

TOWN OF PLAISTOW TOWN CLERK

June 30, 2020

Dear Resident:

Considering the contact restrictions in place to mitigate the spread of the COVID-19 virus, the Plaistow Town Hall and Town Clerk's Office is closed to walk-in traffic until further notice. We are requiring vehicle renewals and/or dog license renewals be processed on-line, via mail or via the brown dropbox in the vestibule of the Town Hall. The Clerk's Office will be closed July 3 – 9 to prepare for our reopening Town Clerk/Tax Collector's Offices to the public on July 13th. The Town Clerk's new office hours will be Monday through Thursday 8-4pm.

If you pay by credit card, the credit card processor will charge the 2.79% credit card fee. If you pay by electronic check at our website, you will pay the \$.95 eCheck or ACH fee.

To Renew On-line:

Please visit <u>www.plaistow.com</u>. The links to the EB2Gov site can be found on the home page, the Town Clerk's page and the PAY BILL tab.

To Renew by Mail: Please plan ahead to allow for processing.

Please mail your check and mail notice to the Town Clerk's Office, 145 Main St. Ste. 2, Plaistow, NH 03865. <u>OR</u> via the brown dropbox at Town Hall. Please be sure to include a self-addressed stamped envelope. You will receive your registrations by mail as soon as possible.

With all correspondence to the Clerk's Office, please include a phone number in case we have questions or need clarification from you.

We're hoping for continued good health for you and try to see the good in circumstances beyond our control. We look forward to a return of "business as usual". Please contact the office if you have any questions. Our email address is townclerk@plaistow.com and the phone number is below.

Sincerely,

Martha L. Fowler Town Clerk