(Optional Bar Code)

COMMERCIAL PERSONAL PROPERTY RENDITION FORM (A)

_______________________County, Arkansas 20______

Information reported on this form is required by Arkansas State law and is subject to audit by the County Assessor and the State of Arkansas. **Sign and return this form to the county assessor's office postmarked by May 31 to avoid a 10% late penalty**. Instructions and statutory provisions regarding the assessment of your commercial personal property can be found at: www.arkansas.gov/acd/forms If any additional assistance is needed please contact:

County Assessor's Name and/or Office Address

Phone Fax(optional) Email (optional)

Business Information		Owner Information	
Business Name		PPAN #	
Business Type		Owner ID #	
Business Physical Address		Owner Name	
		Owner Mailing Address	
Business Owner			
Business Contact Person		Owner Phone Number	
Business Phone Number			
Business Fax Number		School District	
Business E-mail Address		Real Estate Parcel #	

SECTION A: Applicable only if Business has closed, relocated or seasonal

DATE BUSINESS CLOSED:_________________________________ OWNER'S SIGNATURE:____

DATE BUSINESS RELOCATED:_____________________________ BUSINESS NEW LOCATION:___________________________________

IF BUSINESS IS SEASONAL, PROVIDE THE MONTHS OF OPERATION:____

SECTION B: VEHICLES

Please list below or attach an itemized list of information regarding all vehicles owned by your business, including non-licensed. This also includes: aircraft, boats, motors, trailers, RV's, 4 wheelers, and etc.

(Note: A copy of the bill of sale and/or title is required when assessing newly purchased assets.)

YEAR	MAKE	MODEL	STYLE	VIN #	PURCHASE PRICE

(Optional Bar Code)

SECTION C: FURNITURE, FIXTURES, MACHINERY, AND EQUIPMENT

Please list below or attach an itemized list of all other personal property owned by your business.
(Note: All assets considered to have a book value of zero determined by the business must be listed)

Quantity	**Item**	**Model number & Year (If applicable)**	**Date of Purchase**	**Purchase Price (Per Unit or Item)**

SECTION D: LIVESTOCK AND BREEDERS

Year	**Description**	**Registered (Yes or No)**	**Purchase Price**

SECTION E: AGRICULTURAL EQUIPTMENT LISTING

How may acres are farmed in this county?________________
Agricultural Equipment includes the following: Tractors, Cotton Pickers, Combines, Cotton Modules, Trailers, Irrigation Equipment, etc.

Year	**Item**	**Make**	**Model number & Length**	**Serial or VIN Number**	**Purchase Price**

SECTION F: LEASED PERSONAL PROPERTY

List below any items in your possession that are leased. This is to ensure that the property is assessed to the proper owner and <u>NOT YOUR BUSINES</u>.
You may attach a separate list or attach a copy of each signed lease.
An example of leased items: Copy Machines, Vending Machines, Vehicles, Farm Equipment, Printers, etc.

Item	**Model**	**Year**	**Date of Lease**	**Lease Company Phone Number**	**Leasing Entity Name & Address** (Note: A copy of the lease agreement may be required if additional information is required by the local Assessor.)

(Optional Bar Code)

SECTION G: INVENTORY AND SUPPLIES

Please list below the average prior year value of inventory and supplies owned by your business, including floor-planned goods and those consigned from outside of Arkansas

MERCHANTS

(Note: Inventory and supplies are required to be reported.)

	Owner's Value
1. Last year's average goods held for sale	
2. Last year's average supplies, packaging, etc....	
3. Total Average Inventory (Lines 1 & 2)	
4. OPTIONAL--- Last year's annual gross sales if inventory is not reported: (Note: Inventory Multipliers located in the Commercial Personal Property Manual will be applied to Gross Sales to determine the inventory, if the business fails to report inventory above.)	

SECTION H: MANUFACTURERS' INVENTORY REPORT

This section is for the purpose of allowing County Assessor's to determine the extent of assessment of manufactures' raw materials, work-in-progress, and finished goods inventories. The portion of the average value of these inventories sold in Arkansas are assessable. The contents of the section must be attested by the appropriate individual or corporate officer, and are subject to audit and verification.

Instructions for Completion: Under Arkansas Law, the value of raw materials, work-in -progress, and finished goods inventories are assessed based on the annual average level from the year prior to the year of assessment. **(1)** The cost basis for **raw material** value should reflect the sum of acquisition cost,freight, overhead, and any other costs necessary to bring the material to a condition of utility to the owner. **(2)** The cost basis for **work-in progress** should reflect the total cost of raw material plus labor, machine time, and any additional overhead or costs necessary to reflect it's state as work-in-progress. **(3)** The cost basis for **finished goods** should reflect the total cost of raw material plus labor, machine time, and any additional overhead or cost necessary to produce these finished goods. Please note that the LIFO and FIFO inventory cost basis are unacceptable, but the Weighted Average inventory cost basis is appropriate. All **supplies** which are not consumed and are not considered raw materials are considered taxable in Arkansas.

SIC NUMBER______________________________

Raw Materials	Annual Average Raw Materials	$	1.
Work-in-Progress	Annual Average WIP	$	2.
Finished Goods	Annual Average Finished Goods	$	3.
Supplies	Annual Average Not Consumed in WIP	$	4.
Sales	Sales in Arkansas at cost	$	5.
	Sales outside Arkansas at cost	$	6.
	Total Goods Sold (Line 5 + Line 6)	$	7.

FOR ASSESSOR'S USE ONLY

Percent Sold in Arkansas (Line 5 / Line 7)	%	8.
Assessable Inventory:		
a) Raw Material (Line 1 X Line 8)	$	9.
b) Work-in-Progress (Line 2 X Line 8)	$	10.
c) Finished Goods (Line 3 X Line 8)	$	11.
Supplies (Line 4)	$	12.
Total Assessable Inventory (Sum of Lines 9 through 12)	$	

Assessor/Deputy: ______________________________ Date: ______________________________

This form prepared in accordance with Act 153 of 1995, Act 621 of 1987, Act 35 of 1988, and Act 1294 of 1997

I hereby swear or affirm that this is a true and complete list of all the personal property that by law I am required to list for taxation and that the values rendered are true and accurate to the best of my knowledge. I do solemnly swear or affirm that I will well, and truly answer all questions that may be asked of me touching on the assessment of my property.

Owner/Agent:______________________________ Print Name:______________________________

Date:______________________________

(Optional Bar Code)

COMMERCIAL PERSONAL PROPERTY RENDITION FORM (B)

SECTION I: MOTOR VEHICLE DEALERS ONLY

According to A.C.A. 26-26-1207 the assessment inventories of motor vehicle dealers shall be determined in part by calculating the monthly average of the number of sales of new and used motor vehicles by the dealer in the previous year. Please complete the information below, listing totals of new cars and trucks. List used vehicle sales average separately. (Pursuant to Pulaski County EQ Board v. Tucker, et al., ECN93-5890, Ch. Sixth Jud. D., 5th Div,. (July 15, 1997), Pulaski and Perry Counties value motor vehicle dealers based on average annual inventory pursuant to A.C.A. 26-26-1203 (b).).

NEW VEHICLES

Make	Cars, Trucks, Vans, SUV's, etc..	Total Units Sold Last Year	Monthly Average Units Sold

USED VEHICLES

Make	Cars, Trucks, Vans, SUV's, etc..	Total Units Sold Last Year	Monthly Average Units Sold