clear

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Search Examples

Parcel Number Search

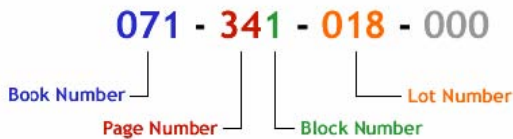
Parcel numbers comprise several parts:

- The first three digits identify the map book to which a parcel belongs
- The second three digits identify the map book page and the block on that page (if any) to which a parcel belongs – if there are no blocks on the page, this number is zero
- The third set of three digits identifies a specific parcel or 'lot'
- The fourth set of three digits is always '000'

To search for a specific parcel, enter its complete parcel number in the Parcel Number row of the "Search Criteria (Number/Address)" column and leave the "Search Type" column on "Begins with".

You do not have to type the dashes separating the parts of the parcel number.

To search for all of the parcels in a map book, enter just the map book number (including the leading zero if the map book number is lower than 100) in the Parcel Number row of the "Search Criteria (Number/Address)" column, again leaving the "Search Type" column on "Begins with".



Tax Inquiry: Please enter ONLY ONE search criteria

Search Field	Search Type	Search Criteria (Number/Address)
Assessment No.	Begins with	
Parcel Number	Begins with	071341018000
Street Address	Begins with	

Submit Clear

How to Search the Tax Roll and Pay Taxes On-line

Address Search

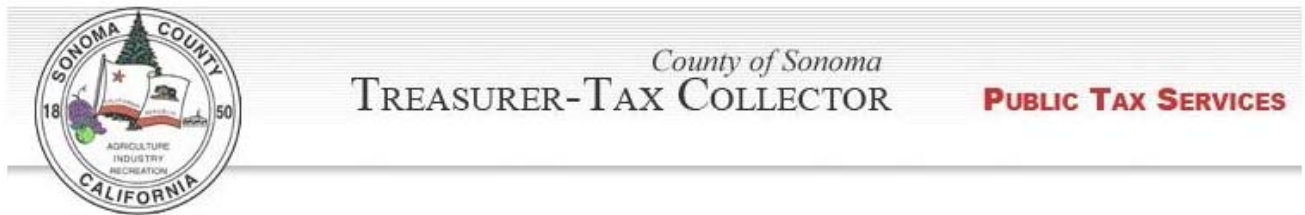
When searching for addresses keep the following in mind:

- Not all parcels of real estate in Sonoma County can be associated with a single, specific street address
- Although we use standard postal abbreviations for street type designations, common spellings and abbreviations for the type of street or road vary (e.g., a street can be referred to as "Street", "Str" or "St")

To search for a specific address, enter only the building number and the street name in the Street Address row of the "Search Criteria (Number/Address)" column and leave the "Search Type" column on "Begins with". You don't have to capitalize the street name; the search system is not case-sensitive.

If your search results in a match, the results list will display one or more parcel numbers, but it will not display any names.

To search for all the parcels on a street, enter only the street name in the Street Address row of the "Search Criteria (Number/Address)" column and select "Contains" from the drop-down list in the corresponding row of the "Search Type" column:



Tax Inquiry: Please enter ONLY ONE search criteria

Search Field	Search Type	Search Criteria (Number/Address)
Assessment No.	Begins with	
Parcel Number	Begins with	
Street Address	Begins with	123 Summerset

Submit Clear

How to Search the Tax Roll and Pay Taxes On-line

Hints

SEARCH TYPE HINTS

There are seven different ways you can instruct the system to find matches for your search criteria:

- Begins with
- Ends with
- Contains
- Equal to
- Not equal to
- Less than
- Greater than

Most of these are self-explanatory, but keep in mind that not all of them apply logically to every kind of criteria you might enter into the Search Criteria (Number/Address) column. Also keep in mind that if your search results in more than 500 records, **only the first 500 matches will be displayed.**

Use the table on the next page as a guide to how each of these search types affects the way the system can find matches to your criteria. Select one of the four search criteria in the column on the left, then look across the columns in that row and find the column that matches the search type you are considering using. The most common search types for each of the search criteria are highlighted in yellow.

