

Please return by:
March 1, 2019

City County Building - 400 Main Street, Suite 204
Knoxville, TN 37902-2405
Phone: 865-215-2362
KNOX COUNTY, TENNESSEE

Year: 2019
Account #:

TANGIBLE PERSONAL PROPERTY SCHEDULE

In accordance with T.C.A. 67-5-903, this schedule must be completed, signed on the reverse side and filed with the Assessor of Property on or before March 1. Failure to do so will result in a Forced Assessment, and you will be subject to a penalty as provided by State Law.

DBA:
Part 1: General Data Make Changes as Needed

Mapped Location _____
 Type of Business: _____
 Business Phone: (_____) _____
 Business Owner: _____
 Contact Person: _____
 Approximate square footage of building area used in your business? _____ Business License Number: _____
 How long has this business been in operation? _____ How many vehicles are used in your business? _____
 Email Address: _____ How many employees do you have? _____

If you were out of business in Knox County or sold your business on or before January 1, 2019, please notify the Assessor of Property (in writing) of the close/sale date in order to avoid a forced assessment.

Part 2: Owned Personal Property Report all personal property owned by you or held for use in your business/profession as of January 1, including items fully depreciated on your accounting records. Do not report inventories of merchandise held for sale or exchange or finished goods in the hands of the manufacturer. Personal property leased or rented and used in your business must be reported in Part 3 on the reverse side of this schedule. Property on which you need to report a Nonstandard value must be reported in Part 4 on the reverse side of this schedule and not in this section. A separate schedule must be filed for each business location. List the total acquisition cost to you for each group below, by year acquired, in the REVISED COST column. If COST ON FILE is printed on the schedule, you need only report new cost totals resulting from acquisition or disposition of property in the REVISED COST column. An Asset Listing should accompany this schedule. This can be faxed to (865) 215-4691 or emailed to personal.property@knoxcounty.org

Alternative Reporting for Small Accounts If you believe the depreciated value of your property is \$1,000 or less, you may use the Small Accounts Certification (reverse side) as an alternative to reporting detail costs below. With this certification, subject to audit, your Assessment will be set at \$300.

Reverse side of this form must be completed if applicable

Group 1: Furniture, Fixtures, Gen. Equip. & All Property (Not in Another Grp.)			Group 2: Computers, Copiers, Peripherals, Fax Machines & Tools			Group 3: Motors, Dies, & Tools			Group 4: Aircraft, Boats & Other (not classified as real property)			Group 5: Manufacturing Machinery			Group 6: Billboards, Signs & Signs (unless classified as real property)			Group 7: Scrap Property			Group 8: Raw Materials & Supplies			Group 9: Vehicles			Group 10: Construction In Progress		
YEAR	COST ON FILE	REVISED COST	YEAR	COST ON FILE	REVISED COST	YEAR	COST ON FILE	REVISED COST	YEAR	COST ON FILE	REVISED COST	YEAR	COST ON FILE	REVISED COST	YEAR	COST ON FILE	REVISED COST	YEAR	COST ON FILE	REVISED COST	YEAR	COST ON FILE	REVISED COST	YEAR	COST ON FILE	REVISED COST	YEAR	COST ON FILE	REVISED COST
2018			2018			2018			2018			2018			2018			2018			2018			2018			2018		
2017			2017			2017			2017			2017			2017			2017			2017			2017			2017		
2016			2016			2016			2016			2016			2016			2016			2016			2016			2016		
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2014			2014			2014			2014			2014			2014			2014			2014			2014			2014		
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Prior			2012			2012			2012			2012			2012			2012			2012			2012			2012		
Total			2011			2011			2011			2011			2011			2011			2011			2011			2011		
			2010			2010			2010			2010			2010			2010			2010			2010			2010		
			2009			2009			2009			2009			2009			2009			2009			2009			2009		
			2008			2008			2008			2008			2008			2008			2008			2008			2008		
			2007			2007			2007			2007			2007			2007			2007			2007			2007		
			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior		
			Total			Total			Total			Total			Total			Total			Total			Total			Total		
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			2015			2015			2015			2015			2015			2015			2015			2015			2015		
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			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior		
			Total			Total			Total			Total			Total			Total			Total			Total			Total		
			Original Cost			Original Cost			Original Cost			Original Cost			Original Cost			Original Cost			Original Cost			Original Cost			Original Cost		
			2018			2018			2018			2018			2018			2018			2018			2018			2018		
			2017			2017			2017			2017			2017			2017			2017			2017			2017		
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			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior		
			Total			Total			Total			Total			Total			Total			Total			Total			Total		
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			2017			2017			2017			2017			2017			2017			2017			2017			2017		
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			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior		
			Total			Total			Total			Total			Total			Total			Total			Total			Total		
			2018			2018			2018			2018			2018			2018			2018			2018			2018		
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			2016			2016			2016			2016			2016			2016			2016			2016			2016		
			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior			Prior		
			Total			Total			Total			Total			Total			Total			Total			Total			Total		

