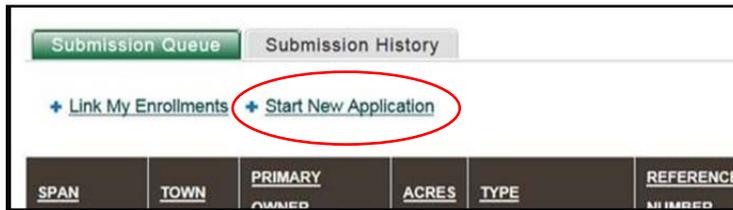


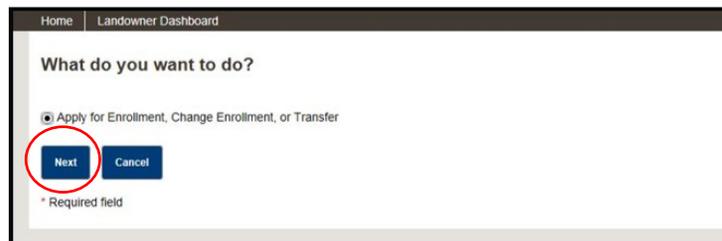
1 Before you begin, gather **1) full name of each owner; 2) unique email for each owner; and 3) School Property Account Number (SPAN) found on the property tax bill.** If you have transferred land, you will also need the date of transfer. Be prepared to answer questions about any buildings on the property.

2 Log on to <https://secure.vermont.gov/TAX/ecuse/home>. Sign into your account with your username and password.

3 Click **Start New Application.**



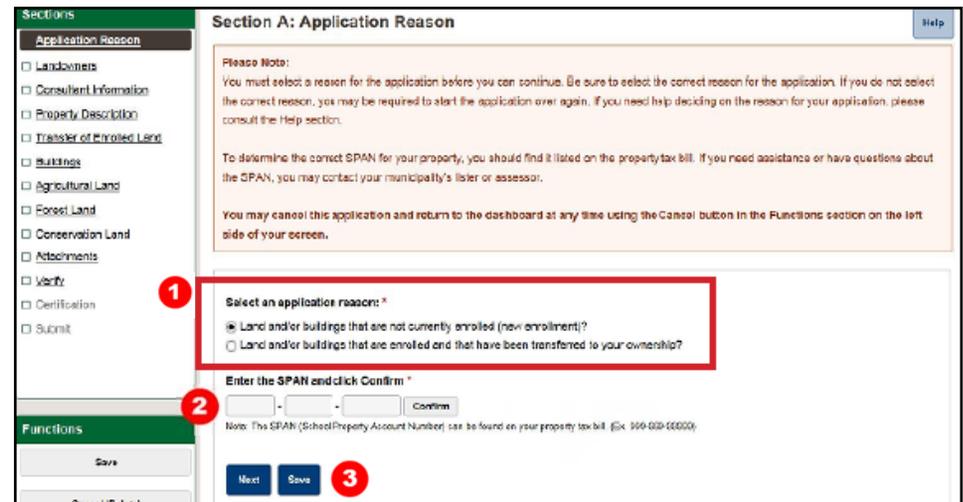
4 eCuse has pre-selected **Apply for Enrollment, Change Enrollment, or Transfer.** Click **Next.**



5 eCuse will move you to **Section A: Application Reason.** You may select the **1** application reason that applies to your property: **1) Land and/or buildings that are not currently enrolled (new enrollment) or 2) Land and/or buildings that are enrolled and have been transferred to your ownership.**

2 Enter the **SPAN.** Click **Confirm.** If you get a message that the SPAN is not found, then check your SPAN enter it again. If you get the message a second time, call the Current Use Program.

3 Click **Next or Save.** The **Next** button will save your information and move you to the next section.



eCuse website: <https://secure.vermont.gov/TAX/ecuse/home>
Current Use Program, Division of Property Valuation and Review
Vermont Department of Taxes

Phone: (802) 828-5860, ext. 1
 Email: tax.currentuse@vermont.gov