


Current Use Download from VTPIE



Import your VTPIE Current Use exemptions by using the Grand List option **'9 State Current Use Maintenance'** on the **Main Menu** of the 'Working Grand List'.

- 1.) Backup your data using **'H Restore Points'** and **'O NEMRC Backup'**
 - a. I like to use **'E Create Grand List Copy'** as well so I can run reports in the future.
- 2.) Make sure that your VTPIE and NEMRC Grand list are in sync. (Do that by using the **'10 Upload to VTPIE'** button on the **Main Menu** of the Grand List.
- 3.) Also be sure you have downloaded your most recent homestead declarations into the Grand List as well. Use option **'7 Homestead Declarations'** on the **Main Menu** of the Grand list.
- 4.) Now Log into VTPIE and navigate to the **'Tax Programs'** then select **'Current Use'** you will find a button labeled **'Download to Billing'** as seen below. For more details on this feature refer to the instructions provided within the VTPIE software.

Addison (2022) / Tax Programs / Current Use

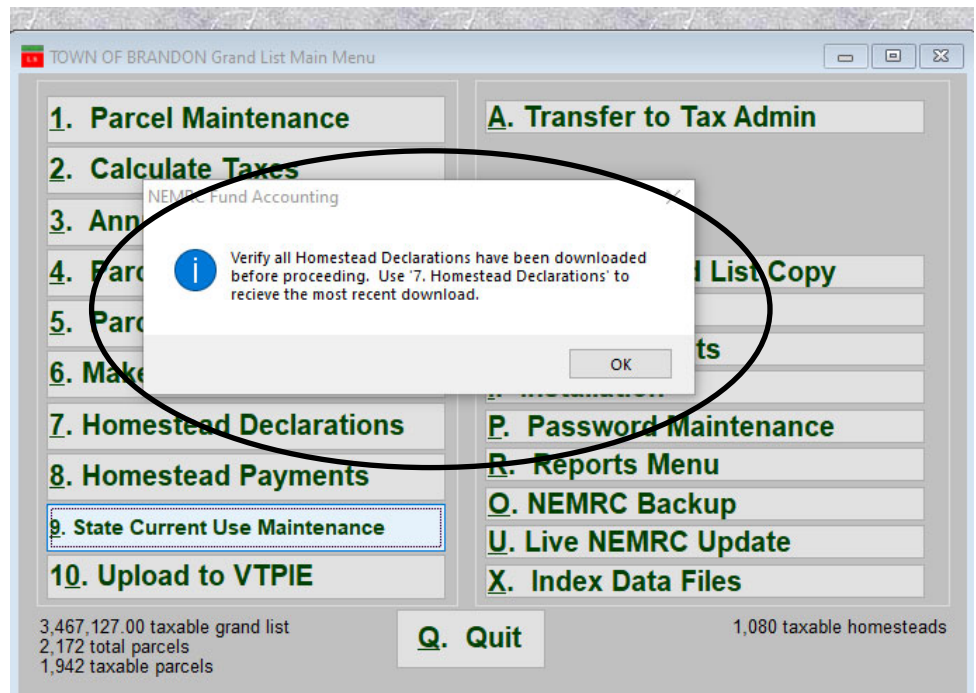
 Please review your current use records below. Use the selection on the top left to view incomplete/complete or all records. The Flag indicates that the current use record is under review.

Local Verification Incomplete ▾

Download To Billing  Reset  Reports ▾

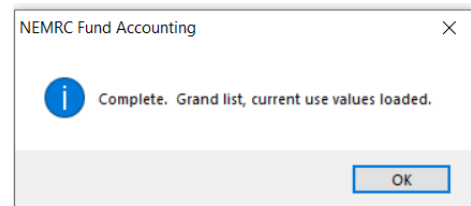
Enrolled	PVR Account Owner	PVR Account ID	GL Owner	Address	GL SPAN	Questions	Flag

5.) On the **Main Menu** of the Grand List select '**9 State Current Use Maintenance**' a window will appear reminding you to check for homestead declarations before you download the current use exemptions. Remember you want to keep both VTPIE and the Grand list in sync with each other. Press '**OK**' to continue.

