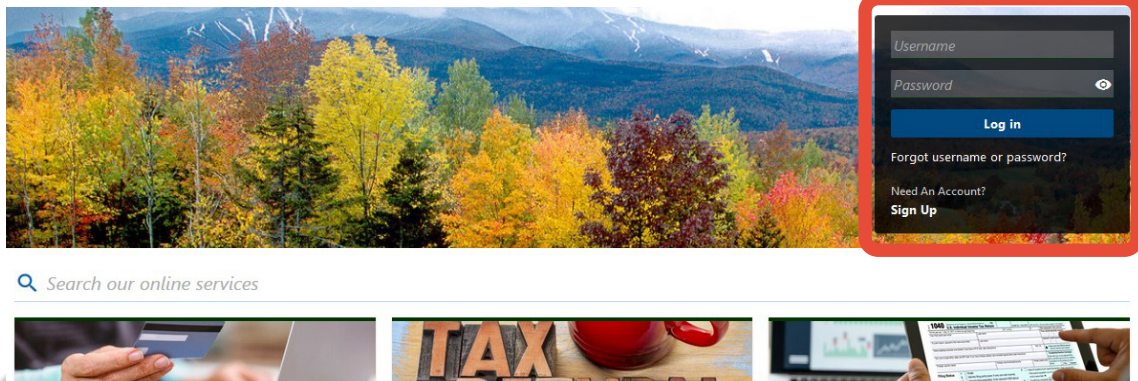


myVTax Guide for Listers: Initial Signup and Login

Before you can set up a lister account in myVTax, you must obtain a lister username and password. Call the Vermont Department of Taxes' Property Valuation and Review division (PVR) at (802) 828-5860.

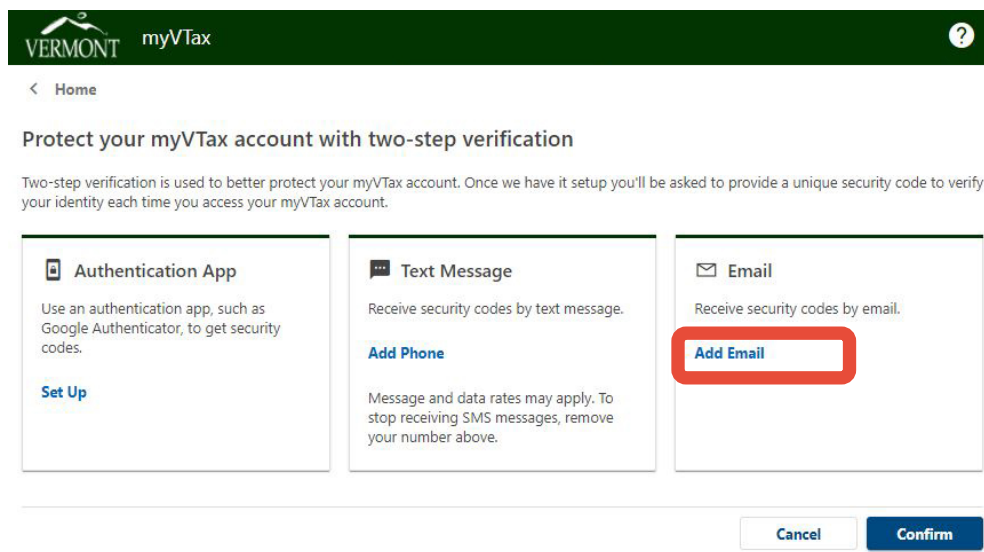
1 Get Started

Once you have your username and password, go to [myVTax \(https://myvtax.vermont.gov\)](https://myvtax.vermont.gov) and log into your lister account.



2 Set Up Two-Step Verification

Choose a two-step verification method to receive your security code. You will use this method to verify your identity each time you log in. Click the link below your choice. For example, for Email, click Add Email.



Email Verification

Enter your email address, then click Save.

< Two-Step Verification Setup

✉ Add Email

A security code will be sent via email when trying to access your myVTax account. Add myVTaxInfo@vermont.gov to your email whitelist to prevent security codes going to your junk folder.

What email address would you like to use?

Email *

Required

Cancel

Save

Verify Security Code

You will receive a security code at the contact you entered in Step 3.

< Two-Step Verification Setup

✉ Verify Security Code

An email with your myVTax security code was sent to stacy.lister@anytown.gov. If you don't see the message, check your junk folder for an email from myVTaxInfo@vermont.gov.

Security Code *

Required

Didn't receive your security code? [Resend](#)

Cancel

Confirm

5

Profile Information

Under Profile Information, choose a Secret Question from the dropdown. Enter and confirm your answer.

You may also enter primary and secondary phone numbers, if applicable.

Click Save when done.

< Two-Step Verification Setup

Please update your Secret Question and Answer below.

Web Profile

Profile information required

Login
 slister

Name
 Stacy Lister

Email
 stacy.lister@anytown.gov

Secret Question *
 Required

Answer

Confirm Answer

Primary Phone Number

Country
 USA

Type

Secondary Phone Number

Country
 USA

Type

Save

6

Your Account is Ready

You will be brought back to your account home screen.

Stacy Lister
stacy.lister@anytown.gov
+1 (802) 123-4567

Welcome, Stacy Lister

You last logged in on Thursday, Jan 4, 2024 12:11:02 PM

[Manage My Profile](#)

[LUC Values Requests](#)
[LUC All](#)
[LUC Lien Releases](#)
[PTTR Search](#)
[I Want To](#)

LUC Values Requests

[Show History](#)
[Export](#)