

County Clerk's Standards

TOPIC: Tax Management

SUB TOPIC: Motor Vehicle Estimate for Budget Purposes

Introductory Statement: On or before May 10th of each year the county clerk in some counties run a estimated motor vehicle report for the County Treasurers.

Where do I find this information?

You would find this information in the County Clerk's Handbook from Kansas Department of Revenue, Division of Property Valuation (PVD). The detail information for the Motor Vehicle estimate is on page 40.7.

Why do I need to do this!

This act is to provide the treasurer with information to meet her requirements by Statute for the County Treasurer.

Here are the Duties...

Prepare, review and deliver the Motor Vehicle estimate to the County Treasurer

Legal Reference(s):

K.S.A. 79-5111
K.S.A. 79-5101 *et seq.*
K.S.A. 79-5105

Best Practices:

Go to your County Clerk's Handbook from PVD. Check the calendar for when things are due – page 10.1 to 10.9. PVD usually updates any changes in the calendar. Mark them on your calendar or some place you use all the time so it is in front of you to remember when you glance at your calendar or your special place.

Work with your treasurer.

Instructions on how to complete your Motor Vehicle estimate would come from your programmer for your tax program. The distribution dollars you can get off of whatever programming you are using in your county as well as the valuation needed for this report.

Complete and deliver the Motor Vehicle estimate to your Treasurer if you are responsible for getting them the information.

Sample Forms, Letters and Other Reference Material:

Background: Review the detail of K.S.A.'s on page 40.7 to understand your Motor Vehicle estimate.

Sources:

Books:

County Clerk's Handbook Division of Property Valuation Requirements. Prepared by the Abstract Section Technical Support Bureau

Web Sites:

Organizations:

Programmers