

## East Windsor, Connecticut 2020 Declaration of Personal Property – Short Form

Who Should File: All owners of taxable personal property. If you no longer own the above noted business or personal property assessed in your name last year, you need only to complete the AFFIDAVIT OF BUSINESS CLOSING OR MOVE OF BUSINESS OR SALE OF BUSINESS below and return this declaration to the Assessor. If you do not, the Assessor must assume that you are still operating the business or still own and have failed to declare your taxable personal property.

**Complete:** Complete the entire declaration. Writing "Same as last year" is not acceptable. Do not forget the DETAILED LISTING OF DISPOSED ASSETS REPORT (page 2) and the LESSEE'S LISTING REPORT (page 4).

Signature Required: The owners shall sign the DECLARATION OF PERSONAL PROPERTY AFFIDAVIT (page 4). The owner's agent may sign the declaration, in which case the declaration must be duly sworn to or notarized.

Signature

Extension: The Assessor may grant a filing extension for good cause (CGS §12-42 & 12-81K). If a request for an extension is needed, you need to request the filing extension in writing on or before November 1 (or the Monday following if November 1 falls on Saturday or Sunday) (PA 19-200).

**Penalty for late filing** – Failure to file timely will result in a penalty equal to 25% of the assessment of the personal property. This declaration must be filed or postmarked (as defined in C.G.S. Sec. 1-2a) no later than:

## Monday, November 2, 2020

East Windsor Assessor's Office Hours: Monday through Wednesday: 8:30 am to 4:30 pm;
Thursday: 8:30 am to 7:00 pm; Friday: 8:30 am to 1:00 pm
Note: East Windsor includes – Broad Brook and Warehouse Point

Direct questions concerning declaration to the Assessor's Office at:		Check Off List:			
Hand deliver or mail declaration to: Town of East Windsor Assessor's Office 11 Rye Street Broad Brook, CT 06016-9553	Phone (860) 623-8878 Fax (860) 623-4798 Email htotz@eastwindsorct.com	<ul> <li>Read instructions</li> <li>Complete appropriate sections</li> <li>Complete exemption applications</li> <li>Complete disposed asset report</li> <li>Corporations complete all of page 3</li> <li>Make a copy for your records</li> <li>Sign, date &amp; witness as required on page 4</li> <li>Return by November 2, 2020</li> </ul>			
AFFIDAVIT OF BUSINESS TERMINATION OR MOVE OR SALE OF BUSINESS OR PROPERTY					

			<ul><li>☐ Sign, date &amp; witness as required on page 4</li><li>☐ Return by November 2, 2020</li></ul>	
	<b>A</b> FFIDAVIT (	OF BUSINESS TERMINATION OR MOV	/E OR SALE OF BUSINESS OR PROPERTY	
I		of	at	
Business or propert	y owners name	Business Name (if applicable)	Street location in East Windsor	
With regards to said bus	iness or property I do s	o certify that on	Said business or property was (indicate which one by circling):	
SOLD TO:		Date		
	Name		Address	
MOVED TO:				
	City/Town and State to where business or property was moved		Address	
TERMINATED:	Attach Bill of Sale or Letter of dissolution to this form and return it with this affidavit to the Assessor's office			
The	signer is made awar	re that the penalty for making a false affida	avit is a \$500.00 fine or imprisonment for one year or both.	

Print name

## **2020 PERSONAL PROPERTY DECLARATION – SHORT FORM** Commercial and financial information is not open to public inspection.

**TAXABLE PROPERTY INFORMATION** Give actual acquisition costs including any additional charges for transportation and installation by year for each type of property described.

