



**Town of Whately
Town Clerk/Treasurer/Collector Office**

4 Sandy Lane
So. Deerfield, MA 01373
Phone: (413) 665-4400 Option 3
Fax: (413) 665-9560
Treasurer-collector@whately.org OR
Townclerk@whately.org

TO: Residents, Taxpayers and Visitors

FROM: Lynn Sibley, Town Clerk, Treasurer/Collector

RE: Selectboard's Order to Close Town Buildings

DATE: March 16, 2020

Due to COVID-19, the Selectboard on March 16, 2020 issued an order to close all buildings to the public. The Board will be evaluating this order continuously and may modify or lift the order when it is prudent to do so. All business needs to be conducted by mail, email, phone, the internet or the drop box. This means that all payments for tax bills, dog licenses, filings, orders for vital records must be done by mail, online at whately.org, or in the drop box outside of the Town Offices. You may also pay directly through your bank but please be clear as to what you are paying in the memo field. I do not take payments over the phone.

Please do not place cash in the outbox. Although it is a secure box, accountability for cash is more difficult. Rather than cash, please use a money order or check.

Due to the current local and statewide state of emergency, **I have extended the due date on excise tax bills from March 19th to March 27th.**

For those people that have to conduct business in person such as filing marriage intentions, please call 413-665-4400 x3 to set up an appointment. Those people that need notary public services may go to your local bank for that service.