

## 2019 RETURN OF TANGIBLE BUSINESS PROPERTY AND MACHINERY & TOOLS

Year	Cost (a)	Additions (b)	Disposals (c)	Total (d)
2018				
2017				
2016				
2015				
2014				
2013 & PRIOR				
<b>TOTAL</b>				

**LEGEND**

**(a) Cost:** The original cost of all business furniture, fixtures, machinery, tools, leasehold improvements (other than real estate) and other equipment in use on January 1, 2018

**(b) Additions:** The original cost (including installation) of all new and used equipment purchased during 2018

**(c) Disposals:** The original cost of all equipment sold or disposed of in 2018. For example, if equipment acquired in 2016 was disposed of in 2018, please indicate the original cost of the equipment on the 2016 disposal line.

**(d) Total:** Cost (a) plus additions (b) minus disposals (c) equals total equipment owned January 1, 2019

**I hereby certify that the information presented on this statement is complete and accurate.**

\_\_\_\_\_  
 Signature  
 \_\_\_\_\_  
 Printed Name  
 \_\_\_\_\_  
 Date  
 \_\_\_\_\_  
 Phone

**IMPORTANT FILING REQUIREMENTS**

Businesses **MUST** submit a complete listing containing description, acquisition date, and original cost of all furniture, fixtures, machinery, tools and leasehold improvements (other than real estate) located in the City of Lynchburg on January 1, 2019.

- Do you own any certified pollution control or recycling equipment?  
 Yes  No If yes, please identify on the itemized list submitted with this return.

Businesses **MUST** complete this form in its entirety. Filing "same as last year", "no change", or returning a blank form will not constitute a proper filing and may result in a late filing penalty.

**LATE FILING FEE**

This Return of Tangible Business Property and Machinery & Tools must be filed by February 15, 2019. A 10% late filing penalty or \$10.00, whichever is greater, will be applied to your tax assessment if this return is not filed by February 15, 2019.

**RENTAL AND LEASE EQUIPMENT**

Do you rent or lease equipment from others?  Yes  No  
 If yes, please provide the name and address of the lessor.

**Lessor Information**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_

If additional space is needed, please enclose an itemized list of lessors

**SALE/CLOSE OF BUSINESS**

Date of Sale/Closure: \_\_\_\_\_

If the business has been sold, please provide the following

**New Owner Information**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_

**Return this form and itemized list  
 by February 15, 2019 to  
 Commissioner of the Revenue  
 PO Box 858  
 Lynchburg, VA 24505-0858**

If you have any questions or need assistance, please contact the Commissioner of the Revenue  
 Phone: 434-455-3880 Fax: 434-847-1842

**\* \* LATE FILING FEE \* \* \***

**THIS RETURN OF TANGIBLE BUSINESS PROPERTY AND  
MACHINERY & TOOLS MUST BE FILED BY FEBRUARY 15, 2019.  
A 10% LATE FILING PENALTY WILL BE APPLIED TO YOUR TAX  
ASSESSMENT IF THIS RETURN IS NOT FILED BY  
FEBRUARY 15, 2019.**