

**Due date**  
March 1, 2022

**Statement of Personal Property**  
Assessment date – January 1, 2022

**2022**

**Filing Instructions** – you must file this completed return with your local assessor on or before March 1, 2022. (sec. 70.35, Wis. Stats.) Report personal property not reported to the Wisconsin Department of Revenue's Manufacturing & Utility Bureau.

**Confidentiality** – under sec. 70.35(3), Wis. Stats., personal property returns filed with the local assessor are confidential records of the assessor's office.

**Failure to File** – if you do not file, your local assessor will estimate your property's value using the best information available. You will also be denied appeal rights with the Board of Review (BOR), under sec. 70.35(4), Wis. Stats.

**Questions?** – if you have questions on filing this form, contact your [local assessor](#).

For Office Use Only	
School district	TID no.
Assessor name	
Assessor address	

**Property Owner and Property Information** (agent, consignee or other representative)

**Property address:** \_\_\_\_\_  
(if different from above) \_\_\_\_\_

**Business type:** \_\_\_\_\_

**Owner is:** (check box that applies)  Sole Proprietorship  Partnership  Corporation  LLC  LLP

**New owner information** – complete this section if there was a change in ownership or the business is no longer in operation.

**Type of change:** (check box that applies)  
 Discontinued  Sold  Incorporated  Moved

**Date of change:** - -

FEIN	Account no.
NAICS code	<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City
County	Municipality

New owner name \_\_\_\_\_  
Property address \_\_\_\_\_  
Mailing address \_\_\_\_\_  
Phone no. ( ) - \_\_\_\_\_  
Email \_\_\_\_\_

**Preparer and Owner Information/Signature**

I, the undersigned declare under penalties of law that I have personally examined this return and its completed schedules. To the best of my knowledge and belief, this return is true, correct and complete.

Preparer		Owner	
Name (please print)		Name (please print)	
Address		Address	
Phone ( ) -	Fax ( ) -	Phone ( ) -	Fax ( ) -
Email		Email	
Signature	Date - -	Signature	Date - -

**Schedule A – Personal Property Return (Assessment Summary as of January 1, 2022)**

This schedule summarizes all taxable personal property from Schedules B through H. Line 10, Col. 3 is the total value of your taxable personal property within this municipality.

Col. 1 Property Type	Col. 2 Subtotal	Col. 3 Total	For Office Use Only	
			Class	Col. 4
1. Boats and watercraft (from Sch. B)			1	
2. Furniture, fixtures and equipment (from Sch. D)				
3. Multifunction fax machines, copiers, postage meters ... (from Sch. D2)				
4. <b>Total of Lines 2, 3</b>			3	
5. Building on leased land (from Sch. E)			4B	
6. Leased equipment (property in charge of but not owned) (from Sch. F)				
7. Supplies (from Sch. G)				
8. All other personal property (from Sch. H)				
9. <b>Total of Lines 6, 7, 8</b>			4A	
10. <b>Total Assessable – add Lines 1, 4, 5, 9</b>				

**Schedule B – Boats and Watercraft**

**2022**

**Report:** All boats and watercraft subject to general property taxation. Review the *Composite Conversion Factors* and *Composite Useful Lives Table* on various equipment <https://www.revenue.wi.gov/Pages/Report/Home.aspx>.

Col. 1 Description of Boats and Watercraft	Col. 2 Acquisition Year	Col. 3 Original Cost	Col. 4 Conversion Factor	Col. 5 Declared Value January 1	Col. 6 For Office Use Only
<b>Total Declared Value</b>					

**Note:** Attach additional sheets if needed

Enter Col. 5 Total on Sch. A, Line 1, Col. 3

**Schedule D – Furniture, Fixtures and Equipment**

**2022**

**Report:** All furniture, fixtures and equipment (e.g., office, store and professional furniture, fixtures and equipment, business and professional libraries, other assets related to the sales and administration of your business). Original Cost in Col. 4, should contain all costs of installation and freight, add-ons and sales tax.

Col. 1 Acquisition Year	Col. 2 Total Original Cost as of Jan. 1, 2021	Col. 3 Additions, Disposals, Transfers at Cost Since Jan. 1, 2021	Col. 4 Net Total Original Cost as of Jan. 1, 2022 <small>(Col. 2 +/- Col. 3)</small>	Col. 5 Conversion Factor (10-yr)	Col. 6 Indexed Net Value (Full Value) on Jan. 1, 2022 <small>(Col. 4 x Col. 5)</small>	Col. 7 For Office Use Only
2021				.925		
2020				.794		
2019				.688		
2018				.602		
2017				.517		
2016				.443		
2015				.377		
2014				.327		
2013				.280		
2012				.240		
All prior years				.144		
<b>Total</b>						

*Enter Col. 6 Total on Sch. A, Line 2, Col. 2*

**Schedule D2 – Multifunction Faxes, Copiers, Postage Meters, Phone Systems, Computerized Equipment**

**2022**

**Report:** All multifunction faxes, copiers, postage meters, telephone systems (PBXs), equipment with embedded computerized components.

Col. 1 Acquisition Year	Col. 2 Total Original Cost as of Jan. 1, 2021	Col. 3 Additions, Disposals, Transfers at Cost Since Jan. 1, 2021	Col. 4 Net Total Original Cost as of Jan. 1, 2022 <small>(Col. 2 +/- Col. 3)</small>	Col. 5 Conversion Factor (6-yr)	Col. 6 Indexed Net Value (Full Value) on Jan. 1, 2022 <small>(Col. 4 x Col. 5)</small>	Col. 7 For Office Use Only
2021				.875		
2020				.663		
2019				.507		
2018				.391		
2017				.296		
2016				.225		
All prior years				.124		
<b>Total</b>						

*Enter Col. 6 Total on Sch. A, Line 3, Col. 2*

**Schedule E – Buildings on Leased Land**

**2022**

**Report:** Buildings, structures and other improvements you own, but are located on land you do not own. They are valued in the same manner as improvements located on land owned by you. Enter your opinion of value in Col. 4.

Col. 1 Property Description	Col. 2 Acquisition Year	Col. 3 Original Cost	Col. 4 Opinion of Value January 1	Col. 5 For Office Use Only
<b>Total Declared Value</b>				

*Enter Col. 4 Total on Sch. A, Line 5, Col. 3*

