



ADDRESS SERVICE REQUESTED

Personal Property Declaration: October 1, 2016

IMPORTANT

All persons who, as of **October 1, 2016**, are conducting any type of business, or who are farmers, or who are owners of non-registered motor vehicle(s), or who are owners of non-Connecticut registered motor vehicle(s), or who are owners of horse(s), must complete and file this Personal Property Declaration no later than **November 1, 2016**.

This is the **required declaration** for the Town of Wolcott, Connecticut.

This is your only notification to file by **Tuesday, November 1, 2016**.

Failure to file by November 1, 2016 will result in a 25% penalty. Failure to sign as required will result in a 25% penalty. If you need an extension of time to file, contact the Assessor in writing prior to November 1, 2016. An extension for good cause may be granted at the sole discretion of the Assessor.

**IF YOU HAVE CLOSED, MOVED (OUT OF WOLCOTT) OR SOLD THIS BUSINESS,
YOU MUST COMPLETE THE FORM ON PAGE 11.**

IMPORTANT INSTRUCTIONS FOR COMPLETING THIS DECLARATION ARE ON PAGE 2:

1. Read all the instructions on Page 2.
2. Complete all the appropriate sections of this Declaration.
3. Sign and have your signature, if required, notarized on Page 11.
4. Make a copy of your completed Declaration for your file.
5. This declaration must be filed or postmarked (as defined in CGS Sec 1-2a and as referenced in Sec. 12-41(d)) no later than **Tuesday, November 1, 2016**.

Direct questions concerning this Declaration to the Assessor's Office: Telephone: 203-879-8100

Office hours: Monday - Wednesday, 8:00 am to 4:30 pm, Thursday 8:00 am to 5:30 pm, Friday 8:00 am to 12:00 pm.

Hand-deliver or mail this Declaration to: Assessor's Office, Town of Wolcott, 10 Kenea Ave, Wolcott, CT 06716

THIS IS A SELF-MAILING FORM (SEE INSTRUCTIONS BELOW)

As per CGS 12-63, the assessor must determine the "present true and actual value" and in determining such value may use the accepted methods of comparable sales, cost less depreciation and income capitalization.

INSTRUCTIONS: Not all sections are applicable to every business. Please read the following instructions & complete **all** relevant sections.

WHO SHOULD FILE THIS FORM? All persons who, as of October 1, 2016, are:

1. Conducting **any** type of business;
2. Lessors;
3. Owners of horses, ponies, thoroughbreds;
4. Farmers;
5. Owners of non-registered motor vehicle(s);
6. Owners of non-Connecticut registered motor vehicle(s).

WHAT SHOULD BE DECLARED? All personal property items used (full or part-time) in the conduct of the business (include items donated, given to you or owned prior to starting your business), horses and/or non-registered motor vehicles. See Pages 4, 5 and 6 for examples of some of the items that must be declared.

HOW DO I COMPLETE THIS FORM? Everyone must complete the GENERAL INFORMATION Section on page 3 and then:

1. Owners of Non-Connecticut registered motor vehicles, or non-registered motor vehicles must complete #09 on page 4;
2. Owners of horses, ponies and thoroughbreds must complete #11 on page 4;
3. Owners of mobile manufactured home(s), not assessed as real estate, must complete #14 on page 4;
4. All those conducting a business (including farmers) must complete the BUSINESS QUESTIONNAIRE SECTION on page 3, the Taxable Property Information, pages 4, 5 and 6 and the Lessee's Report on page 9, if you have any leased, borrowed, consigned, stored or rented items, in your possession; the Lessor's Report on page 10, if you have leased, consigned, loaned, or rented **any items** to another and the Reconciliation of Assets on page 7 & Detailed Listing of Disposed Assets on page 8, if you disposed of any property declared last year;
5. Lessor's complete the BUSINESS DATA SECTION on page 3, the Taxable Property Information on pages 4, 5 & 6 and the Lessor's Report on page 10. Include a disposed asset listing for any items declared last year that are no longer located in Wolcott.