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	Begins with	Ends with	Contains	Equal to	Not equal to	Less than	Greater than
ASSESSMENT No.	Finds all records with assessment numbers that start with the sequence of numbers you enter (first 500 only)	Finds all records with assessment numbers that end with the sequence of numbers you enter (first 500 only)	Finds all records with assessment numbers containing the sequence of numbers you enter (first 500 only)	Finds only the record with the assessment number matching the one you enter; you must enter all 12 digits to get a match using this Search Type	Finds all records with assessment numbers that don't match the one you enter (first 500 only)	Finds all records with assessment numbers that start with numerical sequences lower than the one you enter (first 500 only)	Finds all records with assessment numbers that start with numerical sequences higher than the one you enter (first 500 only)
PARCEL NUMBER	Finds all records with parcel numbers that start with the sequence of numbers you enter (first 500 only)	Finds all records with parcel numbers that end with the sequence of numbers you enter (first 500 only)	Finds all records with parcel numbers containing the sequence of numbers you enter (first 500 only)	Finds only the records with the parcel number matching the one you enter; you must enter all 12 digits to get a match using this Search Type	Finds all records with parcel numbers that don't match the one you enter (first 500 only)	Finds all records with parcel numbers that start with numerical sequences lower than the one you enter (first 500 only)	Finds all records with parcel numbers that start with numerical sequences higher than the one you enter (first 500 only)
STREET ADDRESS	Finds all records where the street address begins with the sequence of numbers and letters you enter (first 500 only)	Not Applicable	Finds all records where the street address contains the sequence of numbers and/or letters you enter (first 500 only)	Finds only the records where the street address exactly matches the one you enter (including the street type designation)	Finds all records where the street address doesn't match the one you enter (first 500 only)	Not Applicable	Not Applicable

How to Search the Tax Roll and Pay Taxes On-line

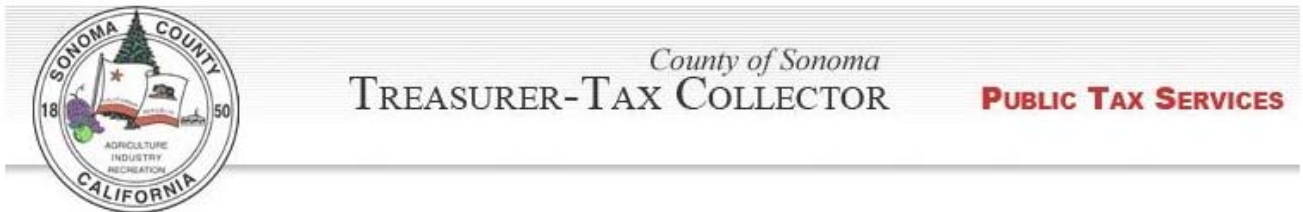
Street Address Hints

As with other searches you can perform using our system, the street address search will result in a list of properties matching your search criteria, but the Results List will only display Assessment Numbers and street numbers/names. To protect your privacy, we do not display owner's name in any results, so although you can search by street address, you must already know either the parcel number or the street number/street name of the property you are looking for to view detailed assessment information about it.

For instance, if you initiate a search based on a valid street name, the Results List will display all of the parcels and street numbers/street names for pieces of real estate that match your search criteria. To see detailed information about a particular owner, you'll have to know the owner's address or the parcel number so you can select the property you're interested in from the Results List. Even so, the Detail Page for the parcel will not display its owner's name.

To search for a specific address, type the correct address number and separate it by a single space from the street name. For best results in most cases, do not add the street type designation (e.g., Road, Drive, Avenue, Court) to the address you're searching for. If you are searching for 123 Main Street, for example, type "123 Main" (not "123 Main Street") into the Address line of the Search Criteria column, then select "Begins with" from the drop-down menu in the corresponding row of the Search Type column, then click "Submit".

