

Flagging Homesteads

Here is where the SPAN number plays an important role. As you know taxpayers across the state that claim residency here and have been asked to file a Homestead Declaration form with the Vermont Tax Department. On that form among other things is the span number that the taxpayer obtained from the tax bill or by calling the appropriate Municipal official. The Tax Department then took that data and created databases of everyone that filed a Homestead Declaration form in each Municipality. Rather than printing this report and having the Listers manually flag those parcels that filed a Homestead Declaration form one by one it can be done automatically. You will still be able to get a printed list of these parcels so you can use it as a cross check if needed. The Homestead Flags can be Manually Added and Removed with authorization from Tax Payer Services if necessary. The end user is not able to do this without an access code that would be provided by a State official.

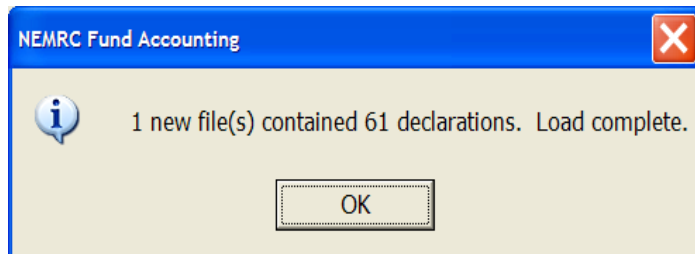
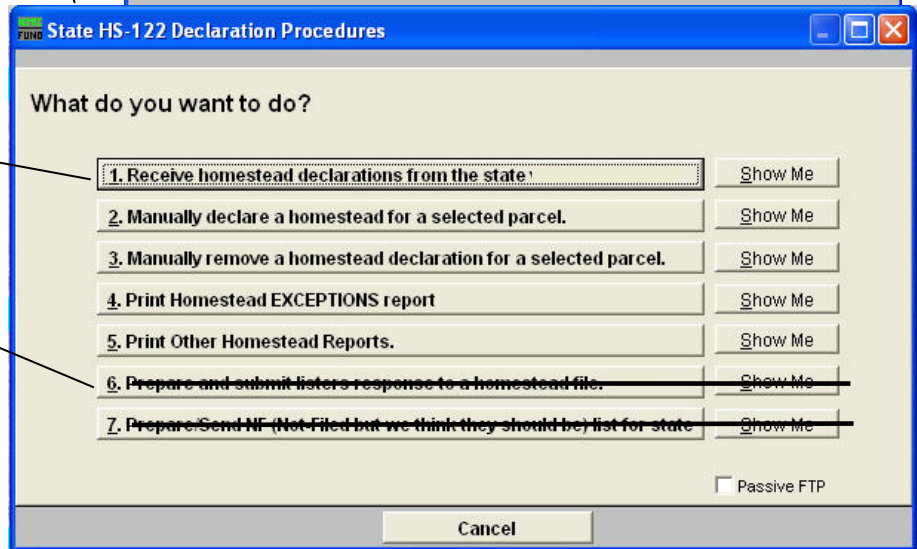
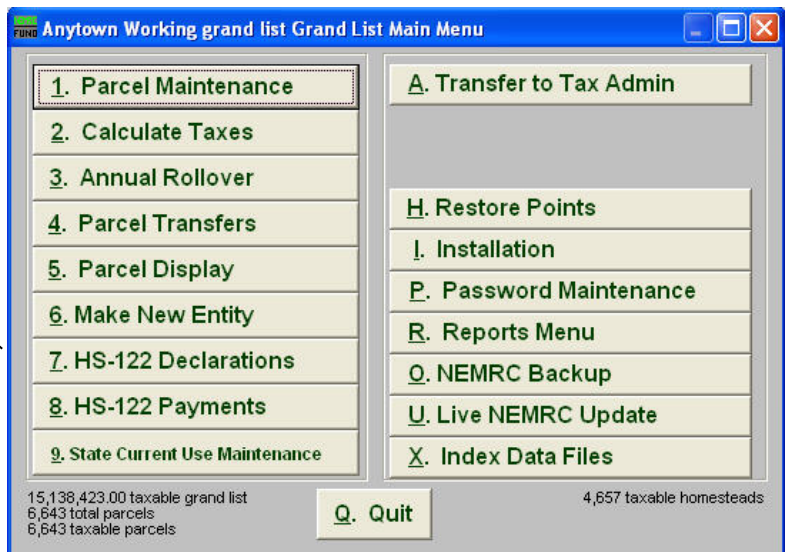
1. Select '7 Homestead Declarations' to begin.

