

McKinley County Assessors Office  
207 W. Hill Suite 102 Gallup, NM 87301  
(505) 863-3032 FAX (505) 863-6517

PERSONAL PROPERTY BUSINESS EQUIPMENT REPORT  
**RETURN TO COUNTY ASSESSOR**

Acct# \_\_\_\_\_ District# \_\_\_\_\_

PROPERTY LOCATION:

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FOR AN ACCURATE ASSESSMENT, WE MUST HAVE COMPLETE INFORMATION AND LISTING OF PERSONAL PROPERTY

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\_\_\_\_\_

**D/B/A**

\_\_\_\_\_

Name of Ownership

\_\_\_\_\_

Mailing Address

\_\_\_\_\_

City

\_\_\_\_\_

State

\_\_\_\_\_

Zip

\_\_\_\_\_

Physical Location of Business

Contact Person \_\_\_\_\_

Contact Phone Number \_\_\_\_\_

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**BUSINESS STATUS:** (Please check the appropriate boxes ONLY).

Date Business Started  
Under New Ownership \_\_\_ / \_\_\_ / \_\_\_

**L NEW BUSINESS/ORGANIZATION.**

You must give a complete itemized listing of all personal property on the attached form.

Buyers Name: \_\_\_\_\_

Buyers Address: \_\_\_\_\_

\_\_\_\_\_

NEW BUSINESS OWNERS: List all assets below which were acquired prior to January 1<sup>st</sup>. Determine the straight-line "class life" for each asset. Leased equipment is to be reported by the Lesser unless title is passed to the Lessee, in which case the equipment is to be reported by the Lessee. Do not include licensed vehicles, or leasehold improvements. The Depreciation Schedule attached is for information only. Our office will calculate the assessed value of your Personal Property and a Notice of Valuation will be mailed at a later date. (Attach separate sheet(s) if needed.)

Class Life	Description	Cost of Equipment Year of Acquisition	Taken From Federal Detail	% X Good	Depreciated Cost
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

For your information  
 Value (depreciated cost) X .3333 = Taxable Value X Mill Rate = Tax \$

**AFFIRMATION MANDATORY**

I do solemnly affirm to the best of my knowledge that the statements on these forms completed and signed by me and the following list and description are full and correct statements of all business personal property required to be reported pursuant to Section 7-38-8 NMSA (1993 Amended) of the Property tax code, in this County on January 1<sup>st</sup>, and all statements required to be made under the Property Tax Code, and I so affirm under pains and penalties of perjury.

\_\_\_\_\_  
 Signature of Owner/Authorized Agent

\_\_\_\_\_