Since more than one street in Sonoma County may share the same name (e.g., Maple Street and Maple Avenue), it can be helpful to include a street type designation in your search criteria if you want to search for all the properties on a particular street. We use standard postal abbreviations for street type designations. To find all the parcels on Main Street, for example, type "Main St" into the Address line of the Search Criteria column; be sure to select "Contains" from the drop-down menu in the corresponding row of the Search Type column before you click "Submit". Remember that only the first 500 matches will be displayed in the Results List.



Tax Inquiry: Please enter ONLY ONE search criteria

Search Field	Search Type	Search Criteria (Number/Address)
Assessment No.	Begins with	
Parcel Number	Begins with	
Street Address	Begins with	123 Summerset

Submit Clear

How to Search the Tax Roll and Pay Taxes On-line

The Results List

Any records matching the criteria you submit are displayed in Assessment Number order in the Results List.

Scan the results list for the specific parcel number or address you're looking for and click on the associated assessment number to see the details



Parcel Number	Assessment No.	Year	TRA	Roll Cat.
180-330-001-000 590 LEWIS RD	<u>180-330-001-000</u>	2009	004-002	CS
180-330-001-000 590 LEWIS RD	<u>800-032-915-000</u>	2005	004-002	DU
180-330-001-000 590 LEWIS RD	<u>800-032-915-000</u>	2006	004-002	DU
180-330-001-000 590 LEWIS RD	<u>800-036-970-000</u>	2009	004-002	CU
180-330-032-000 510 LEWIS RD	<u>180-330-032-000</u>	2009	004-002	CS
180-330-032-000 510 LEWIS RD	<u>800-034-828-000</u>	2009	004-002	CU
180-340-001-000 820 LEWIS RD	<u>180-340-001-000</u>	2009	004-002	CS
180-340-002-000 800 LEWIS RD	<u>180-340-002-000</u>	2009	004-002	CS
180-340-021-000 730 LEWIS RD	<u>180-340-021-000</u>	2009	004-002	CS
180-340-035-000 630 LEWIS RD	<u>180-340-035-000</u>	2009	004-002	CS
180-340-035-000 630 LEWIS RD	<u>800-000-727-000</u>	2009	004-002	CU
180-340-070-000 600 LEWIS RD	<u>800-012-882-000</u>	2009	004-002	CU

No Results?

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If your search doesn't result in any records, you may want to broaden your search criteria. For example, if you searched for a specific address (e.g., 123 Summerset Dr) and got no results, try a search using the "Contains" option of the "Search Type" with just the street name (Summerset). And, if searching by Parcel or Assessment number, use the "Begins with" option of the "Search Type" and try just using the Book and Page numbers (the first six (6) of the full number). Keep in mind that the amount of time it takes to return a list of results will increase with broader searches.

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The Detail Page

When you select one of the records in the Results List, you will see tax information about that property in the Detail Page. Please see the glossary for definitions of items listed on the Detail Page.

Assessment Info

Shows identifying information including Assessment Number, the latest tax year for which taxes are displayed, the Parcel Number and an abbreviation for the Roll Category. You may find the full Roll Category name by clicking on the code. For additional Assessment Information, contact information for the Assessor's Office is located at: http://www.sonoma-county.org/Assessor/HTML_Documents/ContactUs/ContactUs.htm.

Taxes

The Taxes section shows the amount of the first tax installment, the second tax installment and the dates that they are due to be paid. The Total column shows the combined amount. Also shown is whether an installment has been PAID or is DUE.

Taxcode Info

Listed under the Taxcode Info heading are all the government agencies, cities, schools and special districts and bonds for which you are assessed. The name of each district, the district contact telephone number, and the amount of the assessment are listed. If you have questions about Taxcode Information, please contact the Auditor-Controller's Property Tax Manager at (707) 565-3294 or email eroeser@sonoma-county.org.

