RETURN OF MACHINERY AND TOOLS
COMMISSIONER OF THE REVENUE
COUNTY OF HENRY
P.O. BOX 1077,
COLLINSVILLE VA 24078-1077
PHONE: (276) 634-4687

TAX YEAR 2013

CUSTOMER NUMBER	
DUE DATE	MARCH 1, 2013

This form must be signed and returned before March 1st.

COUNTY OF HENRY
PO BOX 1077
COLLINSVILLE VA 24078-1077

MACHINERY & TOOLS DATA

A complete listing with the acquisition year and original cost of Machinery & Tools and Business Equipment owned as of January 1st of this year must be attached.

VEHICLE DATA

List Vehicles owned on January 1st of this year.
Indicate the date of sale for items sold during the previous year.

PURCHASE DATE	SOLD DATE	MODEL YEAR	MAKE	BODY TYPE	VEHICLE IDENTIFICATION NUMBER	COST OF BUSINESS VEHICLE

DECLARATION: I certify that the statement and figures herein given are true, full, and correct to the best of my knowledge and belief.

Signatures:

Preparer, Title _____ Phone No. _____

Business or Industry Representative _____ Date _____

OFFICE USE ONLY

Machinery and Tools	Total Costs	Total Assessed Value	Tax on Assessed Value
Previous Year Amount			
Place in Service			
Taken out of Service			
Total			

EXTRA FILING SPACE

mobile homes, autos, trucks, vans, motorcycles, camping, trailers, motor homes, boats, utility trailers and etc.

PURCHASE DATE	SOLD DATE	MODEL YEAR	MAKE	BODY TYPE	VEHICLE IDENTIFICATION NUMBER	COST OF BUSINESS VEHICLE NOT PERSONAL

LIST ALL THE NAMES AND ADDRESSESS OF ALL THE COMPANIES FROM WHOM YOU LEASED PROPERTY

NOTE: Every taxpayer owning any of the property mentioned in this chapter on January first of any year shall file a return thereof with the Commissioner of the Revenue for this County or City on the forms so prescribed and every person who leases any of such property from the owner thereof on such date shall file a return with Commissioner of the Revenue of the County or City wherein such property is located giving the name and address of the owner (Code of Virginia Sec. 58-837) **Attached additional Schedule if necessary.**

NAME OF OWNER	ADDRESS OF OWNERS	TYPE OF EQUIPMENT	FROM LEASE AGREEMENT		
			PERIOD OF LEASE		ORIGINAL COST OF EQUIP.
			FROM	TO	

INSTRUCTIONS

This form is to be used by residents of Henry County to file Tangible Personal Property and Machinery and tools for Local taxation only. Individuals, Executors, Administrators, Trustees and other fiduciaries must supply the information called for.

If you live in the Town of Ridgeway be sure to enter "Ridgeway Town" in the space for Town, District or Ward on the front of this form.

If you move to a new address after filing your return, be sure to file a change of address with the Commissioner of the Revenue's Office.

If you need help in preparing your personal Property Return, or extra forms, please call or visit the commissioner of the Revenue's office.

PLEASE GIVE SPECIAL ATTENTION TO THE FOLLOWING:

(IN ADDITION: GIVE PROPERTY IDENTIFICATION NUMBER FOR ALL PROPERTY LISTED)

AUTOMOBILE: Give trade name, year, model and number of cylinders. Example: "Ford 1980 Fairmont, 6 cyl., 2 door H.T."

MOTORCYCLES-TRAIL BIKES: Give trade name, year and model. Example: "Harley-Davidson 1969, M65, Sport"; "Honda 1973, CB350F".

TRUCKS: Please do not list merely as "pickup". Give full information. Example: "Chevrolet 1979, C20, Fleetside PU", "Ford 1979, F-250, styleside PU". "Ford 1970, F-500 Platform".

TRAVEL TRAILERS AND CAMPERS: Give name of manufacturer, year, model, length, width and specify whether travel trailer, tent or camper trailer, or pickup camper.

BOATS: Give name, model, year, length and whether inboard, inboard-outdrive or Outboard. If outboard, list motor separately, giving full description.

BOAT TRAILERS: Year, make and model.

MOBILE HOMES: Give name and manufacturer, year, model, length and width.

MACHINERY AND TOOLS: (Manufacturer, Processor or reprocessor); Please submit total capitalized cost for each year.