

Wisconsin Dept. of Revenue Electronic Real Estate Transfer Return - eRETR

Register of Deeds
Adding recording information to the eRETR

Register of Deeds

Adding recording information to the eRETR



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Real Estate Transfer and Merger/Conversion

Section 77.22(1) of the Wisconsin Statutes provides that "...submission of a completed real estate transfer return and collection by the re- of the fee shall be prerequisites to acceptance of the conveyance for recording." All information on the transfer return is useful to the local assessor, other municipal and county officials and staff of the Department of Revenue who have a statutory responsibility in the administr of Wisconsin tax laws.

Select

- Assessors and Government Offices Access
- Real Estate Transfer Return Filing - [eRETR PE-500 and PE-500x](#)
- Merger/Conversion Report - [MC-500](#)

Resources

- Newsletters (Real Estate Transfer News)
- Parcel Formatting Rules By County
- Training/Help -- How to use the eRETR system

Law Links

- Chapter 73.14, Merger/Conversion Statutes
- Chapter 77, Real Estate Transfer Statutes
- Tax 15, Wis. Adm. Code: Transfer Fee Administrative Tax Code

Reports

- Collection Summary for Calendar Years: [2006](#) | [2005](#) | [2004](#) | [2003](#) | [2002](#) | [2001](#) | [2000](#)
- Summary of County eRETR filings: [2006](#)

Links to State Agencies and Professional Organizations

- Department of Commerce [Rental Weatherization Program](#)
- Department of Financial Institutions [Conversion FAQs](#) and [Merger FAQs](#)
- Department of Natural Resources [Forest Crop Law \(FCL\) and Managed Forest Law \(MFL\)](#)
- Wisconsin [Association of Assessing Officers](#)
- Wisconsin [Bar Association](#)
- Wisconsin [County Treasurers' Association](#)
- Wisconsin [Real Property Listers](#)
- Wisconsin [Register of Deeds Association](#)

Software Developers

- Directly send and receive eRETR data via [eRETR Web Services](#)
- eRETR [Project](#)

FOR MORE INFORMATION PLEASE CONTACT:

WISCONSIN DEPARTMENT OF REVENUE
Bureau of Property Tax
Equalization Section
P.O. Box 8971 MS 6-97
Madison, WI 53708-8971
Phone: (608) 266-2149
Fax: (608) 264-6897
[E-Mail Additional Questions](#)

Enter to record
eRETR data

Instructions on WAMS, Log In
and downloading eRETR data

Real Estate Transfer – Assessors and Government Offices Web Page



Click here to log-in to eRETR data

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Real Estate Transfer - Assessors and Government Offices

All Users Select

- Log-in to eRETR to view or process returns.
- Instructions for WAMS (Web Access Management System).
- Self-Registration for a WAMS User ID.

News

- Real Estate Transfer News (RETN) - [March 2007](#) and [Sheriff Sale](#)

Assessors

- eRETR [Training/Help](#)

Real Property Listers

- eRETR [Training/Help](#)

Register of Deeds

- eRETR [criteria](#) for a completed receipt.
- Paper PE-500 [criteria](#) for completed Real Estate Transfer Return.
- File an amended [PE-500x](#) for eRETR correction.

Treasurers

- Form P-520 [Treasurer's Transmittal](#) Spreadsheet (Excel 2003) | [Instructions](#)
- Form P-520 Treasurer's Transmittal Spreadsheet [manual fill-in](#) (older versions of Excel) | [Instructions](#)
- Electronic Funds Transfer
 - [Register for EFT](#)
 - Go to web site to [pay via EFT](#)

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Instructions

WAMS Log In

Wisconsin
Department of Revenue

Please log In

1. Enter your user name

User ID

2. Enter your password

Password

WARNING: This system is for authorized users only; system access is monitored. By using this system you expressly consent to this monitoring. Unauthorized use of, or access to, this system may subject you to criminal prosecution and penalties

3. Login

Login

If you have not obtained your WAMS User ID – get it here.

