

2023 Declaration of Personal Property



CITY OF TORRINGTON
Assessor's Office, Rm 107-1st Flr
140 Main Street
Torrington, CT 06790

LOC:

UID#:

This is the 2023 Personal Property Declaration for the property you own in the City of Torrington.

THIS PAGE MUST BE RETURNED WITH COMPLETED DECLARATION

PLEASE MAKE ANY MAIL ADDRESS CHANGES HERE ONLY:

This is your notification to file by Wednesday, November 1, 2023

Your check list for declaring:

Read the instructions, page 2.

Complete all appropriate sections of the Declaration.

Sign and date the Declaration (page 8). Please note that if your declaration needs to be notarized and you are personally delivering the declaration, the assessor's office **does not** have a notary public on staff. You should have your declaration notarized **before** coming to City Hall.

Make a copy of your completed Declaration

Return the original to our office on or before November 1, 2023.

Electronic filings are not accepted

Penalty for late filing - Failure to file by November 1, 2023, will result in a penalty equal to 25% of the assessment of the personal property. This declaration must be filed no later than:

Wednesday, November 1, 2023

Torrington Assessor's Office Closes at 4:00 PM on Wednesday

IMPORTANT: If you no longer own the above noted business or personal property, you must return this declaration to the Assessor and fill out the **Affidavit of Business Closing or Sale of Business (page 3)**. Otherwise, the Assessor must assume that you are still operating the business and still own the property and have failed to declare your taxable personal property.

Questions: Direct questions concerning this declaration to the Assessor's Office at (860) 489-2222.

Mail declaration to:

Assessor's Office
140 Main Street Rm 107
Torrington, CT 06790

Hand deliver to: 140 Main St Rm 107 – 1st Fl
Torrington CT 06790

THIS COVER PAGE MUST BE RETURNED WITH COMPLETED DECLARATION

INSTRUCTIONS

As per CGS 12-63, the assessor must determine the “present true and actual value” and in determining such value may use the accepted methods of comparable sales, cost less depreciation and income capitalization.

Not all sections are applicable to every business. Please read the following instructions and complete all relevant sections.

Who Should File -

All owners of taxable personal property.

Declaration -

1. Owners of:

- a. **Non-Connecticut registered motor vehicles**
- b. **Horses, ponies and thoroughbreds**
- c. **Mobile manufactured home** -not assessed as real estate

2. Businesses, occupations, independent contractors, farmers, and professionals need to complete: (Commercial and cost information is not open to public inspection)

- a. Business Data (page 3).
- b. Taxable Property Information (pages 4-6).
- c. Lessee’s Listing Report (page 7).
- d. Disposal, Sale or Transfer of Property Report (page 6)
- e. **Sign the Declaration Personal Property Affidavit** (page 8).

3. Lessors need to complete: (Commercial and cost information is not open to public inspection)

- a. Business Data (page 3).
- b. Taxable Property Information (pages 4-6).
- c. Lessor’s Listing Report (page 7)
- d. **Sign the Declaration Personal Property Affidavit** (page 8).

Filing Requirements --

- 1. The Personal Property Declaration must be filed annually on or before November 1st or the Monday following if the 1st falls on a Saturday or Sunday. (CGS 12-42).
- 2. A Personal Property Declaration not filed will result in a value determined by the Assessor. (CGS 12-53(b))
- 3. Declarations filed with **same as last year** are **INSUFFICIENT** and shall be considered an **incomplete** declaration.
- 4. Pursuant to CGS 12-81 (79) tangible personal property with an original value of not more than \$250 and over 10 years old is exempt. Detailed listings of such assets are reported on page 6. Reconcile such assets on page 6.

Penalty of 25% is applied --

- 1. When no declaration is filed or a declaration is not signed, a 25% penalty is applied to the assessment. [See 2. under Filing Requirements.]
- 2. When declarations are submitted after November 1st and an extension has **NOT** been granted (see Extensions) a 25% penalty is applied to the assessment. **Returns mailed in must have a USPS postmark of November 1, 2023 or EARLIER.**
- 3. When an extension is granted (see Extension) and the declaration is not filed by the extension deadline, a 25% penalty is applied to the assessment.
- 4. When omitted property is discovered, the 25% penalty is applied

to the difference in the assessed value as determined by the results of the discovery, and the assessment as determined by the originally filed declaration.

