



State of Vermont
Department of Taxes
133 State Street
Montpelier, VT 05633-1401

Agency of Administration

July 2011

Town and City Clerk:

Towns and cities are required to report the property tax rates and amount of taxes levied annually. You can do so by completing the Form 427-2011, **attaching a sample tax bill**, and returning the form to PVR by August 15 or as soon as possible after August 15 if tax rates have not been set at that time.

Education tax rates are set annually by the Commissioner of Taxes. Therefore this form requests information only on locally set tax rates.

Municipal Tax Rate: The rate set by your selectboard or city council in accord with 17 V.S.A. §2664.

Municipal Taxes: The total municipal taxes levied figure is the municipal rate multiplied by the municipal grand list. Use the total municipal grand list of record on the date of filing of the 427. If the grand list changes, PVR will make an adjustment using the electronic grand list file.

Local Agreement Rate: Those towns and cities that have non-approved local agreements must set a local agreement rate to raise the foregone revenue. 32 V.S.A. §5404a(d). This is education money that is raised on the municipal grand list.

School Construction Rate: This does not apply to most towns. Only a few towns may levy a rate for school construction. 2001, No. 144 (Adj. Sess.) Section 43.

Villages, Fire Districts, Other Taxing Districts: It is important that all property taxes levied by villages and special districts are reported. These amounts are used in the determination of payments in lieu of taxes (PILOT) and hold harmless payments. Property tax rebates also include these rates. Please make every effort to report these values to ensure your communities are not shortchanged. See 32 V.S.A. §3461 for requirement of village clerks to report to town clerks.

Copy of Tax Bill: **We need sample tax bills for a couple of reasons.** It allows us to double enter the rates as an auditing tool to find data entry errors. The copies are also used by Taxpayer Services to assist with processing property tax adjustment credits. Having samples of all the possible rates (again those villages and special districts are important) ensures your taxpayers receive full payments.

Thank you for your prompt attention. Let me know if you have questions.

Mary Jane Grace
Property Valuation and Review Division
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FAX 828-2824



TOWN/CITY OF: _____

APRIL 1, 2011 GRAND LIST

The legislative body (generally selectboard) is charged with levying the tax rates necessary to raise the funds for education and general municipal purposes. Please provide the following information about your 2011 grand list property taxes. The education property tax rates are established by the Tax Commissioner. Therefore, we are only asking for data on the municipal rates.

Municipal Tax

Please report the municipal tax rate to be assessed against all taxpayers on your municipal grand list and the amount to be raised from taxes (before property tax adjustment credits) for municipal services (general fund, highway, etc.)

Municipal Tax Rate \$ _____

Total Municipal Taxes Levied \$ _____ Municipal grand list x tax rate

Indicate total as of the date of filing this form. It is understood that this figure will change if there are changes in the grand list total. If necessary, PVR will make adjustment using the electronic grand list of record.

Local Agreement Rate

School property taxes foregone as a result of non approved local agreements must be raised with a tax on the municipal grand list. If applicable, please indicate the local agreement tax rate to be assessed against all taxpayers on your municipal grand list.

Local Agreement Tax Rate \$ _____

School Construction Rate (Act 144) \$ _____

Only a few towns set this rate

VILLAGES, FIRE DISTRICTS, OTHER TAXING DISTRICTS

Please report the following information for any other taxing jurisdictions within your town. 32 vsa §3461 et seq.

Entity Name	'Grand List (1%)	Tax Rate	Taxes Assessed
		\$	\$
		\$	\$
		\$	\$
		\$	\$

I attest that the foregoing is true and accurate. I have **attached a sample tax bill** showing these rates.

Date: _____

Attest: _____
Town/City Clerk

REPORT OF VILLAGE/FIRE DISTRICT CLERK
TAX YEAR 2011

To: Town/City Clerk, Town/City of _____

From: Clerk, _____
Village/District Name

Vermont law provides that annually, on or before July 15, fire district clerks and clerks of incorporated villages shall make and deliver to the town clerk a statement of taxes assessed by such districts and villages giving the amount of the grand list, the rate per dollar and the amount of taxes levied in such districts and villages. 32 V.S.A. §3461.

Accordingly I am hereby notifying you that the Village/District named above has established a property tax rate of:

\$ _____

This rate will be levied against the tax year 2011 Village grand list of:

This will raise taxes in the amount of:

\$ _____

I have attached a sample tax bill showing the rate(s) levied.

Date: _____

Attest: _____
Village/District Clerk