

[town]  
[town address]

April 2, 2014

[taxpayer]  
[property address]

Re: Veteran's Credit

Dear Taxpayer:

As a result of the State of New Hampshire Assessment Review program that began in 2003, the Selectmen's Office needs to verify once in every review cycle (5 years) that a recipient of an exemption or credit still qualifies to receive it. The town's second cycle year for assessment review is 200[?].

New Hampshire State Statute requires that our office have on file a completed application form for each property owner receiving a Veteran's Tax Credit. You are currently receiving a tax credit of \$[000] from your property taxes. We found no record of a permanent application form in the folder for your property. If you are the Veteran that originally applied for the tax credit (or the widow(er) of the Veteran), please fill out the enclosed application form and provide a copy of your DD-214 (or other government discharge papers) for our review.

**Please respond to this inquiry promptly.** Our office will be removing the \$[000] credit from your property record prior to the printing of the final tax bill for the 200[?] property tax year if we do not receive the proper documentation supporting your entitlement to this credit. Thank you for your cooperation in this matter.

Sincerely,

Administrative Assistant

*cc: File*