- 5. Declarations filed with **SAME AS LAST YEAR** are **INSUFFICIENT** and shall be considered an incomplete declaration and subject to a 25% penalty.

Exemptions-

- 1. On page 6 check the box adjacent to the exemption you are claiming.
- 2. Note that several exemptions require an additional application in order to receive that exemption. Please request the form number noted from the Assessor’s Office.
- 3. The extension to file the Personal Property Declaration, if granted, does not apply to all required exemption applications. Check with the Assessor.

Signature Required

- 1. The owner(s) must sign the declaration (page 8).
- 2. The owner’s agent may sign the declaration. However, the declaration must be duly sworn to and **notarized**.
- 3. Corporate officers signing for their corporations must have the returns properly **notarized**; or provide the Assessor with a statement bearing the corporate seal and signed by the corporate secretary setting out the office held by the signer of the declaration and dates office held.

Extension

The Assessor may grant a filing extension *for good cause* (CGS 12-42). If a request for an extension is needed, you must contact the Assessor in writing before November 1, 2023, stating the reason for the extension. The decision to grant an extension is the sole responsibility of the Assessor. There is no appeal.

Audit -

The Assessor is authorized to audit declarations within 3 years of the date of the required filing. **Random audits may be conducted.** Substantial penalties are applicable if such an audit reveals property not declared as required by law (CGS 12-53).

*****Before Filing*****

MAKE COPIES of COMPLETED DECLARATION

For Your Records

Example of how to complete the tables on pages 4, 5, and 6.

How should the following furniture be declared?

On October 31, 2022 you purchased a new laptop for \$550.

On February 5, 2020 a friend gave you a bookcase worth \$50. and you purchased a computer stand for \$200.

On March 15, 2017 you purchased a drafting table for \$790.

You started your business on January 3, 2006 and your total purchases for start-up were \$3,150.

****You must declare your total acquisition cost plus transportation and installation excluding sales tax.**** See table to the right for answer.

#16 FURNITURE, FIXTURES AND EQUIPMENT

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23	550	95%	523
10-1-22		90%	
10-1-21		80%	
10-1-20	250	70%	175
10-1-19		60%	
10-1-18		50%	
10-1-17	790	40%	316
Prior Yrs	3,150	30%	945
Total	4,740	Total	1,959

Owner's Name _____

Assessment date October 1, 2023
 Required filing date November 1, 2023

Note: Identify the owner's name under which business is being conducted. A trade name is not a legal name.

DBA(S) _____

Property Location (Street & Number): _____

Business Data for businesses, occupations, professions, farmers, lessors. **NOTE N/A ON LINES IS NOT ACCEPTABLE**

Not for mailing address**** **BUSINESS OWNER ADDRESS ONLY:** **Direct questions concerning return to:**

Name _____

Address _____

City/State/Zip _____

Phone/FAX _____

Description of Business _____

How many employees work in your facilities in this town only? _____ Date your business began in this town? _____

How many square feet does your firm occupy at your location(s) in this town? _____ Sq. Ft. Own Lease

Type of Ownership:

- Corporation Partnership
- LLC Sole proprietor
- Other - Describe _____

Type of Business:

- Manufacturer Wholesale
- Service Profession
- Retail/Mercantile Tradesman
- Lessor Other-Describe _____

Are there any other business operations that are operating from your address here in this town? If yes give name and mailing address.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you own tangible personal property that is leased or consigned to others in this town? If yes, complete Lessor's Report (page 7)	<input type="checkbox"/>	<input type="checkbox"/>
Did you have in your possession on October 1 st any borrowed, consigned, stored or rented property? If yes, complete Lessee 's Listing Report (page 7)	<input type="checkbox"/>	<input type="checkbox"/>
In the last 12 months was any property included in this declaration located in another Connecticut town for at least 3 months? If yes, identify by specific months, code, cost and location.	<input type="checkbox"/>	<input type="checkbox"/>

AFFIDAVIT OF BUSINESS CLOSING OR SALE OF BUSINESS

I _____ of _____ at _____
 Business owner's name Business name (if applicable) Street location of business name shown

