INSTRUCTIONS. To apply for an abatement (or refund if excise has been paid), complete this form and provide the specified documentation.

Abatement application **must** be filed with the board of assessors on or before December 31 of the calendar year following the excise year (or 30 days after the bill is issued if that date is later). **By law the assessors cannot act on late applications.**

Filing an application does not stay the collection of your excise bill. To avoid interest, charges and collection action, including non-renewal of your registration, you must pay the bill in full within 30 days of its issue date. You will receive a refund if an abatement is granted.

NOTE. You are **not** entitled to an abatement if you (1) cancel your registration and retain ownership of the vehicle, or (2) move to another Massachusetts city or town, during the calendar year. No excise may be reduced to less than $5.00. No abatement or refund of less than $5.00 may be made.

Return this completed form to:
Board of Assessors • Town of Topsfield
8 West Common Street • Topsfield, MA 01983
978-887-1514

----------Do not write below this line ----------

Cal. Year_____ Bill # _____

Valuation_____ Months assessed _____

Action Date _____

Original Excise $ _____

Abatement Allowed $ _____

Adjusted Excise $ _____

Cert. # _____ Date: __/___/___

Assessor _____

Assessor _____

Form Approved by Commissioner of Revenue (STF 126)(4/2000)

TOWN OF TOPSFIELD
MOTOR VEHICLE EXCISE ABATEMENT APPLICATION
General Laws Chapter 60A

BILL INFORMATION:

Tax Year _____ Issue Date__/__/__ Bill Number _____ Vehicle Year _____

Plate/Registration #_____ Date of Registration ___/__/__ Model _____

Name (as shown on bill) _____

Address (as shown on bill) _____
City/Town State / Zip

Mailing Address (if different)_____
City/Town State / Zip

Received

REASON YOU ARE APPLYING FOR AN ABATEMENT:

	Check where applicable	You must provide this documentation
❑	Vehicle sold or traded	Bill of sale **and** plate return receipt from Registry of Motor Vehicles (RMV) or new registration from if plate transferred to another vehicle Sold or traded to:
❑	Vehicle stolen or total loss	Police report or insurance settlement letter **and** plate return receipt, C-19 Form (Affidavit of Lost or Stolen Plate from RMV) or new registration form
❑	Vehicle repossessed or junked	Notice from lienholder or receipt from junk yard **and** plate return receipt, C-19 Form or new registration form
❑	Vehicle returned (Lemon Law)	Letter from dealer certifying return **and** plate return receipt or new registration form
❑	Moved from Topsfield Before January 1 of tax year	Date of move: ____/____/_____ Proof of residency before January 1 of tax year of bill (*e.g.* utility bill, voter registration, lease) **and** proof RMV was notified before January 1 of address change for registration. NOTE: You must notify the RMV within 30 days of moving and before January 1 to be billed by your new city or town next year.
❑	Moved from Massachusetts	Date of move: ____/____/_____ Registration from new state or county **and** plate return from Registry of Motor Vehicles (RMV) from Massachusetts.
❑	Exemption	Type:_____Documentation establishing qualifications
❑	Other	Explain:_____ Relevant documentation

Subscribed under the penalties of perjury

Signature:_____ **Date:** _____

Telephone:_____**(Day)** _____ **Email**_____