



Town of Montville
 Assessor's Office
 310 Norwich-New London Tpke
 Uncasville, CT 06382-2599
Return Service Requested

M-PPD-S
 State of CT OPM

Montville Assessor's Office Closes at 4:30 P.M.
 The Town of Montville includes Uncasville & Oakdale.

Montville, Connecticut
2024 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.

Extension: The Assessor may grant a filing extension *for good cause* (CGS §12-42). If a request for an extension is needed, you need to **request the filing extension in writing on or before November 1, 2024.**

Penalty for late filing – The Declaration of Personal Property must be signed and delivered or postmarked to the Assessor of this Town no later than Friday, November 1, 2024 to avoid a 25% Penalty for failure to file.

Deadline to File: Friday, November 1, 2024

Direct questions concerning declaration to the Assessor's Office at:

Phone (860)848-6774

Fax (860)848-4078

Hand deliver declaration to:

Town of Montville
 Assessor's Office
 310 Norwich-New London Tpke
 Uncasville, CT

Mail declaration to:

Town of Montville
 Assessor's Office
 310 Norwich-New London Tpke
 Uncasville, CT 06382-2599

Check Off List:

- Read instructions
- Complete appropriate sections
- Complete exemption applications
- Complete disposed asset report
- Corporations complete all of page 3
- Make a copy for your records
- Sign, date & witness as required on page 4
- Return by November 1, 2024

AFFIDAVIT OF BUSINESS TERMINATION OR MOVE OR SALE OF BUSINESS OR PROPERTY

I _____ of _____ at _____
Business or property owners name Business Name (if applicable) Street location

With regards to said business or property I do so certify that on _____ Date Said business or property was (Please appropriate box):

SOLD TO: _____
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 aware that the penalty for making a false affidavit is a \$500.00 fine or imprisonment for one year or both.

Signature

Print name

2024 DECLARATION OF PERSONAL PROPERTY – SHORT FORM SUMMARY SHEET

Commercial and financial information is not open to public inspection

Assessment date October 1, 2024
Required return date November 1, 2024

List or Account #
Owner's Name
Address
City/State/Zip
Phone / Fax
E-mail

DBA

Street location of personal property

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. MOTOR HOMES, TENT OR TRUCK CAMPERS, TRAVEL TRAILERS, SNOWMOBILES, UTILITY TRAILERS, PASSENGER CARS, TRACTORS, OFF-ROAD CONSTRUCTION VEHICLES, ETC.) INCLUDING ANY VEHICLE GARAGED IN CONNECTICUT BUT REGISTERED IN ANOTHER STATE. SNOWMOBILES, ATV'S, OR RESIDENTIAL UTILITY TRAILERS USED EXCLUSIVELY FOR PERSONAL USE ARE NOT TO BE REPORTED, CGS 12-81 (82), EFF. 10.1.2024.

Table with columns: Year, Make, Model, Vehicle Identification No. (VIN), Length, Weight, Purchase Price, Date, MSRP Value

ASSESSOR'S USE ONLY

Code ASSESSMENTS

Table with rows: #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.

Table with columns: Breed, Age, Registered, Sex, Quality: Breeding/Show/Pleasure/Racing, Value

Table with rows: #11, #11, #11

#14 Mobile Manufactured Homes if not currently assessed as real estate

Table with columns: Year, Make, Model, Vehicle Identification No. (VIN), Length, Width, Bedrooms, Baths, Value

Table with row: #14

Property Code and Description Net Depreciated Value From page 2

#12 - Commercial Fishing Apparatus All fishing apparatus exclusively used by a commercial fisherman in the business (e.g., fishing poles, nets, lobster pots, fish finders, etc.). A \$500 value exemption will be applied.

Table with row: #12

#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, cash registers, moveable air conditioners, partitions, shelving display racks, refrigerators, freezers, kitchen equipment, etc.

Table with row: #16

#17 - Farm Machinery Farm machinery (e.g., tractors, harrows, brush hogs, hay bines, hay rakes, balers, corn choppers, milking machines, milk tanks, coolers, chuck wagons, dozers, back hoes, hydroponic farm equipment, aquaculture equipment, etc.), used in the operation of a farm.