With regards to said business do so certify that _____ Said business was (indicate which one by circling):
 on _____ Date

SOLD TO: _____
 Name Address

MOVED TO: _____
 City/Town & State where business moved Address

TERMINATED: You **MUST** attach a Bill of Sale *or* Department of Revenue Services (DRS) Final Sales & Use Tax Return *or* Connecticut Secretary of State's Acceptance of Dissolution or final business utility bill **AND** Trade Name Certificate cancellation, from the City Clerk's Office, to this form and return with this affidavit to the Assessor's office

The signer is made aware that the penalty for making a false affidavit is a \$500.00 fine or imprisonment for one year or both.

I DO HEREBY declare in accordance with 12-49 of the Connecticut General Statutes under penalty of perjury that the statements herein made by me are true according to the best of my knowledge and belief.

Date: _____ Signed: (owner(s) or trustee(s)) _____

Subscribed and Sworn to before me:

Notary Signature _____ Date _____ My Commission expires: _____

TAXABLE PROPERTY INFORMATION COPY AND ATTACH ADDITIONAL SHEETS IF NEEDED

Taxable Property Information

1. Taxable Property Information (Commercial and cost information are not open to public inspection)
2. All data reported should be:
 - a. Actual acquisition costs including any additional charges for transportation and installation by year for each type of property. These costs, less the standard depreciation as shown on the form, will determine the net depreciated value.
 - b. Include all assets that may have been fully depreciated, written off, or charged to expense but are still owned.
3. Reports are to be filed on an assessment year basis of October 1. Acquisitions between October 2 and December 31 apply to the new year. (i.e. acquisition made November 13, 2022 is reported in the year ending October 1, 2023)
4. Attachments are acceptable as long as all information is reported in prescribed format. Such reports must be organized by year for each type of property.

#9 MOTOR VEHICLES Unregistered motor vehicles (e.g. campers, RV's, snowmobiles, trailers, trucks, passenger cars, tractors, off-road construction vehicles, etc.) including any vehicle garaged in Connecticut but registered in another state, or any such vehicle not registered at all. If you are a farmer eligible for the exemption under Sec. 12-91, list tractors in Code #17.

Year	Make	Model	Identification No.	Length	Weight	Purchase Price	Date	Value

ASSESSOR'S USE ONLY

Code	ASSESSMENTS
#9	

#11 HORSES AND PONIES Describe your horses and ponies. A \$1,000 assessment exemption per animal will be applied. If you are a farmer, the exemption is 100% provided Form M-28 is filed with and approved by the Assessor.

Breed	Age	Registered	Sex	Quality: Breeding/Show/Pleasure/Racing	Value

#11	
#11	
#11	
#11	

#17 FARM MACHINERY Farm machinery (e.g., tractors, harrows, bush hogs, hay bines, hay rakes, balers, corn choppers, milking machines, milk tanks, coolers, chuck wagons, dozers, back hoes, hydroponic farm equipment, aquaculture equipment, etc.), used in the operation of a farm.

If you are filing for the first time as a farm you must provide a copy of your 1040 Schedule F, 1120, 1120S or 1065

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
Total		Total	

#18 FARM TOOLS Farm tools, (e.g., rakes, pitch forks, shovels, hoses, brooms, etc.).

If you are filing for the first time as a farm you must provide a copy of your 1040 Schedule F, 1120, 1120S or 1065