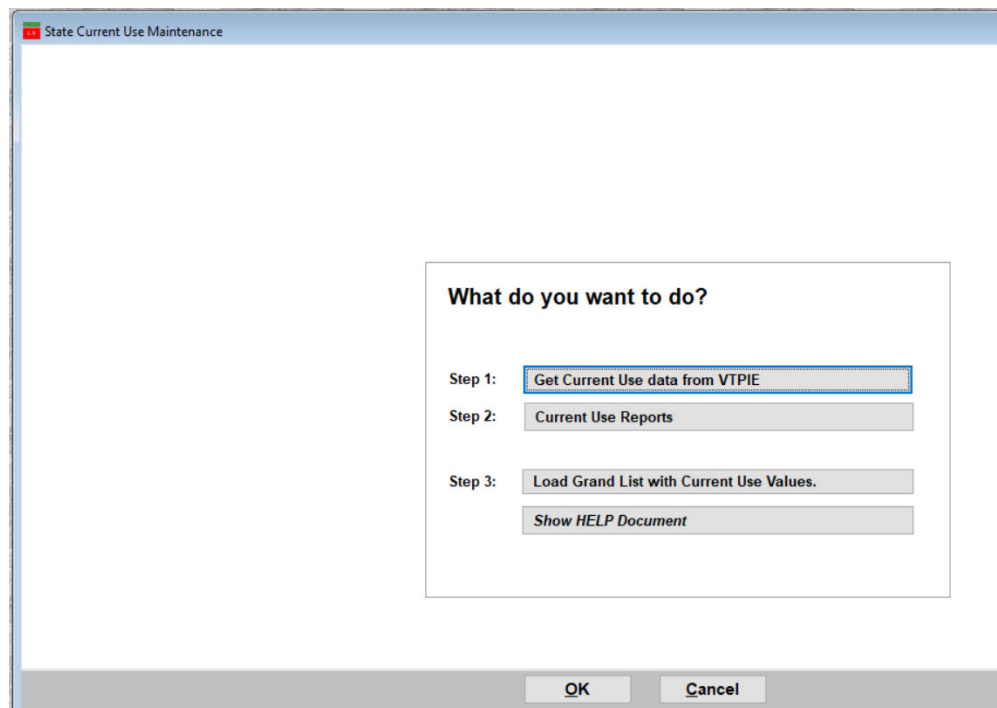


6.) Once the 'State Current Use Maintenance' window appears you have 4 options as seen below.

