

**RETURN OF TANGIBLE PERSONAL PROPERTY  
CITY OF PETERSBURG, VIRGINIA  
OFFICE OF THE COMMISSIONER OF THE REVENUE  
135 N. UNION STREET PETERSBURG, VA 23803  
TEL: 804-733-2315 FAX: 804-863-2790**

|          |
|----------|
| FED. ID# |
|----------|

**2011**

**2011**

|   |  |
|---|--|
| <b>TRADE NAME:</b> _____<br><b>NAME OF TAXPAYER:</b> _____<br><b>NATURE OF BUSINESS:</b> _____<br><b>BUSINESS ADDRESS:</b> _____<br><br><b>MAILING ADDRESS:</b> _____<br>_____<br>_____ |  |
|---|--|

**IMPORTANT INSTRUCTIONS**

File this return with the Commissioner of Revenue on or before March 31, 2011. Minimum of \$10.00 or 10% penalty after March 31, 2011.

2. All tangible personal property (owned or leased) used in any business or profession must be reported. Cost values to be replaced are actual acquisition costs before allowance for depreciation.
3. Any tax due must be paid on or before June 10, 2011.

| SCHEDULE A   | COST VALUES OF PROPERTY ACQUIRED   |                     |                     |                     |                     |                         |
|--|--|---------------------|---------------------|---------------------|---------------------|-------------------------|
| PROPERTY CLASSIFICATIONS   | A<br>PRIOR TO<br>2006  | B<br>DURING<br>2007 | C<br>DURING<br>2008 | D<br>DURING<br>2009 | E<br>DURING<br>2010 | F<br>TOTAL<br>A-B-C-D-E |
| BUSINESS FURNITURE & FIXTURES, BUSINESS & OFFICE MACHINES, PROFESSIONAL EQUIPMENT, SHOP TOOLS, MACHINERY NOT USED IN MANUFACTURING, MINING, RADIO OR TELEVISION, BUSINESS TOOLS OF MECHANIC. |  |                     |                     |                     |                     |                         |
| <b>7. PERCENT OF COST VALUES TO BE USED</b>  | <b>20%</b>   | <b>25%</b>          | <b>30%</b>          | <b>35%</b>          | <b>40%</b>          |                         |
| <b>8. TAXABLE PORTION OF COST VALUES (LINE 7 PERCENTAGES OF LINE 6 COST VALUES)</b>  |  |                     |                     |                     |                     |                         |
|  | <b>9. TAX RATE \$4.40 PER \$100 COST VALUE</b>   |                     |                     |                     |                     |                         |
|  | <b>10. BUSINESS PERSONAL PROPERTY TAX:</b> MULTIPLY TOTAL TAXABLE PORTION OF COST VALUES ENTERED IN COLUMN F, LINE 8 BY THE \$4.40 PER HUNDRED TAX |                     |                     |                     |                     |                         |

NOTE: Machinery & Tools On Separate Sheet

**SCHEDULE B \*\*\*VEHICLES WILL BE ASSESSED BY NADA UNLESS NOT LISTED, THEN WILL BE ASSESSED BY ORIGINAL COST/YEAR PURCHASED**

| MAKE | YEAR MODEL | SERIAL NO. | LICENSE NO. | YEAR ACQUIRED | COST AT TIME OF PURCHASE | OFFICE USE ONLY |
|------|------------|------------|-------------|---------------|--------------------------|-----------------|
|      |            |            |             |               |                          |                 |
|      |            |            |             |               |                          |                 |
|      |            |            |             |               |                          |                 |
|      |            |            |             |               |                          |                 |

**ATTACH SCHEDULE IF MORE SPACE IS NEEDED**

| FOR OFFICE USE ONLY |    |    |
|---------------------|----|----|
|                     | \$ | \$ |
| TOTAL:              | \$ | \$ |
| AUDITED BY:         |    |    |

**IMPORTANT MESSAGE ON REVERSE SIDE**  
**DECLARATION BY TAXPAYER: I DECLARE THAT THE FOREGOING STATEMENTS AND FIGURES ARE TRUE, FULL AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

\_\_\_\_\_  
SIGNATURE OF TAXPAYER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TITLE

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_