TAXABLE PROPERTY INFORMATION Your cost information is **confidential and not open to public inspection**. The original acquisition cost should include any additional charges for transportation and installation. The original acquisition cost less the standard depreciation (as shown on Pages 4, 5 and 6) will determine the depreciated cost. The total depreciated cost times 70% will determine the gross assessment for that particular category of personal property. Include all assets that may have been fully depreciated, written off, or charged to expensed but are still owned. Computerized filings are acceptable as long as all the information is reported in this prescribed format. If more space is needed, then attach additional pages to this Form.

IS A SIGNATURE REQUIRED? YES! & DOES IT NEED TO BE NOTARIZED?

1. The owners shall sign the declaration (page 11).
2. **The owner's agent may sign the declaration. In which case the declaration must be duly sworn to or notarized.**
3. **Corporate officers signing for their corporations must have the returns properly sworn to or notarized; or provide the Assessor with a statement bearing the corporate seal and signed by the corporate secretary setting out the office held by the signer of the declaration and dates office held.**

WHEN DOES THIS FORM HAVE TO BE FILED? The Declaration must be filed annually on or before **November 1st** (CGS §12-42) (unless the 1st is a Saturday or Sunday then it is due on the immediately following Monday). The Declaration must either be hand-delivered, by 4:30 pm, to the Assessor's Office on or before **November 1, 2016** or have a U.S.P.S. postmark (as defined in CGS 1-2a & as referenced in §12-41(e)) on or before **November 1, 2016**. See Penalties. All Declarations must be signed and/or notarized on page 11.

ARE THERE PENALTIES? When a Declaration is not signed and/or notarized, a 25% penalty is applied to the total assessment. When Declarations are filed after **November 1, 2016** and an extension has not been granted, a 25% penalty is applied to the total assessment. **Mailed Declarations must have a U.S. postmark of November 1, 2016 or before. Please note: Pitney Bowes, NeoPost, etc metered postage is not considered to be a U.S. Postmark for the purpose of determining timely filing. (CGS Sec 1-2a & Sec 12-41(d))** When an extension is granted and the Declaration is not filed by the extension deadline, a 25% penalty is applied to the total assessment. When omitted property is discovered, the 25% penalty is applied to the difference in the assessed value as determined by the results of the discovery and the assessment as determined by the originally filed declaration. Declarations filed with "same as last year" are INSUFFICIENT and shall be considered an incomplete declaration subject to a 25% penalty. A Declaration not filed shall result in a value determined by the Assessor, from the best information available (CGS §12-53b) plus a 25% penalty will be applied to the total assessment. The Assessor is authorized to audit Declarations, within 3 years of the date of the required filing. Substantial penalties are applicable if such an audit reveals property not declared as required by law (CGS §12-53).

NOT IN BUSINESS? If, as of October 1, 2016, you closed, moved (out of Wolcott), or sold the business noted on page 1, you must complete the form on page 11 and provide documentation as to the new owner, the date the business ceased or your new address. Otherwise, the Assessor must assume that you still own taxable personal property and have only failed to declare it. **Examples of documentation:** bill of sale, Letter of Dissolution, letter from your bank noting the date the account was closed, shipping invoices etc. See the Town of Wolcott's website for more information: <http://wolcottct.org>

ANY EXEMPTIONS? On page 8 check the box next to the exemption(s) you are claiming. Some exemptions require an additional application in order to receive that exemption. Request the form number (if any, as shown on page 8) from the Assessor's Office and file same. The extension to file the Declaration, if granted, does not apply to all required exemption applications. Check with the Assessor's Office. Failure to timely file for an exemption shall be considered a waiver of one's right to that exemption.

ANY EXTENSION? The Assessor **may** grant a filing extension for good cause (CGS §12-42 & 12-81K). If an extension is needed, contact the Assessor in writing prior to **November 1, 2016** stating the reason for the extension. The decision to grant an extension is the sole responsibility of the Assessor. There is no appeal.

