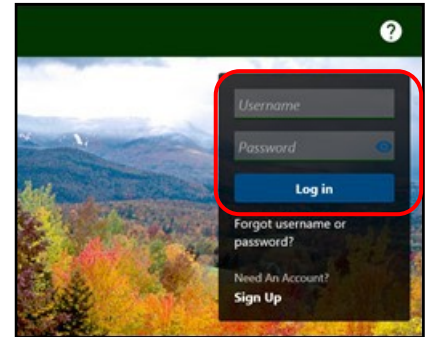


myVTax Guide: LV-314 Return Navigation for Listers

Step 1

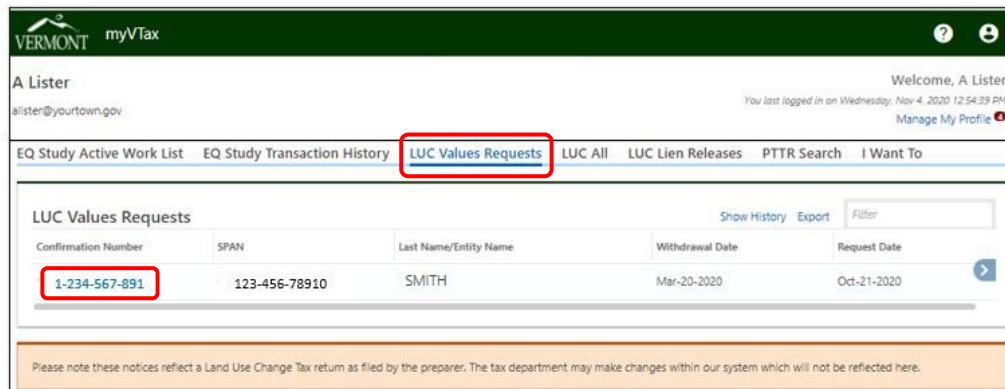
If you are a first-time user, please see **myVTax Guide: Initial Signup and Login for Listers** for instructions on getting a Lister account.

If you already have a Lister account in myVTax, enter your **Username** and **Password**, and click **Log In**.



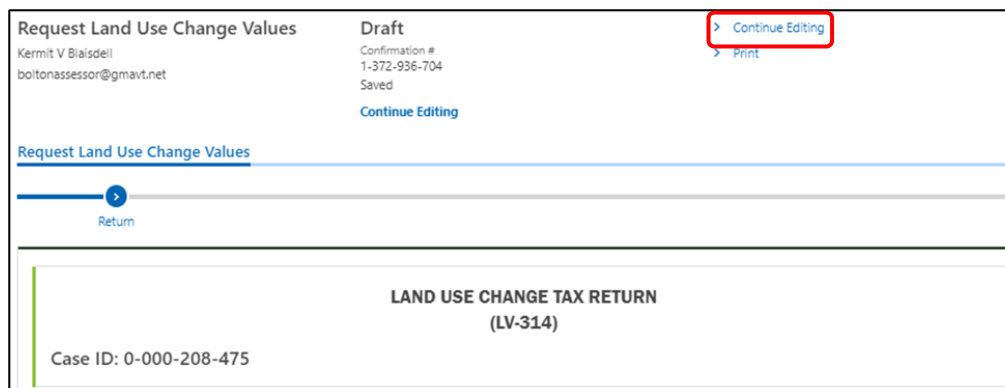
Step 2

You will be taken to the logged-in **Home** screen. Under the **LUC Values Requests** tab, click the **Confirmation Number** link for the LUC Value that needs to be reviewed.



Step 3

Click **Continue Editing**.



Step 4

The portion of the return you will edit is on the second page of the return, Navigate to the bottom of the page and click the **Next** button.

Step 5

Any comments from PVR to the town will appear in the appropriate box. If desired, type any comments for PVR in the **Town Comments to PVR** box.

Step 6

The **Town Parcel ID** screen can be edited.

- 1 Enter the **Value** of the acres as a separate parcel in the appropriate field marked as ***required**.
- 2 Enter the **Fair Market Value Notice Date** (date of mailing)
- 3 The Fair Market Value Letter will automatically print with Form LV-314. To create a custom letter, click **Click Here for the Fair Market Value Letter**.

