



Robin Coles-Goard  
 Commissioner of the Revenue  
 Pittsylvania County  
 PO Box 272  
 Chatham, VA 24531

**2024 BUSINESS & PROFESSIONAL REPORTING  
 FOR TANGIBLE PERSONAL PROPERTY**

**DUE DATE FEBRUARY 15TH**

TELEPHONE NUMBERS  
 (434) 432-7940  
 (434) 656-6211  
 FAX (434) 432-7957

**Failure to file by deadline will result in  
 penalty 10% or \$10.00 whichever is greater.**

Account Number: \_\_\_\_\_  
 (SSN or Fed ID): \_\_\_\_\_

LEGAL BUSINESS NAME: (If different from above) \_\_\_\_\_

LOCATION ADDRESS: (If different from mailing address) \_\_\_\_\_

**HEAVY CONSTRUCTION MACHINERY**

**SEE NOTICE ON REVERSE SIDE REGARDING FARM TRACTORS.** (List all property with purchase date, description & cost. If any of this property has been sold, show the date sold and disposal amount; then attach sheet giving the new owners name & address.) If you use any heavy construction equipment which is located in another city or county, please indicate which on an attached sheet. **Note: Farm Tractors used in other businesses are no longer required to be reported as business tangible property.**

Date Acquired	MODEL & DESCRIPTION	ORIGINAL COST	DISPOSAL DATE	DISPOSAL AMOUNT	ASSESSED VALUE (OFFICE USE ONLY)

**BUSINESS FURNITURE      OFFICE EQUIPMENT      TOOLS**

**SEE NOTICE ON REVERSE SIDE REGARDING FARM TRACTORS** (Show total cost below of all furniture, office equipment and tools purchased in each year; then attach a detailed listing [such as a depreciation schedule] of all such property along with the date and cost of purchase.) If any of this property has been disposed of, show the original cost of such equipment in the disposal column beside the purchase year; then attach sheet explaining the disposal and give the new owners name & address if it was sold.)

Purchase Year	Cost (before any disposals)	Percentage	DISPOSALS (list in year of purchase)	ASSESSED VALUE (Office Use Only)
2023		27.5%		
2022		25.0%		
2021		23.5%		
2020		20.0%		
2019		17.5%		
2018		15.0%		
2017		13.5%		
2016		10.0%		
2015		7.5%		
2014 & Prior		5.0%		

**MERCHANTS CAPITAL** (To be reported if the taxpayer is a merchant)

Merchants should enter the cost figure of their "Inventory of Stock on Hand" for January 1st of this year. Generally, this should equal the ending inventory shown in the "Cost of Goods Sold" section of their prior year's Federal income tax return. The Commissioner shall compute the assessment amount on the back of this form.

INVENTORY OF STOCK ON HAND \_\_\_\_\_

**ALL OTHER BUSINESS PROPERTY** (Leased Property and any other property not defined on this side – **SEE REVERSE SIDE**)

**FAILURE TO FILE THIS RETURN WILL RESULT IN A STATUTORY ASSESSMENT & PENALTY**

**ALL OTHER BUSINESS PROPERTY** (Report below all other property not included on the front side)

(If you are reporting as the lessor of property, attach a schedule identifying the lessee, type of property, original cost and date acquired.)

(If you are reporting as the lessee of property, attach a schedule identifying the lessor, type of property, original cost and date acquired.)

DATE ACQUIRED	DESCRIPTION OF PROPERTY	ORIGINAL COST	DISPOSAL DATE	DISPOSAL AMOUNT	ASSESSED VALUE (OFFICE USE ONLY)

**DECLARATION:**

I declare that the statements and figures submitted above are true, full, and correct to the best of my knowledge and belief.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Telephone number \_\_\_\_\_

**NOTICE REGARDING FARM TRACTORS:**

Pursuant to Pittsylvania County Code SEC. 6-3.1 LOCAL COUNTY TAX EXEMPTION, The Pittsylvania County Board of Supervisors discontinued this taxation effective January 1, 2020. If you have reported tractors in the past and can establish the cost of the tractor as a reported asset, you may show it as a disposal item in the disposal column beside the year it was previously reported.

**ASSESSMENT COMPUTATION OF MERCHANT'S CAPITAL - FOR OFFICE USE ONLY:**

INVENTORY OF STOCK ON HAND FROM FRONT PAGE	\$	Percentage	ASSESSED VALUE (Office Use Only)
\$1 - \$1,000,000	\$	30%	\$
\$1,000,001 - \$5,000,000	\$	10%	\$
\$5,000,001 - Unlimited	\$	5%	\$
<b>TOTAL</b>			<b>\$</b>