

# EDDY COUNTY ASSESSOR'S OFFICE

101 W GREENE ST STE 319  
CARLSBAD NM 88220  
(575) 885-3813

[www.co.eddy.nm.us](http://www.co.eddy.nm.us)

602 S FIRST ST  
ARTESIA NM 88210  
(575) 746-9870

## NEW MEXICO BUSINESS PERSONAL PROPERTY REPORT

This is an official request and a response is required  
Deadline for response is the last day of February

School District \_\_\_\_\_  
(If reporting for more than one school district, a separate form is required to be filled out for each)

Business Start Date \_\_\_\_\_  
Phone # \_\_\_\_\_

Mailing Address _____ Change or Correction _____
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Contact Person \_\_\_\_\_  
Phone # \_\_\_\_\_  
Fax # \_\_\_\_\_

Physical Location of Business \_\_\_\_\_

Does Business Report to NM State Assessment Bureau ? \_\_\_\_\_

Does business have leased equipment ? \_\_\_\_\_

Type of Business \_\_\_\_\_  
(ie. Retail, Oil & Gas, Fast Food, Restaurant, Hair Salon, Construction, etc.)

←←←← **PLEASE DO NOT LEAVE BLANK**  
If yes give CAB # \_\_\_\_\_

All business equipment, farm machinery and other tangible items subject to valuation for Personal Property Tax purposes shall be valued as of January 1 of each year (Section 7-36-8). Failure to list or falsification of listing may result in penalties up to 5%. All returns are subject to audit. **PLEASE ATTACH A COPY OF TAX DEPRECIATION SCHEDULE**

### PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:

- Active business still depreciating assets for Federal Tax purposes. Attach itemized list indicating type of asset, year purchased, purchase price and current year depreciation from your Federal Income Tax Return. The list should summarize assets being reported for depreciation.
- Active business no longer depreciating assets. This business possesses no Business Personal Property for which the owner has claimed a deduction for depreciation for Federal Income Tax purposes during any federal income taxable year occurring in whole or in part during twelve months immediately preceding the first day of the property tax year (January 1).
- Business closed as of \_\_\_\_\_ and no longer has Business Personal Property to report.
- Business was sold  
Buyer's Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Phone Number \_\_\_\_\_

Printed Name of Owner or Owner's Authorized Agent \_\_\_\_\_  
Signature of Owner or Owner's Authorized Agent \_\_\_\_\_  
Date \_\_\_\_\_ Phone Number \_\_\_\_\_

**PERSONAL PROPERTY STATEMENT  
EDDY COUNTY, NEW MEXICO**

**2018**

<b>ITEM (Description)</b>	<b>PURCHASE DATE</b>	<b>PURCHASE PRICE</b>

RETURN THIS FORM TO: Eddy County Assessor's Office

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