[Forgot your password? Is your account locked ? click here](#)

[Request a Wisconsin User ID and Password.](#)

Confidentiality Statement

Electronic Real Estate Transfer Return

Department of Revenue

RETR Confidentiality:

The real estate transfer returns filed under Sec. 77.22(1) Wis. Stats., both paper and electronic, are privileged information per Sec. 77.265 Wis. Stats. Assessors, assessment staff, and county officials shall maintain the confidentiality of the real estate transfer returns except as follows:

- 77.265 (2)** *The local assessor shall permit the inspection of all returns filed under this subchapter for property within any local unit of government for which property taxes are levied by the chief elected official, or a person designated by the official, of that unit upon the adoption of a resolution by the governing body of the unit directing the official to inspect the returns for the purpose of reviewing the basis upon which equalized values were established by the department of revenue under s. 70.57, and the official or designee shall maintain the confidentiality of the returns.*
- 77.265 (5)** *The department of revenue, county real property listers under s. 70.09 and local assessors and their employees and agents may use the returns.*
- 77.265 (7)** *In a condemnation proceeding or in an appeal of an assessment of real property, the property owners and the owners' agents may inspect the returns.*
- 77.265 (8)** *A county may use the returns to develop a tract index if the county does not reveal the social security numbers of any buyers or sellers.*

The following exceptions are typically processed through the Department of Revenue:

- 77.265 (3)** *The returns may be used in any proceeding involving the requisite amount of the fee.*
- 77.265 (4)** *The department of workforce development may use the returns under s. 106.50.*
- 77.265 (6)** *Governmental agencies acquiring real property for public purposes may use the returns.*

All other requests to view or access the real estate information provided here must be forwarded, in writing, to:

Real Estate Transfer Return Custodian of Documents:
ATTN: SLF Deputy Division Administrator
P.O. Box 8971, MS 6-97
Madison, WI. 53708-8971

A breach in the confidentiality of the real estate transfer return may lead to a review by the Secretary of Revenue or a Designee, per Sec. 73.09(7)(a) Wis. Stats., who may revoke the certification of any assessor, assessment personnel or expert appraiser for the practice of any fraud or deceit in obtaining certification, or any negligence, incompetence or misconduct, including making a fraudulent change in the assessment roll after it is opened for examination under Sec. 70.47(3) Wis. Stats.

I have read the above statutory references and agree that I have statutory authority to view the Wisconsin Real Estate Transfer Return information contained on this website.

I agree

I do not agree

The electronic RETR and paper RETR (PE-500) are confidential.

To access the eRETR system, you **MUST** agree to maintain the confidentiality of the real estate transfer return.

Welcome page (Home) for Register of Deeds

Electronic Real Estate Transfer Return Department of Revenue

Home Help Quit

Welcome Register of Deeds

The Regist

[Add recording information to an eRETR filing](#)

A Government Official with view privileges may:

- [View returns by date recorded](#)
- [View returns by document ID](#)
- [View monthly returns](#)

Are you new to the site?

WELCOME!

This is the home page of the eRETR Government Officials Web Application.

If you are new to this application, click [here](#) and take a few minutes to read the welcome page. On this page, we hope you will find some useful tips that will make your time here more productive.

Wisconsin DOR

Version 2.022 - 03/17/2006
Production Build

The system maintenance window is daily between 5 - 7:30 am. Outages and difficulties may be experienced during this time.

Click here to record eRETR

Click to view eRETR

Retrieve a Return

1. Enter Receipt number from Receipt

2. Retrieve return for recording.

Electronic Real Estate Transfer Return Department of Revenue

Home Help Quit

Receipt number

Receipt number:

Retrieve

Wisconsin DOR

Version 2.022 - 03/17/2006
Production Build

The system maintenance window is daily between 5 - 7:30 am. Outages and difficulties may be experienced during this time.

Add recording information

Home Search again Show full legal description Help Quit

Verify information

Receipt number: M X Y A

Grantor: Criteria, LLC
Grantee: ROD, LLC
County name: Brown

Calendar must be used.



