

## MOTOR VEHICLE EXCISE TAX

The first excise tax bills for calendar 2016 have be mailed to owners of vehicles garaged in Shutesbury.

In order to receive an abatement the owner **must** document **two** things.

1. Return of the license plate
2. transfer ownership of the vehicle.

If you have sold or traded a vehicle recently and received a tax bill for that vehicle you can apply for an abatement for a portion of the year. We will issue a pro-rated abatement upon receipt of all materials required by law.

- **bill of sale (if sold) - or trade in documentation (if traded), or handwritten bill of sale.**
- **plate return receipt or copy of new car registration showing plate transfer.**

**Application forms are available online for download at [www.shutesbury.org/assessors](http://www.shutesbury.org/assessors)** You may leave the form and documents in the Assessor's mailbox in the Town Hall or mail it to the above address. We will process your abatement promptly upon receipt of the above materials.