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
Total		Total	

#17	
#18	

DO NOT FORGET TO SIGN AND HAVE NOTORIZED THE AFFIDAVIT BELOW, AS FAILURE TO DO SO WILL RESULT IN LOSS OF EXEMPTION



M-28 Revised November 2021	FARM MACHINERY, HORSES OR PONIES
Approved by Commissioner of Agriculture	
This application for exemption on all farm machinery, except motor vehicles as defined in Section 14-1, to an assessment of \$100,000, ponies or horses which are actually and exclusively used in farming, within the provisions of Section 12-91 as amended by PA 14-33 section 2 of the General Statutes as amended must be filed ANNUALLY by November 1st with the assessor or board of assessors of the municipality in which the property is located. Failure to file this application within the time limit prescribed shall be considered a waiver of the right to such exemption for the assessment year.	
Have you filed, or do you intend to file, any application for exemption as provided under the above statute, in this or any other town or city, as trustee, as an individual farmer, or as a member of a group of farmers, partnership or family corporation, other than the ownership contained in this application?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Do you derive at least \$15,000 in gross sales, or did you incur at least \$15,000 in expenses related to such farming operation during the previous calendar year? (Please attach a copy of the Income & Expense statement from your 2022 Federal Income Tax Return related to farm operation/s. Schedule F for unincorporated farm business, Form 1120, 1120S for corporation/s or Form 1065 for partnership/s)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Are the horses and ponies, and/or farm machinery kept within the State of Connecticut? If yes, list town(s):	YES <input type="checkbox"/> NO <input type="checkbox"/>
I DO HEREBY declare in accordance with 12-91 of the Connecticut General Statutes under penalty of perjury that the statements herein made by me are true according to the best of my knowledge and belief.	
Date: _____	Signed: (owner(s) or trustee(s)) _____
Subscribed and Sworn to before me: _____	
Date: _____	My Commission expires: _____

FAILURE TO SIGN AND HAVE NOTORIZED THE ABOVE AFFIDAVIT, WILL RESULT IN LOSS OF YOUR EXEMPTION

Note: Declarations filed with "**see attached list**" must have a list that clearly segregates the personal property by year acquired and type, otherwise the declaration will be considered incomplete.

#10 MANUFACTURING MACHINERY AND EQUIPMENT NOT ELIGIBLE UNDER (CGS 12-81(76)) FOR EXEMPTION. Do not include manufacturing equipment that is being claimed on exemption form M-65 and under Code #13.

RESERVED FOR FUTURE USE
RESERVED FOR FUTURE USE

ASSESSOR'S
USE ONLY

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
Total		Total	

Code	ASSESSMENTS
#10	

#16 FURNITURE, FIXTURES AND EQUIPMENT Furniture, fixtures and equipment of all commercial, industrial, manufacturing, mercantile, trading and all other businesses, occupations and professions. Examples: desks, chairs, tables, file cabinets, typewriters, calculators, copy machines, telephones (including mobile telephones), telephone answering machines, facsimile machines, postage meters, cash registers, moveable air conditioners, partitions, shelving display racks, refrigerators, freezers, kitchen equipment, etc.

#19 MECHANICS TOOLS Mechanics tools (e.g., wrenches, air hammers, jacks, sockets, etc.).

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
Total		Total	

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
Total		Total	

#16	
#19	

#20 ELECTRONIC DATA PROCESSING EQUIPMENT (e.g., computers, printers, peripheral computer equipment, and any computer based equipment acting as a computer as defined under Section 168 of the IRS Code of 1986, etc.). Bundled software is taxable and must be included.

#23 EXPENSED SUPPLIES THE average monthly quantity of supplies normally consumed in the course of business (e.g., stationery, post-it notes, typewriter ribbons, computer disks, computer paper, pens, pencils, rulers, staplers, paper clips, medical and dental supplies and maintenance supplies, etc.).

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		80%	
10-1-21		60%	
10-1-20		40%	
Prior Yrs		20%	
Total		Total	

Year Ending	Total Expended	# of Months	Average Monthly
10-1-23			
The average is the total amount expended on such supplies since the previous assessment year divided by the number of months in business in the previous assessment year (12 months maximum).			

#20	
#23	

IN ACCORDANCE WITH SECTION 168 IRS CODES COMPUTERS ONLY

#24 A & B All other goods, chattels and effect Any other taxable personal property not previously mentioned or which does not appear to fit into any of the other categories. (e.g. leasehold improvements other than realty, video tapes, vending machines, pinball games, video games, signs, billboards, coffee makers, water coolers, etc.).

