

# ***Town Of Thornton***

## **Town Clerk and Tax Collector Offices**

16 Merrill Access Road Thornton, NH 03285

Phone: 726-4232 Fax: 726-2078

Website: [www.TownofThornton.org](http://www.TownofThornton.org)

### **Public Hours**

**Monday 8:00 AM to 4:00 PM**

**Tuesday 8:00 AM to 7:00 PM**

**Wednesday 8:00 AM to 4:00 PM**

**Thursday 8:00 AM to 4:00 PM**

**Friday 8:00 AM to 3:30 PM**

### **Motor Vehicle Registrations, Titles, Boat Registrations, etc.:**

- Renewal Registration –
  - Try middle of the month – fewer people registering
  - Please do not wait until the very last day to renew as any issues will leave you with an unregistered vehicle
  - Renewal registrations for motor vehicles may be done on-line by going to the Town Website at [www.TownofThornton.org](http://www.TownofThornton.org)
- Be sure to have your previous registration and photo ID for renewals
  - If you do not have your previous registration you must provide in writing the following:
    - Year, make and vehicle identification number
    - License plate number
    - License plate decal number
- For new registrations have the blue Title Application from your dealer or the signed over original title and photo identification
  - Please do not wait until the last day of a 20 day temporary registration as any errors or issues with documents will leave you with an unregistered vehicle
- New residents to Thornton must bring 2 proofs of physical address
- Two checks or cash are needed to register vehicles & boats  
**(NO DEBIT or CREDIT CARDS ACCEPTED AT THE OFFICE)**

### **New Voter Registrations, Voter Changes (party, address or name) & Absentee Voting processes:**

- Please see the Town Clerk during scheduled hours of:
  - Mondays 8:00am – 4:00pm
  - Tuesdays 8:00am – 7:00pm
  - Please contact the Town Clerk for an appointment if other times are required.

### **Dog Licenses due by April 30 of each year:**

- Please provide the current rabies vaccination certificate
- Renewal dog licenses may be done on-line by going to the Town Website at [www.TownofThornton.org](http://www.TownofThornton.org)

### **Paying Tax Bills**

- If in Person – things get busy as the due date approaches, try to beat the due date
- If by mail – try to beat the due date to avoid interest and penalties
- Please be clear where to apply payments – Parcel Identification number (aka Map/Lot) and the property address should be on the check memo or always include the Tax Bill Stub located at the bottom of the bill or a copy of a statement from the Tax Collector office
- Payments may also be done on-line by going to the Town of Thornton website at [www.TownofThornton.org](http://www.TownofThornton.org)

**All of the above transactions, unless otherwise indicated, can be processed by any of the staff in the Town Clerk and Tax Collector offices.**

If you need to be in contact with the Town Clerk or Tax Collector for specific issues their hours are as follows:

○ **TOWN CLERK, Brook Rose:**

- Mondays 8:00am – 4:00pm
- Tuesdays 8:00am – 7:00pm

Email: [townclerk@thorntonnh.org](mailto:townclerk@thorntonnh.org)

○ **TAX COLLECTOR, Desiree L. Mahurin:**

- Tuesdays 8:00am – 4:00pm
- Wednesdays 8:00am – 4:00pm
- Thursdays 8:00am – 4:00pm
- Fridays 8:00am – 3:30pm

Email: [taxcollector@thorntonnh.org](mailto:taxcollector@thorntonnh.org)

**The Town Clerk & Tax Collector Offices will be Closed:**

New Year's Day (Jan 1, 2018)	Monday	January 1, 2018
Martin Luther King Jr. Day	Monday	January 15, 2018
President's Day	Monday	February 19, 2018
Town Election Day	Tuesday	March 13, 2018
Memorial Day, (observed)	Monday	May 28, 2018
Independence Day	Wednesday	July 4, 2018
Labor Day	Monday	September 3, 2018
State Primary Election	Tuesday	September 11, 2018
Columbus Day (observed)	Monday	October 8, 2018
General Election	Tuesday	November 6, 2018
Veterans' Day (Nov 11, 2017)	Monday	November 12, 2018
Day before Thanksgiving @12 noon	Wednesday	November 21, 2018
Thanksgiving Day	Thursday	November 22, 2018
Day after Thanksgiving	Friday	November 23, 2018
Christmas Eve observed @ 12 noon	Monday	December 24, 2018
Christmas Day	Tuesday	December 25, 2018
New Year's Day	Tuesday	January 1, 2019

**2018 HOLIDAYS AND CLOSINGS TOWN OF THORNTON, NH**