



TOWN OF HOLLAND  
**Police Department**  
27 Sturbridge Road Holland, MA 01521  
Bryan C. Haughey  
*Chief of Police*

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To: Holland Police Personnel  
From: Bryan C. Haughey- Chief of Police  
Date: June 12, 2020  
Subj: MEMORANDUM- 20-42 Boat Registrations and Required Documentation for  
Registration and Titling Bureau

Please review the following Directive codified as No. 20-42 for guidance concerning boat registrations provided by the Massachusetts Environmental Police, MEP.

Be advised that there have been no extensions authorized by the MEP at this time regarding boat registrations due to COVID-19. Therefore, all registration and titling requirements remain in effect.

Attached you will find a document which includes directions and regulations concerning the registration process. You may provide this to the public to assist them.

Please review all attachments contained herein.

Respectfully,

Bryan C. Haughey  
Chief of Police

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27 Sturbridge Rd - Holland Massachusetts 01521

*Station: (413) 245-0117*

*Dispatch: (413) 245-7222*

*Fax: (413) 245-4482*

*Email: police@hollandma.org*

**The Commonwealth of Massachusetts – Massachusetts Environmental Police  
Registration and Titling Bureau  
BOATS 14' OR OVER - DOCUMENTS REQUIRED:**

- \*Bill of Sale - Name, address and signature of the seller must be on the bill of sale
- Title from the seller signed over to the new buyer (If the boat is documented with the US Coast Guard, a Deletion Letter is required. You can contact the Coast Guard at 1-800-799-8362)
- If your boat is purchased **brand new** from a registered boat dealer, department store or internet sales, an **original** Manufacturer's Statement of Origin is required.
- Proof of sales tax paid (Sales tax form ST-6 or ST-6E). You can pay this 6.25% tax online at [https://mtc.dor.state.ma.us/mtc/ #2](https://mtc.dor.state.ma.us/mtc/#2) and print out your receipt.
- \*\*Pencil tracing of the hull ID number (serial number)
- Completed application - **Registration & Titling Application** (you can download this form from our website at [mass.gov/ole](http://mass.gov/ole))
- Required fees – check, money order or debit/credit cards are accepted. **NO CASH.** Checks are payable to Commonwealth of Massachusetts.

When a boat is purchased from a private party or dealer, from a non-titled state, the previous owner's registration is required in lieu of title.

When purchasing a boat from the state of Rhode Island, the seller's signature on the Rhode Island title must be notarized.

If you are a Commercial Fisherman and registering your vessel strictly for commercial fishing, you must submit a copy of your Commercial Fishing License.

*Electronic signatures are only accepted on a bill of sale/purchase agreement when accompanied by a printed e-mail chain giving approval of these type signatures between the buyer and seller or broker or broker and client.*

**BOATS UNDER 14' - DOCUMENTS REQUIRED:**

- \*Bill of Sale - Name, address and signature of the seller must be on the bill of sale
- Proof of sales tax paid (Sales tax form ST-6 or ST-6E). You can pay this 6.25% tax online at [https://mtc.dor.state.ma.us/mtc/ #2](https://mtc.dor.state.ma.us/mtc/#2) and print out your receipt.
- \*\*Pencil tracing of the hull ID number (serial number)
- If boat is purchased **brand new**, from a registered boat dealer, department store or internet sales, a **copy** of the Manufacturer's Statement of Origin is required.
- Completed application - **Registration & Titling Application** (you can download this form from our website at [mass.gov/ole](http://mass.gov/ole))
- Required fees – check, money order or debit/credit cards are accepted. **NO CASH.** Checks are payable to Commonwealth of Massachusetts.

**ATV/SNOW - DOCUMENTS REQUIRED:**

- \*Bill of Sale - Name, address and signature of the seller must be on the bill of sale
- Proof of sales tax paid (Sales tax form ST-6 or ST-6E). You can pay this 6.25% tax online at [https://mtc.dor.state.ma.us/mtc/ #2](https://mtc.dor.state.ma.us/mtc/#2) and print out your receipt.
- If ATV/Snow is purchased **brand new**, a **copy** of the Manufacturer's Statement of Origin is required.
- Serial number (ATV - 17 characters - found on the frame of the bike)
- Completed application - **Registration & Titling Application** (you can download this form from our website at [mass.gov/ole](http://mass.gov/ole))

- Required fees – check, money order or debit/credit cards are accepted. **NO CASH.**  
Checks are payable to Commonwealth of Massachusetts.

**\* If you purchased your boat or recreational vehicle from a business, the bill of sale must be written up on Company letterhead.**

**\*\*If your boat was manufactured prior to 1972, or does not have a proper Coast Guard conforming 12 character hull ID number, your boat may require a boat inspection. If you have any questions prior to submitting your paperwork, please call us.**

**\*Note: If your boat requires a state assigned HIN (Hull ID serial number) at time of registration, you must show us proof of the HIN placement on your boat before you will receive your registration card and decal.**

**Please also note: Sales tax is due on the 20th day of the following month of date of purchase. Massachusetts sales tax is 6.25% of the total purchase price. If sales tax is late, you will be subject to interest and penalties. Questions on sales tax should be directed to the Department of Revenue at 1-800-392-6089.**

#### OFFICE LOCATIONS

<b>Boston</b> 251 Causeway St, #101 Boston, MA 02114 617-626-1610	<b>Fall River</b> 99 South Main St, Suite 250 Fall River, MA 02721 508-679-8287	<b>Worcester</b> 67 Millbrook St, #350 Worcester, MA 01606 508-753-0603
<b>Hyannis</b> 75 Perseverance Way, Suite 207A Hyannis, MA 02601 508-771-8382	<b>Springfield</b> 1 Federal Street, Bldg. 101 Springfield, MA 01105 413-733-1642	

Visit us on the web at [mass.gov/ole](http://mass.gov/ole)

#### FEE SCHEDULE

##### Boat Registration (Two year registrations)

<u>Length</u>	<u>Fee</u>
Under 16 ft	\$44
16 to < 26 ft	\$66
26 to < 40 ft	\$88
40 ft plus	\$110
<b>Title</b>	<b>\$27.50</b>
<b>Duplicate Title</b>	<b>\$16.50</b>
<b>Update or Add a Lien</b>	<b>\$16.50</b>
<b>Resident ATV/Snowmobile (2 yr)</b>	<b>\$44</b>
<b>Non-resident ATV/Snowmobile (1 yr)</b>	<b>\$33</b>
<b>Vintage Snowmobile</b>	<b>\$44</b> (No exp date for as long as the customer owns the sled)
<b>Transfer of Registration</b>	<b>\$16.50</b>
<b>Duplicate Registration</b>	<b>\$11</b>
<b>Duplicate Decal</b>	<b>\$ 5.50</b>
<b>Dealer Registration</b>	<b>\$44</b>
<b>Dealer Permits</b>	<b>\$55</b>

Transfer covers remaining time on existing registration.

*Revised 03/13/2020*