



Town of Franklin

Assessor's Office

7 Meeting House Road

Franklin CT 06254

Phone: 860-642-6055 Fax: 860-642-6606

Office Hours Tuesday 12 to 8 and Thursday 9 to 3

assessor@franklinct.com

Please note that a Plate Return Receipt from the CT DMV alone does not prove disposition of a vehicle. Below is a listing of the acceptable types of proof required in addition to a copy of your plate return receipt.

SOLD, TRADED-IN OR DONATED

1. A copy of the bill of sale with year, make, model, VIN number, and buyer's information including signatures of both seller and buyer.
2. A copy of the new owner's registration or title.
3. A copy of your title showing transfer of vehicle.
4. A copy of the dealer's bill of sale showing trade-in and new plates issued. (See Transfer of Plates below).
5. A letter from your insurance agent/company including date of cancellation, the vehicle information, and the reason for cancellation.
6. A letter from the charitable organization on their letterhead, stating the vehicle information and date of donation.

TOTALED OR JUNKED

1. A letter from your insurance agent/company stating that the vehicle was totaled, the date of the accident, and the vehicle information.
2. Dated receipt from junkyard dealer where vehicle was disposed, including the vehicle information.

STOLEN

A letter from the insurance company stating the vehicle was stolen and not recovered, including date of theft and vehicle information.

REPOSSESSION

1. A letter from the finance company stating the vehicle was taken and not redeemed by you, or
2. A copy of the bill of sale or auction papers that state the date of sale and vehicle information.

REGISTERED OUT OF STATE

A copy of the out of state registration or title showing issue date and vehicle information.

TAXED IN WRONG TOWN

If you lived in a different Connecticut town on October 1, provide proof of residency, such as the property record card for your home, or lease for rental property. You will also need to correct your address and tax town with the Dept. of Motor Vehicles; forms are available in our office or at www.ct/dmv.

TRANSFER OF PLATES TO NEW VEHICLE

If you transferred your plates to a new vehicle, you are not entitled to an adjustment at this time. The adjustment follows the plate, and you will receive the credit towards your new vehicle on the supplemental grand list due in January. It is not required to provide proof of the sale or trade-in of the vehicle; the DMV notifies us of the plate transfer to a different vehicle via a supplemental bill credit. The original bill you receive in July for the old car should be paid in full.

Please email, fax or drop off any documentation for a tax bill correction on or before July 27, 2023 to be sure the bill can be corrected in a timely manner and to avoid any accrual of interest.

If you need further assistance, please call the Assessor's Office and leave a message.