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County of Sonoma
TREASURER-TAX COLLECTOR

PUBLIC TAX SERVICES

My Cart				
Items in cart: 0				Check Out
Navigation				
Last Search	New Search	Print		
Assessment Info				
Assessment No.	800-036-970-000			
Taxyear	2009			
Parcel Number	180-330-001-000			
Roll Cat	<u>CU</u>			
Taxes	1st	2nd	Total	
Paid Status	PAID			
Due/Paid Date	09/29/2009			
Total Due	\$401.67	\$0.00	\$401.67	
Total Paid	\$401.67	\$0.00	\$401.67	
Balance	\$0.00	\$0.00	\$0.00	
Pay On-line	<input type="checkbox"/>	<input type="checkbox"/>	Add to cart	
Taxcode Info				
Tax Code	Rate	1st	2nd	Total
00001	1	\$363.00	\$0.00	\$363.00
PROP 13 TAX RATE				
06700	0.007	\$2.54	\$0.00	\$2.54
WS DAM-RUSSIAN RIVER PROJ		Phone# (707) 524-1157		
18300	0.0105	\$3.81	\$0.00	\$3.81
SANTA ROSA ELEM BONDS		Phone# (707) 565-3279		
18302	0.015	\$5.45	\$0.00	\$5.45
SANTA ROSA ELEM BONDS 2002		Phone# (707) 565-3279		
36700	0.03	\$10.89	\$0.00	\$10.89
SANTA ROSA HIGH BOND		Phone# (707) 565-3279		
36702	0.019	\$6.90	\$0.00	\$6.90
SANTA ROSA HIGH BOND 2002		Phone# (707) 565-3279		
39900	0.025	\$9.08	\$0.00	\$9.08
SO CO JUNIOR COLLEGE BOND		Phone# (707) 565-3279		
Navigation				
Last Search	New Search	Print		
My Cart				
Items in cart: 0				Check Out

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Paying Taxes

There are several options available for payment of your property taxes:

In Person

You may also come to the Sonoma County Tax Collector's office, located at 585 Fiscal Drive, Room 100F in Santa Rosa, between the hours of 8 a.m. and 5 p.m. Come prepared with your tax bill, parcel number and/or address of the property being taxed. Our customer service representatives will be available to help you.

To avoid standing in line, place property tax payments into the drop box, located just outside the main entrance to our office. This box is emptied at 5:00 PM every business day, and payments are processed the following business day. **Payments must be received prior to 5:00 PM on the day that they are due or they will be considered delinquent.**

Internet

You may pay your taxes on the Internet, either by credit card or by E-Check electronic debit from your checking or savings account. Please note that the payment processing company charges a \$3.00 transaction fee for E-Check payments, and a 2.5% transaction fee for credit card payments.



To make payments on-line, select the appropriate check box(es) under the balance. (These check boxes can only be selected if there is a balance due.) Then, select the "Add to cart" button. You will be directed to the payment processing company to complete the transaction.

Mail

A good way to pay your tax bill is by mail. The envelope containing your tax bill also contains payment stubs for each installment and two preaddressed envelopes that ensure prompt handling of your payment. Make checks and money orders payable to the *Sonoma County Tax Collector* and write the Fee Parcel Number on them. Your canceled check or money order stub serves as your receipt. NEVER SEND CASH. Be sure to mail early so that your envelope is postmarked before the delinquent date. A postmark date and time is acceptable proof of timely payment.

Telephone

To make telephone payments by credit card call 866-875-3327. The credit card processing company charges a 2.5% service and handling fee for the use of credit cards.



How to Correct Wrong or Missing Information

What if your search results indicate that some of the information we have on file is incorrect? For instance, suppose we have spelled your name incorrectly. In these and similar situations, please contact the Assessor's Office by phone at (707) 565-1888 and they will investigate your concern and take steps to correct any wrong or missing information.