



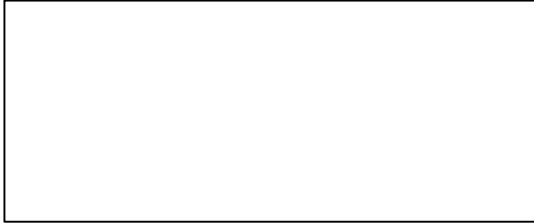
# Tangible Personal Property Return

2024 Return - For Year Ending 12/31/2023

Town of Tiverton, Rhode Island

Tax Assessor's Office  
343 Highland Road  
Tiverton, Rhode Island 02878  
401-625-6709

2024



**THIS FORM MUST BE FILED  
PER RI STATE LAW**

Filing Deadline is January 31, 2024  
Extensions may be requested to March 15, 2024  
See State Law references on last page

**IF YOUR BUSINESS HAS CLOSED OR MOVED OUT OF TIVERTON, PLEASE CONTACT OUR OFFICE**

**PLEASE READ THE INSTRUCTIONS ON PAGE 4 CAREFULLY.** Incomplete forms will be considered as not filed. If you have any questions regarding this form, please contact the phone number listed above. Non-filers and those incomplete forms will forfeit certain appeal rights.

**Section A: General Business Information**

Although there may be a mailing address label attached above, please fill in the following information. If any information on the label is incorrect, please cross out in red ink.

LEGAL name of business: \_\_\_\_\_  
DBA Name of business (if any): \_\_\_\_\_  
Name of owner if NOT incorporated: \_\_\_\_\_  
PHYSICAL location of business: \_\_\_\_\_  
MAILING address of business: \_\_\_\_\_  
Contact Person & phone number(s) : \_\_\_\_\_

**Section B: Business Specifics**

To ensure accurate assessments, we need the following information to be completed in detail.

If known, what is the NAICS code that best describes your business?  NAICS

What is the general classification of your business type? Please circle one:  
Service      Retail      Wholesale      Food  
R & D              Manufacturing      Other

Please describe your business: \_\_\_\_\_

Do you own/lease the location of your business?      Own      Lease      Square Footage: \_\_\_\_\_

If leasing, what is the owner's name of the Real Estate? \_\_\_\_\_

What is the lease term and rent? \_\_\_\_\_ Utilities Included?      YES      NO

Date the business first began operation in Tiverton: \_\_\_\_\_

Did you file a return last year?      YES      NO      Is this an at home business?      YES      NO



**THIS FORM IS FOR ASSETS OWNED AS OF DECEMBER 31ST, 2023**

**ALL FINANCIAL INFORMATION IS KEPT CONFIDENTIAL AND NOT OPEN TO PUBLIC INSPECTION**

**Please visit [www.tiverton.ri.gov](http://www.tiverton.ri.gov) for the latest Tangible Property Information**



**Section E: Computer Equipment - Detailed Asset Listing**

List by year acquired, the total acquisition cost including shipping and installation costs for all Computer Equipment owned by your business. Manufactures must report computers not used directly in the manufacturing process. Items fully depreciated for accounting purposes must still be reported here. Attach a separate list if necessary. Please list in order from newest to oldest purchase.

Year	Computer Detail including Make/Model	Total Original Cost (includes tax & installation)	New or Used	Condition	Assessor Use

**Section F: Leased Equipment**

List by year of lease inception. Include leasing company's name, description of item leased, and term/fee.

Year	Name of Lease Company	Leased Item	Term	Monthly Fee	Assessor Use

**Section G: Leasehold Improvements (include cost of materials, installation, labor, etc.)**

List by year of construction. Leasehold improvements are physical modifications to real estate owned by others.

Year	Description of Work Done	Construction Cost	Assessor Use

**Section H: Supplies on hand**

	Assessor Use
Average Monthly cost of <b>SUPPLIES</b> consumed:            \$	

**Section I: Affirmation/Notarization**

By signing below, you affirm that you have read the instructions on page 4 and under the penalties of perjury, declare that the information provided is correct and true. If signed by an agent of the owner, a letter of authorization must accompany this return. **Per state statute, this form/signatures must be notarized.**

PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_  
 SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PERSON WHO AFFIXED SIGNATURE ABOVE IS THE OWNER/EMPLOYEE/AGENT OF THE BUSINESS? \_\_\_\_\_

