



Instructions to run the 2025 NCVTS State TR Vehicle Report



Important! – Review before running this report.

It is recommended that you wait until the 10th day of January before running this report.

There normally will be transactions and system adjustment that will not be fully processed until this time.

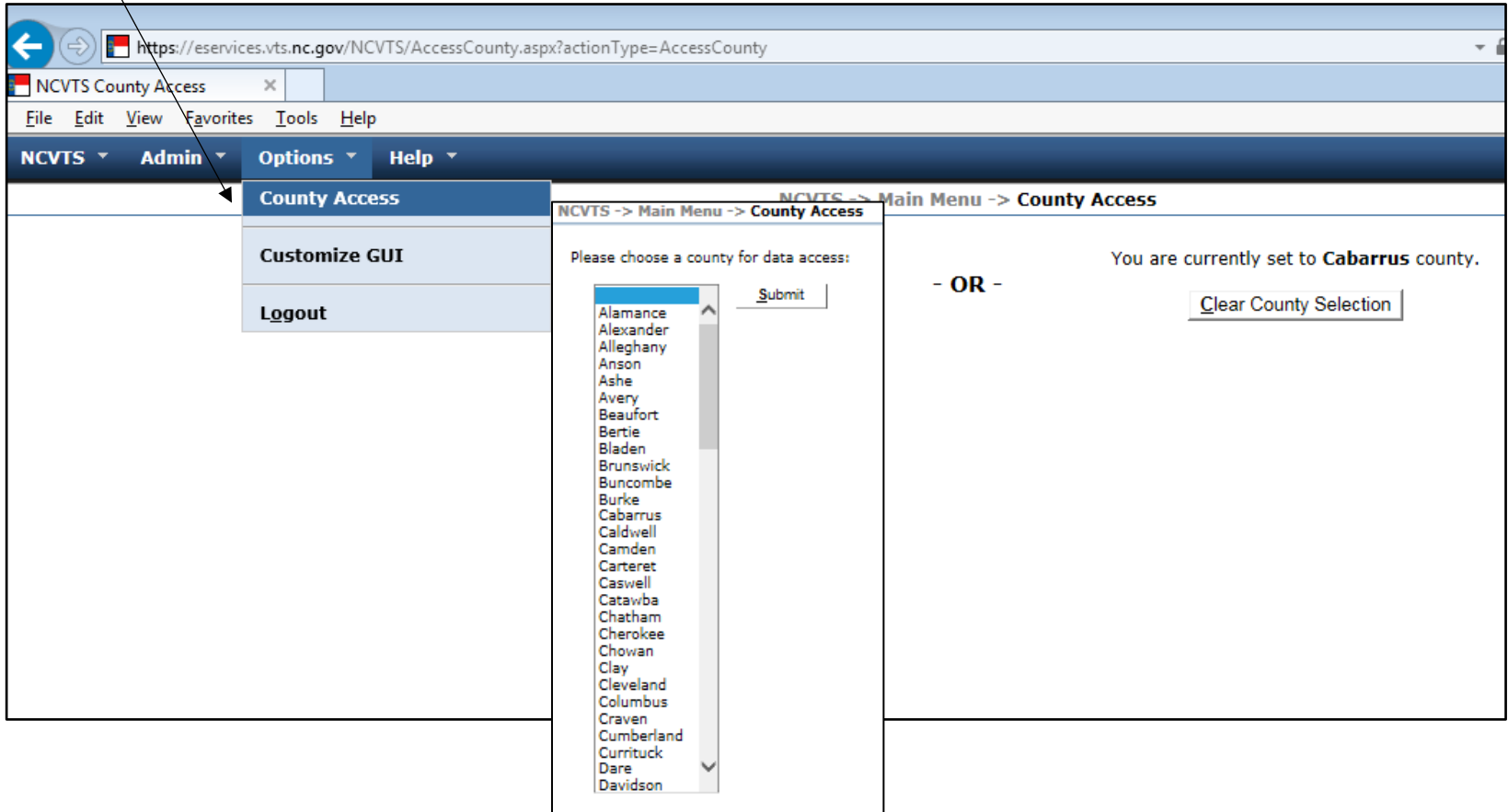
Please note that the data never is truly “locked” and there will be immaterial changes to the data throughout the year due to reclassifications and changes to the vehicle tax amounts.



