



MAIL TO: COMMISSIONER OF THE REVENUE, P.O. BOX 1160, LEXINGTON, VA 24450

THIS IS NOT A TAX BILL - RETURN OF BUSINESS PERSONAL PROPERTY FORM

District/Town _____

Date Received _____

Account Number

Empty box for account number and other details.

- 1. Is this your first-time filing? YES or NO If yes, proceed to table below. If no, continue to next question
2. Were there changes to your Business Personal Property? Yes or NO (Please indicate changes below)

Table with 4 columns: Description, Taxpayer Original Cost, Additions to Previous Year, Deductions to Previous Year. Rows include Heavy Construction Machinery, Office furniture, Professional Equipment, Tools, Leased Equipment, Machinery & Tools of Manufactures, and TOTAL.

AUTOMOBILE AND OTHER ROAD REGISTERED VEHICLES ARE REQUIRED TO BE REPORTED WITHIN 30 DAYS OF THE PURCHASE DATE TO AVOID A LATE FILING PENALTY

All Tangible personal property (owned or leased) used in any business or profession must be reported. The tax payer cost are actual acquisition costs. Cost of items fully depreciated, but still in use, must be included. COMPLETE AND FILE THIS FORM ON OR BEFORE MARCH 1, 2022 TO AVOID PENALTY! We assess at 25% of tax payer cost for the life of the asset.

BELONGING TO OTHERS (Lessor responsible for personal property taxes)

Table with 3 columns: Owner's Name, Owner's Address, City/State/Zip; Description of Property, Lease #, ID#; Cost: \$, Annual Rent: \$, Terms of Lease.

I hereby declare that the amounts listed above are true, correct and complete to the best of my knowledge and belief and that a complete itemized list of all personal property is attached.

Date: _____ Print/Type Name: _____

Signature: _____ Title: _____ Phone: _____