Return this schedule and any accompanying data on or before March 1st to:

Knox County Property Assessor
 400 Main Street, Suite 204
 Knoxville, TN 37902-2405

Print your Name & Title and Sign this Schedule on the Reverse Side

PART III. LEASED PERSONAL PROPERTY -- REPORT ALL ITEMS LEASED OR RENTED BY YOU FOR THE CONDUCT OF YOUR BUSINESS AS OF JANUARY 1ST, REGARDLESS OF ANY CONTRACT BETWEEN THE LESSOR AND LESSEE AS TO WHO SHALL PAY THE TAXES. LEASED PROPERTY IS TO BE ASSESSED TO THE LESSEE.

GH	ITEM DESCRIPTION MAKE AND MODEL NUMBER	YEAR MADE	COST NEW	TERM OF LEASE AND YEAR LEASE BEGAN	DEPRECIATED VALUE	MONTHLY RENT	NAME OF LESSOR	ADDRESS OF LESSOR
TOTAL							IF ADDITIONAL SPACE IS NEEDED, ATTACH A SEPARATE SHEET USING THE SAME FORMAT	

* Report year of acquisition if lessor purchased the property being used.
 ** Report advertised retail price if cost new is unknown.

PART IV. OWNED ITEMS WITH NONSTANDARD VALUE -- REPORT PROPERTY ON WHICH YOU WISH TO REPORT A VALUE DIFFERENT FROM STANDARD DEPRECIATED COST WHERE SUCH A VALUE MORE CLOSELY APPROXIMATES FAIR MARKET VALUE. THE ASSESSOR MAY REQUEST SUPPORTIVE EVIDENCE BEFORE ACCEPTING SUCH A VALUE, SUCH AS RECENT APPRAISALS AND AUTHORITATIVE PRICE OR VALUATION GUIDES FOR SUBJECT PROPERTY. REPORT PART V POLLUTION CONTROL EQUIPMENT IN THIS SECTION AS WELL

	ITEM DESCRIPTION	YEAR MADE	ORIGINAL COST	DEPR FACTOR	VALUE AS OF JANUARY 1ST	ASSESSOR'S USE ONLY	
						DEPR	VALUE
					TOTAL		

IF ADDITIONAL SPACE IS NEEDED, ATTACH A SEPARATE SHEET USING THE SAME FORMAT

STATUTORY DEPRECIATED PERCENT GOOD SCHEDULE (for descriptions see front)

GROUP 1		GROUP 2		GROUP 3		GROUP 4		NOTES:
YEAR	DEPR	YEAR	DEPR	YEAR	DEPR	YEAR	DEPR	
1	0.88	1	0.87	1	0.75	1	0.92	
2	0.75	2	0.33	2	0.50	2	0.85	
3	0.63	PRIOR	0.20	3	0.25	3	0.77	
4	0.50	GROUP 6		PRIOR	0.20	4	0.69	
5	0.38	YEAR	DEPR	GROUP 7		5	0.62	
6	0.25	1	0.94	ALL	0.02	6	0.54	
7	0.20	2	0.88	GROUP 8		7	0.46	
PRIOR	0.20	3	0.81	ALL	1.00	8	0.38	
GROUP 5		4	0.75	GROUP 9		9	0.31	
YEAR	DEPR	5	0.69	YEAR	DEPR	10	0.23	
1	0.88	6	0.63	1	0.80	11	0.20	
2	0.75	7	0.56	2	0.60	PRIOR	0.20	
3	0.63	8	0.50	3	0.40	GROUP 10		
4	0.50	9	0.44	4	0.20	ALL	0.15	
5	0.38	10	0.36	PRIOR	0.20			
6	0.25	11	0.31					
7	0.20	12	0.25					
PRIOR	0.20	13	0.20					
		PRIOR	0.20					

SMALL ACCOUNTS CERTIFICATION (OPTIONAL)

By checking the box above, I certify that the total depreciated value of my property (all groups), based on Assessor's Depreciation Schedule is \$1,000 or less. I understand this certification is subject to penalties for perjury and I may be subject to statutory penalty and cost if this certification is proven false.

I certify that the information contained herein, including any accompanying schedules or data, is true, correct, and complete, to the best of my knowledge and belief.

PRINT NAME _____

Please Print Name Above and Sign Below

SIGNED _____

TITLE _____

Please Print

DATE _____