



FINANCIAL REPORT OF THE TOWN, CITY, OR VILLAGE DISTRICT BUDGET

Form Due Dates: **April 1, 2016**, if operating on a Calendar Year, reporting from 1/1/15 to 12/31/15,
OR
September 1, 2016, if operating on a Fiscal Year, reporting from 7/1/15 to 6/30/16

Instructions

Cover Page

- Select the entity type that you are filing for (Municipality or Village District)
- Select the entity name from the pull down menu
- Enter the preparer's information

Account Codes

- In the *Expenditures* section, enter the *Other Authorizations*, and *Actual Expenditures* for each applicable account code
- Every instance of an *Other Authorization* requires an explanation on the page preceding the *Revenues* section
- In the *Revenues* section, enter the *Actual Revenues* for each applicable account code

Balance Sheet

- Enter the *End of Year* balance for each applicable account code

Reconciliation Sheets

- Use at will to aid in reconciling discrepancies on the balance sheet

Amortization of Long Term Debt

- Enter all information regarding long term debt

For Assistance Please Contact:

DRA Municipal and Property Division
Phone: (603) 230-5090
Fax: (603) 230-5947
<http://www.revenue.nh.gov/mun-prop/>

ENTITY'S INFORMATION ?

Entity Type: Municipality Village

Municipality:

County:

PREPARER'S INFORMATION ?

First Name

Last Name

Preparer's Entity

Street No.

Street Name

Phone Number

Email (optional)



EXPENDITURES

GENERAL GOVERNMENT ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4130 - 4139	Executive ?	\$271,639		\$278,117
4140 - 4149	Election, Reg. & Vital Statistics ?	\$228,435		\$228,651
4150 - 4151	Financial Administration ?	\$978,633		\$989,604
4152	Property Assessment ?	\$146,000		\$11,015
4153	Legal Expense ?	\$207,874		\$176,353
4155 - 4159	Personnel Administration ?	\$2,934,795		\$2,745,370
4191 - 4193	Planning & Zoning ?	\$142,789		\$135,894
4194	General Government Buildings ?	\$100,055		\$91,553
4195	Cemeteries ?	\$212,460		\$158,912
4196	Insurance ?	\$3,509,269		\$3,255,139
4197	Advertising & Regional Association ?			
4199	Other General Government Expense ?	\$74,250		\$78,631
General Government Subtotal		\$8,806,199		\$8,149,239

PUBLIC SAFETY ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4210 - 4214	Police ?	\$4,154,746		\$3,941,394
4215 - 4219	Ambulance ?			
4220 - 4229	Fire ?	\$3,385,000		\$3,291,583
4240 - 4249	Building Inspection ?	\$216,348		\$193,652
4290 - 4298	Emergency Management ?	\$1,000		\$150
4299	Other (Including Communications) ?	\$486,904		\$470,761
Public Safety Subtotal		\$8,243,998		\$7,897,540



AIRPORT/AVIATION CENTER ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4301 - 4309	Airport Operations ?			
Airport/Aviation Subtotal				

HIGHWAYS AND STREETS ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4311	Administration ?	\$1,408,703		\$1,371,332
4312	Highway & Streets ?	\$1,004,219		\$1,257,431
4313	Bridges ?			
4316	Street Lighting ?	\$204,000		\$231,230
4319	Other ?			
Highways and Streets Subtotal		\$2,616,922		\$2,859,993

SANITATION ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4321	Administration ?	\$1,402,342		\$1,401,685
4323	Solid Waste Collection ?	\$575,442		\$463,302
4324	Solid Waste Disposal ?	\$1,027,260		\$966,498
4325	Solid Waste Facility Clean-up ?			
4326 - 4329	Sewage Collection, Disposal, and Other ?	\$204,000		\$72,984
Sanitation Subtotal		\$3,209,044		\$2,904,469

WATER DISTRIBUTION AND TREATMENT ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4331	Administration ?			
4332	Water Services ?			