1. Verify Grantor / Grantee

2. Enter and re-enter document number

3. Enter date recorded

VERIFY: Once "Add recording information" is pressed, they **CAN NOT** be changed

4. After document number and date entered and VERIFIED, click Add recording information

Add recording information to an eRETR filing

Document number: 12345
Re-enter document number: 12345
Date recorded (in mm/dd/yyyy format): 04/03/2006
Volume/Jacket:
Page/Image :

Add recording information Cancel

- Grantors
- Grantees
- Parcels
- Fee computation
- Tax bill
- Transfer and financing
- Physical description
- Agents and preparer
- Weatherization
- System information

Return was filed on 09-09-2005 with receipt LXV6.
Return has not been recorded by the county register of deeds.
This return was filed electronically.

eRETR after Add recording information

Electronic Real Estate Transfer Return

Department of Revenue

	Process another filing	Download	Show full legal description	Help	Quit
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Grantors Grantees Recording information Parcels Fee computation	Tax bill Transfer and financing Physical description Agents and preparer Weatherization System information
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This return was filed with receipt MXVA.
 The transfer was recorded by the Brown County Register of Deeds on April 3, 2006.
 This return was filed electronically.

^ Grantors

Criteria, LLC (Trust)	
<i>Address:</i>	77 Rimrock, Madison, Wisconsin 53708
<i>Phone number:</i>	
<i>Email:</i>	rreppen@dor.state.wi.us
<i>Relationship with some grantee is:</i>	None
<i>Grantor type:</i>	Trust
<i>Ownership interest transferred:</i>	Other (estate)
<i>Grantor retains the right:</i>	Other (Estate pers. rep.)

^ Grantees

ROD, LLC (Corporation)	
<i>Address:</i>	123 Rimrock, Madison, Wisconsin 53527
<i>Phone number:</i>	
<i>Email:</i>	
<i>Grantee type:</i>	Corporation

^ Recording information

<i>Document number:</i>	12345
<i>Date recorded:</i>	April 3, 2006
<i>Volume/Jacket:</i>	
<i>Page/Image:</i>	

^ Parcels

<i>County:</i>	Brown
<i>Property legal description:</i>	NW 1/4 of the SW1/2 Sec 1 and the NW 1/2 of the NW1/2 Sec 1
All of parcel GB-123 in the TOWN OF GREEN BAY	
<i>Physical property address:</i>	123 Bridge Street
<i>Section/Township/Baseline/Range/Meridian:</i>	S1 / T1N / R12E
<i>Subdivision or condo/Lot or unit#/Block:</i>	
<i>Primary residence of grantee:</i>	Yes
All of parcel GB-321 in the TOWN OF GREEN BAY	
<i>Physical property address:</i>	321 Main Street
<i>Section/Township/Baseline/Range/Meridian:</i>	S1 / T1N / R12E
<i>Subdivision or condo/Lot or unit#/Block:</i>	
<i>Primary residence of grantee:</i>	No

^ Fee computation

<i>Total value of real estate transferred:</i>	\$100,000.00
<i>Value subject to fee:</i>	\$100,000.00
<i>Transfer fee due:</i>	\$300.00
<i>Transfer fee exemption number:</i>	
<i>Personal property value excluded from total value:</i>	\$0.00
<i>Property value exempt from local property tax:</i>	\$0.00

^ Tax bill mailing address

<i>Send tax bill to:</i>	ROD, LLC 123 Rimrock Madison, Wisconsin 53527
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Entire eRETR is shown below. Click on link if more detail review is desired.

Document number and date are now shown on the eRETR

After Add recording information

Electronic Real Estate Transfer Return

Department of Revenue

Navigation menu: Home, Process another filing, Download, Show full legal description, Help, Quit

Left sidebar menu: Grantors, Grantees, Recording information, Parcels, Fee computation

Right sidebar menu: Tax bill, Transfer and financing, Physical description, Agents and preparer, Weatherization, System information

Go to Favorites to return to Real Estate Transfer

Error Messages


Electronic Real Estate Transfer Return

Department of Revenue

	Return to Record a return	Quit
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Record a return

This return was already recorded. Record a return failed.

	Return to Record a return	Quit
-----------------------------------------------------------------------------------	-------------------------------------------	----------------------

Record a return

You must enter the same document number twice.

	Return to Record a return	Quit
-----------------------------------------------------------------------------------	-------------------------------------------	----------------------

Record a return

No search results.

Previous entered Receipt number. However, a document number may be used more than once.

A document number must be entered twice.

Receipt number was entered wrong

Another error message not shown is when you have a document belonging in another county.

For all error messages, click on "Return to Record a return" to enter another Receipt. This will take you back to the Record a Return page, enter Receipt number and then click on Retrieve.