2. Choose one of these options.
* Download the homestead file
* Manually flag a parcel
* Manually un flag a parcel
* Print a report to show you what was downloaded from the state

4 Click this button to actually begin the download process.

5 options 6 Prepare Lister response and 7 Prepare Non Filer letter will no longer be available in NEMRC. Log into VTPIE to perform these functions

6. This confirmation window appears once HS - 122 files have downloaded successfully.



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6. Once the download is complete you can print the file that you just received by selecting 'Print homestead Exceptions report' button in step # 2 on the previous page. Below is an example of the report generated. Review all of the reports available.

Identifies the towns' school code, the date the file was available to be downloaded, and the date it was actually downloaded to your Grand List.

03/18/2007			Readsboro Grand List	Page 1 of 1
10:31 am			Declaration report for (513)0312 Downloaded on 03/16/2007	Chris
			All File Dates	
Span #	Parcel ID	State Name	Town Name	* Status

This report will report successful HS-122s loads.				
513-161-10209	T03X010.	BOBEE, LOUIS BOBEE, NANCY	FLUMLEY SCOTT & KELL BOBEE LOUIS & NANCY	(Added) Homestead Flag On
513-161-10074	VJWV909.	BOLOGNANI, ERNEST BOLOGNANI, KUNI GUNDA	BOLOGNANI KUNIGUNDA OF K H BOLOGNANI 200	(Added) Homestead Flag On
513-161-10607	T01X960.	BOLTE, TRAVIS	BOLTE TRAVIS W.	(Added) Homestead Flag On
			BOLTE MARYELLEN	
513-161-10085	ALPS010.027	BONATE, JOHN BONATE, HAYA	BONATE JOHN R & HAYA	(Added) Homestead Flag On
513-161-10145	VEHN502.	CARUSO, ANTHONY CARUSO, ANNETTE	CARUSO ANTHONY JR &	(Added) Homestead Flag On
513-161-10143	VEHN501.	CARUSO, VIOLA	CARUSO ANTHONY JR	(Added) Homestead Flag On
			C/O VIOLA CARUSO	
513-161-10256	VINL068.	EILERS, AUDREY	EILERS AUDREY J & JO	(Added) Homestead Flag On
			REVOCABLE TRUST	
513-161-10261	VINL075.	EILERS, RAYMOND	EILERS RAYMOND	(Added) Homestead Flag On
513-161-10537	T04X609.	HILDEUH, REGINA HILDEUH, RICHARD	HILDEUH RICHARD HILDEUH REGINA	(Added) Homestead Flag On
513-161-10669	T23X150.	SCAIA, ALFRED SCAIA, MARION	SCAIA ALFRED JR & MA SCAIA ANN A	(Delete) Homestead Flag Off
513-161-10290	VGLN604.	SCHOFIELD, CHRISTOPH SCHOFIELD, ELAINE	SCHOFIELD CHRISTOPHE	(Added) Homestead Flag On
513-161-10694	T18X340.	SMITH, RHONDA	SMITH OHAR F & RHOND	(Change) Homestead Flag On
			Business use \$ 0.0	
			Rental use \$ 0.0	
			Busi./Rent use of improvements = M	
		SMITH, OHAR		
513-161-10475	T19X400.	SWANSON, TERRY SWANSON, MATHEW	LUSCIEE TERRY J	(Added) Homestead Flag On

This column shows if a record has just been added, changed, or deleted (which means they withdrew that parcel from declaring an HS 122). Notice the word 'Change' next to the Rhonda Smith parcel. You need to review this parcel and make the appropriate change in 'Parcel Maintenance'. Or if the owner filed more than one HS 122 Dec with the State then it would be flagged as a change even though none of the information changed.