Davis County Utah Assessor's Office

61 S Main Street, Rm 302
P.O. Box 618
Farmington, UT 84025-0618
(801) 451-3249

Subject: 2016 Personal Property Taxes 03/11/2016

PLEASE NOTIFY US IMMEDIATELY if your business did not materialize, you are no longer in business, you have moved out of Davis County or if any extenuating circumstances cause you to question whether you should file this form.

This is your 2016 Personal Property Signed Statement and Tax Notice. Personal Property business taxes are assessed and collected yearly by each County Assessor in Utah. Taxable Personal Property is defined as tangible property not included within the meaning of the terms "real estate" or "improvements".

The responsibility for business taxes is a personal obligation of the business owner. Utah Code 59-2-306 requires each business owner to file upon request a statement with the Assessor's Office, listing all taxable personal property owned, possessed or controlled as of January 1st of the current year. All businesses are subject to audit by the Utah State Tax Commission.

For this filing, Line 1 will not contain any information. Line 2 is used to list the supply amount. Supplies are consumable items not held for sale. See the definition of supplies contained in the instruction materials.

The Personal Property Signed Statement is designed to be self-assessing. List all taxable personal property on the Enclosed Schedule B by category, year of acquisition and cost. Please note that "cost" includes shipping, handling, sales tax and installation, if applicable. The taxable value for each asset is established by using the acquisition cost multiplied by the percent good factor from the Percent Good tables. The total taxable value is then multiplied by the applicable tax rate on line 6 of the front page. Additional copies of 2016 forms are located at: **www.daviscountyutah.gov/personal_property/forms.cfm**

Before mailing your 2016 filing, be sure to sign and date the Personal Property Statement, complete the Schedule B and Leased Equipment section and return all forms with your check for the tax due. **Filings which list a zero on Line 1, or for the taxable value, are not acceptable. Make a copy of the filing statement for your records.**

Please note, if the total taxable value (amount on line 5) of your equipment is $10,300 or less, you may choose to complete the Exemption Application Box at the bottom of the statement to claim an exemption from tax. **You may not exempt if you have not made a full disclosure of assets, or the taxable value of all accounts using the same FEIN is over the exempt amount.** The exemption may **not** be applied for after May 16, 2016. If applying for the exemption you must sign in both boxes on the front page of the filing statement. Accounts with a taxable value over $10,300, complete as directed and send with a check. **Accounts with tax due for 2016, and unpaid on May 16th will accrue interest at 7.00%.**

Taxpayers may request their business taxes be attached to real property owned in Davis County. All requests must be in writing, indicating the appropriate land serial number. Personal Property taxes are due in Davis County on May 16, 2016. **Interest will accrue at 7.00% for any tax due from May 16 to the date paid. Real property taxes are due in November.** The appeal deadline date is May 16, 2016.

Pertinent Code Citations for Personal Property Assessment:
PENALTY: 59-2-307 "Each person who fails to file the signed statement required by Section 59-2-306, fails to file the signed statement with respect to name and place of residence, or fails to appear and testify when requested by the assessor, shall pay a penalty equal to 10% of the estimated tax due, but not less than $25 for each failure to file a signed and completed statement."

APPEAL: 59-2-1005 "Any taxpayer owning personal property assessed by a county assessor under Section 5-2-301 may make an appeal relating to the value of the personal property by filing an application with the county legislative body no later than: the expiration of the time allowed under Section 59-2-306 for filing a signed statment, if the county assessor requests a signed statement under Section 59-2-306; or 60 days after the mailing of the tax notice, for each other taxpayer. To appeal the Personal Property valuation, call (801) 451-3329 for an application or write to:
Clerk of the Board of Equalization, Davis County Tax Administration, P.O. Box 618, Farmington, UT 84025-0618

AN APPEAL, STATE AUDIT, OR BANKRUPTCY DOES NOT EXEMPT YOU FROM FILING YOUR STATEMENT ON TIME.

TRAINED STAFF IS AVAILABLE TO ASSIST ANYONE NEEDING HELP COMPLETING THE PERSONAL PROPERTY STATEMENT. TELEPHONE INQUIRIES ARE WELCOME AT (801) 451-3249. TDD (801) 451-3228 FOR HEARING IMPAIRED.

DUE DATE: May 16, 2016