

Parcel No.

**L-4175 2014**

**2014 Personal Property Statement (As of 12-31-13)**

**FROM:** (Name and Address of Assessor)

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**TO:** (Name and Address of Taxpayer)

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Location(s) of Personal Property Reported on This Statement. LIST ALL LOCATIONS. Attach additional sheets if necessary.	
Date of Organization	Date Business Began at above location
Assumed Names Used by Legal Entity, if any	
Names of Owner(s) or Partners (If sole proprietorship or partnership)	
If Sole Proprietorship, Taxpayer's Residential Address	
Legal Name of Taxpayer	
Address Where Personal Property Records are Kept	
Name of Person in Charge of Records	Taxpayer Telephone No.
Description of Taxpayer's Business Activity and NAICS Code	

**Please file by February 1, 2014.\*** Form approved by STC on 9-25-13.

Square Feet Occupied	Michigan Sales Tax No.	Check One Only: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Co. MI ID# _____ <input type="checkbox"/> Corporation MI ID# _____
Preparer's Name, Address and Telephone Number and E-mail address		

**NOTICE: If the true cash value of the assessable personal property you or a related party own, lease, or possess is under \$80,000, you may be excused from completing this form. File Affidavit of Owner of Eligible Personal Property Claiming Exemption from Collection of Taxes (Form 5076) by February 10, 2014 if you qualify. See the statement at the beginning of the Instructions on Page 5.**

**SUMMARY AND CERTIFICATION.** Complete ALL questions.

1. Have you excluded any exempt "Special Tools" from this statement? .....  Yes  No ..... If Yes, state total original cost excluded \_\_\_\_\_
2. Have you excluded any air and water pollution control facilities and/or wind or water energy conversion devices for which an exemption certificate has been issued? .....  Yes  No ..... If Yes, attach itemized list.
3. Have you, to the best of your knowledge, reported all of your assessable tangible personal property located in Michigan to the appropriate assessment jurisdiction? .....  Yes  No ..... If No, attach explanation.
4. Did you hold a legal or equitable interest in personal property assessable in this jurisdiction which you have not reported on this statement (see instructions)? .....  Yes  No ..... If Yes, attach itemized list.
5. Are you a party (as either a landlord or a tenant) to a rental or lease agreement relating to real property in this jurisdiction? .....  Yes  No ..... If Yes, complete Section O.
6. Have any of your assets been subjected to "rebooking" of costs for accounting purposes or been purchased used (see instructions)? .....  Yes  No ..... If Yes, attach itemized list.
7. Is any of your property "daily rental property," per P.A. 537 of 1998? .....  Yes  No ..... If Yes, attach Form 3595.
8. Have you reported all fully depreciated or expensed assets that are assessable? .....  Yes  No
9. Are other businesses operated at your location(s)? .....  Yes  No ..... If Yes, attach itemized list.

Enter zero if appropriate.

10. Grand total from page 2 .....	10a.	
11. Grand total from page 3 .....	11a.	
12. Grand total from page 4 .....	12a.	
13. Total cost of Idle Equipment from Form 2698 .....	13a.	
14. Total cost of Personal Property Construction in Progress .....	14a.	X .50
15. Total cost of Cable TV, Utility and Wind Energy Assets from Forms 633, 3589 and 4565 .....	15a.	
16. Total cost of cellular site equipment from Form(s) 4452 .....	16a.	
<b>TOTAL</b> .....		

<b>Assessor Calculations</b>
10b.
11b.
12b.
13b.
14b.
15b.
16b.

The undersigned certifies that he/she is an owner, officer and/or the duly authorized agent for the above named taxpayer and that the above summary, with its supporting documents, provides a full and true statement of all tangible personal property owned or held by the taxpayer at the locations listed above on December 31, 2013.

Signature of Certifier	Date
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**ASSESSOR'S ADJUSTMENT(S)** .....  
**EXEMPTION(S)** .....  
**TRUE CASH VALUE** .....  
**ASSESSED VALUE (50% of TCV)** .....

**INSTRUCTIONS. Read carefully to obtain directions for the allocation of your personal property to Sections A - N.**

All Tangible Personal Property in your possession at this location, including fully depreciated and expensed assets, must be reported in one of the Sections A through N. If you had "Move-Ins" of used property, you must also complete Form 3966, *2014 Taxpayer Report of Personal Property "Move-Ins" Occurring During 2013*. "Move-Ins" are items of assessable personal property (hereafter referred to as "property") that were not assessed in this city or township in 2013, including (1) purchases of used property, (2) used property you moved in from a location outside this city or township, (3) property that was exempt in 2013 (such as exempt Industrial Facilities Tax property), and (4) property that you mistakenly omitted from your statement in 2013. "Move-Ins" DO NOT include property that has been moved from another location WITHIN this city or township or that was assessed to another taxpayer within this city or township in 2013 (i.e., property reported by a previous owner or previously leased property reported by the lessor in 2013). All "Move-Ins" must be reported on this page 2 and on Form 3966. Do not report 2013 acquisitions of new property on Form 3966.

