



WASATCH COUNTY ASSESSOR

Personal Property Division
25 NORTH MAIN STREET
HEBER CITY, UT 84032
TELEPHONE 435.657.3221

Enclosed is your 2020 Signed Statement of Personal Property Signed Statement. This statement contains a list of all previously reported personal property. Forms and depreciation schedules are available on our website at: www.wasatch.utah.gov/assessor/personalproperty Please contact our office if you need forms mailed to you.

IF WE DO NOT RECEIVE YOUR SIGNED STATEMENT (EVEN IF EXEMPT) YOU WILL BE PENALIZED!
STATEMENT DUE DATE: MAY 15, 2020 (postmark acceptable).

Signed statements will not be accepted without an itemized equipment list.

--INSTRUCTIONS--

LINE 1 - Equipment and Supplies – If you have previously filed, the amount that needs to be listed on LINE 1 is printed on the bottom of Schedule A (Grand Total). If you are a lease company, this is your total Taxable Value. This amount can change, due to the changing cost of supplies. Line through the printed supplies amount, write in the current amount and recalculate schedule A Grand Total. The cost of supplies is determined by using one-years total cost of supplies and dividing by 12. Supplies defined: office, shipping, and maintenance supplies, replacement parts, lubricating oils, fuel and consumable items not held for sale. Inventory items are not included. **Supplies need to be adjusted each year.**

LINE 2 - Acquisitions – **New businesses** list equipment, year purchased and cost or purchase price on Schedule B. After listing and depreciating, total taxable values and transfer to line 2. You may include your own spreadsheet; but you must show addition detail.

Existing businesses – List new equipment purchased on Schedule B (top part). After listing and depreciating items, total taxable values and transfer to line 2, list Grand Total from Schedule A on line 1. You may include your own spreadsheet; but you must show addition detail.

LINE 3 - Deletions – **Existing businesses ONLY.** List disposed equipment on Schedule B (bottom part). **Your deletions must tie to last year's rendition!** After disposals have been listed, total taxable values and transfer to line 3, list Grand Total from Schedule A on line 1. You may include your own spreadsheet; but you must show deletion detail.

Line 4 - Total taxable value (add lines 1 and 2 **subtract** line 3 for taxable total line 4). **IF Line 4 total is less than \$15,000, STOP, sign section A and Application for Exemption at the bottom of the page and return. IF Line 4 total is greater than \$15,001, continue to Line 5. DO NOT DEDUCT \$15,000.**

A statement returned with zeros entered on line 1, 2 or 4 without an explanation, will be estimated by the Assessor's office and NO exemption will be allowed. You must itemize all personal property to be eligible for the exemption.

Line 5 - Tax rate for taxing district for the physical (situs) address of your business. If your business moved during the year, please call us for correct tax rate for the new location.

Line 6 - Tax due. Line 4 is greater than \$15,001 multiply by tax rate on line 5. Enter the Personal Property tax due.

Line 7 - Age Based Fee. If your business has an off-highway vehicle that is **NOT** registered with State of Utah, Motor Vehicle Division, listed on Schedule A with the appropriate Age Based Fee.

Line 8 - Fee in Lieu. If your business has a trailer that is **NOT** registered with State of Utah, Motor Vehicle Division. Trailers are Property Class 21. Existing trailers are listed at the top of Schedule A. New trailers will be listed on Schedule B. Please calculate the tax due and enter on line 8.

Line 9 - Tax Amount Due. Add Line 6, 7 and 8 together for the total amount due.

Sign your Confidential Annual Personal Property Tax Statement. Unsigned statements will be returned and may be subject to additional interest and penalties if delayed. Make a copy for your records, as no receipt will be issued.

Legislation passed in 2017 states that a business with a taxable value LESS THAN \$15,000 may be exempt from Personal Property Tax. You **MUST** sign this Section A and Section B to apply for this exemption. The enclosed forms must be complete and returned to our office by the May 15th due date in to qualify for this exemption. The Personal Property Statement is subject to review and audit. If you do not qualify for this exemption, we will notify you and payment will be due 30 days from the notification.

Changes in ownership, name, representative, mailing address, etc., or closure of business, please make a notation of these changes on the statement or complete the change of business form available on our website:

www.wasatch.utah.gov/assessor/personalproperty. Return this form with the Signed Statement of Personal Property to Wasatch County Assessor ▪ 25 North Main Street ▪ Heber City, UT 84032

Pertinent Code Citations for Personal Property Assessment:

PENALTY: 59-2-307 “Any person who willfully refuses: (a) to make the statement required by section 59-2-307, (b) 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. **PENALTIES WILL NOT BE WAIVED, NO EXCEPTIONS.**

APPEAL: 59-2-1005 (2) Any taxpayer dissatisfied with the taxable value may appeal by filing an application no later than 30 days after the mailing of this notice. Appeal forms may be obtained from the Wasatch County Auditor’s Office, 25 North Main Street, Heber City, UT 84032 or by phone 435-657-3190.

If taxes are not paid, Utah Code 59-2-1303 authorizes the Assessor to collect delinquent taxes through seizure and sale. The Assessor may attach delinquent taxes to real property.

IF YOU DO NOT SUBMIT A SIGNED STATEMENT, THE ASSESSOR WILL ESTIMATE THE VALUE OF YOUR PERSONAL PROPERTY AS REQUIRED BY UTAH CODE ANNOTATED 59-2-307. UTAH LAW PROVIDES THAT AN ESTIMATE SHALL NOT BE REDUCED BY THE COUNTY BOARD OF EQUALIZATION OR BY THE STATE TAX COMMISSION.

All Business Personal Property accounts are subject to audit.

TRAINED STAFF IS AVAILABLE TO ASSIST ANYONE NEEDING HELP COMPLETING THE PERSONAL PROPERTY STATEMENT.

TELEPHONE INQUIRIES (435) 657-3188 Monday – Friday 8:00 a.m. to 5:00 p.m.

EMAIL INQUIRIES personalprop@wasatch.utah.gov

Return forms and make check payable to:

WASATCH COUNTY ASSESSOR

25 North Main Street

Heber City, UT 84032