#24a All other goods, chattels and effects (except video tapes)

#24b B Rental video tapes

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
Total		Total	

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		80%	
10-1-21		60%	
10-1-20		40%	
Prior Yrs		20%	
Total		Total	

#24a	
#24b	

Average number of video tapes on hand

#14 MOBILE MANUFACTURED HOME – IF NOT CURRENTLY ASSESSED AS REAL ESTATE

Year	Make	Model	Identification Number	Length	Width	#Bedrooms	#Baths	Value

#14	
#14	

#22: Cables, conduits, pipes, poles, towers, underground mains, wires, etc., of gas, heating, telephone companies, water and water power companies. Include items annexed to the ground (e.g., hydraulic car lifts, gasoline holding tanks, pumps, truck scales, etc.), as well as property used for the purpose of creating or furnishing a supply of water (e.g., pumping stations). DPUC regulated utilities check this box <input type="checkbox"/>	Year Ending	Original cost, transportation & installation	% Good	Depreciated Value	Code	ASSESSMENTS
	10-1-23		95%			
	10-1-22		90%			
	10-1-21		80%			
	10-1-20		70%			
	10-1-19		60%			
	10-1-18		50%			
	10-1-17		40%			
	Prior Yrs		30%			
	Total		Total			
					#22	

#21a Telecommunication equipment not technologically advanced

#21b Telecommunication equipment technologically advanced

Assessor's Use Only

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
Total		Total	

Year Ending	Original cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		80%	
10-1-21		60%	
10-1-20		40%	
Prior Yrs		20%	
Total		Total	

Section One – 21a and 21b Total #21

DISPOSAL, SALE OR TRANSFER OF PROPERTY REPORT & RECONCILIATION OF FIXED ASSETS

Disposal, sale or transfer of property If you disposed of, sold, or transferred a portion of the property included in last year's filing, complete RECONCILIATION OF FIXED ASSETS and the DETAILED LISTING OF DISPOSED ASSETS REPORT. If you no longer own the business noted on the cover sheet you do not need to complete this declaration. You must, however, return to the Assessor this declaration along with the complete AFFIDAVIT OF BUSINESS CLOSING OR SALE OF BUSINESS FOUND on page 3 of this return.

Reconciliation of Fixed Assets

Assets declared 10-1-2022	-	Assets disposed of since 10-1-2022	+	Assets added since 10-1-2022	=	Assets declared 10-1-2023
	-		+		=	

*Complete DETAILED LISTING OF DISPOSED ASSETS REPORT See below

DETAILED LISTING OF DISPOSED ASSETS REPORT COPY AND ATTACH ADDITIONAL SHEETS IF NEEDED				
Date Removed	Code	Description of Item	Date Acquired	Acquisition Cost

Detailed Listing of Assets Original Value \$250 or less		
Pursuant to CGS 12-81 (79)—Listing of assets purchased prior to 10/01/13 with a value of \$250 or less		
Description of Item	Date Acquired	Acquisition Cost

Exemptions – Please check the box next to the exemption you are claiming	Code	Exemption Amt
<input type="checkbox"/> Mechanic's Tools - \$500 value (JAA)		
<input type="checkbox"/> Farming Tools - \$500 value (IFA)		
<input type="checkbox"/> Horses/ponies \$1000 assessment exemption per animal (IGA)		

All of the following exemptions require a separate application and/or certificate to be filed with the Assessor by November 1		
<input type="checkbox"/> Water Pollution or Air Pollution control equipment - Connecticut DEP certificate required - provide copy (HEA/HFA)		
<input type="checkbox"/> Farm Machinery \$100,000 value - Exemption application M-28 required annually (IEA)		
<input type="checkbox"/> New manufacturing machinery and equipment claimed under Code #13 - Exemption application M-65 required (U)		

LESSEE'S LISTING REPORT - COPY AND ATTACH ADDITIONAL SHEETS IF NEEDED

Pursuant to Connecticut General Statutes 12-57a all leased, borrowed, consigned, loaned, rented, or stored personal property not owned by you but in your possession as of the assessment date must be included on this form. Failure to declare, in the form and manner as herein prescribed, shall result in the presumption of ownership and subsequent tax liability plus penalties. Property you do not lease that may be in your possession and must be reported includes (but is not limited to) dumpsters, gas/propane tanks, vending machines, water coolers, coffee machines.

