

**2023 PERSONAL PROPERTY DECLARATION - SUMMARY SHEET****Commercial and financial information is not open to public inspection.**

List or Account # \_\_\_\_\_

Assessment Date October 1, 2023

Required Return Date November 1, 2023

Owner's Name: \_\_\_\_\_

DBA: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Location (street & no.): \_\_\_\_\_

This Personal Property Declaration must be signed  
and delivered or postmarked by November 1, 2023 to:

**TOWN OF AVON ASSESSOR****60 West Main Street****Avon, CT 06001**

Number of workers that report to Avon location: \_\_\_\_\_

Property Code and Description	Net Depreciated Value (Use Schedule Pg 3)	Code	Assessor's Use Only Assessment
<b>#9 Motor Vehicles</b> UNREGISTERED motor vehicles (e.g. campers, RV's snowmobiles, trailers, trucks, passenger cars, tractors, off-road vehicles, construction vehicles & equipment, etc.)		#9	
<b>#10 Machinery &amp; Equipment</b> Industrial manufacturing machinery and equipment (e.g. tools, dies, jigs, patterns, etc.) NOT eligible for Code #13 exemption.		#10	
<b>#11 Horses &amp; Ponies</b> Describe your horses and ponies. A \$1,000 assessment exemption per animal will be applied. If you are a farmer, the exemption may be 100% provided Form M-28 is filed and approved by the Assessor.		#11	
<b>#12 Commercial Fishing Apparatus</b> All fishing apparatus exclusively used by a commercial fisherman in his business (e.g. fishing poles, nets, lobster pots, fish finders, etc.) A \$500 value exemption will be applied.		#12	
<b>#13 Manufacturing Machinery &amp; Equipment</b> Manufacturing machinery and equipment used in manufacturing; used in research or engineering devoted to manufacturing; or used for the significant servicing or overhauling of industrial machinery or factory products and eligible for exemption under CGS 12-81 (76). (Formerly property Codes 13 & 15) A 100% property tax exemption may be applied to Code 13 items provided an exemption claim form is filed and approved.		#13	
<b>#14 Mobile Manufactured Homes</b> if not currently assessed as real estate.		#14	
<b>#16 Furniture, Fixtures &amp; Equipment</b> Office, medical, commercial and industrial equipment. Examples: desks, chairs, file cabinets, copiers, telephones, postage meters, moveable air conditioners, kitchen equipment, medical equipment, x-ray equipment, dental equipment, carpenter tools, landscaping equipment.		#16	
<b>#17 Farm Machinery</b> Farm machinery (e.g. tractors, harrows, bush hogs, hay bines, hay rakes, balers, corn choppers, milking machines, milk tanks, coolers, chuck wagons, dozers, back hoes, hydroponic farm equipment, aquaculture equipment, etc.) used in the operation of a farm.		#17	
<b>#18 Farming Tools</b> Farm tools (e.g. hoses, rakes, pitchforks, shovels, brooms, etc.)		#18	
<b>#19 Mechanics Tools</b> Mechanical tools (e.g. wrenches, air hammers, jacks, sockets, etc.)		#19	
<b>#20 Electronic Data Processing Equipment</b> Electronic data processing equipment (e.g. computers, printers, peripheral computer equipment, and any computer based equipment acting as a computer as defined under Section 168 of the IRS Code of 1986, etc.). Bundled software is taxable and must be included.		#20	
<b>#21a Telecommunications Equipment</b> <u>NOT</u> Technologically Advanced Includes cables, conduits, antennae, batteries, generators or equipment not deemed technologically advanced by Assessor. <b>FOR USE BY TELECOMMUNICATION COS. ONLY</b>		#21a	
<b>#21b Telecommunications Equipment</b> <u>Technologically Advanced</u> Includes controllers, control frames, relays, switching & processing equipment deemed technologically advanced by Assessor. <b>FOR USE BY TELECOMMUNICATION COS. ONLY</b>		#21b	
<b>#22 Cables, Conduits, Pipes, Poles, Towers, Underground Mains, Wires, Turbines, etc.</b> of gas, heating, or energy producing companies, telephone companies, water and water power companies. Include items annexed to the ground (e.g. hydraulic car lifts, gasoline holding tanks, pumps, truck scales, etc.), as well as property used for the purpose of creating or furnishing a supply of water (e.g. pumping stations).		#22	
<b>#23 Expensed Supplies</b> The average monthly quantity of supplies normally consumed in the course of business (e.g. stationery, post-it notes, typewriter ribbons, computer disks, computer paper, pens, pencils, rulers, staplers, paper clips, medical and dental supplies and maintenance supplies, etc.)		#23	
<b>#24 All Other Goods, Chattels and Effects</b> Any other taxable personal property not previously mentioned or which does not appear to fit into any other category (e.g. video tapes, vending machines, pinball games, video games, signs, billboards, coffee makers, water coolers, etc.) and <u>leasehold improvements</u> other than realty.		#24	
<b>Total Assessment - All Codes #9 through #24</b>	<b>Subtotal</b>		
<b>#25 Penalty for failure to file as required by Statute - 25% of Assessment</b>		#25	
Exemption - Check box adjacent to the exemption claimed:			
<input type="checkbox"/> I Mechanics Tools - \$500 value			
<input type="checkbox"/> U Manufacturing Machinery & Equipment (Code #13) - Exemption claim required annually			
<input type="checkbox"/> O Other			
<b>TOTAL NET ASSESSMENT</b>			

