

## Instructions for accessing a Statement of Taxes Due

1. Follow this link to access the Douglas County Treasurer's Account Search:  
<https://apps.douglas.co.us/treasurer/treasurerweb/search.jsp?guest=true>
2. Search based on one of the provided fields. Address number may be easiest:

**DOUGLAS COUNTY COLORADO**

Shopping Cart | My Reports | Tax Account Search | Help | Logout public | Payment Due Dates | Title Company Login

**Search Options**  
Sort by: Situs Address  
Sort direction: Ascending

**Search for an Account**  
Search for your tax account here by entering in Account Number, or Parcel Number (no dashes) or Situs (Property) Address.

Search Clear

Account Number	Owner Name	Parcel Number	Situs Address
			100

Need help?  
Search Clear

Search accounts by filling in appropriate fields then click the Search button.  
To Start a new search click the Clear button and enter new search criteria.

**What Information Can I Find In My Tax Account Search?**

- Assessed Property Values For Previous Years
- Record Of Payments
- Legal/Situs Address
- Current And Delinquent Tax Charges
- Interest and Abatement Charges
- Miscellaneous Charges
- Special Assessments

3. Select your tax account:

Shopping Cart | My Reports | Tax Account Search | Help | Logout public | Payment Due Dates | Title Company Login

**Search Options**  
Sort by: Situs Address  
Sort direction: Ascending

**Print Forms**  
Web Tax Notice  
Account Balance  
Statement Of Taxes Due  
Summary of Taxes Due

**What Can I Do On This Page?**

- Select and open an account
- Print reports and forms by opening an account, then choose the desired report option in the print forms box.
- Selecting a form from the above print form box will automatically print that form for every account listed in the account search results.

**What Can I Do Once I Bring Up My Account?**

- View Account Information
- View Payment Information
- Purchase COTD's (Title Companies Only)
- Run Reports
- Verify Email for Electronic Tax Notices

**Search Result**  
Please click on an account shown below to view account details or pay taxes due.  
26 items found, displaying 1 to 20. [First/Prev] 1, 2 [Next/Last]

Description	Summary			
ACCOUNT P0510619	250511218005	100 N WILCOX ST CASTLE ROCK 80104	KIMCO FACILITIES SERVICES CORP	
ACCOUNT P0406448	235126301001	100 FOUNDERS PKWY CASTLE ROCK 80104	US BANK NA	BUSINESS PERSONAL PROPERTY: 52211
ACCOUNT P0406446	235126301001	100 FOUNDERS PKWY CASTLE ROCK 80104	THE KROGER CO	BUSINESS PERSONAL PROPERTY: 44511
ACCOUNT R0071360	250511306008	100 S WILCOX ST CASTLE ROCK 801040000	DOUGLAS PUBLIC LIBRARY DISTRICT	PT BLK 1 FIRST AMENDED PLAT OF CASTLE PLAZA 3.474 AM/L
ACCOUNT R0209437	250511135002	100 N PERRY ST CASTLE ROCK 801040000	TOWN OF CASTLE ROCK	PART LOTS 1-6 BLOCK 30 & PART OF VACATED FIRST ST TOWN OF...
ACCOUNT R0404064	250511214009	100 THIRD ST CASTLE ROCK 801040000	DOUGLAS COUNTY BOARD OF COUNTY	LOTS 3 10 11 & 12 & PT OF LOT 1 & 2 BLK 24; PT LOTS 12 & ...
ACCOUNT R0413366	250511218005	100 N WILCOX ST CASTLE ROCK 801040000	TOWN OF CASTLE ROCK	LOTS ROCK
ACCOUNT 250511218004		100 N WILCOX ST CASTLE ROCK	TOWN OF CASTLE ROCK	LOTS

Need Help? CLICK HERE TO CHAT

4. In the left menu, under "Print Forms" select "Statement of Taxes Due":

The screenshot shows the Douglas County Assessor's website. The top navigation bar includes links for Shopping Cart, My Reports, Tax Account Search, Help, Logout public, Payment Due Dates, and Title Company Login. On the left, a sidebar menu has 'Print Forms' circled in red, with sub-items: Web Tax Notice, Account Balance, Statement Of Taxes Due, and Summary of Taxes Due. The main content area is titled 'Tax Account' and contains a note: 'NOTE: The Treasurer's Office bills one year in arrears. If you want to know the most current information available you should visit the Douglas County Assessor site by clicking on the Assessor Parcel Detail link on the left hand navigation.' Below the note are sections for 'Summary' (Account Id: R0404064, Parcel Number: 250511214009, Owners: DOUGLAS COUNTY BOARD OF COUNTY, Address: 100 THIRD ST CASTLE ROCK, CO 80104-2425, Situs Address: 100 THIRD ST CASTLE ROCK 801040000, Legal: LOTS 3 10 11 & 12 & PT OF LOT 1 & 2 BLK 24; PT LOTS 12 & 3 BLK 25 PT VACATED ALLEY & PT JERRY & ELBERT STREETS TOWN OF CASTLE ROCK 1.343 AML), 'Inquiry' (As Of: 08/26/2020, Payment Type: Full, Total Due: \$0.00), and 'Value' (Area Id: 3287 - 3287, Mill Levy: 982, TOTAL COUNTY - LAND - 9139: 13,555, TOTAL COUNTY - IMPROVEMENTS - 9239: 13,555, Total Value: 27,110). A 'Need Help? CLICK HERE TO CHAT' button is visible in the bottom right.

5. Select the created report

The screenshot shows the Douglas County website. The top navigation bar is the same as in the previous screenshot. The main content area is titled 'My Reports' and contains a note: 'Once the report is generated, it will appear in the list below. If the report does not appear below select the refresh button on your browser.' Below the note is a table with columns: Report Name, Create Date, Size, Report Format, and a trash icon. The table contains one entry: 'Statement of Taxes Due' with a Create Date of '8/26/20 2:36 PM', Size of '10K', and Report Format of 'PDF'. The 'Statement of Taxes Due' entry is circled in red.

6. Download or print the report:

The screenshot shows the 'Statement of Taxes Due' report in a mobile view. The report header includes the Douglas County Treasurer logo and the title 'Statement of Taxes Due'. The account number is R0404064 and the assessed to is DOUGLAS COUNTY BOARD OF COUNTY CO-COMMISSIONERS, 100 THIRD ST, CASTLE ROCK, CO 80104-2425. The legal description is 'LOTS 3 10 11 & 12 & PT OF LOT 1 & 2 BLK 24; PT LOTS 12 & 3 BLK 25 PT VACATED ALLEY & PT JERRY & ELBERT STREETS TOWN OF CASTLE ROCK 1.343 AML'. The situs address is '100 THIRD ST CASTLE ROCK 801040000'. The report shows a 'Grand Total Due as of 08/26/2020' of \$0.00. Below this is a table of 'Tax Billed at 2019 Rates for Tax Area 3287 - 3287' with columns for Authority, Mill Levy, Amount, Value, Actual, and Assessed. The table lists various authorities including Douglas County Government, Douglas County Schools, Douglas County School Debt, Town of Castle Rock, Cedar Hill Cemetery District, Douglas County Libraries, and Castle Rock Downtown Develop. The total assessed value is \$4,216,250. In the top right corner of the report, there are icons for refresh, download, and print, with the download/print icon circled in red. An 'Open in Acrobat' button is also visible.