COPY AND ATTACH ADDITIONAL SHEETS IF NEEDED

								•
Circle One	#12 – Commercial Fi #17 – Farm machine		pparatus or	Circle One	#18 – Farm Tools #19 – Mechanics Tools	or		Assessor's Use Only
Year Ending	Original cost, trans- portation & installation	% Good	Depreciated Value	Year Ending	Original cost, trans- portation & installation	% Good	Depreciated Value	
10-1-20		95%		10-1-20		95%		
10-1-19		90%		10-1-19		90%		
10-1-18		80%		10-1-18		80%		#12
10-1-17		70%		10-1-17		70%		
10-1-16		60%		10-1-16		60%		#17
10-1-15		50%		10-1-15		50%		<u> </u>
10-1-14		40%		10-1-14		40%		#18
Prior Yrs		30%		Prior Yrs		30%		<u> </u>
Total		Total		Total		Total		#19
#16 – Fu	rniture, fixtures and ed	quipmer	nt	# 20 E	Electronic data processing	g equipn	nent	
Year Ending	Original cost, trans- portation & installation	% Good	Depreciated Value	Year Ending	Original cost, trans- portation & installation	% Good	Depreciated Value	
10-1-20		95%		10-1-20		95%		
10-1-19		90%		10-1-19		80%		
10-1-18		80%		10-1-18		60%		
10-1-17		70%		10-1-17		40%		
10-1-16		60%		Prior Yrs		20%		
10-1-15		50%		Total		Total		
10-1-14		40%				.: 40	0.100.0	#16
Prior Yrs		30%		In accordance with Section 168 IRS Codes		8 IRS Codes	•	
Total		Total		Computers Only		#20		
# 23 – Expensed supplies - The average is the total amount expended on supplies since October 1, 2019 divided by the number of months in business since October 1, 2019.		Year Ending	Total Expended	# of Mo.s	Average Monthly			
		10-1-20				#23		
#24a – Other Goods - including leasehold improvements		#24b Rental Entertainment Medium			Ì			
Year Ending	Original cost, transportation & installation	% Good	Depreciated Value	Year Ending	Original cost, trans- portation & installation	% Good	Depreciated Value	
10-1-20	,	95%		10-1-20	, , , , , , , , , , , , , , , , , , ,	95%		
10-1-19		90%		10-1-19		80%		
10-1-18		80%		10-1-18		60%		
10-1-17		70%		10-1-17		40%		
10-1-16		60%		Prior Yrs		20%		
10-1-15		50%		Total		Total		
10-1-14		40%		Total	# of video tapes	iotai	# of DVD movies	
Prior Yrs		30%			# of music CD's		# of video games	
Total		Total		-	24a and 24b	Total	1. 1.400 ga00	#24
Total		Total			ביים מוום בידט	TOTAL		n= t

**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 DISPOSALS IN TAXABLE PROPERTY INFORMATION

	complete the following. DO NOT INCLUDE DISPOSALS IN TAXABLE PROPERTY INFORMA			ERTY INFORMATION	
Date Removed	Code #	Description of Item	Date Acquired	Acquisition Cost	
Detailed Listing of Assets Orig Value ≤ \$250					
Pursuant to CGS 12-81(79) – Listing of assets purchased prior to 10/1/10 with a value of ≤ \$250					
Description of Item Date Acquired Acquisition Cost				Acquisition Cost	

## 2020 Personal Property Declaration – Short Form Summary Sheet Commercial and financial information is not open to public inspection Assessment date October 1, 2020 Required return date November 2, 2020 List or Account # Owner's Name DBA Address City/State/Zip Street location of personal property in EAST WINDSOR Phone / Fax E-mail Description of business: Type of ownership: Corporation Partnership LLC Sole Proprietor Other-Describe Type of business: Manufacturer Wholesale Service Profession Retail/Mercantile Tradesman Other IRS Business Activity Code Square footage No. of Employees #9 Motor Vehicles UNREGISTERED motor vehicles (e.g. campers, RV's, snowmobiles, trailers, trucks, passenger cars, tractors, off-road construction Assessor's vehicles, etc.) including any vehicle garaged in Connecticut but registered in another state, or any such vehicle not registered at all. If you are a farmer **USE ONLY** eligible for the exemption under Sec. 12-91, list tractors in Code 17. Model Identification No. Length Weight Purchase Year Make Date Value Code ASSESSMENTS Price #9 #9 #9 #11 Horses And Ponies 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 with and approved by the Assessor. **Breed** Registered Value Age Sex Quality: Breeding/Show/Pleasure/Racing #11 #11 #11 #14 Mobile Manufactured Homes if not currently assessed as real estate Width Year Make Model Identification No. Length Bedrooms Baths Value #14 Net Depreciated Property Code and Description Value From page 2 #12 - Commercial Fishing Apparatus All fishing apparatus exclusively used by a commercial fisherman in his business (e.g., #12 fishing poles, nets, lobster pots, fish finders, etc.). A \$500 value exemption will be applied. #16 - Furniture & Fixtures Furniture, fixtures and equipment of all commercial, industrial, manufacturing, mercantile, trading and all other businesses, occupation and professions. Examples: desks, chairs, tables, file cabinets, typewriters, calculators, copy machines, telephones (including mobile telephones), telephone answering machines, facsimile machines, postage meters, #16 cash registers, moveable air conditioners, partitions, shelving display racks, refrigerators, freezers, kitchen equipment, etc. #17 - Farm Machinery 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, #17 etc.), used in the operation of a farm. #18 - Farming Tools Farm tools, (e.g., hoes, rakes, pitch forks, shovels, hoses, brooms, etc.). #18 #19 - Mechanics Tools Mechanics tools (e.g., wrenches, air hammers, jacks, sockets, etc.). #19 #20 - Electronic Data Processing Equipment 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 #20 of 1986, etc.). Bundled software is taxable and must be included. #23 - Average Supplies The average monthly quantity of supplies normally consumed in the course of business (e.g., stationery, post-it notes, toner, computer disks, computer paper, pens, pencils, rulers, staplers, paper clips, medical and dental #23 supplies and maintenance supplies, etc.). #24 - Other All Other Goods, Chattels and Effects Any other taxable personal property not previously mentioned or which does not appear to fit into any of the other categories. (e.g. video tapes, vending machines, pinball games, video games, signs, #24 billboards, coffee makers, water coolers, leasehold improvements (other than realty etc.). Total Assessment – all codes #9 through #24 Subtotal > #25 - Penalty for failure to file as required by statute - 25% of assessment #25 Exemption - Check box adjacent to the exemption you are claiming: ☐ I – Mechanic's Tools - \$500 value ☐ M – Commercial Fishing Apparatus - \$500 value

