

In response to the latest COVID-19 efforts, effective Monday, April 13 2020 the Shelby County Annex has restricted access to the public. A Deputy will greet persons to verify that business in the building is necessary. The Deputy will also ensure persons do not have a temperature and log all visitors that enter. The Annex includes the offices of the Shelby County Commissioners, Auditor, Treasurer, Recorder, Tax Map, Public Defender and Regional Planning.

Urgent business only will be done at the Annex during restricted hours of 8:30 am to 1:30 pm (Monday thru Thursday) and 8:30 am to 11:30 am (Friday).

We ask that the public make all efforts to conduct business by phone, email or postal mail and DO NOT come into the Annex unless necessary. Offices can be reached by phone or email during our regular hours of 8:30 am to 4:30 pm (Monday thru Thursday) and 8:30 am to 12:00 pm (Friday). The postal mailing address for all Annex offices is: 129 E. Court St., Sidney, Ohio 45365. You may use the night drop box in front of the building if you have forms or other items to drop off.

Auditor	937-498-7202	aberning@shelbycountyauditors.com
Bd. of Commissioners	937-498-7228	shelbycountycommissioners@shelbyco.net
Public Defender	937-498-1714	publicdefender@shelbyco.net
Recorder	937-498-7270	jsiegel@shelbycountyrecorders.com
Regional Planning	937-498-7273	dreisinger@shelbycountyrpc.com
Tax Map	937-498-7279	taxmap@shelbycountyengineer.com
Treasurer	937-498-7281	TreasOffice@shelbycountytreasurer.com

SPECIAL NOTES FOR THE AFFECTED DEPARTMENTS FOLLOW:

Auditor's Office

The Shelby County Auditor's Office will continue to be staffed from 8:30am to 4:30pm M-Th and 8:30am – noon on Fridays. We will continue to answer phone calls and emails while access to the public will be limited by the Annex building hours. Anything needing dropped off can be dropped into the "Payment Drop Box" at the outer entrance of the Annex building, and it will be forwarded to the proper office.

Treasurer's Office

During these extraordinary times, we want to assure everyone that we will continue to assist you in every way possible even with the office closed to the general public. There are multiple ways to pay your real estate and manufactured home taxes. You can utilize the drop box at the main entrance to the Shelby County Annex to drop off your payment. You can also mail your payments utilizing the U.S. Postal Service. Finally, you can make your payments online by going to the Treasurer's web site and clicking on the "Click to Pay Now" button. You will need to enter your 12-digit parcel number. Visit us at: www.shelbycountytreasurer.com . You can also contact us by phone at 937-498-7281. We are available by phone during our office hours of 8:30 am to 4:30 pm (Monday thru Thursday) and 8:30 am to noon (Friday).

Recorder's Office

8-30 - 1:30 Monday – Thursday

8:30 -11:30 Friday

The office will only be open to individuals using it for business purposes.

There will be a limit to 3 customers at a time and this will be on a first come first serve basis (at this time no appointment is needed and there will not be a time limit on the length of time).

In person recordings will be accepted during these hours or documents may be filed electronically. Electronic filings received by 3:00 p.m. (Monday – Thursday) and by 11:30 a.m. (on Friday) will be recorded same day. Filings received after this time will be processed next business day.

Documents will also continue to be accepted by mail.