RETURN MAIL INSTRUCTIONS:

1. Properly sign page 11. (PENALTIES APPLY; See Above)
2. Make a copy of your completed Declaration for your records.
3. Complete the return address.
4. Fold the entire Declaration in half.
5. Seal the open end of the Declaration (USE TAPE; DO NOT STAPLE as the Post Office will not deliver it.)
6. Place correct U.S.P.S. first class postage (CGS 1-2a) where indicated and Mail on or before **Tuesday, November 1, 2016**.

LEGAL NAME

UNDER WHICH BUSINESS IS BEING CONDUCTED. NOTE: A TRADE NAME IS NOT A LEGAL NAME.

DBA (S)**STREET LOCATION****MAILING ADDRESS**

STREET NAME AND NUMBER, OR PO BOX NUMBER

TOWN

STATE

ZIP CODE

BUSINESS DATA

DIRECT QUESTIONS CONCERNING RETURN TO:

LOCATION OF ACCOUNTING RECORDS:

5. Person's Name _____
6. Company's Name _____
7. Address _____
8. City/State/Zip _____
9. Telephone / Fax () / () () / ()
10. Description of Business _____
11. How many employees work in Wolcott only? _____ Date your business began in Wolcott? _____
12. How many square feet does your firm occupy at your location(s) in Wolcott? Own _____ Lease _____
13. Ownership, check only one: Sole Owner (Simple) Partnership Inc PC LLC LP LLP Type "S" Corp Other (Explain): _____
14. Type of Business: Lessor Manufacturer Professional Retail/Mercantile Service Tradesman Wholesaler Other (Describe): _____
IRS Business Activity Code _____
15. In the last 12 months was any of the property included in this declaration located in another Connecticut town for at least 3 months?
 No Yes If yes, then please list below by specific months, code, cost, and location(s)
16. Are there any other businesses that are operating from **your office, your home, your place of business or address** here in Wolcott?
 No Yes If yes, please list the name(s) and mailing address(es) below, if more space is needed, then list below:
17. If you answered "Yes" to Question 16, is the personal property of the business(es) you listed above included in this declaration?
 Yes No If no, please explain in box below:

AN EXAMPLE OF HOW TO COMPLETE THE TABLES ON PAGES 4, 5 AND 6**How Should the Following Be Declared?**

June 13, 2004 you bought a desk for \$310 and a chair for \$85. **November 14, 2014** you buy a display rack for \$400. A filing cabinet you bought about 10 years ago for \$100 for personal use is now being used in your business. **February 2, 2010** a friend gives you a bookcase which you believe is worth \$50. **September 30, 2012** you buy a table for \$150.

See The Table To The Right For The Answer

16. Furniture, Fixtures and Equipment

Acquired	Original Cost	% Good	Depreciated Value
10-02-2015 to 10-01-2016		95%	
10-02-2014 to 10-01-2015	400	90%	360
10-02-2013 to 10-01-2014		80%	
10-02-2012 to 10-01-2013		70%	
10-02-2011 to 10-01-2012	150	60%	90
10-02-2010 to 10-01-2011		50%	
10-02-2009 to 10-01-2010	50	40%	20
10-01-2009 and Before	495	30%	149
Total	1,095	Total	619

TAXABLE PROPERTY INFORMATION

09	MOTOR VEHICLES (NON-REGISTERED) Examples: campers, RV's, snowmobiles, trucks, passenger cars, tractors, off-road construction vehicles, etc even if not capable of being used or any vehicle garaged in Connecticut but registered in another state, or any vehicle not registered at all. If you are a farmer eligible for exemption under Section 12-91 CGS, then list tractors in code 17 and complete a M-28 Exemption Form. Copy and attach additional sheets as needed.	Year	Make	Model	ID Number	Length/Width	Purchase Date/Price	Value	

