

FRANKLIN D. EDMONDSON, COMMISSIONER OF THE REVENUE

Return on Tangible Personal Property and Machinery and Tools FOR LOCAL TAXATION

FILE ON OR BEFORE MARCH 1, 2006

NAME AND ADDRESS

Form containing fields for Name and Address, Trade Name, Business Information, and Physical Address.

What is Tangible Personal Property?

Tangible Personal Property is everything other than real estate. It includes furniture, fixtures, tools, machinery, household appliances, signs, equipment, leasehold improvements, supplies, leased equipment and any other equipment used in a business or to earn an income.

Notice - Every person, firm, corporation or other entity owning tangible property located within Portsmouth on January 1, 2006 must file a return. (VA code {58.1-3518})

PLEASE LIST BELOW THE ORIGINAL INSTALLED COST OF ALL FURNITURE, FIXTURES, HAND AND POWER TOOLS, MACHINERY, OPERATING EQUIPMENT AND ALL OTHER TANGIBLE PROPERTY OWNED ON JANUARY 1, 2006 OR BYPASS THIS PROCESS BY SUBMITTING A CURRENT DETAILED DEPRECIATION SCHEDULE.

Table with 3 columns: Date Acquired, Description of Asset, Original Cost.

(attached additional lists if more space is required)

PLEASE SIGN AND COMPLETE REVERSE SIDE

If you DELETED, SOLD, JUNKED or PHYSICALLY removed any equipment in 2005, then list each below.

Description of Item	Date of Purchase	Original Cost	Date Deleted

Do you have in your possession or is there located at your business any machinery, equipment, furniture, fixtures, tools, computers, or other type of personal property which is leased, rented, loaned, stored or otherwise located at your business and not owned by you? YES () NO (). If YES, then list below (attach extra sheets if necessary).

Please include mailing address

Description of property/model no. etc.	Name and Address of owner	Rent/Lease pmt

General Information:

Every person, firm, corporation or other entity owning tangible property located within Portsmouth on January 1, 2006 must file a return. (VA code {58.1-3518})

Businesses that have been classified as a Manufacturer, Miner, Radio or Television Broadcaster, only machinery and tools are reportable.

Fully depreciated items must be included if still owned January 1, 2006.

If you have sold or discontinued operating a business, please provide written notice of the date business ceased to operate.

Please submit a list of all vehicles and trailers (including yard trucks, storage trailers, office trailer, etc.) that are used for the business.

SIGNATURE and PRINTED Name of Person and Name of Firm Preparing this Return (If Applicable):

_____ (Signature) _____ (Name)
 _____ (Name/Address)
 _____ (Phone Number) _____

THANK YOU FOR YOUR COOPERATION. If we can be of assistance in preparing your report please feel free to call us at (757) 393-8866 or Fax (757) 393-8604.

NOTE: It is a class 1 misdemeanor for any person to willfully subscribe to a return which he does not believe to be true and correct as to every material matter (Code of Virginia - Sec. 58.1-11.)

DECLARATION BY TAXPAYER: I declare that the foregoing statements and figures are true, full and correct to the best of my knowledge and belief.

Franklin D. Edmondson
 Commissioner of the Revenue
 801 Crawford Street
 Portsmouth, Virginia 23704-3870

 Signature of Taxpayer Date

 (Printed Name)