



Contact Us:

www.claycountymn.gov

Assessor

(218) 299-5017

Auditor-Treasurer

(218) 299-5006 (Aud.)

(218) 299-5011 (Treas.)

GIS

(218) 299-5003

Planning

(218) 299-5005

Recorder

(218) 299-5031

Septic Inspection

(218) 299-5004

3510 12th Ave South

PO Box 280

Moorhead, MN 56560

Clay County Land Records

December 2023

Observed Holidays – County Offices Closed

County offices will be closed on the following dates:

- December 22, 2023 – Close at Noon
- December 25, 2023
- January 1, 2024
- January 15, 2024

Reminder - The last day to record documents for the year will be Friday, December 29th.

Reminder – Any transfers that are tax parcel splits/combinations, you may wish to record them before the end of the year as current year taxes are payable when a split occurs.

Recording Process Status

Effective January 1, 2024 we will discontinue updating the recording process status on the Clay County Website. The last verified date is available in Laredo.

Swift – E-Return of paper recordings

Swift allows us to email the submitter a PDF image of the paper documents

The Clay County Recorder's Office has a service called SWIFT, which allows us to email the submitter a PDF image of the paper recorded and rejected documents.

The paper documents will be returned to the submitter around the first of each month. Please contact the Recorder's Office for more information.

City of Moorhead

www.ci.moorhead.mn.us
www.moorheadproperty.org

City Assessor

(218) 299-5258

City GIS

(218) 299-5125

City Planning

(218) 299-5370

City Special Assessments

General Inquires

(218) 299-5427

Payments

(218) 299-5320

Important Dates:

October 1, 2023

*Special Homestead Classification:
Class 1b Property - Blind/Disabled
Applications Due*

October 15, 2023

*2nd Half Non - Agricultural
Property Taxes Due*

Important Links:

e-CRV

<https://www.revenue.state.mn.us/electronic-certificate-real-estate-value-ecrv>

Well Certificates

<https://www.health.state.mn.us/communities/environment/water/wells/online.html>

Assessor Office Transition

Nancy Gunderson has retired. Nancy worked 42 years in the Land Records Division with the past 11 years as County Assessor for Clay County. We appreciate her service and wish her well.

The Clay County Board approved the appointment of Jill Murray to the County Assessor position. Jill has worked 20 years appraising in various capacities at the City of Moorhead, Polk County and with the past 9 years as County Assessor in Norman County.

IMPORTANT PROPERTY TAX HOMESTEAD NOTICE

Key Information Regarding Applying for Homestead for your Customers

This will affect your Payable 2024 property taxes and eligibility for Property Tax Refund.

Have you purchased or moved into a property in the past year?

Contact the Clay County Assessor's Office to file a homestead application if you or a qualifying relative occupy the property as a homestead on or before December 31, 2023.

What is a qualifying relative?

For agricultural and residential property, a qualifying relative includes parent, stepparent, child, stepchild, grandparents, grandchild, brother, sister, uncle, aunt, nephew, or niece of the owner, by blood or marriage.

If your property qualifies for a relative homestead, this will require an annual application from the assessor's office.

When do I apply?

You must apply on or before December 31, 2023.

Contact the assessor by December 31, 2023, if the use of the property you own or occupy as a qualifying relative has changed during the past year.

If you sell, move, or for any reason no longer qualify for the homestead classification, you are required to notify the county assessor within 30 days of the change in homestead status.

Clay County Assessor

3510 12th Ave S
P. O. Box 280
Moorhead MN 56561-0280
218-299-5017

Moorhead City Assessor

500 Center Ave E
Moorhead, MN 56560
218-299-5258