Phone Number of preparer: \_\_\_\_\_

**NOTARY:** \_\_\_\_\_

State of \_\_\_\_\_, County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

by \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**Failure to file a true accounting will result in an estimate assessment being placed on your property. This estimate may result in higher taxes and certain appeal rights are lost.**

**PLEASE READ ALL INSTRUCTIONS CAREFULLY. INCOMPLETE FORMS WILL BE CONSIDERED NOT FILED AND YOUR APPEAL RIGHTS WILL BE LIMITED.**

The following Rhode Island General Laws mandate Personal Property to be taxed and for all those subject to the Tangible Personal Property tax to submit an annual declaration. This list is provided for legal reference and is not all inclusive of all General Laws pertaining to taxation.

- § 44-3-1 Real and personal property subject to taxation.
- § 44-4-9 Rules for taxation of tangible personal property.
- § 44-4-10 Persons to whom tangible personal property taxed – Place of taxation.
- § 44-4-24 Rule as to situs of tangible personal property.
- § 44-5-12.1 Rule as to valuation of tangible personal property.
- § 44-5-15 Notice of assessors' meeting – Notice by taxpayer of intent to bring in account.
- § 44-5-16 Oath to account brought in – Remedies after failure to bring in account.

**INSTRUCTIONS**

**Section A: General Business Information**

Each line is self-explanatory. All information asked for must be provided.

**Section B: Business Specifics**

The NAICS (North American Industry Classification System) is a 5 or 6 number that classifies your business. The NAICS number has replaced the SIC number. If known, please provide that number. In addition, please circle a general classification that defines your business. Then, provide a detailed description of your business. Please be specific. If your a Automobile Dealership, don't just put down "Autos". Further define by stating "Auto Dealership with 12 service bays". The rest of the questions are self-explanatory and must be answered.

**Section C: Assets Physically Removed in 2023**

Please report any assets that were PHYSICALLY removed from your business. Assets that have been written off due to depreciation still must be reported in Section E, F, or H. Indicate by what means the asset was disposed.

**Section D: Furniture, Fixtures, and Equipment (FFE) - Detailed Asset Listing**

Provide a detailed asset list (items that are similar in function and utility may be grouped together i.e. 20 Steno Chairs) indicating year purchased, description, original cost including any freight and installation charges, and whether the item was purchased new or used. If the original cost is not known, a fair estimate is acceptable. Assets that were gifts must also be declared. **Example:**

Year	Asset Description and Quantity	Total Original Cost	New or Used	Assessor Use
2016	Executive Desk	\$2,400.00	New	
2014	12 4-drawer steel filing cabinets	\$9,600.00	New	
1999	Misc. Office Furniture	\$6,000	Used	

Items to be reported in this section include: Office Furniture, Retail Fixtures, Construction Equipment, Signs, Shelving, etc.

**Section E: Computer Equipment (COMP) - Detailed Asset Listing**

Same instructions as Section E. Items considered to be Computer Equipment include: Computer Hardware (PCs/Mainframes), Monitors, Printers, Scanners, Some High-Tech Medical Equipment, etc.

**Section F: Leased Equipment**

If your business leases any equipment, provide the date you began the lease, the name of the lease company, a description of the equipment, and the terms of the lease (length, rent). Further information may be requested by the Assessor.

**Section G: Leasehold Improvements (LH)**

If you have physically improved the real estate of which you LEASE, such as the installation of walls, carpeting, built-in shelving, etc., report the date of construction, work performed, and the total cost including materials, labor, fees.

**Section H: Supplies**

The State of Rhode Island has phased-out any tax on inventories excluding supplies that are used in the course of business such as office supplies (paper-stock, pens, etc.) and cleaning supplies. Please enter average monthly costs.

**Section I: Affirmation and Notarization.**

Declarations must be signed, dated and filed with the Assessor's office by January 31st each year (unless an extension has been granted). Agents must present a letter of authorization. By law, you're signing under the penalties of perjury.

**\*\*\* Please Note - Very Important \*\*\***

Terms such as "Same as Last Year" or "Various" are not allowed. Any such vague remarks will be cause for this return to be considered incomplete and not properly filed. If you have any questions regarding this form, please contact the Assessor's office. Failure to file a proper return will result in an estimated assessment with the loss of certain appeal rights. Any equipment/asset that is personally owned but utilized in your business must be reported as if owned by the business.