

## TOWN OF KILLINGLY

### TAX PAYMENT INFORMATION POLICY:

Taxpayers may request tax payment information for income tax or other purposes. Requests received by Tuesday will be available for pickup on Friday. Requests received after Tuesday will be available for

pickup the following Friday. Since everyone is issued a receipt and Connecticut State law requires escrow services to report payments to mortgage holders, we do not work on tax payment information requests until all other office work has been completed.

1. Requests <u>must be in writing to ensure accuracy and completeness</u>.

2. Requests <u>must</u> specify the name(s), address, and property description(s).

3. Requests <u>must</u> include a telephone number where you can be reached for clarification purposes.

Information will be mailed back to you, unless pick up is requested. Please indicate preference below. **PRINT CLEARLY.** If we cannot read your writing, we cannot process your request.

Date Requested: \_\_\_\_\_

Name: \_\_\_

Mailing Address: \_

Property Description and Type: (Real Estate (Property Location) / Motor Vehicle (Year, Make & Plate#) / Personal Property (Business Name, Description of Property)

Contact telephone number: \_\_\_\_\_

Information will be picked up \_\_\_\_\_ OR sent to the address listed above:

Please return completed form to:

#### REVENUE COLLECTOR TOWN OF KILLINGLY 172 MAIN STREET KILLINGLY CT 06239 or Fax: 779-5370 email: pmonahan@kilinglyct.org

For questions or concerns, please call (860)779-5330.



# TOWN OF KILLINGLY

**REVENUE OFFICE** 172 Main Street, Killingly, CT 06239 Tel: 860-779-5327 Fax: 860-779-5370

#### **Need Tax Payment Information?**

Taxpayers needing payment information for income tax or other purposes may request those items.

You may obtain tax payment information one of two ways;

- 1. You may visit our website at www.killinglyct.gov to look up payments received in the previous calendar year. This is a history of all payments received. Please consult your accountant for advice on what is an allowable deduction. <u>Note:</u> Fees under the penalty column refer to miscellaneous receipts, i.e. landfill permits, recycle bins, warrant fees, return check fees, etc.
- 2. You may fill out our Income Tax Information Handout above and mail it back to us. This form is on the reverse side of this notice or you may download it from our website. For requests received by Tuesday every effort will be made to have them available for pickup on Friday. Request received after Tuesday will be available for pickup the following Friday. Requests must be made in writing to ensure accuracy and completeness. Requests should be specific as to the owner name, address, and property description. Requests must include a telephone number where someone can be reached in case there is a question.

Disclaimer :

The information obtained is provided as a courtesy to our taxpayers. If using this service for income tax purposes we strongly advice taxpayers to contact a professional Federal Income Tax preparer or the Internal Revenue Service for assistance in properly utilizing the information provided.

In the gathering and preparation of the information provided, every effort has been made to provide the most current information. Nonetheless, inadvertent errors can occur, and applicable laws, rules and regulations often change. The lawful recipient of the displayed information is therefore advised to verify the displayed information before relying on it.