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FORM F-65 (MS-5)

MAY 18 2011

NH DEPT OF REVENUE ADM
MUNICIPAL SERVICES

30 3 003 005 808
GILSUM TOWN
CHR BD SELECTMEN
PO BOX 67
GILSUM, NH 03448

STATE OF NEW HAMPSHIRE
DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL SERVICES DIVISION



ANNUAL CITY/TOWN
FINANCIAL REPORT

PLEASE
RETURN
COMPLETED
FORM TO

State of New Hampshire
Department of Revenue Administration
Municipal Services Division
P.O. Box 487
Concord, NH 03302-0487
Telephone: (603) 271-3397

Part I GENERAL FUND - Revenues and expenditures for the period - Specify January 1, 2010 to December 31, 2010 | OR

A. REVENUES - Modified Accrual		Account No.	Amount
1. Revenue from taxes (Including state education)		(a)	(b)
a. Property taxes (commitment less overlay Plus Section C, line 6, column (c), page 12)		3110	T01 \$ 1,665,277 ✓
b. State and local taxes assessed for school districts	\$ 1,110,002	4933	
c. Land use change taxes - General Fund		3120	T01
d. Land use change taxes - Conservation Fund		3121	T01
e. Resident taxes		3180	
f. Timber taxes		3185	T01 2,805
g. Payments in lieu of taxes		3186	U99
h. Other taxes (Explain on separate schedule)		3189	T01
i. Interest and penalties on delinquent taxes		3190	T01 12,165
j. Excavation Tax (@\$.02 per cu. yd.)		3187	T99 63
k. TOTAL (Excluding line 1b)			\$ 1,680,310
3. Revenue from licenses, permits, and fees			
a. Business licenses and permits		3210	T28 235
b. Motor vehicle permit fees		3220	T01 94,692
c. Building permits		3230	T29 8,197

Enter Only Dependent Schools in This Space

Part I GENERAL FUND (Continued)

A. REVENUES - Modified Accrual (Continued)

	Account No. (a)	Amount (b)
3. Revenue from licenses, permits and fees (Continued) d. Other licenses, permits, and fees	T29 3290	1,769
e. TOTAL >	\$	104,892
4. Revenue from the federal government	B50	
a. Housing and urban renewal (HUD)	\$ 3311	-
b. Environmental protection	B89	-
c. Other federal grants and reimbursements - Specify Fire Grant (FEMA; Homeland Security; COPPS, etc.)	B89	43,160
d. TOTAL >	\$	43,160
5. Revenue from the State of New Hampshire	C30	
a. Shared revenue block grant	\$ 3351	-
b. Meals and rooms distribution	C30	36,087
c. Highway block grant	C46	30,508
d. Water pollution grants	C89	-
e. Housing and community development	C50	-
f. State and federal forest land reimbursement	C89	-
g. Flood control reimbursement	C89	-
h. Other state grants and reimbursements - Specify Witness Fees & internet reimbursement	C89	1,497
i. TOTAL >	\$	68,092
6. Revenue from other governments	D89	
Intergovernmental revenue - Other	\$	-
7. Revenue from charges for services (Exclude interfund transfers)	A89	
a. Income from departments	\$ 3401	904
b. Water supply system charges	A91	-
c. Sewer user charges	A80	-
d. Garbage-refuse charges Transfer Station	A81	14,352
e. Electric user charges	A92	-
f. Airport fees	A01	-
g. Parking	A60	-
h. Transit or bus system	A94	-
i. Parks and Recreation	A61	-
j. Cemeteries	A03	-
k. Toll Highways	A45	-
l. Other charges	A89	95
m. TOTAL >	\$	15,351

Part I GENERAL FUND (Continued)

A. REVENUES - Modified Accrual (Continued)

Account No. (a)	Amount (b)	Account No. (a)	Amount (b)
3500	-	U01	-
3501	-	U11	-
3502	1,089	U20	1,089
3503	-	U40	-
3504	-	U30	-
3506	1,200	U99	1,200
3508	-	U50	-
3509	95	U99	95
	2,384	\$	2,384
9. Interfund operating transfers in			
3912	-	\$	-
3913	-		-
3914	-		-
3915	6,158		6,158
3916	-		-
3917	-		-
	6,158	\$	6,158
10. Other financial sources			
3934	-	\$	-
3935	-		-
3939	-		-
	-	\$	-
11. TOTAL REVENUES FROM ALL SOURCES ----- >			
	1,920,348	\$	1,920,348
12. TOTAL FUND EQUITY (Beginning of year)			
	291,904	\$	291,904
13. TOTAL OF LINES 11 AND 12 ----- >			
	2,212,252	\$	2,212,252

