



# Town of Sterling

Town Hall  
1183 Plainfield Pike  
P.O. Box 157

Oneco, Connecticut 06373-0157

Assessor: 860-564-3030  
Building Official: 860-564-2275  
Economic Development: 860-564-4752  
Library: 860-564-2692  
Recreation: 860-564-2136  
Registrar of Voters: 860-564-2654

Revenue Collector: 860-564-7563  
Selectmen: 860-564-2904  
Town Clerk: 860-564-2657  
Treasurer: 860-564-8488  
Wetlands Agent: 860-564-2275  
Zoning Official: 860-564-2275

## **Grand List 2019 Tax Bills due 7/1/2020**

The due date for these bills is July 1, 2020. Please note: Due to COVID-19 and the State of CT Executive Orders 7S & W, the Town of Sterling has chosen to EXTEND THE GRACE PERIOD the bills can be paid without penalty, until October 1, 2020. EXCLUDING REAL ESTATE ESCROW accounts or if you are a LANDLORD. This means that no 2019 Grand List bill will be charged interest until October 2<sup>nd</sup>, unless the bill is paid for by your mortgage company/bank.

DMV: bills will not have a hold for current bills until October 2, 2020.

### **INTEREST:**

Interest will still be charged after October 1 at a rate mandated by the state of 1.5% per month, or 18% per year. This means, on October 2, if you have not paid your 2019 Grand List Bill, you will be charged 6 % interest (4 months due). Interest cannot be waived.

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# TOWN OF STERLING

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## LANDLORD'S DEFERRAL APPLICATION

May 20, 2020

Dear Taxpayer,

Your property was identified as being a property with potential Landlord ownership.

The Town of Sterling has adopted the Deferment Tax Program allowed by the State of Connecticut's Executive Order 7S. The State REQUIRES that we must get a signed application from all Landlords if they wish to take advantage of this program.

The Deferment program simply extends the grace period of the July 1 tax bill from August 1 to October 1. If you wish to take part in this program, you must fill out the attached application and return it to me immediately. If you are a RESIDENTIAL LANDLORD, you merely have to say you have extended the monthly rent by 60 days to tenants per Executive Order 7X. I do need something in writing from you to qualify for the Deferment. If you are a COMMERCIAL LANDLORD, the state requires you submit documentation to our Office. By law, you have until July 1<sup>st</sup> to return the completed application.

If you plan to pay your July tax bill by August 1<sup>st</sup>, could you kindly let me know via email. If you want to take advantage of the Deferment Tax Program, please complete the enclosed application and either email it to me at [agagner@sterlingct.us](mailto:agagner@sterlingct.us), drop it in our Drop Box in the front of Town Hall, or mail it to PO Box 1 Oneco, CT 06373. All applications must be signed to be valid.

If you are not a Landlord, please note it on the application, sign and return it to me.

Please feel free to contact me with any questions. Thank you in advance for your co-operation.

Respectfully,

Anna Gagner, CCMC  
Revenue Collector Town of Sterling  
860-564-7563

PLEASE PRINT LEGIBLY

MUNICIPALITY/QUASI-MUNICIPALITY NAME: Sterling

APPLICATION FOR MUNICIPAL/QUASI-MUNICIPAL TAX RELIEF DEFERRAL PROGRAM  
UNDER EXECUTIVE ORDER 7S AND EXECUTIVE ORDER 7W

For deferral of real estate, motor vehicle, and personal property taxes and/or municipal electric, water and sewer,  
or C-PACE Benefit Assessment charges due between and including April 1, 2020 and July 1, 2020.

1. PROPERTY OWNER NAME LAST			FIRST	MIDDLE INITIAL	DATE OF BIRTH
2. IF YOU ARE NOT THE OWNER, YOUR AUTHORITY TO MAKE THIS APPLICATION ON THE OWNER'S BEHALF (E.G., BUSINESS'S MANAGER, INDIVIDUAL POWER-OF-ATTORNEY, ETC.)					
3. MAILING ADDRESS NUMBER AND STREET		MUNICIPALITY		STATE	ZIP CODE
4. DAYTIME TELEPHONE WITH AREA CODE			EMAIL ADDRESS		
5. PROPERTY FOR WHICH DEFERRAL IS REQUESTED					
ADDRESS(ES) OF REAL ESTATE: _____					
YEAR, MAKE, MODEL OF VEHICLE(S): _____					
TYPE(S) OF PERSONAL PROPERTY: _____					

DEFERRAL PROGRAM  I request that the applicable real estate, motor vehicle, and personal property taxes and any municipal electric, water or sewer charges or assessments on the property identified above, which would otherwise be due between and including April 1, 2020 and July 1, 2020, be deferred until three (3) months after the original due date of each without interest or penalty. Deferral, for purposes of this program, means that the tax or charge can be paid up to three (3) months after its due date without interest or penalty.