Instructions to run the NCVTS State TR Vehicle Report

- Preparers of the TR forms will need to run the NCVTS State TR Vehicle Report to complete pages 4, 5 and 5a of the TR-1 report, and page 5 of the TR-2 report.

Step 1. Choose County - (only if you are not already logged in to your county. Skip this step if you are logged in) Go to “Options” and choose “County Access”



The screenshot shows a web browser window with the URL <https://eservices.vts.nc.gov/NCVTS/AccessCounty.aspx?actionType=AccessCounty>. The browser's address bar and tabs are visible. The application's navigation menu includes 'NCVTS', 'Admin', 'Options', and 'Help'. The 'Options' menu is expanded, showing 'County Access', 'Customize GUI', and 'Logout'. An arrow points from the text 'Go to “Options” and choose “County Access”' to the 'County Access' menu item. The main content area displays the 'NCVTS -> Main Menu -> County Access' page. It features a form titled 'Please choose a county for data access:' with a list of North Carolina counties. The 'Submit' button is to the right of the list. Below the list, it says '- OR -' and 'You are currently set to **Cabarrus** county.' with a 'Clear County Selection' button.

NCVTS -> Main Menu -> County Access

Please choose a county for data access:

Submit

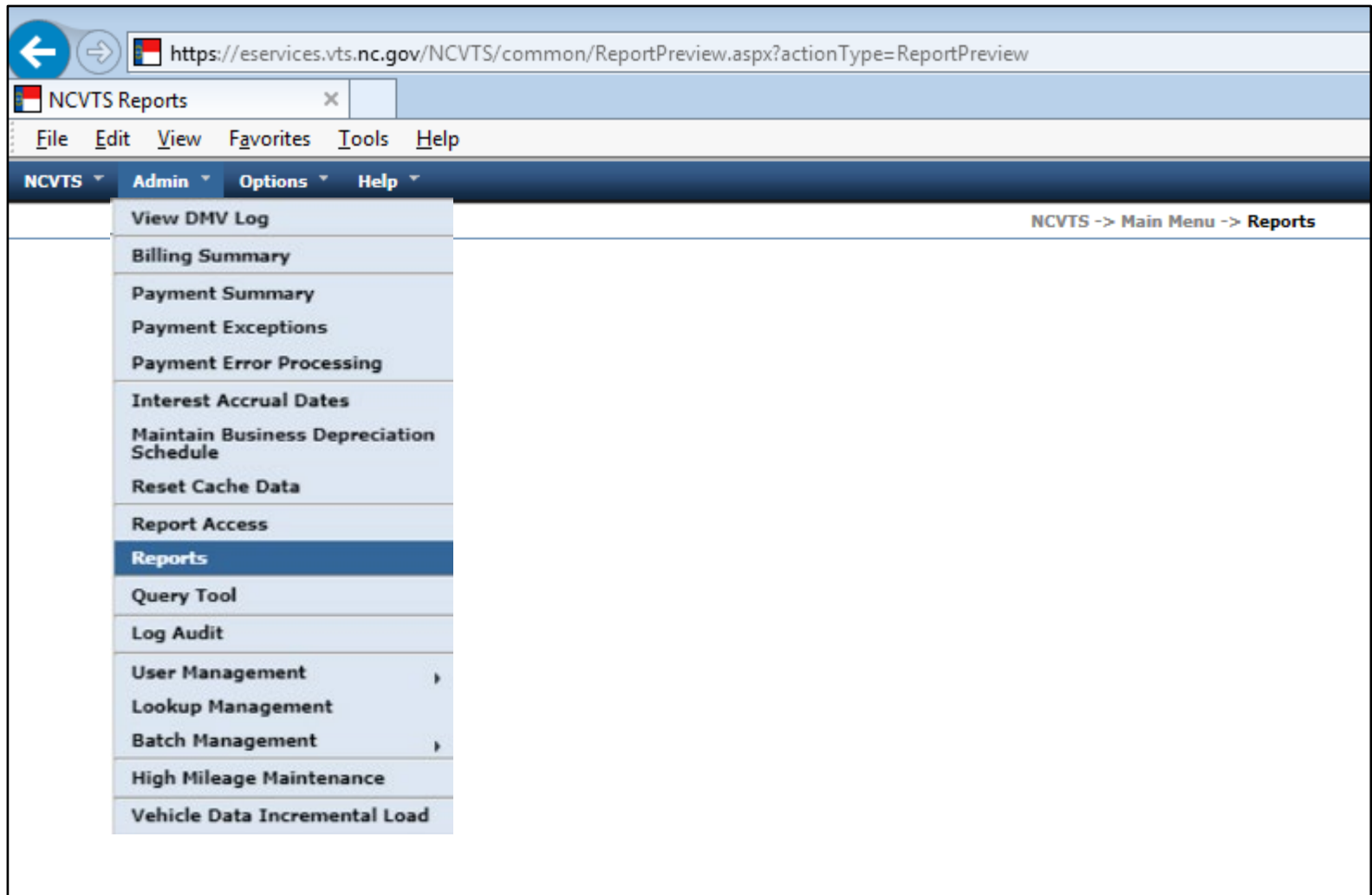
- OR -

You are currently set to **Cabarrus** county.

