

**\*FILING DEADLINE\***  
**FEBRUARY 15 each year**

**FREDERICK COUNTY, VIRGINIA**  
 Commissioner of the Revenue  
 P.O. Box 552, Winchester VA 22604-0552  
 Phone: 540-722-8324 Fax: 540-667-6487  
[www.fcva.us/cor](http://www.fcva.us/cor) [www.fcva.us/persprop](http://www.fcva.us/persprop)



Write the first  
 initial of your

**HIGH MILEAGE APPLICATION  
 (PASSENGER VEHICLES ONLY)**

**\*\* FILING DEADLINE \*\*** High mileage applications must be submitted to the Commissioner NO LATER THAN FEBRUARY 15 each year for current vehicles, and within 60 days of vehicle purchases occurring after February 15. If you do not meet the deadline for the current year, you may file for qualifying vehicles the following year.

- Complete, sign, date, and return (to address above) this Application form and required documentation/supporting evidence.
- **High Mileage Application MUST BE FILED EACH YEAR to continue to receive a reduction.**
- Minimum mileage amounts required by year of vehicle change annually.
- COR may require submission of additional info/other evidence deemed necessary for a proper and equitable determination.

<b>OWNER / VEHICLE INFORMATION</b>			
Frederick County Personal Property Tax Account No. (if known):			
Owner(s) Name(s):			
Address:			
Email Address:*			
<small>* for purpose of sending due date reminders, COR annual newsletter, other COR communications etc.</small>			
Telephone Nos.:	(home)	(work)	(cell)
Vehicle Year:			
Vehicle Make and Model:			
Vehicle VIN No.:			
Mileage Indicated on Documentation (see below):			
<b>DOCUMENTATION</b>			
You MUST attach a <i>copy</i> of one of the following documents for this vehicle ( <b>photograph of your odometer is NOT acceptable</b> and applications received without proper documentation cannot be accepted or processed):			
<b>FOR VEHICLES ALREADY ON YOUR FREDERICK COUNTY PERSONAL PROPERTY ACCOUNT:</b>			
<ul style="list-style-type: none"> <li>• Unaltered inspection receipt</li> <li>• Oil change or service repair receipt from a dealership, vehicle care center, or service station</li> <li>• Odometer certification</li> </ul> <p><i>All of the above require proof of VIN number and must be dated prior to February 15<sup>th</sup> of the current tax year; therefore, minimum high mileage required for your vehicle for that year must be reached prior to February 15<sup>th</sup> in order for the adjustment to be made for that tax year. <b>Minimum mileage amounts change each year and documentation must be submitted annually.</b></i></p>			
<b>FOR NEWLY-PURCHASED OR ACQUIRED VEHICLES:</b>			
<ul style="list-style-type: none"> <li>• Title OR call staff at 540-722-8324</li> </ul>			
<b>CERTIFICATION</b>			
<p>The owner(s) must sign and date this form. If the owner is an entity such as a trust, partnership, limited liability company, or corporation, it must be signed by a member, partner, executive officer, or other person specifically authorized in writing by the trust, partnership, limited liability company, or corporation to sign.</p> <p><i>I declare, under penalty of perjury, (1) that the foregoing information is complete, true, and correct to the best of my knowledge and belief, and (2) that I am the owner or a member, partner, executive officer, or other person specifically authorized in writing to sign.</i></p>			
		<input type="checkbox"/> Owner <u>OR</u>	
		<input type="checkbox"/> If Business, Title: _____	
_____	_____	(e.g., President, VP etc.)	_____
Signature	Print Name		Date
		<input type="checkbox"/> Co-Owner	
_____	_____		_____
Additional Signature	Print Name		Date