

HOW TO USE ENTER AN ADDRESS INTO THE COLLECTION SCHEDULE LOOK-UP WEBSITE.

Address used in the example below: 1501 W. Badger Rd.

Enter your house number here.

Only use if a direction is part of your address. For example, if you live on East Dayton, then you put "E" in this box. In the example, the address is on West Badger Rd, so "W" belongs in the box. If you do not have a direction as part of your address, leave this blank.

The "Street Name" is just Badger, as entered.

Do not include the "Rd" or "St" or "Ave" or "Blvd" or similar part of the address. That end part of your mailing address is actually the next field in this form.

The screenshot shows a web form titled "COLLECTION SCHEDULE LOOK-UP" with the following fields and values: "House Number: (Required)" with "1501"; "Street Direction: (If Applicable)" with "W" and a note "(Leave blank or use N, S, E, W)"; "Street Name: (Required)" with "Badger"; "Street Type: (If Applicable)" with a dropdown menu showing "Rd"; and "Enter Unit: (If Applicable)" which is empty. There are "Submit" and "Clear" buttons at the bottom. Annotations include: an orange arrow pointing from the "House Number" field to an orange box; a blue arrow pointing from the "Street Direction" field to a blue box; a red arrow pointing from the "Street Name" field to a red-bordered box; and a black arrow pointing from the "Street Type" dropdown to a grey-bordered box.

This is where you can put the "Ave", or "Rd", or "St," or "Blvd" part of your mailing address. However, you do not need to enter it for the system to work.

Still can't get the system to work? That's okay. There are some odd street names that do not follow typical naming conventions, like Rocky Ledge, Trailsway, and Court of Brixham, just to name a few. Please contact the Streets Division and we can help. For addresses east of South Park Street, call 608-246-4532 and for addresses west of South Park Street, call 608-266-4681. Or send us an email at streets@cityofmadison.com