Account # \_\_\_\_\_  
 Business Name \_\_\_\_\_

Assessment date October 1, 2023  
 Required return date November 1, 2023

**LESSEE'S LISTING REPORT** Pursuant to Connecticut General Statutes 12-57a all leased, borrowed, consigned, loaned, rented, or stored personal property not owned by you but in your possession as of the assessment date must be included on this form. Failure to declare, in the form and manner as herein prescribed, shall result in the presumption of ownership and subsequent tax liability plus penalties. Property you do not lease that may be in your possession and must be reported includes (but is not limited to) dumpsters, gas/propane tanks, vending machines, water coolers, coffee machines.

Did you dispose of any leased items that were in your possession on October 1, 2022? If yes, enter previous lessor, item, and the date of disposition in the space to the right.	Yes ____ No ____	
Did you acquire any of the leased items that were in your possession on October 1, 2022? If yes, indicate previous lessor, item and date acquired in the space to the right. (These items should now be reported on Pg 3 in the appropriate category, at the original cost, in the year the lease began.)	Yes ____ No ____	
Is the cost of any of the equipment listed below declared elsewhere on this declaration? If yes, note year in the 'Year included' row and list cost in the 'Acquisition Cost' row below.	Yes ____ No ____	

(Copy and attach additional sheets if needed.)

	Lease #1	Lease #2	Lease #3
Name of Lessor			
Lessor's Address			
Phone Number			
Lease Number			
Item Description/Model #			
Serial #			
Year of Manufacture			
Type of Lease (Circle One)	Operating Capital Conditional Sale	Operating Capital Conditional Sale	Operating Capital Conditional Sale
Lease Term (Start/End)			
Monthly Rent			
Acquisition Cost			
Year Included			

**DETAILED LISTING OF DISPOSED ASSETS REPORT** If you disposed of, sold, or transferred a portion of the property included in last year's filing, complete the following. DO NOT INCLUDE THESE DISPOSED ITEMS IN THE TAXABLE PROPERTY REPORTING SECTION.

Date Removed	Code #	Description of Item	Date Acquired	Acquisition Cost

**DETAILED LISTING OF ASSETS WITH ORIGINAL VALUE ≤ \$250** Pursuant to CGS 12-81(79) - Listing of assets purchased prior to 10/1/10 with an original cost of \$250 or less. DO NOT INCLUDE THESE ITEMS IN THE TAXABLE PROPERTY REPORTING SECTION.

Description of Item	Date Acquired	Acquisition Cost

### TAXABLE PROPERTY INFORMATION

- All data reported should be:
  - Actual acquisition costs including any additional charges for transportation and installation by year for each type of property described. These costs, less the standard depreciation as shown on the form, will determine the net depreciated value.
  - Include all assets that may have been fully depreciated, written off, or charged to expense but are still owned. Do not include disposed assets.
- Reports are to be filed on an assessment year basis of October 1. Acquisitions between October 2 and December 31 apply to the new year. (i.e. an acquisition made October 30, 2022 is reported in the year ending October 1, 2023).
- Computerized filings are acceptable as long as all information is reported in prescribed format.
- Do not included disposed assets. Disposals are used to reconcile last year's reporting with this year's reporting.