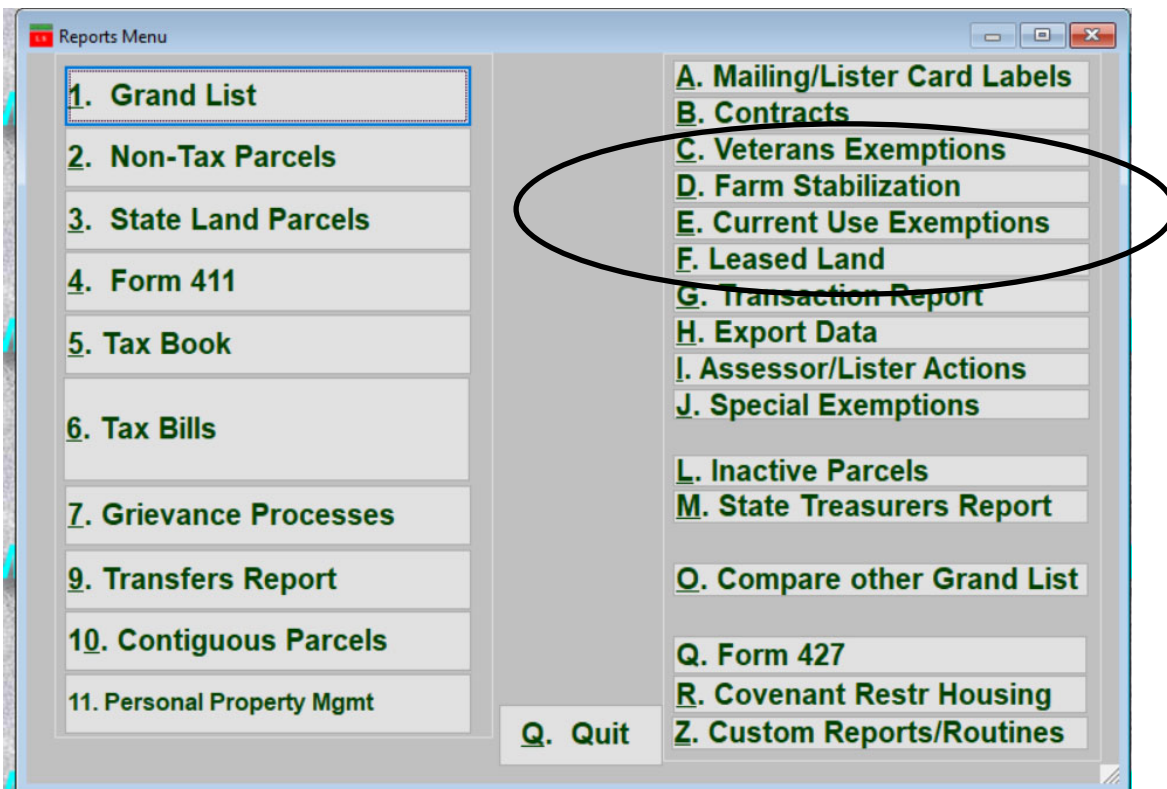
- a. **Get Current Use data from VTPIE:** This will download the data from VTPIE once you have run that process in VTPIE as mentioned on page 1.
- b. **Current Use Reports:** This will give a summary of each parcels span #, Real, Homestead, House site value, with the Current Use exemption that was calculated in VTPIE. The totals at the bottom that should match your VTPIE summary report that you reviewed before downloading as well.
- c. **Load Grand List with Current Use Values:** This will update the Current Use fields in **Parcel Maintenance** on the **Value/Exempt** screen. You will receive the message below when you have successfully loaded the Current Use exemptions into the Grand List.



- d. **Help:** This will take you to the help document on NEMRC website.



7.) Once you have performed step 3 **Load Grand List with Current Use Values** you can compare the **Current Use Report** from this screen with the NEMRC **E. Current Use Exemptions** found on the **Reports Menu** of the Grand List as seen below.



7 Continued:

- A) Make sure the VTPIE Current Use Summary exemption totals match the NEMRC Current Use report exemption Totals.
 - a. If they Match you are all set
 - b. If they do not match you will need to research these reports to identify the discrepancy.

05/22/2023
10:58 am

VTPIE Current Use Download Summary

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NEMRC-Chris

Span	Assessment Total	Homestead Total	Non-Homestead Total	Total Exemption	Homestead Exemption	Non-Homestead Exemption
078-024-12140	283,000	283,000	0	30,200	30,200	0
078-024-12108	198,000	0	198,000	32,100	0	32,100
078-024-99999	578,300	578,300	0	90,000	90,000	0
Totals:	15,387,700	7,953,800	7,433,900	4,301,300	1,242,800	3,058,500