I – Horses/ponies \$1000 assessment per animal

G & H – Distressed Municipality/Enterprise Zone/Enterprise Corridor Zone - Exemption application M-55 required annually

☐ J – Water Pollution or Air Pollution control equipment – Connecticut DEP certificate required – provide copy

☐ I – Farm Machinery \$100,000 value - Exemption application M-28 required annually

Assessor's Final Assessment Total >

I – Farming Tools - \$500 value
K – Municipal Leased

**Total Net Assessment** 

57a all leased, borrowed, form. Failure to declare,	REPORT Lessee's Name consigned, loaned, rented, or stored personal proper in the form and manner as herein prescribed, shall recour possession and must be reported includes (but is	sult in the presumption of ownership and subsec	quent tax liability plus penalties. Property you do		
☐ ☐ October 1,	COPY AND ATTA spose of any leased items that were in your pos- 2019? If yes, enter a description of the propert position in the space to the right.	CH ADDITIONAL SHEETS IF NEEDED session on y and the			
on Óctobe date(s) acc	quire any of the leased items that were in your pr 1, 2019? If yes, indicate previous lessor, item quired in the space to the right.  of any of the equipment listed below declared a	n(s) and	ote year in the 'Year Included' row and list		
cost in the	'Acquisition Cost' row.	Lease #2	Lease #3		
Name of Lessor					
Lessor's address					
Lease Number					
Item description / Mode	l#				
Serial # Year of manufacture					
Capital Lease	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐		
Lease Term – Beginnin	a/End				
Monthly rent					
Acquisition Cost Year Included					
Section A	THIS FORM MUST BE SIGNED (AND IN SOME CA AVOID PENALTY — IMPROPERLY SI	PERSONAL PROPERTY AFFIDAV  ASES WITNESSED) BEFORE IT MAY BE FILED WIT  IGNED DECLARATIONS REQUIRE A 25%  SECTION A OR SECTION B	TH THE ASSESSOR. DPENALTY		
completed ac personal prop purpose of ev §12-49.	coording to the best of my knowledge perty liable to taxation; and that I hawarding the laws relating to the assession of the laws relating to the laws	e, remembrance, and belief; that it ave not conveyed or temporarily of	t is a true statement of all my disposed of any estate for the		
	☐ CORPORATE OFFICE	R			
Signature			Dated		
	Signature/Title				
	Print or type name				
	HEREBY declare under oath that I have bee ty and knowledge sufficient to file a proper de	eclaration for him in accord with the provi			
	Agent's Signat	ure / Filie			
		ent's name ATURE MUST BE WITNESSED			
Witness of agent's					
Subscribed and sw		Lustice of the Dogge Natary or Commissions	Dated		
	Circle one: Assessor or staff member, Town Clerk	t, Justice of the Peace, Notary or Commissioner o Court	ii Superior		

The Personal Property Declaration must be signed above and delivered to the East Windsor Assessor or postmarked (as defined in C.G.S. Sec. 1-2a) by Monday, November 2, 2020 -OR- a 25% Penalty as required by law shall be applied.