



TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

MAINE'S FINEST RESORT

REMINDER

April 26, 2010

Jane Smith
PO Box 123
6 Elm Street
Kennebunkport, Maine 04046

Dear Jane:

We have you listed through a Coast Guard vessel report as owning documented boat Boat Name. Your vessel ID number is, 0123456. The Maine Revenue Services' Property Tax Division provides each municipality with this report. This letter is to remind you that an excise tax sticker is required in the State of Maine annually on your documented vessel.

If you have sold or relocated this vessel we ask that you notify our office at, 207-967-4243 selecting option number 2 then option number 3 for the Property Tax & Registration Office.

This excise tax is paid annually, and is due within 10 days of operation on State waters, or prior to July 1st of each year whichever occurs first. The tax year runs from January 1st through December 31st.

Please provide your documentation certificate at time excise tax is paid. A copy of your certificate will be kept on file within our department along with your excise tax form.

After paying the excise tax, a decal and Excise Tax Form is issued to the boat owner. The decal must be affixed to the vessel where it can be easily seen. Your Excise Tax Form must be kept on file and brought in every year at renewal time. Please also provide us with a valid Documentation Certificate.

Thank you in advance for your prompt attention and cooperation in paying this tax. If you have any questions please give our department a call at (207) 967-4243, select option #2 then option #3.

Thank You,

Property Tax & Registration Office
Rose A. Wills
Asst. Deputy Tax Collector