



Town of Berlin

Office of the Assessor

Berlin Town Hall

240 Kensington Road • Berlin, Connecticut 06037
(860) 828-7039 • Fax (860) 828-7110

MUNICIPAL TAX OBLIGATIONS CONCERNING MOTOR VEHICLE PROPERTY TAX

MOTOR VEHICLES

Motor Vehicles are subject to a local property tax under Connecticut state law, whether registered or not. If you do not register a motor vehicle but retain ownership, you must annually file a personal property declaration form with your assessor between October 1 and November 1.

MOTOR VEHICLE TAX CREDITS

Motor Vehicle tax credits are available for those vehicles that are:

1. Sold
2. Totally damaged
3. Junked
4. Registered out of state and ceased residency of the State of Connecticut
5. Stolen, not recovered
6. Repossessed
7. Traded In (license plate cancelled)

Please provide the appropriate information AS SOON AS POSSIBLE.

ACCEPTABLE PROOF FOR MOTOR VEHICLE ADJUSTMENTS

THE ASSESSOR'S OFFICE
REQUIRES TWO (2) FORMS OF
PROOF: A PLATE RECEIPT,
WHICH YOU MUST OBTAIN
FROM CT DEPARTMENT OF
MOTOR VEHICLES AND SEE
ITEMS #1 THROUGH 7.

1. VEHICLE SOLD:

- (a) A copy of a signed and dated bill of sale, **OR**

- (b) A copy of the vehicle's signed transfer of title, **OR**

- (c) A copy of the new owner's registration or title.

2. VEHICLE TOTALLED:

A letter from your insurance company or agent (on company letterhead) that identifies the owner and the vehicle, states that the car was totaled, and the date of loss.

3. VEHICLE JUNKED:

A junkyard receipt identifying the vehicle and date it was junked.

4. VEHICLE REGISTERED OUT OF STATE AND CEASED RESIDENCY IN STATE OF CONNECTICUT:

A copy of the original registration in another state or out-of-state title.

5. VEHICLE STOLEN, NOT RECOVERED:

A police report stating that the vehicle was stolen and not

recovered. Please provide proof of lost/stolen plate as well.

6. VEHICLE REPOSSESSED:

- (a) Letter from the finance company stating the date the vehicle was taken and that it was not recovered by you,
OR
- (b) A copy of the bill of sale or auction papers.

7. VEHICLE TRADED IN (and license plate cancelled):

Copy of purchase agreement.

REGISTRATION (PLATE) TRANSFER:

If the registration (PLATE) on this vehicle was transferred to new vehicle, NO ADJUSTMENT is made to old vehicles bill; a credit will be applied to the new vehicles supplemental bill.

MOTOR VEHICLES EXEMPTIONS

Property tax exemptions are available to qualified individuals, such as honorably discharged veterans, spouses of deceased honorably discharged veterans, etc. Eligible parties must contact their

assessor for applications to complete and file to meet statutory filing deadlines when applying for these benefits. Municipal taxes on motor vehicles owned by active duty service members:

1. *Out of state residents* stationed in CT on military orders must file a Soldiers and Sailors Civil Relief Act form with the Assessor's office to be exempt from paying property taxes.
2. *Residents of CT* must file an Active Duty form **annually** with the Assessor's office by December 31 of the year the bill is due. Only one car owned by the service member is eligible for full exemption. If the resident has a second motor vehicle, a \$1,500 assessment exemption form must be filed **annually** before October 1 of the Grand List year with the Assessor's Office.

RETROFITTED (HANDICAPPED) MOTOR VEHICLE EXEMPTION

A local-option exemption is available with respect to a motor vehicle that has been modified to accommodate the owner's disability or for the disability of the owner's child.

If you should have any questions, please call the Assessor's Office at (860) 828-7039.