4335	Water Treatment ?			
4338-4339	Water Conservation & Other ?			
Water Distribution and Treatment Subtotal				

ELECTRIC ?				
Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4351 - 4352	Administration & Generation ?			
4353	Purchase Costs ?			
4354	Electric Equipment Maintenance ?			
4359	Other Electric Costs ?			
Electric Subtotal				

HEALTH ?				
Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4411	Administration ?			
4414	Pest Control ?	\$201,772		\$189,544
4415 - 4419	Health Agencies & Hospital & Other ?	\$173,131		\$173,131
Health Subtotal		\$374,903		\$362,675

WELFARE ?				
Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4441 - 4442	Administration & Direct Assistance ?	\$53,721		\$38,948
4444	Intergovernmental Welfare Payments ?			
4445 - 4449	Vendor Payments & Other ?			
Welfare Subtotal		\$53,721		\$38,948



CULTURE AND RECREATION ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4520 - 4529	Parks & Recreation ?	\$401,010		\$316,350
4550 - 4559	Library ?	\$974,945	(\$231,366)	\$734,648
		Explanation for Authorizations: <input type="text"/>		
4583	Patriotic Purposes ?	\$1,800		\$2,338
4589	Other Culture & Recreation ?	\$3,500		\$3,500
Culture and Recreation Subtotal		\$1,381,255	(\$231,366)	\$1,056,836

CONSERVATION AND DEVELOPMENT ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4611 - 4612	Admin. & Purchase of Natural Resources ?	\$32,620	\$90,000	\$32,520
		Explanation for Authorizations: <input type="text" value="Transfers/Reclassifications"/>		
4619	Other Conservation ?	\$90,000	(\$90,000)	
		Explanation for Authorizations: <input type="text" value="Transfers/Reclassifications"/>		
4631 - 4632	Redevelopment and Housing ?			
4651 - 4659	Economic Development ?			
Conservation & Development Subtotal		\$122,620		\$32,520

DEBT SERVICE ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4711	Principal - Long Term Bonds & Notes ?	\$2,452,275		\$2,352,854
4721	Interest - Long Term Bonds & Notes ?	\$827,598		\$644,425
4723	Interest on Tax Anticipation Notes ?	\$10,000		
4790 - 4799	Other Debt Service ?			
Debt Service Subtotal		\$3,289,873		\$2,997,279



CAPITAL OUTLAY ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4901	Land ?			
4902	Machinery, Vehicles, & Equipment ?	\$615,000		\$593,565
4903	Buildings ?			
4909	Improvements Other Than Buildings ?	\$1,099,156		\$392,461
Capital Outlay Subtotal		\$1,714,156		\$986,026

OPERATING TRANSFERS OUT ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4912	To Special Revenue Fund ?	\$10,000	\$231,366	\$241,983
		Explanation for Authorizations: Transfers/Reclassifications		
4913	To Capital Projects Fund ?	\$300,000	(\$300,000)	
		Explanation for Authorizations: Transfers/Reclassifications		
4914	To Enterprise Fund ?			
	Sewer			
	Water			
	Electric			
	Airport			
	Other			
4915	To Capital Reserve Fund ?		\$300,000	\$300,000
		Explanation for Authorizations: Transfers/Reclassifications		
4916	To Expendable Trust Fund - Not #4917 ?	\$10,650		\$10,650
4917	Health Maintenance Trust Funds ?			
4918	To Nonexpendable Trust Funds ?			
4919	To Fiduciary Funds ?			
Operating Transfers Out Subtotal		\$320,650	\$231,366	\$552,633



