

**COMMERCIAL / AGRICULTURAL/ INDUSTRIAL
PERSONAL PROPERTY—OWNED
DECLARATION SCHEDULE**

County Number	Parcel #	Act Number	Personal Prop. Type	DO NOT USE - FOR ASSESSORS USE ONLY Date received: _____ By: _____
Name and address of personal property listed here: (please make any corrections here)				Please indicate location of personal property: (please make any changes here)

PERSONAL PROPERTY DETAIL LISTING: Please list all personal property you own and use in your business or operation (Include **all** installed costs)—do not list licensed vehicles (please indicate any changes to the following list by lining out the items that have been removed and filling in the new items purchased) (duplicate form as necessary). **Describe item, quantity, make, model, serial#, year built, year acquired and year installed.** The column titled "Reported Cost" means the cost of each piece of equipment and **all** installed costs to put the equipment in operation. Please indicate if this cost is new and installed or a used purchase price by checking the appropriate column under "Type of Cost". Please sign the reporting rendition on the bottom of the last page and return the completed form by **March 1**. If property was located in more than one county in a prior calendar year, please attach Addendum 25/40 to this Declaration Form. Please fill out one addendum form per item of personal property.

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Item	Quantity	Make	Model	Serial #	Year Built	Reported Year Acquired	Year Installed	Reported *Cost	*Type of Cost Check One	
									New Installed	Used Purchased

Please see second page for **leased** equipment reporting requirements.