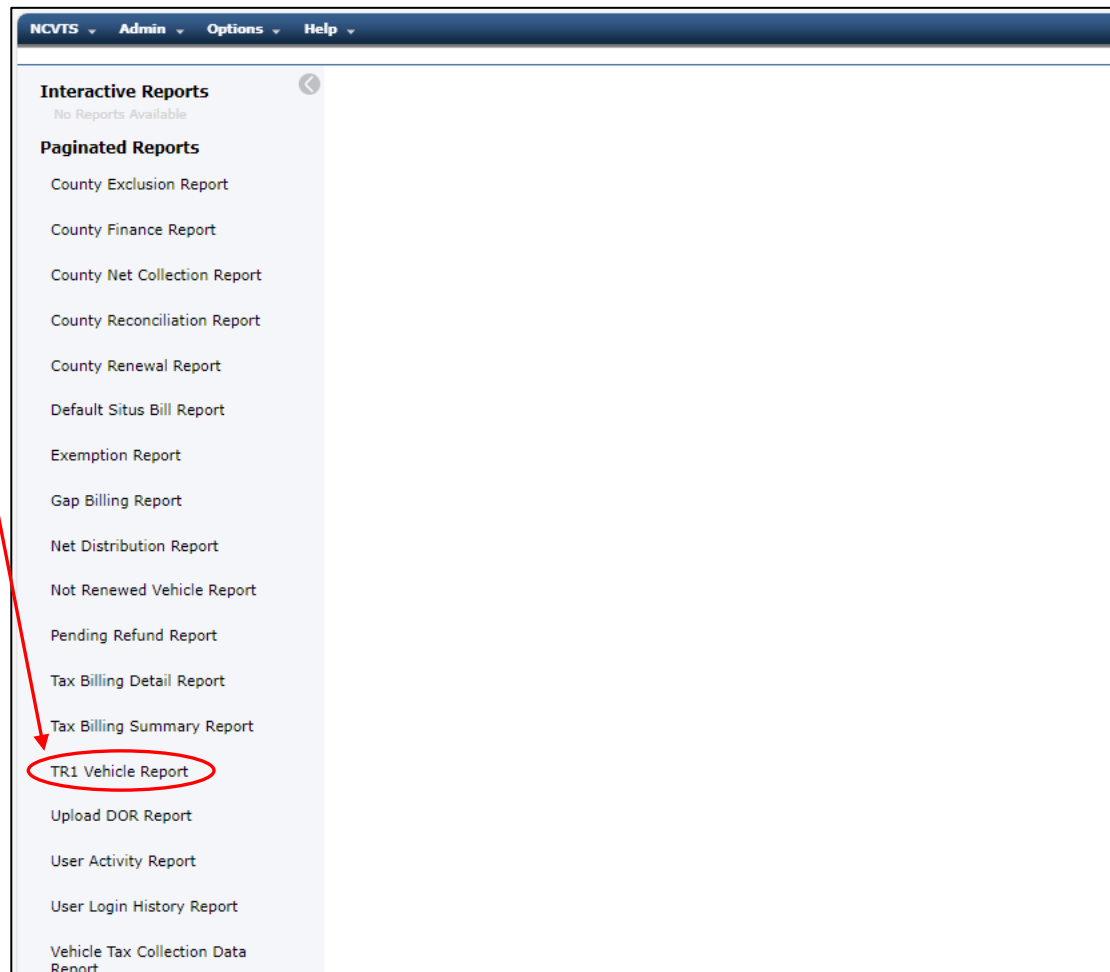
Clear County Selection

Alamance
Alexander
Alleghany
Anson
Ashe
Avery
Beaufort
Bertie
Bladen
Brunswick
Buncombe
Burke
Cabarrus
Caldwell
Camden
Carteret
Caswell
Catawba
Chatham
Cherokee
Chowan
Clay
Cleveland
Columbus
Craven
Cumberland
Currituck
Dare
Davidson

Step 2: Access Reports - Click on “Admin” and click on “Reports”



Step 3: Choose Report – From list of reports on the left side panel, click on the “NCVTS TR1 Vehicle Report” and click on “Go”.



Step 4: Populate the Report Parameters & Run the Report – In the “Select Tax Districts” field choose “(select all)” to include all the districts in the report. In the “Fiscal or Calendar” field, choose “Calendar”. Choose the current year (2025 for the 2025 TR Reports) and “Select All” for the tax district options.

Click on the “View Report” button to the right.

The screenshot displays the NCVTS Analytic Dashboard at the URL <https://ppreservices.vts.nc.gov/NCVTS/Report/AnalyticDashboard.aspx?actionType=AnalyticDashboard>. The interface includes a top navigation bar with links for DOR favorites, NC ncdor Local Govern..., Controlling the Nex..., NC DOR Web Site, NC NC Government, Outlook Web App, SAP NetWeaver Por..., and Suggested Sites. Below this is a menu bar with NCVTS, Admin, Options, and Help. The main content area is divided into a left sidebar and a right panel. The sidebar lists various reports under 'Interactive Reports' (No Reports Available) and 'Paginated Reports'. The right panel contains the report configuration fields: 'Fiscal or Calendar' set to 'Calendar', 'Year For' set to '2025', 'Select Tax Districts' with a dropdown menu showing '(Select All)' and other districts, and a 'View Report' button. Red circles highlight the 'Calendar' dropdown, the '2025' dropdown, the '(Select All)' option in the 'Select Tax Districts' dropdown, and the 'View Report' button.

Interactive Reports
No Reports Available

Paginated Reports

- County Exclusion Report
- County Finance Report
- County Net Collection Report
- County Reconciliation Report
- County Renewal Report
- Default Situs Bill Report
- Exemption Report
- Gap Billing Report
- Net Distribution Report
- Not Renewed Vehicle Report
- Pending Refund Report
- Tax Billing Detail Report
- Tax Billing Summary Report
- TR1 Vehicle Report