PAYMENTS TO OTHER GOVERNMENTS				
Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4931	Taxes Assessed for County	\$3,138,007		\$3,138,007
4932	Taxes Assessed For Village District	\$426,740		\$426,740
4933	Taxes Assessed for Local Education	\$21,317,805		\$21,317,805
4934	Taxes Assessed for State Education	\$6,769,141		\$6,769,141
4939	Payments to Other Governments			
Payments to Other Governments Subtotal		\$31,651,693		\$31,651,693
Less Proprietary Funds, Special Revenue Funds, or Capital Projects Funds		\$90,000		
TOTAL GENERAL FUND EXPENDITURES		Voted Appropriations	Other Authorizations	Actual Expenditures
TOTAL GENERAL FUND EXPENDITURES		\$61,695,034		\$59,489,851



REVENUES

TAXES

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3110	Property Taxes	\$53,522,621		\$52,846,795
3120	Land Use Change Taxes - General Fund			
3121	Land Use Change Taxes - Conservation Fund			
3180	Resident Taxes			
3185	Yield Taxes	\$3,287		\$3,287
3186	Payment in Lieu of Taxes	\$240,654		\$241,303
3187	Excavation Tax (\$0.02 cents per cubic yard)			
3189	Other Taxes			
3190	Interest & Penalties on Delinquent Taxes	\$375,000		\$354,153
	Inventory Penalties			
Taxes Subtotal		\$54,141,562		\$53,445,538

LICENSES, PERMITS, AND FEES

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3210	Business Licenses & Permits	\$11,165		\$23,072
3220	Motor Vehicle Permit Fees	\$2,976,000		\$3,231,666
3230	Building Permits	\$200,000		\$320,019
3290	Other Licenses, Permits, & Fees	\$29,900		\$34,630
Licenses, Permits, and Fees Subtotal		\$3,217,065		\$3,609,387



FROM FEDERAL GOVERNMENT ?

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3311 - 3319	From Federal Government ?		\$149,516	\$190,801
Explanation of Unanticipated Revenues:			Transfers/Reclassifications	
From Federal Government Subtotal			\$149,516	\$190,801

FROM STATE ?

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3351	Shared Revenues ?			
3352	Meals & Rooms Tax Distribution ?	\$721,863		\$721,863
3353	Highway Block Grant ?	\$286,943		\$289,414
3354	Water Pollution Grant ?	\$170,640		\$220,853
3355	Housing & Community Development ?			
3356	State & Federal Forest Land Reimbursement ?			
3357	Flood Control Reimbursement ?			
3359	Other (Including Railroad Tax) ?	\$63,165	\$16,510	\$119,867
Explanation of Unanticipated Revenues:			Transfers/Reclassifications	
3379	From Other Governments ?	\$166,026	(\$166,026)	
Explanation of Unanticipated Revenues:			Transfers/Reclassifications	
From State Subtotal		\$1,408,637	(\$149,516)	\$1,351,997

CHARGES FOR SERVICES ?

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3401 - 3406	Income from Departments ?	\$629,451		\$1,285,920
3409	Other Charges ?	\$443,260		
Charges for Services Subtotal		\$1,072,711		\$1,285,920



MISCELLANEOUS REVENUES ?

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3501	Sale of Municipal Property ?			\$273
3502	Interest on Investments ?	\$6,079		\$8,980
3503 - 3509	Other ?	\$663,154		\$701,841
Miscellaneous Revenues Subtotal		\$669,233		\$711,094

INTERFUND OPERATING TRANSFERS IN ?

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3912	From Special Revenue Funds ?	\$238,326		\$97,337
3913	From Capital Projects Funds ?			
3914	From Enterprise Funds ?			
	Sewer - (Offset)			
	Water - (Offset)			
	Electric - (Offset)			
	Airport - (Offset)			
	Other - (Offset)			
3915	From Capital Reserve Funds ?			\$40,036
3916	From Trust & Fiduciary Funds ?	\$637,500		\$703,648
3917	Transfers from Conservation Fund ?			
Interfund Operating Transfers Subtotal		\$875,826		\$841,021

OTHER FINANCING SOURCES ?

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3934	Proceeds from Long Term Bonds & Notes ?			

