



ROB MITCHELL
ASSESSOR OF PROPERTY
RUTHERFORD COUNTY
BUSINESS PERSONAL PROPERTY SECTION
319 NORTH MAPLE STREET • SUITE 218
MURFREESBORO, TENNESSEE 37130
TELEPHONE: (615) 898-7761 • FAX: (615) 898-7854

FORCED ASSESSMENT MITIGATION REQUIREMENTS

The following documentation is required before we can consider accepting your Forced Assessment Mitigation.

1. Forced Assessment Mitigation Form. This must be completed in its entirety, signed and dated on the back of the schedule and notarized on page 3.
2. A letter noting why you did not file your original schedule and why you were unable to appear before the Local Board of Equalization.
3. A complete depreciation schedule must be attached. If all the assets used in your business are not included on your depreciation schedule, a separate list must be attached. Please indicate equipment description, year of purchase, and complete cost including installation, taxes, and freight.
4. We must have a copy of your federal tax return for that year.

If these required documents are not included with your Forced Assessment Mitigation Form, we will return it to you. Your Forced Assessment Mitigation will not be considered, and your forced assessment will remain.

Rutherford County Assessor of Property
Business Personal Property Dept.

FOR REPORTING
COMMERCIAL AND INDUSTRIAL PERSONAL PROPERTY

TAX YEAR

TOTAL APPRAISED VALUE _____
 ASSESSMENT RATIO _____ X 30 _____
 ASSESSMENT _____

ASMT TYPE	PARCEL STATUS

SCHEDULE FURNISHED 1/1

SCHEDULE RETURNED 1/1

DESK AUDITED BY: [] DATE: ____/____/____

FIELD AUDITED BY: [] DATE: ____/____/____

BUSINESS CODE

UNITS TYPE

BUSINESS OWNER(S) _____

CONTACT PERSON _____

CONTACT PERSON _____

BUSINESS LICENSE NO. _____

BUSINESS LICENSE NO. _____

Email Address _____

Report all personal property owned by you or held for use in your business or profession as of January 1, including items fully depreciated on your accounting records. Do not include the value of merchandise held for sale or exchange or finished goods in the hands of the manufacturer.

Personal property leased or rented and used in your business must be reported in PART III of this schedule and not in this section. Property on which you wish to report a standardized value must be reported in PART IV of this schedule and not in this section. Qualified pollution control equipment must be reported in Part V of this schedule. Report inventories of merchantable items not in state of ownership or constructive ownership in this section.

Personal property leased or rented and used in your business must be reported in PART III of this schedule and not in this section. Property on which you wish to report a standardized value must be reported in PART IV of this schedule and not in this section. Qualified pollution control equipment must be reported in Part V of this schedule. Report inventories of merchantable items not in state of ownership or constructive ownership in this section.

A separate schedule should be filed for each business location.
List the total acquisition cost new for each group below by the year the property was new (typically the year made) in the REVISED COST column. For property purchased as used, if the cost new or year the property was new is not known and cannot reasonably be determined, you may report the actual acquisition cost to you for the year you acquired it. If the cost new or year the property was new is not known and cannot reasonably be determined, you may report the actual acquisition cost to you for the year you acquired it. If the cost new or year the property was new is not known and cannot reasonably be determined, you may report the actual acquisition cost to you for the year you acquired it.

YEAR	COST ON FILE	REVISED COST	DEPR
			.80
			.60
			.40
PRIOR			.20
TOTAL			

**ASSESSOR OF PROPERTY
RUTHERFORD COUNTY
319 N MAPLE 2ND FL
MURFREESBORO, TN 37130**

APPRAISAL LAST YEAR
ASSESSMENT LAST YEAR

1 regardless of any contract between the Lessor and Lessee as to who shall pay the taxes on the Lessee.				LESSOR	
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1 regardless of any contract between the Lessor and Lessee as to who shall pay the taxes on the Lessee.				LESSOR	
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[illegible]

PART IV. OWNED PERSONAL PROPERTY - NONSTANDARD VALUE - Report property on which you wish to report a value different from standard depreciated cost where such value more closely reflects fair market value. Include evidence to support the request for a non-standard value, such as a recent appraisal or a value from an authoritative price or valuation guide. Such evidence will be considered in any determination of a nonstandard value. If additional space is needed, attach a separate sheet using the same format.

GRP	ITEM DESCRIPTION	YEAR MADE	ACQUISITION COST	DEPR FACTOR	VALUE AS OF JANUARY 1	DEPR	ASSESSOR'S USE ONLY VALUE
IF ADDITIONAL SPACE IS NEEDED, ATTACH A SEPARATE SHEET USING THE SAME FORMAT				TOTAL			

PART V. POLLUTION CONTROL - Report pollution control equipment qualified under T.C.A. 67-5-604 "(enclose copy of certificate)". Such equipment will be valued at one-half percent of cost.

[illegible]

I certify that the information contained herein, including any accompanying schedules or data, is true, correct, and complete, to the best of my knowledge and belief.

PRINT NAME	PRINT TITLE

SIGNED _____ TITLE _____ DATE _____

[illegible][illegible]

IF THE YEAR ACQUIRED AND EXACT COSTS ARE NOT KNOWN, PLEASE ESTIMATE AS CLOSELY AS POSSIBLE. IF YOU SHOULD NEED ADDITIONAL SPACE, USE THE BACK OF THIS SHEET OR MAKE COPIES.

REQUEST FOR FORCED ASSESSMENT RELIEF

Background – what is a forced assessment? Business tangible personal property must be listed annually by the taxpayer on a schedule due by March 1 each year in the county assessor's office. The cost of the property to the taxpayer (as recorded prior to depreciation) must be reported by depreciable group and year of acquisition, and the assessor will then apply a statutory 'percent good' factor to arrive at standard depreciated value. Thirty percent of this value is considered the assessed *value* of the property, to which the tax rate is applied. If the schedule is not timely filed, the assessor must *force* assess the property using the best information available.

What can I do about it? The county board of equalization can adjust a forced assessment if the taxpayer presents a completed schedule and requests relief before the board adjourns in June. Taxpayers who miss this opportunity can request relief directly from the assessor if the forced assessment exceeds a threshold amount 25% higher than would result from standard depreciated value indicated in the completed schedule. The request must be made by September 1 of the year following the year for which the forced assessment is made.

To obtain this relief, 1) complete a standard schedule using cost as of January 1 for the year of the forced assessment; 2) you must substantiate this information from your financial records, records of purchase, or income tax returns; 3) attach the completed schedule to this form. Relief must be requested by September 1 of the following year for which the forced assessment is made.

STATE OF TENNESSEE)
COUNTY OF _____)

Personal Property
Account Number: _____

Tax Year: _____

Name of Business Owner (print): _____

Your Position (owner, partner, shareholder, employee, agent): _____

Contact Address, Phone, E-mail: _____

Property Location: _____

Current Business Name(s): _____

Previous Business Name(s): _____

Signature: _____

The undersigned, being first duly sworn, states the information contained in this request, including the attached schedule, is true and correct to the best of my knowledge and belief.

Sworn to and subscribed before me this _____ day of _____, 20____.

Notary Public

My commission expires: _____

ASSESSOR'S USE ONLY

1. Indicated assessment from attached schedule: \$ _____
2. Threshold assessment (line 1 x 1.25) \$ _____
3. Forced assessment of record \$ _____

If line 3 exceeds line 2, the forced assessment may be reduced to the threshold assessment computed on line 2. Certify the corrected assessment to the collecting official with the notation "Forced assessment mitigation-form on file".