

INSTRUCTIONS

BUSINESS PERSONAL PROPERTY:

32 VSA Section 3618 (c) (1): **‘Business personal property’ means tangible personal property** of a depreciable nature used or held for use in any trade, business, professional practice, transaction, activity or occupation conducted for profit including, without limitation, all furniture and fixtures, apparatus, tools, implements, books, machines, boats, construction devices, and all personal property used or intended to be used for the production, processing, fabrication, assembling, handling or transportation of anything of value, or for the production, transmission, control or disposition of power, energy, heat, light, water or waste.

32 VSA Section 3618 (c) (2): **‘Net book value’ of property means** the cost less depreciation of the property as shown on the federal income tax return required to be filed with the federal authorities on or nearest in advance of April 1 in any year.

On the front of this sheet, describe the property, give the year acquired, cost, and depreciation factor used (3,5,7, etc.). Column D is for the Listers to complete. Please complete the information requested at the bottom and sign.

Please note that any business personal property fully depreciated will be listed at 10% of the original cost.

If on April 1, you **do not own** business property as defined above please so state, sign and return this form to us. Failure to do so will mean that we will **assume** you do own business personal property and will set a value assigned by us in the Grand List.

Please check and sign if you swear (or affirm) that you do not own any business personal property in the **Town of Pittsford on April 1.**

Sign Here

Dated

This form can also be faxed to: 802-483-6612 or emailed to listers@pittsfordvermont.com
Please address to the Listers with the subject “Business Equipment”