	Common Level of Appraisal	Acres Withdrawn and Developed	Acres Withdrawn and Not Developed	Totals or Bulk Withdrawal
1. Most recent CLA (formatted as 1.2345)	0.9373			
2. Number of acres		0.00	105.00	0.00
3. Value of the acres as a separate parcel		0.00	* Required	0.00
4. Fair market value of land (Value as a separate parcel / CLA)		0.00	Required	0.00

I have determined the Fair Market Value of this land in accordance with 32 V.S.A. § 3757 and that this information is correct to the best of my knowledge. I am responsible for notifying the landowners of their right to appeal this determination of the listers within 60 days of the date of notice in accordance with 32 V.S.A. Chapter 131. The landowner was mailed a copy of this determination of Fair Market Value on: **Required**

[Click Here for Fair Market Value Letter Template](#) Fair Market Value Notice Date * **Required**

All fields with red asterisks require answers.

You will send the letter to the property owner with the LV-314 notice.

Step 7 Enter the recording information for the most recent Current Use Application. Answers are required. Click **Next** when done.

PREVIOUS RECORDING INFORMATION
(Not required if only buildings being withdrawn.)
 According to town land records, the most recent Current Use application was recorded on: *

Required *

Book: *

Required *

Page: *

Required *

Cancel Previous **Next**

Step 8 Change the answer to the question, “**Would you like to add attachments?**” to **Yes** to attach any useful information. Click **Submit** to send the change request back to PVR. All required fields must be completed on the previous screens to submit.

Request Land Use Change Values
 Kermit V Blaisdell
 boltonassessor@gmavt.net

Request Land Use Change Values

Return Valuation Attachment

ATTACHMENTS

You can upload attachments if you have additional correspondence that you wish to transmit to the Department that are not part of the standard return. Our preferred file type is PDF.

Would you like to add attachments? No

Cancel Previous **Submit**

Step 9 Click **Print** to print the return. The landowner cover letter created in **Step 6** will automatically print as the third page. Copy and send to the landowner.

Confirmation

Thank you for submitting the Land Use Change property values to the Vermont Department of Taxes. Your confirmation number is 1-372-936-704.

You may print a copy of this submission by clicking the 'Print' button below. If you do not wish to print at this time, you can access your request at a later date from the 'Submissions' tab in your myV/Tax profile.

Questions or concerns? Contact us:
 Vermont Department of Taxes Call: (802) 828-5860
 133 State Street Or Email: myV/Tax Support
 Montpelier, VT 05602-3667

Click 'OK' to proceed.

Print

OK

Immediately notify the Current Use Program if your Fair Market Value Determination is appealed. Current Use value appeals follow the same appeals process as all the other grand list value appeals to the town, according to Vermont law 32 V.S.A. § 3758(b).

Step 10 The request now shows as **Submitted**.

Request Land Use Change Values **Submitted** > Continue Editing
 > Print
 Kermit V Blaisdell
 Confirmation # 1-372-936-704
 boltonassessor@gmavt.net Submitted Nov-13-2020 13:48:57 by Kermit V Blaisdell

Request Land Use Change Values

Return Valuation Attachment

LAND USE CHANGE TAX RETURN (LV-314)

Case ID: 0-000-208-475

Step 11 You can review the request by clicking **Show History**.

EQ Study Active Work List EQ Study Transaction History **LUC Values Requests** LUC All ¹ LUC Lien Releases PTTR Search I Want To

LUC Values Requests **Show History** Export Filter

Confirmation Number	SPAN	Last Name/Entity Name	Withdrawal Date	Request Date
Please note these notices reflect a Land Use Change Tax return as filed by the preparer. The tax department may make changes within our system which will not be reflected here.				

Questions?

Call your PVR District Advisor or the DA Hotline at (802) 828-5860 or email tax.pvr@vermont.gov.

For assistance in setting up or entering your myVTax account contact our IT Help Desk at (802) 828-0428 or email tax.ITHelpDesk@vermont.gov.