**Connecticut Confidential Report For Personal Property - Yearly Summary Schedules**  
**Return by November 1, 2023**

**Business Name** \_\_\_\_\_ **Account #** \_\_\_\_\_

**Contact Name** \_\_\_\_\_ **Phone #** \_\_\_\_\_

#9 - Non-Registered Motor Vehicles (includes Trailers, Dealers, and Construction Vehicles & equipment)				
Year	Make	Model	ID Number	Market Value
<b>Total</b>				

**Assessor's  
Use Only**

#9|

#10 - Manufacturing Machinery & Equipment <u>not eligible</u> under CGS 12-81 (76) for exemption			
Year Ending	Original Cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
<b>Total</b>		<b>Total</b>	

#13- Manufacturing Machinery & Equipment <u>eligible</u> under CGS 12-81(76) for exemption-Claim Form Required			
Year Ending	Original Cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
<b>Total</b>		<b>Total</b>	

#10|

#13|

#16 - Furniture, Fixtures & Equipment			
Year Ending	Original Cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
<b>Total</b>		<b>Total</b>	

#20 - E.D.P./Computers			
Year Ending	Original Cost, transportation & installation	% Good	Depreciated Value
10-1-23		90%	
10-1-22		70%	
10-1-21		55%	
10-1-20		40%	
10-1-19		30%	
10-1-18		30%	
10-1-17		30%	
Prior Yrs		30%	
<b>Total</b>		<b>Total</b>	

#16|

#20|

#22 - Cables, Conduits, Pipes, Etc.			
Year Ending	Original Cost, transportation & installation	% Good	Depreciated Value
10-1-23			
10-1-22			
10-1-21			
10-1-20			
10-1-19			
10-1-18			
10-1-17			
Prior Yrs			
<b>Total</b>		<b>Total</b>	
Check here if a PURA or FERC		<input type="checkbox"/>	regulated utility

#24 - All Other Goods/Leasehold Improvements			
Year Ending	Original Cost, transportation & installation	% Good	Depreciated Value
10-1-23		95%	
10-1-22		90%	
10-1-21		80%	
10-1-20		70%	
10-1-19		60%	
10-1-18		50%	
10-1-17		40%	
Prior Yrs		30%	
<b>Total</b>		<b>Total</b>	

#22|

#24|

# - (Description)	Year Ending	Original Cost, transportation & installation	% Good	Depreciated Value
	10-1-23		95%	
	10-1-22		90%	
	10-1-21		80%	
	10-1-20		70%	
	10-1-19		60%	
	10-1-18		50%	
	10-1-17		40%	
	Prior Yrs		30%	
<b>Total</b>			<b>Total</b>	

# - (Description)	Year Ending	Original Cost, transportation & installation	% Good	Depreciated Value
	10-1-23		95%	
	10-1-22		90%	
	10-1-21		80%	
	10-1-20		70%	
	10-1-19		60%	
	10-1-18		50%	
	10-1-17		40%	
	Prior Yrs		30%	
<b>Total</b>			<b>Total</b>	

# |

# |

#23 - Expensed Supplies: The average is the total amount expended on supplies since October 1, 2022 divided by the number of months in business since October 1, 2022.		Year Ending	Total Expended	# of Mos.	Average Monthly
		10/1/23		12	

#23|

Account # \_\_\_\_\_  
Business Name \_\_\_\_\_

**Declaration of Personal Property Affidavit**

THIS FORM MUST BE SIGNED AS INDICATED BELOW BEFORE IT MAY BE FILED WITH THE ASSESSOR.

AVOID PENALTY - NOTARIZE PERSONAL PROPERTY DECLARATION SIGNED BY AGENT.

**COMPLETE SECTION A OR SECTION B**

**SECTION A (Check One)** \_\_\_\_\_ OWNER \_\_\_\_\_ PARTNER \_\_\_\_\_ CORPORATE OFFICER \_\_\_\_\_ MEMBER

**Owner or Corporate Officer:** I DO HERBY declare under penalty of false statement that all sections of this declaration have been completed according to the best of my knowledge, remembrance, and belief; that it is a true statement of all my personal property liable to taxation; and that I have not conveyed or temporarily disposed of any estate for the purpose of evading the laws relating to the assessment and collection of taxes as per Connecticut General Statutes 12-49.

Signature \_\_\_\_\_ Dated \_\_\_\_\_  
Signature/Title \_\_\_\_\_  
Print or type name \_\_\_\_\_

**- OR -**

**SECTION B (AGENT)**

**Agent:** I DO HEREBY declare under oath that I have been duly appointed agent for the owner of the property listed above and that I have full authority and knowledge sufficient to file a proper declaration for him in accordance with the provisions of C.G.S 12-50.

Agent's Signature \_\_\_\_\_ Dated \_\_\_\_\_  
Agent's Signature/Title \_\_\_\_\_  
Print or type Agent's name \_\_\_\_\_

Witness of agent's sworn statement  
Subscribed and sworn to before me \_\_\_\_\_ Dated \_\_\_\_\_  
Assessor or Staff Member, Town Clerk, or Notary

**This Personal Property Declaration must be signed above and delivered to the Assessor or postmarked by November 1, 2023 - a 25% penalty added for failure to file as required.**