Table with row: #17

#18 - Farming Tools Farm tools, (e.g., hoes, rakes, pitch forks, shovels, hoses, brooms, etc.).

Table with row: #18

#19 - Mechanics Tools Mechanics tools (e.g., wrenches, air hammers, jacks, sockets, etc.).

Table with row: #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 of 1986, etc.). Bundled software is taxable and must be included.

Table with row: #20

#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 supplies and maintenance supplies, etc.).

Table with row: #23

#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, billboards, coffee makers, water coolers, leasehold improvements and construction in progress (CIP).

Table with row: #24

Total Assessment - all codes #9 through #24 Subtotal >

#25 - Penalty for failure to file as required by statute - 25% of assessment

Table with row: #25

Exemption - Check box adjacent to the exemption you are claiming:

- I - Farming Tools - \$500 value
I - Horses/ponies \$1000 assessment per animal
I - Mechanic's Tools - \$500 value
K - Municipal Leased
M - Commercial Fishing Apparatus - \$500 value

All of the following exemptions require a separate application and/or certificate to be filed with the Assessor by the required return date

- G & H - Distressed Municipality/Enterprise Zone/Enterprise Corridor Zone - Exemption application M-55 required annually
I - Farm Machinery \$100,000 assessment - Exemption application M-28 required annually
J - Water Pollution or Air Pollution control equipment - Connecticut DEEP certificate required - provide copy

Total Net Assessment Assessor's Final Assessment Total >

LESSEE'S LISTING REPORT Lessee's Name _____ Pursuant to Connecticut General Statutes §12-57a all leased, borrowed, consigned, loaned, rented, or stored personal property not owned by you but in your possession as of the assessment date must be included on this form. Failure to declare, in the form and manner as herein prescribed, shall result in the presumption of ownership and subsequent tax liability plus penalties. Property you do not lease that may be in your possession and must be reported includes (but is not limited to) dumpsters, gas/propane tanks, vending machines, water coolers, coffee machines.

COPY AND ATTACH ADDITIONAL SHEETS IF NEEDED

- Yes No Did you dispose of any leased items that were in your possession on October 1, 2023? If yes, enter a description of the property and the date of disposition in the space to the right. _____
- Did you acquire any of the leased items that were in your possession on October 1, 2023? If yes, indicate previous lessor, item(s) and date(s) acquired in the space to the right. _____
- Is the cost of any of the equipment listed below declared anywhere else on this declaration? If yes, note year in the 'Year Included' row and list cost in the 'Acquisition Cost' row.

	Lease #1	Lease #2	Lease #3
Name of Lessor			
Lessor's address			
Lease Number			
Item description / Model #			
Serial #			
Year of manufacture			
Capital Lease	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Lease Term – Beginning/End			
Monthly rent			
Acquisition Cost			
Year Included			

DECLARATION OF PERSONAL PROPERTY AFFIDAVIT

THIS FORM MUST BE SIGNED (AND IN SOME CASES WITNESSED) BEFORE IT MAY BE FILED WITH THE ASSESSOR.
 AVOID PENALTY – IMPROPERLY SIGNED DECLARATIONS REQUIRE A 25% PENALTY

COMPLETE SECTION A OR SECTION B

Section A

OWNER: I DO HEREBY declare under penalty of false statement that all sections of this declaration have been completed according to the best of my knowledge, remembrance, and belief; that it is a true statement of all my personal property liable to taxation; and that I have not conveyed or temporarily disposed of any estate for the purpose of evading the laws relating to the assessment and collection of taxes as per Connecticut General Statutes §12-49.

- CHECK ONE OWNER PARTNER
 CORPORATE OFFICER MEMBER

Signature _____ Dated _____

 Signature/Title

 Print or type name

Section B

AGENT I DO HEREBY declare under oath that I have been duly appointed agent for the owner of the property listed herein and that I have full authority and knowledge sufficient to file a proper declaration for him in accord with the provisions of §12-50 C.G.S.

Agent's Signature _____ Dated _____

 Agent's Signature /Title

 Print or type agent's name

AGENT SIGNATURE MUST BE WITNESSED

Witness of agent's sworn statement
 Subscribed and sworn to before me - _____ Dated _____
 Assessor or staff member, Town Clerk, Justice of the Peace, Notary or Commissioner of Superior Court

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