ADV-40	
7/19	

County:	
Taxing Official:	Tax Year
Mailing Address:	
Tolonhono Numbor:	

# Business Personal Property Return

(File this tax return between October 1 and December 31 with the above taxing official)

Owner's Name:	_
Mailing Address:	For office use only
Email:	
Doing Business As:	
Business Address:	Account No
	City
	School Dist
Landowner's Name:	
Business Type:	business id ivo
Date Established:	
(Make necessary corrections above)	

Title 40, Chapter 7, Code of Alabama 1975, requires that, each year every person report to the county taxing official, a complete list of all business personal property owned by the taxpayer on October 1 of the tax year, except property which is or may be assessed by the Alabama Department of Revenue. This form must be completely filled out and all instructions followed in order to complete the assessing process for business personal property. State law requires that this form be signed by the taxpayer or official agent.

- 1. Complete the spaces provided above for "doing business as" (if different from the owner's name) and provide the business address.
- 2. Provide the name of the landowner.
- 3. Also provide the business type such as restaurant, department store, etc., and the date the business was established.
- 4. A complete <u>itemized listing must be provided</u> of all personal property owned on October 1. Alternately, a copy of the depreciation schedule used in preparing the most recent income tax return, listing the property owned by the taxpayer at the close of the fiscal year may be submitted. <u>The depreciation schedule must be adjusted for additions and deletions so that it will contain property owned by the business on the October 1 lien date.</u>

Regardless of the reporting method chosen, you must provide the name or type of personal property, the year of acquisition, the cost when acquired, and any property which has been fully depreciated but was still owned on October 1.

The reported cost should include invoice price, freight, and installation cost, sales and/or use tax, extra foundations necessary to support the equipment, and other costs incurred for the use of the property.

If you own property in more than one taxing jurisdiction within the county you must identify the property in each jurisdiction.

PART A must be used to list your personal property or a separate schedule may be attached.

5. The itemized list should include all fixed assets, including but not limited to, furniture, fixtures, computers, machinery, equipment, unlicensed motor vehicles, and add-on equipment. Multiple items of the same type of property acquired in the same year may be listed together. For example: Date Acquired Type of Property **Acquisition Cost** 10 Dell Computers 5/23/2010 \$10,000 4 Dell Computers 2/12/2012 5.200 6. Supplies and materials used in the operations of the business that are NOT for sale are taxable and must be reported. (i.e., office supplies, spare parts, and other consumable items.) What was the cost of supplies and materials on hand as of October 1? \$ (or monthly average) 7. Do you have licensed motor vehicles having "add-on" or "specialized" equipment (i.e. dump bodies, box type bodies, cement drums, etc.) affixed to them? If yes, and you are able to separate the cost of the add-on equipment from the total cost of the motor vehicle, complete PART A. If you are unable to separate the cost of the add-on equipment, complete PART B. If yes, report aircraft on PART C, and non-standard avionic equipment on PART A. If yes, complete **PART D** using cost as of October 1. 10. Do you lease or rent any items of personal property from someone, such as: machinery, equipment, computers, If yes, complete **PART E** (Statement of Leased or Rented Personal Property). 11. **LEASING COMPANIES** having equipment located in this county must attach a complete listing of personal property as stated in item 4. Include with this listing the lessee and address or physical location of each item of personal property. 12. Do you have personal property in your possession or located on your premises that is owned by someone else, excluding any leased or rented equipment listed in Part E? Yes No If yes, complete **PART F** (Statement of Other Personal Property Located on Your Premises). 13. Check category below in which your business belongs? ☐ Single Proprietor ☐ Partnership ☐ Alabama Corporation ☐ Out of State Corporation ☐ LLP ☐ LLC You may attach documentation related to a sale or closure of business to this return. 15. If there is personal property listed on this form you feel should be exempt, please note and give reasons. 16. Person to contact if additional information is required. Name: \_\_\_\_\_ Day Time Phone No. (\_\_\_\_) NOTICE: All Business Personal Property Returns are subject to audit and appropriate penalties as found in Title 40, Chapter 7, Code of Alabama 1975. I hereby affirm that, to the best of my knowledge and belief, this listing, including any accompanying statements, schedules, and other information, is true and complete. All forms not completely filled out and signed will be returned.

