



COUNTY OF BOTETOURT

2016

OFFICE OF THE COMMISSIONER OF REVENUE
P.O. Box 128, Fincastle, Virginia 24090
TELEPHONE (540) 473-8270 or (540) 928-2050
commissioner@botetourt.org

RETURN OF BUSINESS TANGIBLE PERSONAL PROPERTY & MACHINERY & TOOLS

TAXPAYER I.D. # _____

IMPORTANT INSTRUCTIONS - PLEASE READ

- FILE THIS FORM WITH THE COMMISSIONER OF REVENUE ON OR BEFORE APRIL 15, 2016.
- ALL TANGIBLE PERSONAL PROPERTY (OWNED OR LEASED) USED IN ANY BUSINESS OR PROFESSION MUST BE REPORTED. COST VALUES TO BE USED ARE ACTUAL ACQUISITION COSTS BEFORE ALLOWANCE FOR DEPRECIATION. COST VALUES OF ITEMS FULLY DEPRECIATED, BUT STILL IN USE, MUST BE INCLUDED.
- SEE REVERSE SIDE OF THIS FORM FOR INSTRUCTIONS PERTAINING TO TANGIBLE PERSONAL PROPERTY LEASED/ RENTED FROM OTHERS.

Business Physical Address (if different) _____

NATURE OF BUSINESS

Attach a list or Depreciation Schedule with description, cost and acquisition date of asset.

| PROPERTY CLASSIFICATIONS | ORIGINAL COST VALUE OF PROPERTY ACQUIRED OR LEASED | | | | | |
|--|--|----------------------|----------------------|----------------------|----------------------|---------------------|
| | ACQUIRED PRIOR TO 2012 | ACQUIRED DURING 2012 | ACQUIRED DURING 2013 | ACQUIRED DURING 2014 | ACQUIRED DURING 2015 | FOR OFFICE USE ONLY |
| 4. BUSINESS FURNITURE & FIXTURES, BUSINESS OFFICE MACHINES, PROFESSIONAL EQUIPMENT, CONSTRUCTION EQUIPMENT, SHOP & MECHANICS TOOLS & MACHINERY NOT USED IN MANUFACTURING, MINING, RADIO OR TELEVISION BUSINESSES. | | | | | | |
| 5. LEASED/RENTED BUSINESS FURNITURE & FIXTURES, BUSINESS OFFICE MACHINES, PROFESSIONAL EQUIPMENT, CONSTRUCTION EQUIPMENT, SHOP & MECHANICS TOOLS & MACHINERY NOT USED IN MANUFACTURING, MINING, RADIO OR TELEVISION BUSINESSES. | | | | | | |
| 6. ASSESSMENT RATIO (FOR OFFICE USE ONLY) | 10% | 30% | 50% | 70% | 90% | |

Below is for Manufacturers (and others listed in Line 7)

| | DATE ACQUIRED | PRIOR TO 12-31-2010 | FROM 1-1-2011 TO 12-31-2015 | FOR OFFICE USE ONLY |
|---|---------------|---------------------|-----------------------------|---------------------|
| 7. MACHINERY AND TOOLS USED IN A MANUFACTURING, MINING, RADIO OR TELEVISION BROADCASTING, OR DAIRY BUSINESS. | | | | |
| 8. LEASED/RENTED MACHINERY AND TOOLS USED IN A MANUFACTURING, MINING, RADIO OR TELEVISION BROADCASTING, OR DAIRY BUSINESS. | | | | |
| 9. ASSESSMENT RATIO (FOR OFFICE USE ONLY) | | 42% | 50% | |

Contact: _____

Check here if business has closed _____

Contact Phone #: _____

If closed, date of closure _____

Contact Email: _____

FOR USE BY COMMISSIONER OF REVENUE

Do not write below this line

DECLARATION BY TAXPAYER: I DECLARE THAT THE FOREGOING STATEMENTS AND FIGURES ARE TRUE, FULL AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

AUTHORIZED SIGNATURE

DATE

SIGNATURE OF PREPARER

DATE

| ASSESSED VALUATION | TOTAL |
|----------------------------|-------|
| BUSINESS PERSONAL PROPERTY | \$ |
| MACHINERY & TOOLS | \$ |

