**IN RESONSE TO COVID-19**

**STEPS TO REDUCE TRAFFIC AT TOWN OFFICE DURING THE HEALTH CRISIS**

**Sunapee residents we are asking you use our online services whenever possible.** To renew your vehicles’ registration (renewals only, no new registrations or transfer of plates) go to the Town’s website at <https://www.town.sunapee.nh.us>. On the left-hand side, you will see an Auto icon, click on that and follow the steps. Please remember that to register your vehicle you will need your license plate number and the last 4 digits of your VIN. For new transactions, the Governor has authorized all temporary plates issued after March 1, 2020 to be extended until April 30, 2020. This means if you bought a new vehicle and were looking to register or transfer your current license plate, you will have this extended grace period.

For dog renewals, go to the Town’s website then click “Forms and Documents” on the left-hand side, scroll down, and you will see dog license under Town Clerk/Tax Collector forms. You can print and mail the form to us, and we will return your dog license by mail. You may also request copies of birth/death/marriage online just give us a call at 763-2449 and we will walk you through the steps.

For Tax Collection, please call 763-2449 for up to date balances. You may leave your payments in the drop box outside the door at the Town Office or mail them to Tax Collector PO Box 303 Sunapee NH 03782.

At this time the drop box outside the door at Town Office can be used for all Departments.

Please direct all questions or concerns regarding Town Clerk or Tax Collection to [betty@town.sunapee.nh.us](mailto:betty@town.sunapee.nh.us) or [rachel@town.sunapee.nh.us](mailto:rachel@town.sunapee.nh.us).

Please direct all questions or concerns regarding Transfer Station, Planning & Zoning, or Assessing to [frontdesk@town.sunapee.nh.us](mailto:frontdesk@town.sunapee.nh.us) or telephone 763-2212.

Please direct all Water & Sewer questions or concerns to [holly@town.sunapee.nh.us](mailto:holly@town.sunapee.nh.us) or

763-2115.

Please direct all request for Town Assistance to [welfare@town.sunapee.nh.us](mailto:welfare@town.sunapee.nh.us) or direct telephone number 603-369-9896.

**PLEASE BE ASSURED WE ARE MONITORING OUR EMAILS DILIGENTLY.**