

GENESEE COUNTY PARCEL MERGE REQUEST



REQUIREMENTS TO COMPLETE MERGE REQUEST:

1. All real property taxes assessed to each parcel must be paid in full
2. The owner(s) and type of ownership interest of each parcel must be the same
3. All parcels must be located in the same school district, agricultural district, and / or special district(s)
4. All parcels must be contiguous to one another
5. All parcels must be located in the same tax map section
6. The owner(s) must complete and return an Affidavit of Ownership (see reverse)

Property Owner(s)

Municipality _____

Mailing Address of Applicant(s)

Tax Map Numbers to be Merged

Deed References (Liber/Page or Instrument #)

IMPORTANT: A filing fee of \$55.00 plus \$.50 for each deed listed above is required in order for this form to be accepted. This fee **must be** paid in the form of a **check** made payable to the “**Genesee County Clerk**”.

Please make sure that all owners sign the affidavit on the back of this form with a notary.

Please mail or deliver original, completed forms to:

Genesee County Real Property
County Building #1 – 15 Main Street
Batavia, NY 14020
(585) 344-2550 ext. 2225

PLEASE NOTE:

- ❖ This merge is for tax map and assessment records only and constitutes no change in legal description(s) or deeded ownership.
- ❖ There is no request form to “un-merge” or split properties. Any future separation of parcels combined by this request may be subject to Town/City/Village Planning Board approval. A legal instrument (deed or land separation map) will need to be filed with the County Clerk.
- ❖ If one or more of these parcels is encumbered by a bank mortgage and taxes are paid through an escrow account, you are advised to consult with your bank prior to requesting this merge.
- ❖ Taxable Status date is March 1st – any merge requests filed after this date will have separate tax bills until the following year when the new parcel becomes effective on the final assessment roll on July 1st. (Example: Merge filed March 2, 2024 > new parcel to be effective July 1, 2025)

FOR USE BY GENESEE COUNTY REAL PROPERTY TAX SERVICES ONLY

REQUEST APPROVED

By _____

Date _____

New Tax Map # _____

REQUEST DENIED DUE TO:

- Unpaid property taxes
- Different ownership
- Different school / ag / special district
- Parcels not contiguous
- Parcels not on the same map section
- Incorrect fee amount / incorrect form of payment
- Incorrect signatures / form otherwise incomplete

Affidavit of Ownership

STATE OF NEW YORK)
COUNTY OF _____) ss:

I (We), the undersigned, being duly sworn, depose and say as follows:

1. I am (We are) the applicant on the attached Parcel Merge Request and the true and rightful owner(s) of the parcels of property as listed on the opposite side of this Affidavit of Ownership.
2. Either () The name(s) of the grantee(s) in each deed for the parcels to be merged is the same or () If the name(s) of the grantee(s) on each deed is not exactly the same, then the ownership interest is the same for the following reason(s) (please indicate all reasons that apply):
 - a. The grantee name(s) as indicated by the most recently filed deed is different because
 - i. A nickname was used.
 - ii. An abbreviated name was used.
 - iii. A different middle name or middle initial was used.
 - b. Name has been legally changed.
 - c. One or more parcels vested in the applicant as a result of a bequest in a prior owner's last will and testament.
 - d. The applicant's spouse or joint tenant with rights of survivorship has passed away.
3. All real property taxes assessed to each parcel to be merged have been paid in full.
4. All of the parcels to be merged are located in the same school district, agricultural district, and / or special district(s).
5. All of the parcels to be merged are contiguous to one another.
6. All of the parcels to be merged are located in the same tax map section.
7. I (We) understand and acknowledge that future separation of parcels combined by this Parcel Merge Request may be subject to Town, City, or Village Planning Board approval.

This Affidavit of Ownership is being provided knowing that the truth and veracity of the statements contained herein will be relied upon by Genesee County Real Property in granting a merge request for the parcels listed on the reverse side of this Affidavit of Ownership.

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Sworn to before me this _____

day of _____, 20_____

Notary Public

Important: Please sign your name exactly as it appears on the Parcel Merge Request on the opposite side of this Affidavit of Ownership.