



File Your Real Estate Conveyance Taxes Online!



Approving/Rejecting Form OP-236



Username

Password

Log in

[Forgot Username or Password?](#)

Logging in for the first time?

[Create a Username](#)



Submissions

Submissions are items you have submitted online for processing. Common examples include returns and payments.

> [Find a Submission](#)



Payments

Submit a payment for a bill you received in the mail

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Welcome to the Connecticut Department of Revenue Services (DRS) Real Estate Conveyance Center (myCTREC) to File and Pay your Form OP-236. To electronically file your Real Estate Conveyance Tax Return (Form OP-236) with the Town Clerk for participating municipalities. See the the list of [participating municipalities](#).

As a reminder, your submission and payment authorization is not processed until the Town Clerk logs in, approves the submission and records the deed by entering the volume and page number. Your submission can be edited or cancelled anytime up to the date it is recorded.

The data you see in this tutorial is completely fictitious. It was made for instructional purposes only. Any resemblance to a real person or business is completely coincidental.

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File Your Real Estate Conveyance Taxes Online!



Jane

j@sample.com

+1 (225) 239-2133

Welcome, Jane

You last logged in on Friday, Sep 30, 2022 10:35:40 AM

[Manage My Profile](#)

Real Estate Conveyance Options



Review Submitted OP-236

Review Submitted OP-236 for Real Estate Conveyance Tax

[Review OP-236 Returns](#)



Submissions

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[Find a Submission](#)



Correspondence

View electronic messages or letters I've received from the agency.

- [View Messages](#)
- [Send a Message](#)

Once you are logged in to myCTREC, locate the Review Submitted OP-236 group and click the **Review OP-236 Returns** hyperlink.

Returns

Search for OP-236 Returns

From the Returns page, a list of submitted returns for the municipality is displayed. Important information, such as the Confirmation Number, Grantor's Name, and Request status will be displayed in the list. You can enter information into the Filter bar to narrow the search results...

Returns								
<input type="text" value="Filter"/>								
Confirmation Number	Grantor's Name	State Tax Paid	Land Record Volume	Page Number	Date Conveyed	Date Recorded	Request Status	Link
0-000-059-628	JAMES BROWN	2,250			12-Sep-2022		Pending Verification	Review Return



Search

< Jane

Returns

Search for OP-236 Returns

064 - Hartford

Confirmation Number	Status - (Review, Approved, Denied)
<input type="text"/>	<input type="text" value="v"/>
Date Recorded From 	Date Recorded To 
<input type="text"/>	<input type="text"/>
Date Conveyed From 	Date Conveyed To 
<input type="text"/>	<input type="text"/>
Location of Property	
<input type="text"/>	
Grantor Name	
<input type="text"/>	

Returns

...or you can use the Search for OP-236 Returns section of the Returns page. Enter the applicable information, such as the Confirmation Number, then click **Search**.



Search

To review a return, click the **Review Return** hyperlink.

Search for OP-236 Returns

064 - Hartford

Confirmation Number

Date Recorded From 

Date Conveyed From 

Location of Property

Grantor Name

Status - (Review, Approved, Denied) 

Date Recorded To 

Date Conveyed To 

Returns

Confirmation Number	Grantor's Name	State Tax Paid	Land Record Volume	Page Number	Date Conveyed	Date Recorded	Request Status	Link
0-000-059-628	JAMES BROWN	2,250			12-Sep-2022		Pending Verification	Review Return



Search

Connecticut Real Estate Conveyance Tax
Return Review

\$2,250.00
Balance Due

Review each section of the Real Estate Conveyance Tax Return.

> Conveyance Information

Review Submitted Return
Please review the submitted return below. Once reviewed you can enter the Land Record Volume and Land Record Page. Once complete approve or reject the return.

Conveyance Information

Are you filing an amended return?	<input checked="" type="radio"/> No <input type="radio"/> Yes
1. Property town	064 - Hartford
2. Location of property conveyed - Street Address	80 State House Square
6. Is the grantor a Partnership, S Corporation, LLC, Estate, or Trust?	<input checked="" type="radio"/> No <input type="radio"/> Yes
7. Was more than one deed filed with this conveyance?	<input checked="" type="radio"/> No <input type="radio"/> Yes
Is the property a residential estate where the total consideration for the sale is in excess of \$800,000?	<input type="radio"/> No <input type="radio"/> Yes

Cancel



< Previous

Submit

Paid Tax Preparer

I am a Paid Tax Preparer

Declaration of Taxpayer(s)

The option to approve or reject the return is located at the end of the return in the Enter the Land Record Volume and Page Number section.

Sign Here

Connecticut Juris Number
(if applicable) _____

Indicate who is signing this
return _____

Submitter's Signature Joe Person
(Name) _____

Date 30-Sep-2022 _____

Enter the Land Record Volume and Page Number

Land Record Volume

Date recorded
_____ 

Land Record Page

Please select to approve or deny application, click submit once complete *

Approve

Reject

Cancel

< Previous

Submit

To reject a return, click **Reject**, then enter an explanation in the Reject Reason field.

Note: Taxpayers will receive a myCTREC rejection email with the information from the Reject Reason field. They will be required to re-submit a new Form OP-236.

Enter the Land Record Volume and Page Number

Land Record Volume Date recorded 

Land Record Page

Please select to approve or deny application, click submit once complete

Reject Reason ^{*}

Required

Paid Tax Preparer

I am a Paid Tax Preparer

Declaration of Taxpayer(s)

I declare under the penalty of law that I have examined this return (including any accompanying schedules and statements) and, to the best of my knowledge and belief, it is true, complete, and correct. I understand the penalty for willfully delivering a false return or document to DRS is a fine of not more than \$5,000, imprisonment for not more than five years, or both.

Once you have agreed that all the information is correct, select "Submit" below to complete this filing. Upon successful filing, you will receive a confirmation number and the option to print a copy of this filing information.

To approve a return, click **Approve** and enter the required information: Land Record Volume, Land Record Page, and Date Recorded.

Click **Submit**.

Enter the Land Record Volume and Page Number

Land Record Volume *

Required

Date recorded *

Required



Land Record Page *

Required

Please select to approve or deny application, click submit once complete

Approve

Reject

Cancel

< Previous

Submit



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< Real Estate Conveyance Search

Confirmation

This return has been submitted to the Connecticut Department of Revenue Services. The return will be posted after the submission is processed. Your confirmation number is: **0-000-053-018**.

Filing Details:

Date Submitted: 10/3/2022 10:56:40 AM
Tax Type: Real Estate Conveyance Tax
Form Type: Form OP-236 Real Estate Conveyance Tax Return
Date Conveyed: 9/12/2022
Payment Type: ACH Debit/Direct Payment
Amount of Payment: \$2,250.00
Payment Date: 9/30/2022
Land Record Page: 1
Land Record Volume : 100

OOPS? If you want to make a change on this submission, it is not too late. While a submission is still pending, you can still reject or approve an OP-236 by returning to the **Review/View OP-236 panel**.

[Printable View](#)

[OK](#)

You will receive a confirmation number once you have submitted the approved Form OP-236. To print or download a copy of this page, click **Printable View**. Click **OK** to navigate back to your myCTREC Returns page.



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