- YES NO
- Did you dispose of any leased items that were in your possession on October 1, 2022? If yes, enter a description of the property and the date of disposition in the space to the right.
-
- Did you acquire any of the leased items that were in your possession on October 1, 2022? If yes, indicate previous lessor, item(s) and date(s) acquired in the space to the right.
-
- Is the cost of any of the equipment listed below declared anywhere else on this declaration? If yes, note year in the Year Included column and list cost in the Acquisition Cost column.
-

Lease Number	Leasing Company's Name & Address	Item Description/ Model No.	Serial #	Year of Mfg.	Capital Lease (Yes/No)	Lease Term Beg/End	Monthly Rent	Acquisition Cost	Year Included

LESSOR'S LISTING REPORT - COPY AND ATTACH ADDITIONAL SHEETS IF NEEDED

In order to avoid duplication of assessments related to leased personal property the following must be completed by Lessors: (Please note that property under conditional sales agreements **must** be reported by the lessor.) Attachments are acceptable as long as all information is reported in prescribed format.

	Lessee #1	Lessee #2	Lessee #3
Name of Lessee			
Lessee's address			
Physical location of equipment			
Full equipment description			
Is equipment self-manufactured?			
Acquisition date			
Current commercial list price new			
Has this lease ever been purchased, assumed or assigned?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, specify from whom			
Date of such purchase, etc.			
If original asset cost was changed by this transaction, give details.			
Type of lease	<input type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> Conditional Sale	<input type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> Conditional Sale	<input type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> Conditional Sale
Lease Term - Begin & end dates			
Monthly contract rent			
Monthly maintenance costs if included in monthly payment above			
Is equipment declared on either the Lessor's or the Lessee's new manufacturing exemption application?	<input type="checkbox"/> Yes <input type="checkbox"/> Lessor <input type="checkbox"/> Lessee <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> Lessor <input type="checkbox"/> Lessee <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> Lessor <input type="checkbox"/> Lessee <input type="checkbox"/> No

AFFIDAVIT - THIS FORM MUST BE SIGNED (AND IN SOME CASES NOTARIZED) BEFORE IT MAY BE FILED WITH THE ASSESSOR.
AVOID PENALTY - NOTARIZE PERSONAL PROPERTY DECLARATION SIGNED BY AGENT.

I DO HEREBY declare under penalty of perjury that all sections of this declaration have been completed according to the best of my knowledge, remembrance, and belief; that it is a true statement of all my personal property liable to taxation; and that I have not conveyed or temporarily disposed of any estate for the purpose of evading the laws relating to the assessment and collection of taxes.

CHECK ONE **OWNER** **PARTNER**
 CORPORATE OFFICER **MEMBER**

Owner's Signature

Dated

 Owner's Signature (print owner's name on line below)

 Print or type owner's name

I DO HEREBY declare under oath that I have been duly appointed as an agent for the owner of the property listed above and that I have full authority and knowledge sufficient to file a proper declaration for him/her in accordance with the provisions of 12-50 C.G.S.

Agent's Signature

Dated

 Agent's Signature (print agent's name on line below)

Witness of agent's sworn statement

Subscribed and sworn to before me -

Dated

 Notary or Commissioner of Superior Court
 (Please note: The assessor's office **does not** employ a notary public)

BELOW THIS LINE FOR ASSESSOR'S USE ONLY

Assessor's Final Assessment Totals

# 9 Motor vehicles	# 9					
#11 Horses and ponies	#11					
#14 Mobile Manufactured Homes	#14					
#17 Farm Machinery	#17					
#18 Farming Tools	#18					
#19 Mechanics Tools	#19					
#10 Manufacturing Machinery & Equipment	#10					
#16 Furniture, Fixtures & Equipment	#16					
#20 EDP Equipment	#20					
#23 Average Supplies	#23					
#22 Cables, conduits, pipes, poles, towers, underground mains, wires, etc.,	#22					
#21 Telecommunications Equipment	#21					
#24 Other	#24					
Total Assessment all codes #9 through #24	Total					
#25 Penalty for failure to file as required by statute -- 25% of assessment	#25					
Exemptions granted:	JAA \$500	IFA \$500	IGA \$1000	HEA/HFA	IEA \$100,000	Total Exemptions
<u>Circle applicable box.</u>				GXC	GJA	
Total Net Assessment						Total Net

Please direct all questions concerning declaration to the Assessor's Office - Check Off List:

Did you remember to update mailing address on front cover if applicable? Complete appropriate sections, complete any applicable exemption applications, sign and date as required, make a copy for your records?

Assessor notes: _____