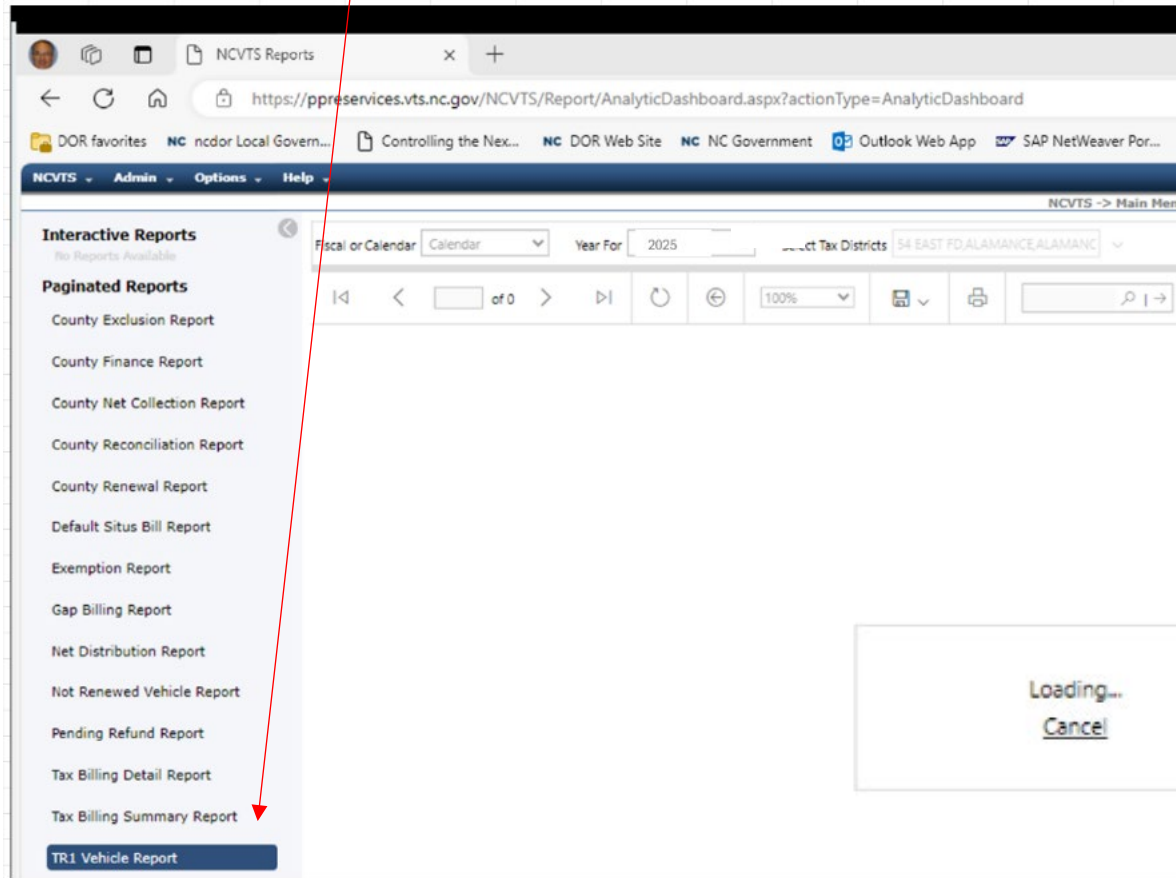
Fiscal or Calendar: Calendar

Year For: 2025


Select Tax Districts: (Select All)

View Report

Step 4 cont'd: A pop-up should show that the report is loading.



Step 5: The results should be as follows:

