



City of Saco, Maine

Assessor's Office

300 Main Street

Saco, ME 04072-1538

Telephone: (207) 282-1611

Fax: (207) 282-8209

E-mail: dsanborn@sacomaine.org

January 2, 2012

Dear Taxpayer,

This letter is being sent to all owners of a park model or camper trailer that was housed year round at a Saco campground as of April 1. The purpose of this letter is to request updated information regarding the current data for your park model or camper trailer to include (year, make, model, and serial number).

Personal property is assessed ONLY on the park model/camper trailer, except for any additional attached structures or outbuildings on the lot where it is housed. Please submit your yearly updated information to the Assessor's Office no later than May 1st.

To assist you, a form has been provided for you to complete, sign and date which is located on the reverse side of this letter. This form should be returned to the Assessor's Office no later than May 1st.

Due date extension requests must be made in writing to the Assessor's Office prior to the May 1st deadline. This letter is being sent to the last known owner and last known mailing address per our records. If you received this letter in error, please notify the Assessor's Office to whom this notice should be directed to by calling 207-282-1611.

What happens if I fail to return a list to the Assessor's Office? Per M.R.S.A Title 36, section 706, completing this form is not mandatory, however, once this notice is given to the taxpayer by mail and the taxpayer does not furnish the list, he/she is barred of their right to make application to the assessor to appeal for any abatement of taxes, (unless you are able to furnish a list with the application and can satisfy to the assessor that you were unable to furnish a list at the time appointed). Failure to return a list will require the Assessor's Office to estimate the value of your personal property.

Sincerely,

Daniel H. Sanborn
City of Saco Assessor

PARK MODEL/CAMPER TRAILER

PERSONAL PROPERTY DECLARATION LIST FORM:

(You may send your complete personal property list as an attachment if more room is needed.)

*If your park model/camper trailer information did not change since last April 1, please write:
"Same as Last Year".*

PARK MODEL/CAMPER TRAILER:

<u>Make/Model/Type:</u>	<u>Year:</u>	<u>Size:</u>	<u>Purchase Price:</u>	<u>Serial Number:</u>

If your park model/camper trailer was moved out of Saco or was sold to another person prior to April 1, please indicate the date this action occurred to include any pertinent information using the line below. Please be sure to sign and date this form and keep a copy for your records.

I certify the information provided to the City of Saco Assessor's Office is true and correct to the best of my knowledge.

Owner's Signature: _____

Date: _____

Contact Phone Number: _____

E-Mail Address: _____