NOTE: NH law requires all municipalities to gross appropriate. Full disclosure of those appropriations and offsetting revenues are required on this report. Those revenues accounted for in proprietary or other funds are subtracted from this report for the purposes of general fund balance sheet disclosure. See the municipality's audited financials for more information on proprietary funds, special revenue funds, or capital project funds. Also, see the supplemental schedule.

Other Financing Sources Subtotal				
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Less Propriety Funds, Spec. Rev. Funds, or Capital Project Funds

\$90,000		\$678
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	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
TOTAL GENERAL FUND REVENUE	\$61,295,034		\$61,435,080



Taxes/Liens Receivable Worksheet

Line Item	Year of this Report	For Prior Levy	TOTAL
Uncollected at End of Year	\$2,165,939	\$724,021	\$2,889,960
"Overlay" carried forward as "Allowance for Abatements"		\$50,000	\$50,000
Receivable at End of year (to Balance Sheet accounts 1080, 1100)	\$2,165,939	\$674,021	\$2,839,960

Reconciliation of Regional School District Liability

Line Item	Amount
Regional School District Liability at Beginning of Year (To Balance Sheet Account 2075, Beginning of Year)	\$13,259,391
ADD: Regional School District Assessment for Current Year	\$28,086,946
Total Liability Within Current Year (Sum of Lines 1 and 2)	\$41,346,337
SUBTRACT: Payments made to Regional School District	\$27,752,416
Due to School District End of Year (To Balance Sheet Account 2075, End of Year)	\$13,593,921

Reconciliation of Tax Anticipation Notes

Line Item	Amount
Short-Term (TANS) Debt at Beginning of Year (To Balance Sheet Account 2230, Beginning of Year)	
New Issues During Current Year	
Issues Retired During Current Year	
Short-Term (TANS) Debt Outstanding at End of Year (To Balance Sheet Account 2230, End of Year)	



BALANCE SHEET			
Account	Current Assets ?	Beginning of Year	End of Year
1010	Cash and Equivalents ?	\$17,683,848	\$19,966,276
1030	Investments ?		
1080	Tax Receivable ?	\$2,265,444	\$2,165,939
1110	Tax Liens Receivable ?	\$779,700	\$674,021
1150	Accounts Receivable ?	\$7,225	\$5,853
1260	Due from Other Governments ?	\$34,791	\$193,926
1310	Due from Other Funds ?	\$436,184	\$285,349
1400	Other Current Assets ?	\$103,673	\$7,518
1670	Tax Deeded Property (Subject to Resale) ?	\$32,914	\$34,424
TOTAL ASSETS		\$21,343,779	\$23,333,306
Account	Current Liabilities ?	Beginning of Year	End of Year
2020	Warrants and Accounts Payable ?	\$637,577	\$234,805
2030	Compensated Absences Payable ?	\$81,010	\$121,644
2050	Contracts Payable ?		
2070	Due to Other Governments ?	\$765	
2075	Due to School Districts ?	\$13,259,391	\$13,593,921
2080	Due to Other Funds ?	\$12,402	\$31,026
2220	Deferred Revenue ?		
2230	Notes Payable - Current ?		
2270	Other Payable ?	\$232,669	\$286,716
TOTAL LIABILITIES		\$14,223,814	\$14,268,112



Account	Fund Equity ?	Beginning of Year	End of Year
2440	Non-spendable Fund Balance ?	\$136,587	\$41,942
2450	Restricted Fund Balance ?		
2460	Committed Fund Balance ?	\$753,678	\$1,258,558
2490	Assigned Fund Balance ?	\$772,195	\$773,174
2530	Unassigned Fund Balance ?	\$5,457,505	\$6,991,520
TOTAL FUND EQUITY		\$7,119,965	\$9,065,194
TOTAL LIABILITIES and FUND EQUITY		\$21,343,779	\$23,333,306

NOTE: NH law requires all municipalities to gross appropriate, but this balance sheet only reflects the general fund. See the municipality's audited financials for more information on proprietary funds, special revenue funds, or capital project funds.

