



2012

CITY OF HAMPTON, VIRGINIA

The Honorable Ross A. Mugler, Commissioner of the Revenue



Business Tangible Personal Property Return – For Local Taxation Only

Filing Deadline March 1, 2012

This return must be filed with the Commissioner of the Revenue on or before the due date to avoid penalty.

File with Ross A. Mugler, Commissioner of the Revenue, 1 Franklin Street, P O Box 636, Hampton VA 23669

Phone: (757) 727-6182

Fax: (757) 727-6843

Section 1: Taxpayer Information (Correct any preprinted information below; Provide physical location & Federal ID.)

WHO MUST FILE: Anyone engaged in business within the city limits of Hampton, VA MUST file a return EVEN IF no personal property is used in the business. FILING INSTRUCTIONS: Complete all sections of this form. Make any corrections to the pre-printed information directly on this form.

- 1) Attach a schedule listing the total original cost, purchase date and a description of each personal property asset... 2) The schedule should support Sections 2 & 3 below... 3) Assets for which parties other than the named taxpayer are responsible for the taxes... 4) File with this return, or no later than April 15...

METHOD OF ASSESSMENT: The assessment shall be based on 35% of the total original cost of all assets. Begin date:

SECTION 2. Business Personal Property Assets. Summarize below by year of purchase the total original cost of all business personal property in use on January 1 for which the named taxpayer is responsible for the taxes.

Table with 5 columns: YEAR, Computer Equipment, Other Furn/Fixt/Equip/Tools, Total, OFFICE USE ONLY. Rows include years 2011, 2010, 2009, 2008, 2007, 2006 & Prior, and a TOTAL row.

SECTION 3. Reconciliation to Prior Year. Complete each section below. The final total should be the same as that provided in Section 2.

Table with 4 columns: Prior Year Total, (+) Additions, (-) Disposals, Current Year Total.

SECTION 4. Leased Assets Taxed to the Lessor. List below all leased business personal property assets if the taxes are the responsibility of the lessor. Attach additional sheets if necessary.

Table with 5 columns: NAME/ADDRESS/PHONE OF OWNER (LESSOR), ITEM DESCRIPTION, LEASE NO., BEGIN DATE, COST.

THE COMMISSIONER OF THE REVENUE WILL NOT ACCEPT THIS RETURN UNLESS COMPLETE. Notwithstanding any other penalties provided by law, Hampton Code §37-144 requires any person who willfully fails or refuses to file a return...

I declare that the above statements and figures are true, full and correct to the best of my knowledge and belief. TAXPAYER SIGNATURE, PRINTED/TYPED NAME OF SIGNER, PHONE NUMBER, DATE.

REMINDER: SEND YEAR END DETAILED DEPRECIATION SCHEDULE BY APRIL 15 THIS FILING IS SUBJECT TO AUDIT BY THE COMMISSIONER OF THE REVENUE'S OFFICE AT ANY TIME