<div> <div> <div>1 of 2</div> <div>100%</div> <div> <div></div> <div></div> </div> </div> <div> <div> <div></div> <div></div> </div> <div> <div></div> <div></div> </div> </div> </div>													
<div> <div>  <div> <div>North Carolina Vehicle Tax System</div> <div>TR1 Vehicle Report</div> </div> </div> <div> <div>Report Parameters</div> <div>Report Date 1/16/2026 9:01:43 am</div> <div>County</div> <div>Alamance</div> <div>Tax District</div> <div>S4 EAST FD, ALAMANCE, ALAMANCE COUNTY, ALTAMAHAN-OSSISPEE FD, BURLINGTON, BURLINGTON FD, ELI WHITNEY/87 SOUTH, ELON, ELON FD, FAUCETTE FD, GIBSONVILLE, GRAHAM, GREENE, MEBANE, NORTH CENTRAL ALAMANCE, NORTH EASTERN ALAMANCE, OSSISPEE, SNOW CAMP, SNOW CAMP</div> <div>Year</div> <div>2025</div> <div>Calendar or Fiscal Year</div> <div>Calendar</div> </div> </div>													
Alamance County													
		Year 1				Year 2				Year 3			
Jurisdiction	Total Bill Count	Bill Count	Taxable Value	Paid Fees	Paid Taxes	Bill Count	Taxable Value	Paid Fees	Paid Taxes	Bill Count	Taxable Value	Paid Fees	Paid Taxes
S4 EAST FD	4837	62	\$1,012,159	\$0.00	\$1,004.44	3692	\$50,961,573	\$0.00	\$30,855.68	1083	\$17,058,871	\$0.00	\$10,257.29
ALAMANCE	1124	10	\$128,829	\$0.00	\$283.45	870	\$14,950,948	\$0.00	\$21,893.58	244	\$4,633,220	\$0.00	\$6,733.94
ALAMANCE COUNTY	159570	1664	\$23,823,769	\$0.00	\$171,248.29	121923	\$1,520,475,173	\$0.00	\$6,628,812.21	35983	\$485,120,099	\$0.00	\$2,280,943.86
ALTAMAHAN-OSSISPEE FD	6526	63	\$807,718	\$0.00	\$1,245.21	4986	\$57,296,255	\$0.00	\$57,841.30	1477	\$17,488,783	\$0.00	\$17,452.64
BURLINGTON	47165	527	\$7,998,101	\$2,615.00	\$52,898.32	35747	\$449,343,760	\$175,295.00	\$2,194,123.37	10891	\$150,655,777	\$107,100.00	\$730,744.06
BURLINGTON SPECIAL D	115					92	\$939,988	\$0.00	\$1,620.09	23	\$213,470	\$0.00	\$362.90
E ALAMANCE FD	5483	43	\$496,097	\$0.00	\$572.44	4232	\$52,681,757	\$0.00	\$37,155.30	1208	\$17,547,552	\$0.00	\$12,296.86