General Fund Balance Sheet Reconciliation	
Line Item	Amount
Total Revenues	\$61,435,080
Total Expenditures	\$59,489,851
Change (Increase or Decrease)	\$1,945,229
Ending Fund Equity from Balance Sheet	\$9,065,194
Less Beginning Fund Equity from Balance Sheet	\$7,119,965
Change (Increase or Decrease)	\$1,945,229



AMORTIZATION OF LONG-TERM DEBT (Including Proprietary and Capital Project Funds)

Description	Original Obligation	Purpose	Annual Installment	Interest Rate (%) or Range (% - %)	Year of Final Payment (YYYY)	Bonds o/s at Beginning of Year	Bonds Issued this Year	Bonds Retired this Year	Bonds o/s at End of Year
WWTP Upgrade	\$4,750,000	S		3.69	2024	\$2,375,000		\$237,500	\$2,137,500
Wastewater Tre ⁺	\$1,398,340	S		5.1	2019	\$343,290		\$68,658	\$274,632
Hurd Farm Easem ⁺	\$2,005,000	G		3.87	2025	\$99,148		\$99,148	-
Beach Infrastruc ⁺	\$725,000	G		4.07	2025	\$35,852		\$35,852	-
SRF	\$4,305,000	G		3.62	2019	\$755,000		\$385,000	\$370,000
Beach Infrastruc ⁺	\$4,582,257	G		3.49	2026	\$2,749,356		\$229,113	\$2,520,243
Kings Highway	\$1,731,411	G		3.35	2026	\$1,038,846		\$86,571	\$952,275
WWTP Upgrade	\$1,380,251	S		3.35	2028	\$897,164			\$897,164
Recycling Equip ⁺	\$1,292,300	S		3.5	2016	\$478,202		\$269,672	\$208,530
Library Unitil	\$40,048	CR		NA	2022	\$30,036		\$4,005	\$26,031
Library Unitil	\$36,581	CR		NA	2032	\$28,350		\$3,658	\$24,692
Fire Stations	\$5,116,800	PS		5.1	2032	\$4,845,000		\$270,000	\$4,575,000
Wasetwater Tre ⁺	\$1,265,160	S		2.55	2034	\$1,242,222	\$22,938	\$63,258	\$1,201,902
Church St Pump ⁺	\$3,265,456	S		3.1	2034	\$3,222,556	\$42,900	\$162,181	\$3,103,275
Varous refundin ⁺	\$5,484,000	G		2.15	2024	\$5,423,000		\$440,000	\$4,983,000
Total	\$37,377,604					\$23,563,022	\$65,838	\$2,354,616	\$21,274,244
									Add Line



INSTRUCTIONS For the MS-535 Financial Report of the Town, City, or Village District Budget

The MS-535 is to be used by every NH town, city, or village district to report the year end financial status of the budget. The report is to be completed at the end of the reporting year and submitted to the NH Department of Revenue Administration (DRA) pursuant to RSA 21-J:34, V.

Cover Sheet

Prior to entering reporting data, please fill out all fields on the cover page.

NOTE: NH law requires all municipalities to gross appropriate. Full disclosure of those appropriations and offsetting revenues are required on this report. Those amounts accounted for in proprietary or other funds are later removed from this report for purposes of general fund balance sheet disclosure. See the municipality's audited financials for more informations on proprietary funds, special revenue funds, or capital project funds.

