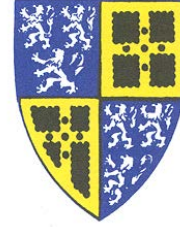


MOTOR VEHICLE TAX CREDIT

REQUIRED FORMS OF PROOF



1. A copy of the PLATE RECEIPT from DMV indicating that the registration has been CANCELLED, LOST or STOLEN.
2. In addition to the PLATE RECEIPT provide a copy of one of the following:
 - a. **The Bill of Sale** – the Bill of Sale is on the bottom of the vehicle owner's registration form. Transfer information must be recorded on the back of the registration form before being submitted to DMV.
 - b. The signed **Transfer of Title**.
 - c. The **New Owner's Registration**.
 - d. Your **New Out of State Registration** – w/date the vehicle was registered in another state.
 - e. Statement from Insurance Co. w/date the vehicle was **STOLEN or TOTALED**.
 - f. A Receipt from the **Junk Yard** if the vehicle was **JUNKED**.
 - g. The **Tax Deductible Donation** acknowledgement letter including the **Vin Number** if you **DONATED** the vehicle.

Both documents provided must include a date and the Vehicle Identification Number (VIN) of the vehicle you are requesting an adjustment for. Copies can be mailed or emailed to the address above.

Please note, interest is automatically added to unpaid Motor Vehicle tax bills as of August 1st. Adjustments requested after the bills have gone out are not guaranteed to be processed before August 1st and a new bill will not be mailed. To check the status of your adjustment please call the Tax Collector at 860.395.3138 or use the online bill pay system on The Town of Old Saybrook Website: <https://www.oldsaybrookct.gov/home/pages/lookup-pay-tax-bill>.