10	MANUFACTURING MACHINERY/EQUIPMENT (NOT EXEMPT) Do not include manufacturing machinery or manufacturing equipment that is being claimed under Code #13 and on the M-65 Form. For 3 year property (e.g., tools, dies, jigs, patterns, etc) or 10 year or greater property (i.e., property that has a class life of more than 16 years).	Acquired From		Original Cost	Percent Good	Depreciated Value	
			10-02-2015 to 10-01-2016			95%	
			10-02-2014 to 10-01-2015			90%	
			10-02-2013 to 10-01-2014			80%	
			10-02-2012 to 10-01-2013			70%	
			10-02-2011 to 10-01-2012			60%	
			10-02-2010 to 10-01-2011			50%	
			10-02-2009 to 10-01-2010			40%	
			10-01-2009 and Before			30%	
	Total			Total			

11	HORSES AND PONIES ONLY Eligible farmer, then complete a M-28 Exemption Form (available in the Assessor's Office). Copy and attach additional sheets as needed.	Breed	Age	Registered	Sex	Breeding/Show/Pleasure/Racing	Value

13	MANUFACTURING MACHINERY AND EQUIPMENT **FOR MANUFACTURERS ONLY** Eligible under CGS 12-81 (72) & (76) for exemption – You must also complete the exemption claim form and provide an itemized list of all equipment for which the exemption is being requested including the original purchase price and date purchased / installed.	Acquired From		Original Cost	Percent Good	Depreciated Value	
			10-02-2015 to 10-01-2016			95%	
			10-02-2014 to 10-01-2015			90%	
			10-02-2013 to 10-01-2014			80%	
			10-02-2012 to 10-01-2013			70%	
			10-02-2011 to 10-01-2012			60%	
			10-02-2010 to 10-01-2011			50%	
			10-02-2009 to 10-01-2010			40%	
			10-01-2009 and Before			30%	
	Total			Total			

14	MOBILE MANUFACTURED HOMES Only if not assessed as real estate.	Year	Make	Model	Bdrms/Baths	Length	Purchase Date/Price	Value

16	FURNITURE, FIXTURES & EQUIPMENT 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.	Acquired From		Original Cost	Percent Good	Depreciated Value	
			10-02-2015 to 10-01-2016			95%	
			10-02-2014 to 10-01-2015			90%	
			10-02-2013 to 10-01-2014			80%	
			10-02-2012 to 10-01-2013			70%	
			10-02-2011 to 10-01-2012			60%	
			10-02-2010 to 10-01-2011			50%	
			10-02-2009 to 10-01-2010			40%	
			10-01-2009 and Before			30%	
	Total			Total			

Acquired From	Original Cost	Percent Good	Depreciated Value	FARMERS ONLY	17
10-02-2015 to 10-01-2016		95%		Farm machinery actually and exclusively used in the operation of a farm.	
10-02-2014 to 10-01-2015		90%			
10-02-2013 to 10-01-2014		80%		Examples: tractors, harrows, bush hogs, hay bines, hay rakes, balers, corn choppers, milking machines, milk tanks, coolers, dozers, backhoes, hydroponic farm equipment or aquaculture equipment, etc.	
10-02-2012 to 10-01-2013		70%			
10-02-2011 to 10-01-2012		60%			
10-02-2010 to 10-01-2011		50%			
10-02-2009 to 10-01-2010		40%			
10-01-2009 and Before		30%			
Total		Total			

Acquired From	Original Cost	Percent Good	Depreciated Value	FARMERS ONLY	18
10-02-2015 to 10-01-2016		95%		Farm tools actually and exclusively used in the operation of a farm.	
10-02-2014 to 10-01-2015		90%			
10-02-2013 to 10-01-2014		80%		Examples: rakes, pitch forks, shovels, hoses, brooms, etc.	
10-02-2012 to 10-01-2013		70%			
10-02-2011 to 10-01-2012		60%			
10-02-2010 to 10-01-2011		50%			
10-02-2009 to 10-01-2010		40%			
10-01-2009 and Before		30%			
Total		Total			

