



# Town of Merrimack, New Hampshire

Community Development Department

603 424-3531

6 Baboosic Lake Road

Fax 603 424-1408

Town Hall - Lower level - East Wing

[www.merrimacknh.gov](http://www.merrimacknh.gov)

Planning - Zoning - Economic Development - Conservation

## VOLUNTARY LOT MERGER FORM INSTRUCTIONS

1. Complete the form using the fillable PDF. **In order to comply with the Hillsborough County Registry of Deed's recording requirements do not alter the font or margins.**
  - a. Font size shall be NO SMALLER than the equivalent of 10 point Times New Roman. Any handwriting shall be legible print.
  - b. Do not make any adjustments to the layout. The form requires top margin for recording.
  - c. The form must either be typewritten or handwritten in **black ink**. No photocopies of the completed form or photocopied signatures will be accepted for recording.
  - d. When printing the form, print **single-sided**. Double-sided forms will not be accepted for recording.
2. Mail or drop off the form to the Town of Merrimack Community Development Department, located in the lower level of the Town Office Building in the East Wing, 6 Baboosic Lake Road. **Please provide a contact name and phone number for us to call when the form is ready.**
3. When you retrieve the form, you must take it to the Hillsborough County Registry of Deeds located at 19 Temple Street in Nashua, NH. You will be charged a recording fee by the Registry at the time of recording. Please call (603) 882-6933 or visit <http://www.nhdeeds.org> for current Hillsborough County fees.

Please Return to:  
Town of Merrimack  
Community Development Dept.  
6 Baboosic Lake Road  
Merrimack, NH 03054

### **Voluntary Lot Merger Form**

The undersigned, as owner(s) of the parcels listed below, requests that the following parcels be merged and hereafter be treated as a single tract or parcel of land for all purposes, in accordance with RSA 674:39-a:

1. **Record Owner(s)** (must be identical for all parcels): \_\_\_\_\_
2. **Mailing Address of Owners:** \_\_\_\_\_  
\_\_\_\_\_
3. **Location of Parcels:** Town: Merrimack County: Hillsborough State: New Hampshire

4. **Existing Parcels to be Merged:**

**Parcel 1**

- a. **Tax Map:** \_\_\_\_\_
- b. **Lot:** \_\_\_\_\_ **Sub Lot:** \_\_\_\_\_
- c. **Location:** \_\_\_\_\_  
(street address or physical location)
- d. **Title Reference:** \_\_\_\_\_  
(Book & Page or Probate number and Grantor)

**Parcel 2**

- a. **Tax Map:** \_\_\_\_\_
- b. **Lot:** \_\_\_\_\_ **Sub Lot:** \_\_\_\_\_
- c. **Location:** \_\_\_\_\_  
(street address or physical location)
- d. **Title Reference:** \_\_\_\_\_  
(Book & Page or Probate number and Grantor)

**Parcel 3 (if applicable)**

- a. Tax Map: \_\_\_\_\_
- b. Lot: \_\_\_\_\_ Sub Lot: \_\_\_\_\_
- c. Location: \_\_\_\_\_  
(street address or physical location)
- d. Title Reference: \_\_\_\_\_  
(Book & Page or Probate number and Grantor)

**Parcel 4 (if applicable)**

- a. Tax Map: \_\_\_\_\_
- b. Lot: \_\_\_\_\_ Sub Lot: \_\_\_\_\_
- c. Location: \_\_\_\_\_  
(street address or physical location)
- d. Title Reference: \_\_\_\_\_  
(Book & Page or Probate number and Grantor)

**Parcel 5 (if applicable)**

- a. Tax Map: \_\_\_\_\_
- b. Lot: \_\_\_\_\_ Sub Lot: \_\_\_\_\_
- c. Location: \_\_\_\_\_  
(street address or physical location)
- d. Title Reference: \_\_\_\_\_  
(Book & Page or Probate number and Grantor)

**Parcel 6 (if applicable)**

- a. Tax Map: \_\_\_\_\_
- b. Lot: \_\_\_\_\_ Sub Lot: \_\_\_\_\_
- c. Location: \_\_\_\_\_  
(street address or physical location)
- d. Title Reference: \_\_\_\_\_  
(Book & Page or Probate number and Grantor)

**5. Tax Map & Lot of New Parcel** *(Section 5 to be completed by Town Assessing Department):*

The parcel created by this merger shall be referred to in the Town of Merrimack Tax

Records as **Map** \_\_\_\_\_, **Lot** \_\_\_\_\_, **Sub Lot:** \_\_\_\_\_.

**6. Consent by Mortgagees:** If there is a mortgage held on the subject parcels, then written consent from the mortgage holder is required to be recorded alongside this lot merger form per New Hampshire RSA 674:39-a.

**7. Certification of Owner:** By executing this notice, the undersigned certifies that:

- a. The merger of these parcels will not create a violation of any Ordinance or regulation;
- b. The lots are in common ownership;
- c. All owners have signed this application; and
- d. All persons or entities holding mortgages on any of the parcels have signed this application.

Upon the recording of a copy of this Voluntary Lot Merger Form at the Hillsborough County Registry of Deeds, the parcels or tracts shall be deemed to be consolidated and any attempted conveyance or encumbrance of any of the parcels separately shall be void unless prior approval for subdivision is obtained from the Town of Merrimack Planning Board.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Owner Printed Name)

\_\_\_\_\_  
(Owner Signature)

\_\_\_\_\_  
(Owner Printed Name)

\_\_\_\_\_  
(Owner Signature)

**8. Merrimack Planning Board Authorization:**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Planning Board Chair Printed Name)

\_\_\_\_\_  
(Planning Board Chair Signature)

\_\_\_\_\_  
(Planning Board Vice Chair Printed Name)

\_\_\_\_\_  
(Planning Board Vice Chair Signature)