



Assessor's Office
Town of Woodstock
415 route 169
Woodstock, Connecticut 06281-3039
860-928-6929
www.woodstockct.gov

Notice to Closing Attorneys & property owners intending to sell their real estate.

In the event that you are planning to convey your real estate, all or a portion of, that has been assessed in the 490 program, please read the following:

RE: Public Act 490 Conveyance Tax information

Dear Property owners, paralegals, and attorneys handling real estate closings in Woodstock:

Please be advised that in Woodstock we have a small Town Hall which is only open four days per week. Any property owners or law firms needing Public Act 490 conveyance tax information or penalty fees for real estate closings must request so in writing, or email, **no later than two weeks prior to closing.**

If you do not request this information two weeks prior to the closing, you run the risk of reaching us when staff is on vacation, out sick, away for professional development re-certification training, or when our offices are closed and then having to postpone your scheduled closing.

Our office wants to assist you with this information but recently we have been getting requests as late as Thursday afternoon for a Monday closing when our town hall is not even open on Fridays. This is essentially less than one days' notice and not enough time for our office to respond.

For any such requests made in reference to PA 490 conveyance tax information with less than two weeks' notice, our office will make every effort to respond prior to your closings, however we cannot guarantee a timely response. As soon as you know you have scheduled a closing, please reach out to us immediately so we have ample time to conduct the research and reply.

If you have any questions or concerns, please do not hesitate to contact me directly.

Respectfully,

Emily Carlone, Assessor