Remarks

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual

	Account No. (a)	Total expenditure (includes col. c&d)	Equipment and land purchases (c)	Construction (d)
1. General government				
a. Executive	4130	28,890	G29	F29
b. Election and registration	4140	17,135	G89	F89
c. Financial administration	4150	12,595	G23	F23
d. Revaluation of property	4152	6,778	G23	F23
e. Legal expense	4153	5,182	G25	F25
f. Personnel administration	4155	14,388	G29	F29
g. Planning and zoning	4191	1,358	G29	F29
h. General government building	4194	12,460	G31	F31
i. Cemeteries	4195	7,167	G03	F03
j. Insurance not otherwise allocated	4196	50,785	G89	F89
k. Advertising and regional association	4197	-	G89	F89
l. Other general government	4199	-	G89	F89
m. TOTAL ----->		\$ 156,738		
2. Public safety				
a. Police	4210	21,680	G62	F62
b. Ambulance	4215	-	G32	F32
c. Fire	4220	21,113	G24	F24
d. Building inspection	4240	903	G66	F66
e. Emergency management	4290	-	G89	F89
f. Other public safety (including communications)	4299	43,160	G89	F89
g. TOTAL ----->		\$ 86,856		
3. Airport/Aviation center				
a. Administration	4301	-		
b. Airport operations	4302	-		
c. Other	4309	-		
d. TOTAL ----->		\$	G01	F01

Remarks

Part I GENERAL FUND (Continued)					
B. EXPENDITURES - Modified Accrual (Continued)					
	Account No. (a)	Total expenditure (includes col.c&d)	Equipment and land purchases (c)	Construction (d)	
4. Highways and streets					
a. Administration	4311	-	G44	F44	
b. Highways and streets	4312	119,887	G44	F44	
c. Bridges, railroad crossing	4313	-	G44	F44	
d. Street lighting	4316	1,712	G44	F44	
e. Toll highways	4316	-	G45	F45	
f. Other highway, streets, and bridges	4319	36,634	G44	F44	
g. TOTAL ----->		\$ 158,233			
5. Sanitation					
a. Administration	4321	-	G80	F80	
b. Solid waste collection	4323	-	G81	F81	
c. Solid waste disposal	4324	58,960	G81	F81	
d. Solid waste clean-up	4325	-	G81	F81	
e. Sewage collection and disposal	4326	-	G80	F80	
f. Other sanitation Dump Monitoring	4329	3,190	G80	F80	
g. TOTAL ----->		\$ 62,151			
6. Water distribution and treatment					
a. Administration	4331	-			
b. Water services	4332	-			
c. Water treatment	4335	-			
d. Water conservation	4338	-			
e. Other water	4339	-			
f. TOTAL ----->		\$ E91	G91	F91	
7. Electric					
a. Administration	4351	-			
b. Generation	4352	-			
c. Purchase costs	4353	-			
d. Equipment maintenance	4354	-			
e. Other electric	4359	-			
f. TOTAL ----->		\$ E92	G92	F92	

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual (Continued)

	Account No.	Total expenditure includes col c & d	Equipment and land purchases	Construction
	(a)	(b)	(c)	(d)
8. Health				
a. Administration	4411	-		
b. Pest Control	4414	-		
c. Health agencies and hospitals	4415	6,356		
d. Other Health	4419	-		
e. TOTAL ----->		E32 \$ 6,356	G32	F32
10. Welfare				
a. Administration	4441	-	G79	F79
b. Direct assistance	4442	1,494		
c. Intergovernmental welfare payments	4444	-		
d. Vendor payments	4445	-		
e. Other welfare	4449	-	G79	F79
f. TOTAL ----->		\$ 1,494		
11. Culture and recreation				
a. Parks and recreation	4520	10,488	G61	F61
b. Library	4550	13,550	G52	F52
c. Patriotic purposes	4583	-	G61	F61
d. Other culture and recreation	4589	-	G61	F61
e. TOTAL ----->		\$ 24,037		
12. Conservation				
a. Administration	4611	-		
b. Purchase of natural resources	4612	-		
c. Other conservation	4619	290		
d. TOTAL ----->		E59 \$ 290	G59	F59
13. Redevelopment and housing				
a. Administration	4631	-		
b. Redevelopment and housing	4632	-		
c. TOTAL ----->		E50 \$	G50	F50

