



JULIE A. ADKINS  
SENECA COUNTY AUDITOR  
109 S WASHINGTON ST. SUITE 2206  
TIFIN OHIO 44883

REAL ESTATE PHONE: 419-447-0692 BOOKKEEPING PHONE: 419-447-0698  
FAX: 419-448-5055 WWW.SENECACOUNTYAUDITOR.ORG

---

**ISSUING ADDRESSES IN THE AUDITOR'S OFFICE  
EFFECTIVE MAY 1, 2024**

April 1, 2019, the Seneca County Auditor's Office assumed the assignment of addresses in unincorporated areas (Seneca County Commissioner Resolution 19-60). The Seneca County Auditor's Office serves as the primary Addressing Authority for the County and is responsible for maintaining and distributing the Address Point Dataset.

To properly establish an appropriate address, as well as for 911 addressing purposes, the following process should be followed:

1. The taxpayer determines where the property is located. If the property is on a Township Road and located in Eden, Liberty, Pleasant, Reed and Scipio Townships they will need to contact their appropriate township as they will issue the driveway permit. Please refer to the Seneca County Engineer's website: [Permits \(sencoeng.com\)](http://Permits(sencoeng.com)
2. Taxpayers contact the Seneca County Engineer for all County Roads and townships not listed above to obtain a driveway permit. Please refer to the Seneca County Engineer's website: [Permits \(sencoeng.com\)](http://Permits(sencoeng.com) 3300 South Township Road 151, Tiffin, Ohio 419-447-1011
3. If the property is located on a State Route, the taxpayer will need to contact the Ohio Department of Transportation, District 2 - Bowling Green – 317 E. Poe Road, Bowling Green, OH 43402 419-353-8131
4. Taxpayers can then contact the Seneca County Auditor's Office to obtain an address. The following items are needed to complete an address application:

Copy of recorded deed and survey  
Issued driveway permit  
Aerial map with location of driveway

Within 5 days of receiving the request and required documentation an address number shall be assigned. Notification of the address will be sent via email, if possible.

Addressing Authorities in Incorporated areas:

City of Tiffin	City Engineer/Zoning	419-448-5425
City of Fostoria	City Compliance/Project Manager	419-435-9775
Village of Attica	Village Administrator	419-426-9611
Village of Bettsville	Village Administrator	419-986-5636
Village of Bloomville	Village Administrator	419-983-4745
Village of Green Springs	Village Administrator	419-603-8150
Village of New Riegel	Village Administrator	not available
Village of Republic	Village Administrator	not available

Julie A. Adkins  
Seneca County Auditor