Budget Expenditures

- Voted Appropriations** Enter gross appropriations as voted at the prior year's annual and any special meetings and as approved by DRA on the MS-2. For accounts 4931, 4932, 4933, and 4934 the voted appropriations should match the amounts shown on the tax rate calculation paperwork. In the future, DRA will pre-populate this column.
- Other Authorizations** Enter expenditure authorizations in addition to amounts in column 3 and detail in the box at the bottom of the page. Examples: Emergency expenditures under RSA 32:11; grant expenditures under RSA 31:95-b; additional expenditures from capital reserve or trust funds by agents.
- Actual Expenditures** Enter actual expenditures (include amounts in column 4). (Proprietary funds, special revenue, and capital project funds are to be netted out for this report, generally in acct. #4914 or #4912). Expenditures for "Payments to Other Governments" on page 4 are set in tax rates. For accounts 4931, 4932, 4933, and 4934 the actual expenditures should match the amounts shown on the tax rate calculation paperwork.

Revenues

- Estimated Revenues to Set Tax Rate** Enter estimated revenues from reporting year MS-4 used to set the tax rate.
- Actual Revenues** Enter revenues attributable to the reporting year. **Proprietary funds, special revenue, and capital project funds are to be netted out for this report at the bottom of the column.** In the first row, acct. #3110, add property tax amount from tax collector's warrant; plus any excess overlay. Enter general fund revenue in the last row.

General Fund Balance Sheet

- Beginning of Year Column** Enter Beginning of the Year amounts using prior year's End of Year amounts or as adjusted by your auditors.
 - End of Year Column** Enter the End of Year amounts from your records or as adjusted by your auditors.
See *Reconciliation Worksheets* to help calculate amounts.
- To be GASB 54 compliant, the fund balance classifications have changed. See the next sheet for further explanation.

Reconciliation Worksheet

- General Fund Section** This section illustrates how revenues and expenditures flow through to Fund Balance
- School District Section** Enter amounts to determine end of year school district liability, or call your SAU for year end amounts.
- Tax Anticipation Notes Section** Enter amounts to determine end of year TAN liability amount.

Fund Balance Explanation: Changes from Previous Year's as Necessitated by GASB 54

As Previously Classified in Prior Years



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

As Required under GASB 54

a. Nonspendable Fund Balance	2440	= Non-cash items such as inventories or prepaid items.
b. Restricted Fund Balance	2450	= Funds legally restricted, such as a grant or library funds.
c. Committed Fund Balance	2460	= Only used for a specific voted purpose, like a special WA.
d. Assigned Fund Balance	2490	= Intended for specific purpose such as an encumbrance.
e. Unassigned Fund balance	2530	= Spendable fund balance (formerly: unreserved or surplus).



HAMPTON (197)

1. CERTIFY THIS FORM

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.

Preparer's First Name Tyler	Preparer's Last Name Paine	Date Sep 12, 2016
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Preparer's Signature

Audited Unaudited Compilation Report Attached

2. SAVE AND EMAIL THIS FORM

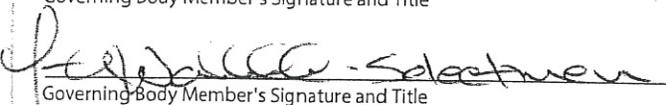
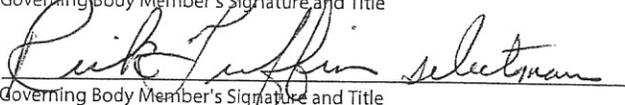
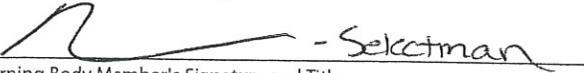
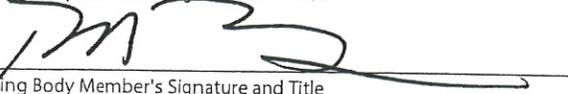
Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

3. PRINT, SIGN, AND UPLOAD THIS FORM

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Bureau Advisor.

GOVERNING BODY 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.

 Governing Body Member's Signature and Title	_____ Governing Body Member's Signature and Title
 Governing Body Member's Signature and Title	_____ Governing Body Member's Signature and Title
_____ Governing Body Member's Signature and Title	_____ Governing Body Member's Signature and Title
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