Part I GENERAL FUND (Continued)

B. EXPENDITURES - Modified Accrual (Continued)

14. Economic development

a. Administration

b. Economic development

c. Other economic development

d. TOTAL ----->

15. Debt service

a. Principal long term bonds and notes

b. Interest on long term bonds and notes

c. Interest on tax and revenue anticipation notes

d. Other debt service charges

e. TOTAL ----->

16. Capital outlay (not reported above)

a. Land and improvements

b. Machinery, vehicles, and equipment

c. Buildings

d. Improvements other than buildings

e. TOTAL ----->

17. Interfund operating transfers out

a. Transfers to special revenue funds

b. Transfers to capital projects funds

c. Transfers to proprietary funds

d. Transfers to capital reserve funds

e. Transfers to expendable trust funds

f. Transfers to non-expendable trust funds

g. TOTAL ----->

Cumulative Expenditure Totals from pages 4-7 ----->

Remarks

	Account No. (a)	Total expenditure includes col c & d (b)	Equipment and land purchases (c)	Construction (d)
a. Administration	4651	-	\$	\$
b. Economic development	4652	-		
c. Other economic development	4659	-		
d. TOTAL ----->		E89 \$	G89 \$	F89 \$
15. Debt service				
a. Principal long term bonds and notes	4711	17,500	\$	\$
b. Interest on long term bonds and notes	4721	774		
c. Interest on tax and revenue anticipation notes	4723	189		
d. Other debt service charges	4790	E23		
e. TOTAL ----->		\$ 18,274	\$	\$
16. Capital outlay (not reported above)				
a. Land and improvements	4901	4,328	\$	F89
b. Machinery, vehicles, and equipment	4902	6,794	\$	\$
c. Buildings	4903	34,155	\$	F89
d. Improvements other than buildings	4909	1,712	\$	F89
e. TOTAL ----->		\$ 46,989		
17. Interfund operating transfers out				
a. Transfers to special revenue funds	4912	-		
b. Transfers to capital projects funds	4913	-		
c. Transfers to proprietary funds	4914	-		
d. Transfers to capital reserve funds	4915	31,000		
e. Transfers to expendable trust funds	4916	10,700		
f. Transfers to non-expendable trust funds	4918	-		
g. TOTAL ----->		\$ 41,700		
Cumulative Expenditure Totals from pages 4-7 ----->		\$ 603,117.94		

Part I GENERAL FUND (Continued)**B. EXPENDITURES - Modified Accrual (Continued)****18. Payments to other governments**

Account No. (a)	Total expenditure includes col/ c & d (b)	Equipment and land purchases (c)	Construction (d)
4931	\$ 206,576.00		
4932	-		
4933	959,681.00		
4934	150,321.00		
4939	-		
f. TOTAL	\$ 1,316,578		
19. TOTAL EXPENDITURES	\$ 1,919,696		
20. TOTAL FUND EQUITY (End of year) <i>(Should equal line B.2g, column c, on page 9 and line 13 on page 3, less line 19 above)</i>	\$ 292,556		
21. TOTAL OF LINES 19 AND 20 <i>(Should equal line 13 on page 3)</i>	\$ 2,212,252		

Part II

This area may be used to provide the detail requested wherever "Explain" or "Specify" is found.