Acquired From	Original Cost	Percent Good	Depreciated Value	AUTOMOTIVE MECHANICS ONLY	19
10-02-2015 to 10-01-2016		95%		Mechanics tools actually and exclusively used in the automotive trade.	
10-02-2014 to 10-01-2015		90%			
10-02-2013 to 10-01-2014		80%		Examples: wrenches, air hammers, jacks, sockets, etc.	
10-02-2012 to 10-01-2013		70%			
10-02-2011 to 10-01-2012		60%			
10-02-2010 to 10-01-2011		50%			
10-02-2009 to 10-01-2010		40%			
10-01-2009 and Before		30%		Do not include carpenter tools.	
Total		Total			

Acquired From	Original Cost	Percent Good	Depreciated Value	COMPUTERS ONLY	20
10-02-2015 to 10-01-2016		95%		Examples: 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.	
10-02-2014 to 10-01-2015		80%			
10-02-2013 to 10-01-2014		60%			
10-02-2012 to 10-01-2013		40%			
10-01-2012 and Before		20%		Bundled software is taxable and must be included.	
Total		Total			

Special form required. Please contact the Assessor's Office.	TELECOMMUNICATION COMPANIES ONLY	21
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Acquired From	Original Cost	Percent Good	Depreciated Value	UTILITY COMPANIES ONLY Examples: cables, conduits, pipes, poles, towers, underground mains, wires, etc., of gas, heating, telephone companies, water and water power companies. Include items annexed to the ground (e.g., hydraulic car lifts, gasoline holding tanks, pumps, truck scales, etc.), as well as property used for the purpose of creating or furnishing a supply of water (e.g., pumping stations). If you are a DPUC regulated utility, check this box <input type="checkbox"/>	22
10-02-2015 to 10-01-2016		95%			
10-02-2014 to 10-01-2015		90%			
10-02-2013 to 10-01-2014		80%			
10-02-2012 to 10-01-2013		70%			
10-02-2011 to 10-01-2012		60%			
10-02-2010 to 10-01-2011		50%			
10-02-2009 to 10-01-2010		40%			
10-01-2009 and Before		30%			
Total		Total			

Acquired From	a. Total Expended	b. # of Months	c. Average Monthly	EXPENSED SUPPLIES The average monthly quantity of supplies normally consumed in the course of business ($a \div b = c$). Examples: stationery, post-it notes, typewriter ribbons, computer disks, computer paper, pens, pencils, rulers, staplers, paper clips, medical and dental supplies and maintenance supplies, etc). Any supply incorporated into a "for sale" item shall be considered inventory and as such exempt 12-81 (54).	23
10-02-2015 to 10-01-2016					

Acquired From	Original Cost	Percent Good	Depreciated Value	ALL OTHER TAXABLE PERSONAL PROPERTY All other goods, chattels, effects or taxable personal property, <u>except video tapes</u> , not previously mentioned or which does <u>not</u> fit into any of the other categories. Examples: machinery, equipment, vending machines, pinball machines, video games, signs, billboards, coffee makers, water coolers, leasehold improvements (i.e., improvements made by the lessee), carpenter's tools, landscape equipment, etc. List briefly: _____	24a
10-02-2015 to 10-01-2016		95%			
10-02-2014 to 10-01-2015		90%			
10-02-2013 to 10-01-2014		80%			
10-02-2012 to 10-01-2013		70%			
10-02-2011 to 10-01-2012		60%			
10-02-2010 to 10-01-2011		50%			
10-02-2009 to 10-01-2010		40%			
10-01-2009 and Before		30%			
Total		Total			

Acquired From	Original Cost	Percent Good	Depreciated Value	RENTAL VIDEO's/DVD's/CD's/VIDEO GAMES, LINENS, UNIFORMS, ETC Average # of Video & DVD's & CD's & Video Games on hand _____	24b
10-02-2015 to 10-01-2016		95%			
10-02-2014 to 10-01-2015		80%			
10-02-2013 to 10-01-2014		60%			
10-02-2012 to 10-01-2013		40%			
10-01-2012 and Before		20%			
Total		Total			

