Winchester commissioner of the revenue Virginia

PO Box 546, Winchester VA 22604
Phone 540-667-1815 • Fax 540-667-8937
www.winchesterva.gov

City of Winchester
Add or Register a Vehicle

Notify the Commissioner of the Revenue within 45 days of purchase or move to the City. Do not rely on the dealer or DMV to notify us! The City of Winchester imposes a ten percent (10%) late filing penalty on the tax plus a $5.00 late filing penalty of the license fee for any non-filing or late filing by the taxpayer.

Resident Status	Please register all vehicles with Virginia Department of Motor Vehicles (DMV), including a "Garage Jurisdiction" of Winchester
☐ **Current Resident** – update existing vehicle account Account Number if known _____ Did you sell or trade a vehicle? ☐ Yes ☐ No	
☐ **New Resident** Date Moved to Winchester:	Prior Virginia Locality or State:

Vehicle Owner Information			
Primary Owner Name (Last, First, Middle)	**Secondary** Owner Name (Last, First, Middle)		
Social Security Number	Social Security Number		
Telephone Number	Telephone Number		
Residential or Business Address	City	State	Zip
Mailing Address (if different)	City	State	Zip

Owner Certification	I hereby swear or affirm that all information listed here is true and correct to the best of my knowledge.		
Owner Signature	Printed Name	Title (if business)	Date
Co-Owner Signature	Printed Name		Date

Vehicle 1 Information		
Year	Make	Model
Vehicle Id Number (VIN)	Plate Number	**Vehicle is:** ☐ **Personal Use** ☐ **Business Use**

Vehicle 2 Information		
Year	Make	Model
Vehicle Id Number (VIN)	Plate Number	**Vehicle is:** ☐ **Personal Use** ☐ **Business Use**

Vehicle 3 Information	(Use additional forms if more than 3 vehicles)	
Year	Make	Model
Vehicle Id Number (VIN)	Plate Number	**Vehicle is:** ☐ **Personal Use** ☐ **Business Use**

A "business use" vehicle is one which is used over 50% of the time for business purposes or for which the owner claimed a business vehicle tax deduction (depreciation and/or other expenses) on the federal income tax return by the filing of a Schedule C, a Form 2016 or a Form 2562. A business vehicle does not qualify for Personal Property Tax Relief (PPTR).