Account number (a)	Item (b)	Amount (c)

Part III GENERAL FUND BALANCE SHEET

MODIFIED ACCRUAL			
A. ASSETS	Account No. (a)	Beginning of Year (b)	End of year (c)
1. Current assets			
a. Cash and equivalents	1010	488,157.35	497,863.44
b. Investments	1030	141,422.41	142,031.17
c. Taxes receivable (From Section D, page 12)	1080	148,149.83	211,900.00
d. Tax liens receivable (From Section D, page 12)	1110	37,233.34	71,199.68
e. Accounts receivable	1150	3,521.75	
f. Due from other governments	1260	-	\$ -
g. Due from other funds	1310	-	\$ -
h. Other current assets	1400	-	\$ -
i. Tax deeded property (subject to resale)	1670	3,456.93	3,191.53
j. TOTAL ASSETS (Should equal line B3) ----- >		821,941.61	926,185.82
B. LIABILITIES AND FUND EQUITY			
1. Current liabilities			
a. Warrants and accounts payable	2020	11,620.00	15,037.65
b. Compensated absences payable	2030		
c. Contracts payable	2050		
d. Due to other governments	2070		
e. Due to school districts	2075	512,784.80	619,418.68
f. Due to other funds	2080	1,500.00	
g. Deferred revenue	2220		
h. Notes payable - Current	2230		
i. Bonds payable - Current	2250		
j. Other payables Payroll Liabilities	2270	4,132.94	3,550.54
k. TOTAL LIABILITIES ----->		530,037.74	638,006.87
2. Fund equity (Please detail on page 10)			
a. Assigned (formerly reserve for encumbrances)	2440		
b. Committed (formerly reserve for continuing appropriations)	2450		
c. Restricted (formerly reserve for appropriations voted for CRF/ETF)	2460		
d. Committed (formerly reserve for appropriations voted)	2460		
e. Assigned (formerly reserve for special purposes)	2490		
f. Unassigned (formerly unreserved fund balance)	2530	291,903.87	292,555.95
g. TOTAL FUND EQUITY ----->		291,903.87	292,555.95
3. TOTAL LIABILITIES AND FUND EQUITY -----> (Should equal line A1j)		821,941.61	926,185.82

APR 23
10-20-2023



JD
11/12/23

Part IV**DETAIL**

This section may be used to provide the detail requested wherever "Explain" or "Specify" is found. If additional space is needed, please add extra pages using the following format. Please show the detail and the total for each.

Account number (a)	Item (b)	Amount (c)
3319	Grant from Federal Govt for Fire Department Equipment	43,160
3359	Internet reimbursement for Vital Statistics internet	1,497

Please Detail Reserves from page 9 (Balance Sheet)

Account number (a)	Item (b)	Amount (c)

Part V**GENERAL FUND****A. PLEASE LIST THE ANNUAL REQUIREMENTS TO AMORTIZE ALL GENERAL OBLIGATION DEBT**

(as of (enter date) _____ for the ensuing five years)

	Year (a)	Principal (b)	Interest (c)	Total (d)
1.				
2.				
3.				
4.				
5.				
6. SUBTOTAL (Sum of lines 1-5)				
7. Remaining periods of debt				
8. TOTAL ----->				

Part GENERAL FUND (Continued)									
D. AMORTIZATION OF LONG-TERM DEBT									
(a) Description	(b) Original obligation	(c) Purpose	(d) Annual installment	(e) Interest rate	(f) Date of final payment	(g) Bonds o/s at beginning of year	(h) Bonds issued this year	(i) Bonds retired this year	(j) Bonds o/s at end of year
Highway Truck	\$ 52,500	Truck Purchase	\$ 17,500	4.60%	Aug-10	\$ 17,500	\$	\$ 17,500	0
TOTAL <----->									

Part VI RECONCILIATIONS

A. RECONCILIATION OF SCHOOL DISTRICT LIABILITY

1. School district liability at beginning of year (Account number 2075, column b, on page 9)		Amount	512,785
2. ADD: School district assessment for current year			1,110,002
3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)			1,622,787
4. SUBTRACT: Payments made to school district		<	1,003,368
5. School district liability at end of year (lines 3 less line 4) (Account number 2075, column c, on page 9)			619,419

B. RECONCILIATION OF TAX ANTICIPATION NOTES

1. Short-term (TANS) debt at beginning of year	61V	\$	0
2. ADD: New issues during current year			0
3. SUBTRACT: Issues retired during current year		<	0
4. Short-term (TANS) debt outstanding at end of year (Lines 1 + 2 - 3) (Be sure to include (TANS) in Account number 2230, column c, page 9)	64V	\$	0