Did you have "move-ins"?  Yes  No

SECTION A: Including Furniture and Fixtures			Assessor Calculations
2013		.91	
2012		.80	
2011		.69	
2010		.61	
2009		.53	
2008		.47	
2007		.42	
2006		.37	
2005		.33	
2004		.29	
2003		.27	
2002		.24	
2001		.22	
2000		.19	
1999		.12	
Prior		.12	
TOTALS	A1		A2

SECTION B: Including Machinery and Equipment			Assessor Calculations
2013		.89	
2012		.76	
2011		.67	
2010		.60	
2009		.54	
2008		.49	
2007		.45	
2006		.42	
2005		.38	
2004		.36	
2003		.33	
2002		.31	
2001		.29	
2000		.28	
1999		.23	
Prior		.23	
TOTALS	B1		B2

SECTION C: Including Rental Videotapes and Games			Assessor Calculations
2013		.76	
2012		.53	
2011		.29	
2010		.05	
Prior		.05	
TOTALS	C1		C2

SECTION D: Including Office, Electronic, Video and Testing Equipment			Assessor Calculations
2013		.84	
2012		.64	
2011		.55	
2010		.49	
2009		.44	
2008		.41	
2007		.38	
2006		.35	
2005		.33	
2004		.31	
2003		.29	
2002		.28	
2001		.26	
2000		.25	
1999		.17	
Prior		.17	
TOTALS	D1		D2

SECTION E: Including Consumer Coin Operated Equipment			Assessor Calculations
2013		.92	
2012		.85	
2011		.77	
2010		.69	
2009		.61	
2008		.54	
2007		.46	
2006		.38	
2005		.30	
2004		.23	
2003		.15	
Prior		.15	
TOTALS	E1		E2

SECTION F: Including Computer Equipment			Assessor Calculations
2013		.60	
2012		.44	
2011		.32	
2010		.24	
2009		.19	
2008		.15	
2007		.08	
Prior		.08	
TOTALS	F1		F2

**COST GRAND TOTAL (for page 2)**

**TAXPAYER:** Add totals from cost columns of Sections A-F (A1-F1). Enter grand total here and carry to line 10a, page 1.

\$	
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**TRUE CASH VALUE GRAND TOTAL (for page 2)**

**ASSESSOR:** Add True Cash Value totals from Sections A-F (A2-F2). Enter grand total here and carry to line 10b, page 1.

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Parcel No.

**SECTION G - Other Assessable Personal Property Which You Own**

Assessable Tangible Personal Property in your possession that is not entitled to depreciation under Generally Accepted Accounting Principals (GAAP) (e.g. fine art) or that the assessor has told you to report in this section or that is otherwise described in the instructions should be reported under this section. Any Personal Property reported in this section should not be reported elsewhere on Form L-4175. See instructions. Attach additional sheets, if necessary.

Description of Property	Acquisition Cost New	Acquisition Year	True Cash Value Assessor's Calculations
<b>Total Acquisition Cost New</b>	<b>G1</b>		<b>G2</b>

**SECTION H - Standard Tooling**

You must report your standard tooling in this Section. Complete both columns. Notice that GAAP (Generally Accepted Accounting Principals) net book value, as reported in this section, must implement accounting "changes in estimate", even if not otherwise material. Any Personal Property reported in this section should not be reported elsewhere on Form L-4175. See Instructions.

Acquisition Year	Acquisition Cost New	GAAP Net Book Value
2013		
2012		
2011		
Prior		
<b>Total Acquisition Cost</b>		<b>H2</b>

**SECTION I - Qualified Personal Property**

INCLUDE ONLY "Qualified Personal Property" as defined by Michigan Compiled Laws 211.8a (6)(c). See instructions. Attach extra schedules, if necessary, following the same format as below. Any Personal Property reported in this section should not be reported elsewhere on Form L-4175.

Description of Equipment and Model or Serial Number	Owner Name and Complete Mailing Address	Original Cost Installed	Date of Installation	Lease Term In Months	Year of Manufacture	Total Average Monthly Rental	%	TCV to be Completed by Assessor
<b>Total Installed Cost</b>								<b>I2</b>

**SECTION J - Leased Property in Your Possession Which Is Not Qualified Personal Property**

Property you are leasing from another person or entity should be reported under this section. "Qualified" Personal Property should be reported under Section I. See instructions. Attach additional sheets if necessary. Any Personal Property reported in this section should not be reported elsewhere on Form L-4175.

