



Town of Manchester
Assessor's Office
41 Center Street
Manchester, CT 06040
Return Service Requested

PPD-MV
State of CT OPM

Manchester CT 2025 Declaration of Personal Property MOTOR VEHICLE

Filing Requirement – This declaration must be completed and filed with the Assessor of the Town where the personal property is located. Declarations of Personal Property shall be made annually. Writing “Same as last year” is not acceptable.

Penalty for late filing – Failure to file timely will result in a penalty equal to 25% of the assessment of the personal property. This declaration must be filed or postmarked (as defined in C.G.S. Sec 1-2a) no later than **November 3, 2025**.

Extension: The Assessor may grant a filing extension **for good cause** (CGS §12-42). If a request for an extension is needed, you need to contact the Assessor in writing on or before November 1, 2025:

Manchester Assessor's Office

Direct questions concerning declaration to the Assessor's Office at:

Phone: (860) 647-3016

Email: personalproperty@manchesterct.gov

Visit our website for answers to frequently asked questions:

www.manchesterct.gov enter “personal property” in search bar.

Mail or hand deliver to:

Manchester Assessor's Office
41 Center St, Manchester, CT 06040 or the
drop box behind Town Hall.

Deadline to File: Monday, November 3, 2025

If you no longer own the personal property assessed in your name last year or moved the property out of this town, you must return this declaration to the Assessor and provide information related to the name of the new owner of the property or to where you moved the property (see below). Otherwise, the Assessor must assume that you still own and have failed to declare your taxable personal property.

AFFIDAVIT OF SALE OF PERSONAL PROPERTY

I _____ of _____
Owners name Mailing Address City, State, and Zip

With regards to personal property do so certify that on _____ Date Said property was ((Please ☒ appropriate box):

☐ **SOLD TO:**

And/Or

Name

Address

☐ **Moved TO:**

City/Town and State to where camper was moved

Address

The signer is made aware that the penalty for making a false affidavit is a \$500.00 fine or imprisonment for one year or both.

Signature

Print name

2025 Declaration of Personal Property – Motor Vehicle Form

For Owners of non-Connecticut registered or non-registered vehicles such as vehicle types listed below

List or Account #: _____

Assessment date October 1, 2025

Owner's Name: _____

Required return date November 3, 2025

Address _____

Location of personal property in this town. _____

City/State/Zip _____

Phone / Fax () / () _____

E-Mail _____

Copy and attach additional sheets if needed for additional vehicles

#9 MOTOR VEHICLES UNREGISTERED motor vehicles (e.g. motor homes, tent or truck campers, travel trailers, snowmobiles, utility trailers, passenger cars, tractors, off-road construction vehicles, etc.) including any vehicle garaged in Connecticut but registered in another state. Snowmobiles, ATV's, or residential utility trailers used exclusively for personal use are not to be reported, CGS 12-81 (82), eff. 10.1.2024

**ASSESSOR'S USE
ONLY**

Describe your personal property located in this town below:

Vehicle type: ☐ Tent Camper ☐ Travel Trailer ☐ Motor Home

(check one) ☐ Truck Camper, slide-on ☐ Truck Camper, chassis-unit

☐ Motorcycle

☐ Motor Scooter

☐ Snowmobile

☐ Golf Cart

☐ Off-road construction vehicle

☐ Passenger Car

Registered ☐ No ☐ Yes (provide town and state) _____

Marker Plate _____

Purchase Date: _____

Purchase Price: _____

Vehicle Description _____

Additional Description for Truck/Trailer/Campers _____

Year _____

Length _____

Make _____

Width _____

Model _____

Weight _____

Body Style _____

Engine Type _____

Color _____

Chassis _____

VIN _____

VALUE \$

#9

#25 – Penalty for failure to file as required by statute – 25% of assessment

#25

Assessor's Final Assessment Total >

Declaration of Personal Property Affidavit

This form must be signed (and in some cases witnessed) before it may be filed with the Assessor.

Avoid Penalty - Notarize Declaration of Personal Property signed by agent.

I DO HEREBY declare under penalty of false statement that all sections of this declaration have been completed according to the best of my knowledge, remembrance, and belief; that it is a true statement of all my personal property liable to taxation; and that I have not conveyed or temporarily disposed of any estate for the purpose of evading the laws relating to the assessment and collection of taxes.

**Owner's
Signature**

_____ Date _____

Owner's Signature

Print or type Owner's Name

I DO HEREBY declare under oath that I have been duly appointed agent for the owner of the property listed above and that I have full authority and knowledge sufficient to file a proper declaration for him in accord with the provisions of §12-50 C.G.S.

**Agent's
Signature**

_____ Date _____

Agent's Signature

Print or type Agent name

Witness of Agent's Sworn Statement

Subscribed and sworn to before me - Name: _____ Date _____

Assessor or staff member, Town Clerk, Justice of the Peace, Notary or Commissioner of Superior Court

The Declaration of Personal Property must be signed and delivered or postmarked to the Assessor of this Town no later than Monday, November 3, 2025 to avoid a 25% Penalty for failure to file.