E.M. HOLT FD	9272	80	\$1,064,361	\$0.00	\$1,384.72	7159	\$93,422,053	\$0.00	\$74,630.90	2033	\$28,500,609	\$0.00	\$22,620.43
ELI WHITNEY/87 SOUTH	7060	87	\$1,180,382	\$0.00	\$1,427.79	5429	\$58,757,968	\$0.00	\$50,768.18	1544	\$16,442,645	\$0.00	\$14,106.67
ELON	4811	39	\$732,072	\$195.00	\$3,607.61	3624	\$57,114,442	\$17,665.00	\$201,223.91	1148	\$19,567,578	\$5,635.00	\$68,615.07
ELON FD	3281	22	\$290,608	\$0.00	\$384.74	2528	\$27,975,481	\$0.00	\$24,405.97	731	\$8,698,696	\$0.00	\$7,550.64
FAUCETTE FD	7611	83	\$934,849	\$0.00	\$1,238.44	5801	\$63,733,190	\$0.00	\$51,443.64	1727	\$19,349,147	\$0.00	\$15,518.13
GIBSONVILLE	3696	31	\$357,818	\$0.00	\$2,080.40	2872	\$39,641,682	\$0.00	\$195,857.07	793	\$11,478,898	\$0.00	\$56,354.65
GRAHAM	15236	158	\$2,231,490	\$0.00	\$11,219.05	11580	\$143,778,046	\$0.00	\$420,667.50	3498	\$48,103,305	\$0.00	\$139,789.15
GREEN LEVEL	2524	26	\$426,692	\$0.00	\$1,704.46	1933	\$19,746,300	\$0.00	\$52,052.62	565	\$5,479,285	\$0.00	\$14,291.40
HAW RIVER	2246	23	\$302,192	\$0.00	\$2,133.50	1783	\$19,236,516	\$0.00	\$85,502.40	440	\$4,998,626	\$0.00	\$22,074.72
HAW RIVER FD	4237	31	\$560,521	\$0.00	\$848.40	3215	\$33,098,153	\$0.00	\$30,693.23	991	\$11,893,824	\$0.00	\$10,946.47
MEBANE	12055	169	\$2,403,692	\$0.00	\$12,554.77	9263	\$131,634,471	\$0.00	\$491,704.34	2623	\$38,769,861	\$0.00	\$143,809.05
NORTH CENTRAL ALAMANCE	1609	12	\$226,453	\$0.00	\$283.60	1250	\$15,632,056	\$0.00	\$14,163.11	347	\$4,642,285	\$0.00	\$4,188.82
NORTH EASTERN ALAMANCE	5385	55	\$831,986	\$0.00	\$1,098.68	4166	\$49,536,963	\$0.00	\$41,542.46	1164	\$14,172,151	\$0.00	\$11,812.43
OSSISPEE	392	5	\$68,796	\$0.00	\$75.54	301	\$2,917,339	\$0.00	\$2,362.26	86	\$904,610	\$0.00	\$727.38
SNOW CAMP FD	7681	70	\$822,227	\$0.00	\$1,124.79	5902	\$64,699,389	\$0.00	\$57,023.49	1709	\$20,436,737	\$0.00	\$17,873.42

