CATALIS®
ADVANCING GOVERNMENT. ENGAGING CITIZENS.

Current as of 7/5/2025

How to Make a Tax Payment

Step 1: Open the Public Portal in any internet browser.

- Read through the Terms & Conditions and click the blue “Accept and Sign In” button under Guest Sign In.

Step 2: Search for your property or tax bill using any of the following methods

- *Note: Entering less is more when searching*
    1. Parcel # / Property #
    2. Owner (Last and First Name)
    3. Address (House # and Street Name)

Step 3: Review your Search Results and Add to the Cart.

- *Please Note: The maximum is currently 10 parcels per transaction. If you want to pay for more than 10 parcels in a transaction, please contact the Grant County Treasurer’s Office at (608) 723-2604.*

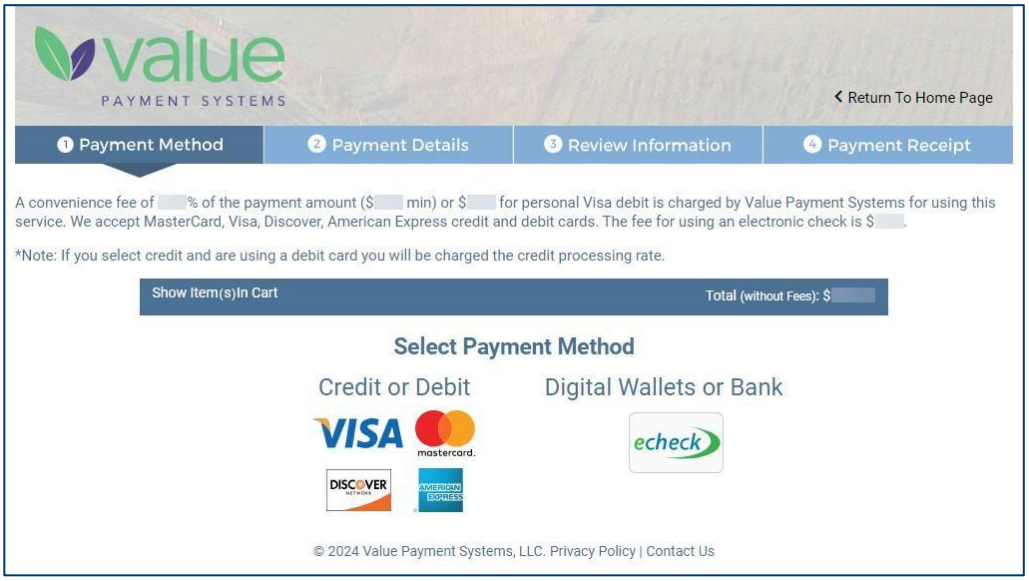
Step 4: Click ‘View Cart’.

Step 5: Click ‘Checkout’.

- Review your items and payment amount for the tax items.
- The Payment Total window will display the total amount of your payment for the entire transaction.
- Click “Checkout” to begin the checkout process.

Step 6: Follow the on-screen prompts to complete Checkout.

- Checkout will take you to VPS site to enter payment information and process – click on your desired payment method to proceed and enter your payment details.



— End of Instructions —

2025 © Catalis | All Rights Reserved.