PLEASE REFER TO THE INSTRUCTIONS TO COMPLETE SECTIONS C AND D

C. ALLOWANCE FOR ABATEMENTS WORKSHEET

	Current year (a)	Prior years (b)	TOTAL (c)
1. Overlay/Allowance for Abatements (Beginning of year) *	12,062	13,000	25,062
2. SUBTRACT: Abatements made (From tax collector's report)	6,820	1,180	8,000
3. SUBTRACT: Discounts	0	0	0
4. SUBTRACT: Refunds (Cash abatements)	2,009	0	2,009
5. ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR **	3,000	2,000	5,000
6. Excess of estimate (Add to revenue on page 1, line 1a)	5,000	10,000	15,000

*Use overlay amount for column (a) and use last year's balance of line 5, Allowance for Abatements for column b (see your form from last year).

**The amount in column c will go into line 1(b) for next year's worksheet.

D. TAXES/LIENS RECEIVABLE WORKSHEET

	1080 taxes (a)	1110 liens (b)	TOTALS (c)
1. Uncollected, end of year	214,900	73,200	288,100
2. SUBTRACT: "Overlay" carried forward as Allowance for Abatements (from Worksheet C, line 5)	3,000	2,000	5,000
3. Receivable, end of year *	211,900	71,200	283,100

* (These amounts are entered on page 9, account numbers 1080 and 1110, column c)

Part VII SUMMARY OF REVENUES FOR ALL OTHER FUNDS			
REVENUE AND OTHER FINANCING SOURCES		SOURCES	
	T01	\$	T01
1. Revenue from taxes	T01	\$	T01
2. Revenue from licenses, permits, and fees	T29		T29
3. Revenue directly from the federal government	B89		B89
4. Revenue from the State of New Hampshire	C89		C89
5. Revenue from other governments	D89		D89
6. Revenue from charges for services	A91		A91
(a) Water supply system charges	A80		A80
(b) Sewer user charges	A81		A81
(c) Garbage/refuse collection charges	A92		A92
(d) Electric	A01		A01
(e) Airport and aviation	A44		A44
(f) Highway	A45		A45
(g) Toll facilities	A61		A61
(h) Parks and recreation	A60		A60
(i) Parking	A94		A94
(j) Transit or bus system	A89		A89
(k) Other - Specify -->	A89		A89
(1)	A89		A89
(2)	A89		A89
(3)	U20		U20
7. Revenue from miscellaneous sources	U20		U20
(a) Interest on investments	U99		U99
(b) Other miscellaneous sources	U99		U99
8. Interfund operating transfers in	U99		U99
9. Other financial sources	U99		U99
10. TOTAL REVENUE AND OTHER SOURCES			
Capital Projects (a)	T01	\$	T01
Special Revenue (b)	T01	\$	T01
Enterprise (c)	T01	\$	T01
Proprietary funds (d)			

Part VIII SUMMARY OF EXPENDITURES FOR ALL OTHER FUNDS			
EXPENDITURES (BY FUNCTIONS)	Capital projects (a)	Special revenue (b)	Proprietary funds
			Enterprise (c)
1. General government	F89	E89	E89
2. Public Safety	F62	E62	E62
(a) Police			
(b) Ambulance	F24	E24	E24
(c) Fire			
3. Airport/Aviation center	F01	E01	E01
4. Highway and streets	F44	E44	E44
5. Toll Highways	F45	E45	E45
6. Sanitation	F81	E81	E81
7. Water distribution and treatment	F91	E91	E91
8. Sewerage	F80	E80	E80
9. Electric	F92	E92	E92
10. Health	F32	E32	E32
11. Welfare	F79	E79	E79
12. Culture and recreation	F61	E61	E61
13. Parking	F60	E60	E60
14. Transit or bus system	F94	E94	E94
15. Conservation	F59	E59	E59
16. Redevelopment and housing	F50	E50	E50
17. Economic development	F89	E89	E89
18. Debt service		E23	E23
19. Capital outlay - other	F89	F89	F89
20. Interfund operating transfers out			
21. TOTAL EXPENDITURES			
Remarks			

