

April

Sun

Mon

Tue

Wed

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Sat

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Tax Year Begins

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Send notice of
impending lien
2018 levy (RSA
80:60)
TENTATIVE –
Spring Workshop
Concord

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Deed 2016 levy to
town (RSA 80:76)

Run tax lien
redemption report
for Registry

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TENTATIVE –
Spring Workshop
Hampton

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Prep for July Tax
billing

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TENTATIVE –
Spring Workshop
Littleton

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BOS refund
partial payment
on tax deeded
property (RSA
80:71)

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Do internal MS-61

Run tax lien
redemption report
for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35 ...A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

2019

May

Sun

Mon

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Wed

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Sat

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First day to apply
for Low &
Moderate Tax
Relief (state
program)

Execute Tax Lien
2018 Levy

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Affidavit of lien to
Municipality
(RSA 80:61)
Order Mortgage
Search (apply
costs)

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Warrant for Semi-
Annual or
Quarterly Tax
bills due (RSA
76:15-a)

Run tax lien
redemption report
for Registry

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Memorial Day

Run tax lien
redemption report
for Registry
Do internal MS-61

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

2019

June

Sun

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Last day to deliver
lien report to
Registry of Deeds

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Deadline to mail
semi-annual or
quarterly tax bills
(RSA 76:15a)

Run tax lien
redemption report
for Registry

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Deadline to mail
notice to
mortgagees re: tax
lien (RSA 80:65)

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Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35 ...A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

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End of Optional Fiscal
Year. Final deposits (or
by July 1)
Do internal MS-61.
Low/Moderate tax
Relief end (state
program).
Run tax lien redemption
report for Registry.

2019

July

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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Tax bills due
(RSA 76:15-I)(or
30 days after
mailing) See also
RSA 80:55 III

Interest begins on
1st billing (RSA
76:13) Start MS-
61 (optional FY)

July 4th Holiday

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Last day for FY
deposits

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Run tax lien
redemption report
for Registry

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Run tax lien
redemption report
for Registry

Do internal MS-61

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35 ...A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

2019

August

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Mon

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Thu

Fri

Sat

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Run tax lien
redemption report
for Registry

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Last possible day
for notice of lien
for 2018 taxes
(RSA 80:60)

Do internal MS-61

Run tax lien
redemption report
for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35 ...A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

NHTCA & NHCTCA Joint certification week typically held in August. Dates TBD

2019

September

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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MS-61 due to
DRA (FY towns
ending June 30th)

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Run tax lien
redemption report
for Registry

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Last possible lien
execution day for
2018 levy (RSA
80:19)

Do internal MS-61

Run tax lien
redemption report
for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

NH Town Clerks Conference – dates TDB

2019

October

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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Start Mortgagee search for liened properties if 9/30 lien date

Affidavit of lien to Municipality if 9/30 lien date (RSA 80:61)

2nd bill quarterly taxes due

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Columbus Day

Run tax lien redemption report for Registry

Tax Collectors Annual Education Conference

Begin preparations for December billing

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Last day to deliver lien report to Registry fo deeds if Sept lien date

Halloween

Do internal MS-61 Run tax lien redemption report for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35A tax collector shall remit all money collected to the town treasurer, or to the town treasurer’s designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

2019

November

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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Veteran's Day

Deadline to mail notice to mortgagees for 2018 levy if liened on 9/30 (RSA 80:65)

Run tax lien redemption report for Registry

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Thanksgiving

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Do internal MS-61

Run tax lien redemption report for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35 ...A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

Make note of mailing date of final tax bill for BTLA

2019

December

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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2019 Tax Bills due
(or 30 days from
mailing) Also see
RSA 80:55, III

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Run tax lien
redemption report
for Registry

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Christmas

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Do internal Ms-61

End of FY. Final
deposits or by Jan.
10.

Run tax lien
redemption report
for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35 ...A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

2019

January

Sun

Mon

Tue

Wed

Thu

Fri

Sat

1

New Year's day

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3rd bill quarterly taxes due

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Start notices of arrearage (delinquent notices RSA 76-11:b)

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Last day of 2019 deposits (if calendar year)

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Civil Rights Day

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Run tax lien redemption report for Registry

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Do internal MS-61

Run tax lien redemption report for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

2020

February

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Notice of
arrearage within
90 days of 2019
due date (RSA
76:11-b)

Prepare for 2017
deeding
(mortgagee
search)

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Run tax lien
redemption report
for Registry

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President's Day

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Do internal MS-61

Did notice of
arrearage go out?

Run tax lien
redemption report
for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

2020

March

Sun

Mon

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Wed

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Fri

Sat

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MS-61 due to
DRA (calendar
FY)

Send BOS list of
impending deeds
for 2017 levy

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Send notice of
impending deed to
mortgagees 2017
levy (RSA 80:77-
a) and to current
owner (RSA
80:77)

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Run tax lien
redemption report
for Registry

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Do internal MS-61

Last day to mail
prior year's bills
(RSA 80:14)

4th bill quarterly
taxes due

Run tax lien
redemption report
for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35 ...A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more....

2020

April

Sun

Mon

Tue

Wed

Thu

Fri

Sat

1

Tax Year Begins

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Send notice of
impending lien
2019 levy
(RSA80:60)

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Run tax lien
redemption report
for Registry

16

Deed 2017 levy to
town (RSA 80:76)

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Prep for July Tax
Billing

21

22

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BOS refund
partial payment
on tax dedeed
property (RSA
80:71)

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Do internal MS-61

Run tax lien
redemption report
for Registry

Deposit weekly – or daily – if receipts exceed \$1,500.00. RSA 41:35 ...A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$1,500 or more.....

2020