Number of parcels downloaded: 59

0085-4002	078-024-11664 LEONARDS JENNIFER	113,300	Nonhomestead	107,800.00	204.00
			Homestead	0.00	310.00
0085-4100	078-024-11968 BATES ALMIRA	11,700	Nonhomestead	82,300.00	310.00
			Homestead	9,800.00	19.00
0086-1598	078-024-11607 WULFKUHLE DANIEL F & ELYSE J	567,900	Nonhomestead	9,800.00	0.00
			Homestead	285,200.00	2,827.00
0086-3670	078-024-11209 PETERSON JAMES	42,400	Nonhomestead	122,300.00	2,827.00
			Homestead	162,900.00	0.00
0087-1449	078-024-10746 ALI ABIGAILE	63,500	Nonhomestead	27,400.00	150.00
			Homestead	0.00	0.00
0122-0122	078-024-11069 ROBERTS LYLE	420,200	Nonhomestead	27,400.00	150.00
			Homestead	10,100.00	534.00
			Nonhomestead	93,400.00	3,268.00
			Homestead	93,400.00	3,268.00
			Nonhomestead	0.00	0.00
***** GRAND TOTALS		15,387,700		0.00	4,301,300.00
				Homestead	1,242,800.00
				Nonhomestead	3,058,500.00

Total Records Processed: 59

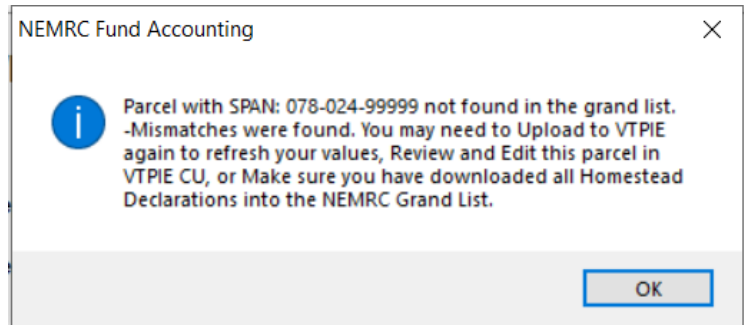
WARNINGS AND ALERTS

When you ‘**3 Load Grand List with Current Use Values**’ the program will do some basic checks on the data you downloaded from VTPIE to what is in your NEMRC grand list. Some of these checks will prevent you from loading the Current use exemptions and other will allow you to move forward. The illustration below is a sample of what this warning will look like.

- Items we check that will **STOP** you:
 - Real Value, Homestead Value, House site values in the VTPIE download file do not match NEMRC Grand List Real Value, Homestead and House site value.
 - You may need to Upload your NEMRC data to VTPIE to get most current values updated in VTPIE.
 - Homestead Flag mismatch. Homestead flag is set in VTPIE Current Use and Not set in NEMRC Grand List or vice versa.
 - You may need to check for Homestead downloads in NEMRC or review the parcel in VTPIE Current Use and NEMRC to see what is mismatched.
 - Current Use exemption is greater than the Value of the parcel in the Grand List. You may need to upload to VTPIE and re calculate the current use exemption.

05/22/2023 12:05 pm	VTPIE Current Use to NEMRC Grand List mismatch report	Page 1 NEMRC-Chris
Parcel number /Status 078-024-10228	Issue WARNING: Parcel out of sync: 0002-0185: ABLE JERRY -Homestead value in Parcel Maintenance is 418400 and VTPIE Current Use is reporting 578300. -Mismatches were found. You may need to Upload to VTPIE again to refresh your values, Review and Edit this parcel in VTPIE CU, or Make sure you have downloaded all Homestead Declarations into the NEMRC Grand List.	
Number of issues on this report: 1		

- Items that will **NOT STOP** you and allow you to Load all other Current use exemptions.
 - There is a span number in the VTPIE Current Use download that does not match any parcel in your grand list. This situation will allow all other Current use exemptions to be loaded but your VTPIE summary and NEMRC Current use report will not reconcile because VTPIE will have 1 extra record that that is not in your Grand List. See Below.



- There is a parcel in the VTPIE Current Use download that is flagged as “Inactive” in the Grand List. Therefore, the Current Use exemption will not be added to this parcel in your Grand List. You need to research the parcel and update it in VTPIE or Grand List accordingly.