Part IX BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS

A. ASSETS		Account No.	(a)	Capital Projects	(b)	Special Revenue	(c)	Enterprise	(d)	Internal service	(e)
1. Current assets											
(a) Cash and equivalents		1010									
(b) Investments		1030									
(c) Accounts receivable		1150									
(d) Due from other governments		1260									
(e) Due from other funds		1310									
(f) Other - Specify -->											
2. Fixed assets											
(a) Land and improvements		1610									
(b) Buildings		1620									
(c) Machinery, vehicles, and equipment		1640									
(d) Construction in progress		1650									
(e) Improvements other than buildings		1660									
(f) Other - Specify -->											
3. TOTAL ASSETS ----->											
Remarks											

Part VIII BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS (Continued)						
B. LIABILITIES AND FUND EQUITY	Account No.	(a)	Capital projects (b)	Special revenue (c)	Enterprise (d)	Internal service (e)
(a) Warrants and accounts payable		2020	\$	\$	\$	\$
(b) Compensated absences payable		2030				
(c) Contracts payable		2050				
(d) Due to other governments		2070				
(e) Due to other funds		2080				
(f) Deferred revenue		2220				
(g) Notes and bonds payable						
(h) Other - Specify -->						
(i) TOTAL LIABILITIES ----->						
2. Fund Equity/Capital						
(a) Assigned (formerly reserve for encumbrances)		2440				
(b) Assigned (formerly reserve for special purposes)		2490				
(c) Unassigned (formerly unreserved fund balance-deficit)		2530				
(d) Municipal contributed capital		2610				
(e) Other contributed capital		2620				
(f) Retained earnings		2790				
(g) TOTAL FUND EQUITY ----->						
3. TOTAL LIABILITIES AND FUND EQUITY ----->						

Part X SUPPLEMENTAL INFORMATION WORKSHEET

A. INTERGOVERNMENTAL EXPENDITURES

Report payments made to the State or other local governments *on reimbursement or cost-sharing basis*. Do not include these expenditures in part VIII.

Purpose (a)	Account No. (b)	Amount (c)
Payments made to other local governments for:		
Schools	M12	1,003,368
Sewers	M80	
All other - County	M89	205,576
All other - Towns	M89	
Payments made to State for:		
Highways	L44	
All other purposes	L89	

C. DEBT OUTSTANDING, ISSUED, AND RETIRED

Long-term debt purpose (a)	Bonds outstanding at the beginning of this fiscal year (b)	Bonds during this fiscal year		Outstanding at the end of this fiscal year (e)
		Issued (c)	Retired (d)	
Industrial revenue	19T	24T	34T	44T
All other debt	19U	29U	39U	49U
Interest on water debt	19I			0

C. SALARIES AND WAGES

Report here the total salaries and wages paid to all employees of your city before deductions for social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of city employees charged to construction projects. These amounts may be taken from the W3 form filed by your government for the year ended December 31.

Total wages paid	143,504.05
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D. CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR

Report separately for each of the two types of funds listed below, the amount of cash on hand and on deposit and investments in Federal Government, Federal agency, State and local government, and non-governmental securities. Report all investments at market value. Exclude accounts receivable, value of real property, and all non-security assets.

Type of fund (a)	Amount at end of fiscal year Omnit cents (b)
Bond funds - Unexpended proceeds from sale of bond issues held pending disbursement	W31
All other funds except employee retirement funds and nonexpendable trust funds.	W61

Remarks

Part XI CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete. Signatures of a majority of the governing body:

Date Signed

William A. Hasbrouck
Ed. J. [Signature]
[Signature]

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete. (If prepared by a person other than the city/town officials, this declaration is based on all information of which the preparer has knowledge.)

Preparer (Please print or type)

Signature

Regular Office Hours

Email address

GENERAL INSTRUCTIONS

When completed, one signed copy should be sent to the Department of Revenue Administration and one copy should be placed in your municipal records.

Please be sure you have completed Part X, items A-D.

WHEN TO FILE: (RSA. 21-J:34, V)

For cities/towns reporting on a calendar year basis, this report must be filed on or before April 1.

For cities/towns reporting on an optional fiscal year basis (year ending June 30), this report must be filed on or before September 1.

WHERE TO FILE

Department of Revenue Administration
State of New Hampshire
Municipal Services Division
PO Box 487
Concord, NH 03302-0487