Acquired From	Original Cost	Percent Good	Depreciated Value	SOLAR EQUIPMENT/ CLASS I RENEWABLE ENERGY/POLLUTION CONTROL EQUIPMENT Type of Equipment _____	24c
10-02-2015 to 10-01-2016		95%			
10-02-2014 to 10-01-2015		80%			
10-02-2013 to 10-01-2014		60%			
10-02-2012 to 10-01-2013		40%			
10-01-2012 and Before		20%			
Total		Total			

Town of Wolcott Personal Property Declaration Forms for October 1, 2016

TO BE FILED **NO LATER THAN NOVEMBER 1, 2016**

Total Depreciated Values <small>From page 4, 5, 6 or Supplemental</small>	Property Codes and Descriptions			<u>ASSESSOR'S USE ONLY</u>
.00	#09	Non-registered or Non-Connecticut Registered Motor Vehicles	#09	
.00	#10	Manufacturing Machinery and Manufacturing Equipment (Not Exempt)	#10	
.00	#11	Horses and Ponies	#11	
.00	#12	Commercial Fishing Apparatus	#12	
.00	#13	Manufacturing Machinery & Manufacturing Equipment (Exempt)	#13	
.00	#14	Mobile Manufactured Homes	#14	
.00	#16	Furniture, Fixtures and Equipment	#16	
.00	#17	Farm Machinery	#17	
.00	#18	Farming Tools	#18	
.00	#19	Mechanics Tools	#19	
.00	#20	Computers	#20	
.00	#21	Telecommunications Equipment; Total of 21a, 21b, 21c and 21d	#21	
.00	#22	Cables, Conduits, Pipes, Poles, Towers, Underground Mains, Wires, etc.,	#22	
.00	#23	Expensed Supplies	#23	
.00	#24	All Other #24a #24b/c	#24	
.00	Sub Total		of all codes #09 through #24 above	Sub Total

ASSESSOR'S USE ONLY

Penalty (List Reason):		+ Penalty (25% Of Sub Total)	
		= Total Gross Assessment	
Exemption(s) See Next Page		- Total of All Exemptions	
		= Total Net Assessment	

RECONCILIATION OF FIXED ASSETS *

1. Assets declared last October 1, 2015 _____

2. Assets disposed of since last October 1, 2015 ** _____
** COMPLETE THE DETAIL LISTING OF DISPOSED ASSETS PAGE 8

3. Assets added since last October 1, 2015 _____

4. Assets declared this year October 1, 2016* _____

* LINE 1 MINUS LINE 2 PLUS LINE 3 EQUALS LINE 4.

5. Expensed equipment last year _____

6. Capitalization Threshold _____

AUDIT – The Assessor is authorized to audit declarations, within 3 years of the date of the required filing. Substantial penalties are applicable if such an audit reveals property not declared as required by law (CGS §12-53).

LESSEE'S REPORT

Lessee: One who leases from another person or company but for purposes of this report, also include all items leased, borrowed, consigned, loaned, rented, stored or any item(s) in your possession not owned by you.

Pursuant to §12-57a C.G.S., all items leased, borrowed, consigned, loaned, rented, stored or any items in your possession **not owned** by you, must be listed below. Failure to declare, in the form and manner as herein prescribed, shall result in the assumption that such property in the lessee's possession is owned by the lessee, who shall be liable for taxes and penalties. Property that you do not lease but which may be in your possession and must be reported may include (but is not limited to) dumpsters, gas/propane tanks, vending machines, water coolers, coffee machines, display stands or cases, display coolers, refrigerators, ATM's, photocopiers, artwork, plants etc.

COPY AND ATTACH ADDITIONAL SHEETS IF NECESSARY

IMPORTANT If the cost of **any** equipment listed below is declared on page 4 or 5, then the "On Page 4 or 5" column below **must be completed**.



