

Town of Lunenburg 9 W. Main Street, Lunenburg, VT 05906 802-892-5959

Clerk's Office Hours: Mon, Wed, Thur, 8am – 12noon; 1pm – 3pm;

Tuesday, 8am – 1pm; 5-7pm.

First Saturday of every month, 10am – 1pm

(See below for extended hours during the week of October 6th)

NOTICE TO LUNENBURG PROPERTY TAXPAYERS

Tax year: January 1, 2025, to December 31, 2025

Enclosed please find your 2025 Lunenburg property tax bill, which includes taxes for the state education levy. The following is important information with regards to paying your property taxes:

DUE DATE: The due date for Lunenburg property taxes is voted on at the Annual Town Meeting. For 2025, the due date for property taxes is Friday, October 10th. For taxpayer's convenience, the Clerk's Office will be open the following hours during the week of October 6th:

Monday, 10/6, 8am – noon, 1 – 3pm

Tuesday, 10/7, 8am – 1pm, 5-8pm

Wednesday, 10/8, 8am – noon, 1-3pm, 5-8pm.

Thursday, 10/9, 8am – noon, 1 – 3pm, 5-8pm.

Friday, 10/10, 8am – noon, 1pm – 4pm and 5pm – 9pm.

PAYMENT OPTIONS: You can pay your property taxes in the following manners:

- Check made payable to Town of Lunenburg
- Money Order made payable to Town of Lunenburg
- Online using a credit card or ACH check from your bank account (fees apply)
- **Cash is no longer accepted as form of payment. Those wishing to pay in cash should purchase a money order at a local bank or the post office.**

PAYMENT LOCATIONS:

- By Mail: Town of Lunenburg, PO Box 54, Lunenburg, VT 05906
- In Person: 9 West Main Street, Lunenburg, VT
- Via Drop Box: Located to the right of the Town Clerk's Office Door
- Online: www.lunenburg-gilmanvt.gov

IMPORTANT PAYMENT NOTICES

- **Cash is no longer accepted as a form of payment for property taxes**
- **There is no grace period for payments.** Any payment received after 9pm on Friday October 10th will be considered late and interest and penalties will begin to accrue.
- If you mail your payment, please allow 7 days to assure it reaches us by the due date. **The Town does not consider a postmark as an official notification of payment date.**
- Post-dated checks are not accepted and will be returned.

- Errors in the payment amount that result in underpayment of your property tax must be corrected prior to the due date or that underpaid portion of your payment will be considered late.
- There is a \$25 fee for checks returned due to insufficient funds. **All checks returned by your bank for any reason will cause the payment and receipt to be voided and delinquent penalties and interest will be added to your account, if this occurs after the due date.**
- If your taxes are held in escrow by a mortgage company, it is your responsibility to communicate with your mortgage company to ensure your property taxes are paid on time.
- Failure to receive a tax bill does not relieve the taxpayer of responsibility to pay the taxes by the due date nor does it relieve the addition of penalties and/or interest.

On-Line Payment Instructions

- Go to www.lunenburg-gilmanvt.gov
- Click on "Pay Your Bill"
- Click on "Pay Your Bill Online"
- Review the payment terms and click "I Agree"
- On the next screen, click the down arrow in the "Select One" box
- Select "Property Tax Payment" (or "Delinquent Property Taxes" if paying 2024 or before property taxes)
- For "Tax Year" select the year that you're paying your taxes for (e.g. 2025)
- For "Property Address", you only need to enter in the number and street name (No PO Boxes Please)
- For Parcel ID, enter the number as it appears on your tax bill (this is not a mandatory field but helps us process your payment)
- Click "Add to Cart"
- Click "Checkout Now"
- If you set up an account, enter your password and click "Confirm Password" and complete your payment
- If you didn't set up an account, click "Guest Checkout" and complete your payment

PLEASE NOTE: Online payment of 2025 property tax payments will be disabled from October 6th – October 13th due to processing time.

Is your address is different to that shown on your tax bill? Please call 802-892-5959 to update your address.

CONTACT INFO:

Gary Briggs, Town Clerk/Treasurer, 802-892-5959, townclerk@lunenburg-gilmanvt.gov

Cindy Wilmot, Delinquent Tax Collector: 802-892-5218, delinquenttax@lunenburg-gilmanvt.gov