CHECK PROPER ELIGIBILITY:

- Resident:** My household has suffered a reduction in income of at least 20% due to COVID-19.
- Since April 1, 2020, I either (1) have been furloughed without pay; (2) had my hours significantly reduced; or (3) am unemployed. This has resulted in at least a 20% reduction in my household income.
  - Proof of Residency is attached (i.e. a copy of driver's license, utility bill, or other proof of residency)
- Business / Non-Profit:** Revenue is expected to decrease at least 30% in the April to June 2020 period versus the April to June 2019 period at this property.
- Proof of Ownership is attached (i.e. copy of my business license, utility bill, Secretary of State listing, or other proof of ownership)

LANDLORDS - Fill Out this Section only if you are the landlord of the real estate listed above.

- Deferral Program.** If the municipality has adopted the Deferral Program, I request that the applicable real estate taxes and any municipal electric, water or sewer charges or assessments on the property identified above, which would otherwise be due between and including April 1, 2020 and July 1, 2020, be deferred until three (3) months after the original due date of each without interest or penalty.
- I have attached documentation proving that the property has or will suffer a significant revenue decline, OR
  - I have attached documentation proving that commensurate forbearance was offered to the tenants or lessees.
- "Commensurate forbearance, for purposes of this program, means either a) a deferral of 25% of rent (approximating the property tax portion of rent) for the three (3) months after its due date; b) a deferral of one month's rent to be paid over the three (3) month period, or c) forbearance substantially similar to (a) or (b) as determined by the tax collector. Documentation includes, but is not limited to, proof that some tenants or lessees have received forbearance or that the landlord has actively communicated with tenants or lessees to offer forbearance.

**CERTIFICATION:**

- (A) I am aware of the amount and/or basis of the taxes, charges, and assessments that I am requesting to be deferred and I hereby irrevocably waive all rights to appeal or dispute them on any basis. I understand that the municipality's lien, priority, and enforcement rights will remain unaffected during and after this period.
- (B) I understand that this request, if approved, will not defer any taxes, charges, fees, or assessments I may owe the municipality which came due before April 1, 2020 or after July 1, 2020 or the interest and penalties applicable to them, or any other debt I may owe the municipality at any time.
- (C) I authorize the municipality and its agents to verify the statements above, and any certification information I have provided, from its records and other third parties. I consent to those third parties releasing relevant information to the municipality and its agents for this purpose upon the municipality's request and that a copy of this application shall be adequate evidence of my consent. I hold the municipality harmless in their collection of this data.
- (D) I understand that I must pay all taxes, charges, and assessments deferred in full (i) within three (3) months after the original due date or (ii) immediately, if the municipality determines that I am not eligible for deferment. I understand that if I fail to make payments as noted in this section, all interest, fees, and penalties will be applied to all unpaid portions retroactive to the original due date.

<b>APPLICANT'S ATTESTATION</b>	<b>Under penalties of perjury, I hereby swear or affirm that that I have read and understood all of the statements above, that they are true and accurate, and that I have attached any and all additional information necessary to process my application herein. I attest that this application, and all attachments, are genuine and unaltered.</b>
<b>SIGNATURE OF APPLICANT</b> X	<b>Date signed (Mo., Day, Yr.)</b> ____/____/____

**STOP! DO NOT WRITE BELOW THIS LINE  
FOR TAX COLLECTOR'S USE ONLY**

<b>DEFERRAL FOR:</b> <input type="checkbox"/> Real Estate Tax <input type="checkbox"/> Motor Vehicle Tax <input type="checkbox"/> Supp. Motor Vehicle Tax <input type="checkbox"/> Personal Property Tax <input type="checkbox"/> Water Charges <input type="checkbox"/> Sewer Usage Charges <input type="checkbox"/> Sewer Assessment Charges <input type="checkbox"/> Electric Charge <input type="checkbox"/> C-PACE	
<b>TAX COLLECTOR'S DETERMINATION</b>	<input type="checkbox"/> I am satisfied that the applicant meets all the necessary statutory requirements <input type="checkbox"/> This claim is denied for the following reason(s):
<b>SIGNATURE OF TAX COLLECTOR OR MEMBER OF TAX COLLECTOR'S STAFF</b> X	<b>Date signed (Mo., Day, Yr.)</b> ____/____/____