Lease No.	Name & Address of Lessor	Description of Equipment	Lease Term (in months)	Monthly Rental	1st Year in Service	Selling Price New (estimate, if necessary)
<b>Total Selling Price New</b>						<b>J1</b>

**SECTION K - Other Personal Property in Your Possession Which You Do Not Own**

Property not owned by you but in your possession on December 31, 2013 under arrangements other than a lease agreement should be reported under this section. See instructions. Any Personal Property reported in this section should not be reported elsewhere on Form L-4175. Attach additional sheets if necessary.

Name & Address of Owner	Description of Equipment	Age (estimate if necessary)	Selling Price New (estimate, if necessary)
<b>Total Selling Price New</b>			<b>K1</b>

**COST GRAND TOTAL (for page 3)**

**TAXPAYER:** Add Total Costs and Selling Prices from Sections G-K (G1-K1). Enter grand total here and carry to line 11a, page 1.

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**TRUE CASH VALUE GRAND TOTAL (for page 3)**

**ASSESSOR:** Add True Cash Value totals from Sections G-I (G2-I2). Enter grand total here and carry to line 11b, page 1.

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**SECTION L - Detail of Leases (This Section is Completed by Leasing Companies)**

Equipment that you lease to others should be reported under this section. Notice: You must also complete Sections A - F on Page 2. See instructions. You may use attachments in lieu of completing this section if the attachments contain the information requested below, in the same format, and if you complete the Tables on Page 2. Attach additional sheets, if necessary.

Are you a manufacturer of equipment?  Yes  No

Lease No.	Name & Address of Lessee	Location of Equipment	Type of Equipment	Lease Period (Mo.)	Monthly Rental	1st Year in Service	Manufacturer Cost	Original Selling Price
<b>Total Original Selling Price</b>								

**SECTION M - Leasehold Improvements**

All Leasehold Improvements made at your place of business should be reported under this section, even if you believe that the improvements are not subject to assessment as Personal Property. Provide as much detail as possible so that the assessor can determine whether an assessment should be made. You may attach additional explanations and/or copies of "fixed asset" records, if the documents attached provide all of the information requested below and if you insert the total original cost in "Total Cost Incurred" below. Trade fixtures and installation costs of machinery and equipment must be reported in Sections A through I. See Instructions. Any Personal Property reported in this section should not be reported elsewhere on Form L-4175.

Year Installed	Description (Describe in detail)	Original Cost	STC Multiplier	True Cash Value Assessor's Calculation
<b>Total Cost Incurred</b>		<b>M1</b>		<b>M2</b>

**SECTION N - Buildings and Other Structures on Leased or Public Land and All Freestanding Signs and Billboards**

Costs of Freestanding Communications Towers and Equipment Buildings at Tower sites (unless reported on Form 4452), and Costs of Freestanding Signs and Billboards must also be reported under this Section. Any Personal Property reported in this section should not be reported elsewhere on Form L-4175. Attach additional sheets, if necessary.

Check this box if you believe that these structures are already assessed as part of the real property.

Address or Location of Building	Year Originally Built	Total Capitalized Cost	True Cash Value Assessor's Calculation *
<b>Total Capitalized Cost</b>		<b>N1</b>	<b>N2</b>

**SECTION O - Rental Information.** See Instructions. (Attach additional sheets, if necessary.)

**IF YOU ARE THE TENANT**

Name and address of landlord \_\_\_\_\_

Is your landlord the owner of the property?  Yes  No If you are a sublessee, enter the name and address of the owner of the property \_\_\_\_\_

**IF YOU ARE THE LANDLORD**

Name and address of tenant \_\_\_\_\_

Are you the owner of the property?  Yes  No If you are a sublessor, enter the name and address of the owner of the property \_\_\_\_\_

**TO BE COMPLETED REGARDLESS OF WHETHER YOU ARE THE LANDLORD OR TENANT**

Address of property rented or leased \_\_\_\_\_

Date that current lease or rental arrangement started \_\_\_\_\_.

Date current lease will expire, if other than a month to month tenancy \_\_\_\_\_. Monthly rental \$ \_\_\_\_\_

Are there options to renew the lease?  Yes  No

Expenses (e.g. taxes, electric, gas, etc.) paid by the tenant \_\_\_\_\_

Square feet of space occupied by the tenant \_\_\_\_\_

<b>Assessor Value</b>
<b>O2</b>

**COST GRAND TOTAL (for page 4)**

**TAXPAYER:** Add Total Cost Incurred from Section M and Total Capitalized Cost from Section N (M1 and N1). Enter grand total here and carry to line 12a, page 1.

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**TRUE CASH VALUE GRAND TOTAL (for page 4)**

**ASSESSOR:** Add True Cash Value totals from Sections M-O (M2-O2). Enter grand total here and carry to line 12b, page 1.

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\* **Note to Assessor:** Certain buildings and structures on leased land (but not including freestanding signs and billboards) must be assessed on the real property roll. See Bulletin 1 of 2003.