

**CERTIFICATE OF SETTLEMENT**

36 MRSA §763

COUNTY OF \_\_\_\_\_ ss.

STATE OF MAINE

TO: \_\_\_\_\_, Tax Collector of the Municipality of  
\_\_\_\_\_ within this County:

We hereby certify that the 20\_\_ taxes committed to you consisting of:

- 1. Real and Personal Tax commitments:     \$ \_\_\_\_\_
- 2. Supplemental commitments totaling        \$ \_\_\_\_\_
- 3. Interest:                                     \$ \_\_\_\_\_
- 4. A grand total of:                            \$ \_\_\_\_\_
- 5. Cash Payments:                             \$ \_\_\_\_\_
- 6. Abatements granted:                        \$ \_\_\_\_\_
- 7. Tax lien mortgages:  
    (Recorded in the \_\_\_\_\_ county  
    registry of Deeds)                            \$ \_\_\_\_\_
- 8. Other credits:                                \$ \_\_\_\_\_
- 9. A net total of:                                \$ \_\_\_\_\_
- 10. Balance due of:                             \$ \_\_\_\_\_

Under the authority contained in MRSA, Title 36, section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of:  
\$ \_\_\_\_\_

And acknowledge receipt of the tax lists for the taxable year of 20\_\_\_\_\_.

Given under our hands this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_ Municipal Officers  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## INSTRUCTIONS FOR CERTIFICATE OF SETTLEMENT

USE A SEPARATE FORM FOR EACH COMMITMENT YEAR.

EXECUTE IN TRIPLICATE (one each for tax collector, municipal records, and the bondsman).

**Lines 1-4** Enter total commitments for the single taxable year i.e. personal, real and supplemental taxes. Interest paid on taxes after the due date is entered on line 4 and line 8. Do not use commitments of other years. Use a separate form for recommitted taxes of previous years.

**Line 5** Enter cash collections supported by treasurer's receipts.

**Line 6** Enter abatements granted to the taxpayer of the tax collector according to the assessors' records.

**Line 7** Enter only recorded tax lien mortgage sums. Do not enter unrecorded liens or tax collector's deeds. Do not credit unrecorded liens on this form. Do not include security interests on personal property filed with the Secretary of State (UCC Liens)

**Line 8** Include here such items as tax deeds, discounts for early payment, suits brought in the name of the municipality, interests, etc.

**Line 9** Total of lines 5 through 9.

**Line 10** Subtract line 9 from line 4.