Step 6: Export the Report: Click on the export icon and you will have to option to export the report into Excel or another format.

Fiscal or Calendar: Calendar Year For: 2025 Select Tax Districts: S4 EAST FD,ALAMANCE,ALAMANI

1 of 2 100%

Word
Excel
CSV (comma delimited)


North Carolina System

TR1 V

Alamance County			Year 1			Year 2		
Jurisdiction	Total Bill Count	Bill Count	Taxable Value	Paid Fees	Paid Taxes	Bill Count	Taxable Value	Paid Fees
S4 EAST FD	4837	62	\$1,912,159	\$0.00	\$1,004.44	3692	\$50,961,573	
ALAMANCE	1124	10	\$128,829	\$0.00	\$283.45	870	\$14,950,948	
ALAMANCE COUNTY	159570	1664	\$23,823,769	\$0.00	\$171,248.29	121923	\$1,520,475,173	
ALTAHANAN-OSSIPEE FD	6526	63	\$807,718	\$0.00	\$1,245.21	4986	\$57,296,255	
BURLINGTON	47165	527	\$7,998,101	\$2,615.00	\$52,898.32	35747	\$449,343,760	\$175,25
BURLINGTON SPECIAL D	115					92	\$939,988	
E ALAMANCE FD	5483	43	\$496,097	\$0.00	\$572.44	4232	\$52,681,757	
E.H. MOLT FD	9272	80	\$1,064,361	\$0.00	\$1,384.72	7159	\$93,422,053	
ELI WHITNEY/87 SOUTH	7060	87	\$1,180,382	\$0.00	\$1,427.79	5429	\$58,757,968	

Click on the "Save File" icon and choose "Excel"

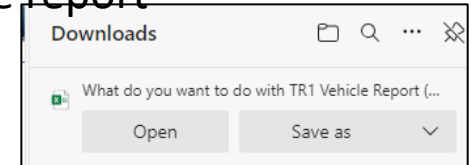
Step 7: Save the report on your server: The Excel report will display. Save the report on your server. You should have the option go save the report