Date \_\_\_\_\_ Signed \_\_\_\_\_

## **PART A**

Statement of Business Personal Property (Furniture, Fixtures, Computers, Machinery, Equipment, Unlicensed Motor Vehicles, and Add-On Equipment)

ITEM	DATE ACQUIRED MM/DD/YY	COST
SUPPLIES (from question 6, page 2)		
	<u> </u>	<u> </u>
	1	1

#### **PART B**

#### Statement of Motor Vehicles with "Add-On" and "Specialized" Equipment

This section is to be used to list licensed commercial motor vehicles having "add-on" or "specialized" equipment affixed to the vehicle, when the owner is unable to separate the cost of the added value equipment from that of the cab and chassis. This equipment includes but is not limited to: box type bodies, concrete mixer drums, dumping mechanisms, wrecker rigs, propane and petroleum tanks, refrigeration equipment, limousine and hearse bodies, etc. If the owner is able to make the separation, the added value equipment must be reported on Schedule A. Equipment and

bodies added to a vehicle after it leaves the original manufacturer are not included in the values used in computing the property tax collected at the time of vehicle registration which are published in the Alabama Uniform Motor Vehicle Manual by the Alabama Department of Revenue. Purchase Price must include all costs associated with the purchase of the motor vehicle, including any trade-in value. If additional space is needed, a separate schedule may be attached.

MODEL YEAR	MAKE	MODEL	TAG NUMBER		COMPLETE VEHICLE IDENTIFICATION NUMBER (VIN)								VEHICLI ESCRIPT		DA	TE ACQUI	RED Y	PURCHASE PRICE											
1995	Mack	RD6885	4X3724	1	J	2	P	6	7	7   (	c   s	9	R	M	0	2	1		5	7	2	1	Dι	ımp Tr	u <b>c</b> k	(	08/02/9	4	\$88,600

### PART B-1

# Statement of Truck Trailers, Tractor Trailers and Semi-Trailers for Which the Owner Has Obtained a Permanent License Plate and Vehicles Based in Alabama Registered in Another State

This section is to be used to (1) list truck trailers, tractor trailers and semi-trailers, for which the owner has purchased a permanent trailer tag from the county where the property is based. Pursuant to §40-12-252, *Code of Alabama 1975*, all truck trailer, tractor trailer and semi-trailer owners purchasing a license plate upon payment of a one-time fee per license plate shall report the property on this return annually between October 1 and December 31.

(2) Additionally, pursuant to §40-11-1, *Code of Alabama 1975*, all owners of vehicles based in Alabama on October 1 of each year, but registered and tagged in another state, are subject to property tax in Alabama and should report these vehicles on this return.

If additional space is needed, a separate schedule may be attached.

MODEL YEAR	MAKE	MODEL	TAG NUMBER	SERIAL NUMBER / VIN	TRAILER DESCRIPTION	DATE ACQUIRED MM/DD/YY	LENGTH
2005	<b>Great Dane</b>	Van	A095200	8KL249	Drop Frame	11/09/2005	43 ft.

## **PART C**

#### **Statement of Aircraft**

(Airplanes, Airships and Hot Air Balloons)

#### **AIRPLANES AND AIRSHIPS:**

AIRCRAFT NUMBER	SERIAL NUMBER	YEAR	MAKE	MODEL	ACQUISITION DATE - MM/DD/YY	ACQUISITION COST

#### **HOT AIR BALLOONS:**

AIRCRAFT NUMBER	DATE ACQUIRED MM/DD/YY	соѕт	SUGGESTED LIFE OF ENVELOPE	HOURS ENVELOPE USED

# PART D Statement of Personal Property Carried As Construction in Progress

ITEM	COST AS OF OCTOBER 1	ANTICIPATED TOTAL COST	ANTICIPATED IN SERVICE DATE – MM/DD/YY
Computers			
Equipment			
Machinery			
Furniture			
Fixtures			
Other			

### **PART E**

### Statement of Leased or Rented Personal Property

(Furniture, Fixtures, Computers, Machinery, Equipment, Aircraft, and Motor Vehicles)

NAME OF LESSOR	ADDRESS OF LESSOR	TYPE OF EQUIPMENT	QTY.	DATE OF LEASE MM/DD/YY	TERM OF LEASE	ANNUAL RENT

# PART F Statement of Other Personal Property Located on Your Premises

NAME OF OWNER	ADDRESS	AREA OCCUPIED (SF)	TYPE OF PROPERTY