Lease Number	Leasing Company and/or Owner's Name AND MAILING ADDRESS	Item Description/ Model No.	Serial #	Year of Mfg.	Capital Lease (Yes/No)	Lease Term Beg/End	Monthly Rent	Original Cost	On Page 4 or 5	
									Table #	Year Included
FAILURE TO PROVIDE COMPLETE AND ACCURATE INFORMATION WILL RESULT IN ADDING THE ESTIMATED VALUE OF THE LEASED EQUIPMENT TO YOUR ACCOUNT										

PLEASE ANSWER THE FOLLOWING LEASED PROPERTY QUESTIONS:

Yes No

1. Did you dispose of any leased items that were in your possession as of last October 1, 2015?
If yes, enter a description and the date disposed on Page 8.

2. Did you acquire any leased items that were in your possession as of last October 1, 2015?
If yes, indicate previous lessor, item(s) and date(s) acquired in the space below.

LESSOR'S REPORT

Lessor: One who leases property to another but for purposes of this report, also include all items leased, rented, consigned or loaned to another.

IN ORDER TO AVOID A DUPLICATION OF ASSESSMENTS RELATED TO LEASED PROPERTY, THE FOLLOWING MUST BE COMPLETED.

Computerized filings are acceptable only if **all** the requested information is reported in this format.
Copy and attach additional sheets if needed.

	Lessee #1	Lessee #2	Lessee #3
Name of Lessee			
Lessee's address			
Physical location of equipment			
Full equipment description			
Is equipment self manufactured			
Acquisition date			
Current commercial list price new			
Has this lease ever been purchased, assumed or assigned?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, specify from whom			
Date of such purchase, etc.			
If original asset cost was changed by this transaction, give details.			
Type of lease	<input type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> Conditional Sale	<input type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> Conditional Sale	<input type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> Conditional Sale
Lease Term: Begin and end dates			
Monthly contract rent			
Monthly maintenance costs if included in monthly payment above			
Is equipment declared on either the Lessor's or the Lessee's new manufacturing exemption application (M65)?	Yes <input type="checkbox"/> No <input type="checkbox"/> Lessor <input type="checkbox"/> Lessee <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> Lessor <input type="checkbox"/> Lessee <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> Lessor <input type="checkbox"/> Lessee <input type="checkbox"/>

AFFIDAVIT OF BUSINESS CLOSING OR MOVED (OUT OF WOLCOTT) OR SOLD

If as of October 1, 2016 you have closed, moved (out of Wolcott) or sold the business noted on page 1, then you must complete, sign and return this affidavit with **supporting documentation** to the Assessor's Office no later than November 1, 2016. **See Page 2 for information.**

I _____ of _____ at _____
Business owners name Business name (if applicable) Street location of business name shown

With regards to said business I do so certify that on _____ said business was (Please check one):

SOLD TO: _____
Print Name Print Address (including street number, town or city, state and zip code)

TERMINATED **IF CLOSED, MOVED (OUT OF WOLCOTT) OR SOLD, PLEASE ATTACH PROOF: SEE PAGE 2**

MOVED TO: _____
Street Name and Number Town or City State Zip Code

The maker of a false affidavit/statement shall be subject to such fines, penalties and/or imprisonment as provided by law.

Signature Print Name Date Signed

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 – SEE BELOW
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.

SEE INSTRUCTIONS BELOW FOR SIGNATURE REQUIREMENTS.

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 _____
Circle one: Assessor or staff member, Town Clerk, Justice of the Peace, Notary or Commissioner of Superior Court

A SIGNATURE IS REQUIRED. DOES IT NEED TO BE NOTARIZED? SEE INSTRUCTIONS BELOW.

1. The owners shall sign the declaration.
2. The owner's agent may sign the declaration. In which case the declaration must be duly sworn to or notarized.
3. Corporate officers signing for their corporations must have the returns properly sworn to or notarized; or provide the Assessor with a statement bearing the corporate seal and signed by the corporate secretary setting out the office held by the signer of the declaration and dates office held.

FROM:

**PLACE
FIRST
CLASS
POSTAGE**

**TOWN OF WOLCOTT
TOWN HALL: ASSESSOR'S OFFICE
10 KENEA AVENUE
WOLCOTT, CT 06716**