North Carolina Vehicle Tax System

TR1 Vehicle Report

Alamance County		Year 3			Net	
Jurisdiction	Total Bill Count	Taxable Value	Paid Fees	Paid Taxes	Net Taxable Value	Net Property Tax Paid
54 EAST FD	48	\$17,058,871	\$0.00	\$10,257.29	\$69,032,603	\$42,117.41
15 ALAMANCE	11	\$4,633,220	\$0.00	\$6,733.94	\$19,712,997	\$28,910.97
16 ALAMANCE COUNTY	1595	\$485,120,099	\$0.00	\$2,280,943.86	\$2,029,419,041	\$9,081,004.36
17 ALTAMAHAW-OSSIEE FD	65	\$17,408,783	\$0.00	\$17,452.64	\$75,512,756	\$76,539.15
18 BURLINGTON	471	\$150,655,777	\$107,100.00	\$730,744.06	\$607,997,638	\$2,977,765.75
19 BURLINGTON SPECIAL D	1	\$213,470	\$0.00	\$362.90	\$1,153,458	\$1,982.99
20 E ALAMANCE FD	54	\$17,547,552	\$0.00	\$12,296.86	\$70,725,406	\$50,024.60
21 E.M. HOLT FD	92	\$28,500,609	\$0.00	\$22,620.43	\$122,987,023	\$98,636.05
22 ELI WHITNEY/87 SOUTH	70	\$16,442,645	\$0.00	\$14,106.67	\$76,380,995	\$66,302.64
23 ELON	48	\$19,567,578	\$5,635.00	\$68,615.07	\$77,414,092	\$273,446.59
24 ELON FD	32	\$8,698,696	\$0.00	\$7,550.64	\$36,964,785	\$32,341.35
25 FAUCETTE FD	76	\$19,349,147	\$0.00	\$15,518.13	\$84,017,186	\$68,200.21
26 GIBSONVILLE	36	\$11,478,898	\$0.00	\$56,354.65	\$51,478,398	\$254,292.12
27 GRAHAM	152	\$48,103,305	\$0.00	\$139,789.15	\$194,112,841	\$571,675.70
28 GREEN LEVEL	25	\$5,479,285	\$0.00	\$14,291.40	\$25,652,277	\$68,048.48
29 HAW RIVER	22	\$4,998,626	\$0.00	\$22,074.72	\$24,537,334	\$109,710.62
30 HAW RIVER FD	42	\$11,893,824	\$0.00	\$10,946.47	\$45,552,498	\$42,488.10
31 MEBANE	120	\$38,769,861	\$0.00	\$143,809.05	\$172,808,024	\$648,068.16
32 NORTH CENTRAL ALAMAN	16	\$4,642,285	\$0.00	\$4,188.82	\$20,500,794	\$18,635.53
33 NORTH EASTERN ALAMAN	53	\$14,172,151	\$0.00	\$11,812.43	\$64,541,100	\$54,453.57
34 OSSIEE	3	\$904,610	\$0.00	\$727.38	\$3,890,745	\$3,165.18
35 SNOW CAMP FD	76	\$20,436,737	\$0.00	\$17,873.42	\$85,958,353	\$76,021.70
36 SWEPSONVILLE FD	114	\$35,761,740	\$0.00	\$21,499.38	\$150,948,944	\$91,858.52
Total			\$112,735.00	\$3,630,569.36	\$4,111,299,288	\$14,735,689.75



The report will show three years, scroll to right for the “Net Taxable Value” and the “Net Property Tax Paid” totals which need to be entered in the TR-1 and/or TR-2 report Value and Levy fields.



SOME NOTES ABOUT MATCHING NCVTS JURISDICTIONS TO THE JURISDICTIONS ON YOUR TR REPORTS

The TR forms report values and levies for current districts only. If the NCVTS report shows values and levies from old districts that have been dissolved and replaced by new districts, enter those amounts in the corresponding new districts that are prepopulated on your TR forms. Please note that TR forms have standardized district names and codes that will not exactly match the codes the counties have set up in NCVTS.

There may be some differences between districts you have set up in NCVTS and the districts TR forms, because:

1. Some county wide districts may be combined on the TR forms.
2. Districts that are not authorized by a county or municipal budget municipal are not reported on the TR-1 or TR-2 forms.

Do not hesitate to contact the Information Unit at 919-814-1129 there are any questions about how the NCVTS districts map to the districts shown on your TR forms.