



JOHN ULIBARRI • WEBER COUNTY ASSESSOR
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Weber County Assessor - Weber Center
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(801) 399-8572 Fax: (801) 399-8308
www.co.weber.ut.us/assessor/personalprop

28 March 2011

Dear Weber County Business Owner,

In accordance with the provisions set forth under the Revenue and Taxation laws for the State of Utah, taxable business entities are required to pay an annual - self assessing - Personal Property Tax. Such tax is levied against all personal property assets (i.e. trade fixtures, equipment, computers, telephone systems, furniture, tools, etc.) owned by the "business" as of January 1st of each year.

Enclosed, please find your "2011 Personal Property Signed Statement" (tax return) and the associated forms and schedules.

On the reverse hereof is a detailed set of instructions, as well our website includes a Sample "Schedule D" you may find useful when completing your return: www.co.weber.ut.us/assessor/personalprop.

NEW FOR 2011

E-File: Weber County is pleased to offer the option of filing and paying your Personal Property Tax "On-Line". Refer to the secure password found on the first page of your Signed Statement and go to our website: www.co.weber.ut.us/assessor/personalprop click on the "Online filing" button for complete instructions, forms, and payment options.

Tax Exempt: Now, a business with an aggregate taxable value of \$3,800 or less, may be exempt from Personal Property Tax. This exemption applies to the total value of all Personal Property owned and/or used by your business in Weber County. If you have more than one business location in Weber County under the same business ownership, the exemption is applicable only if the total value of all property owned by such entity is less than \$3,800. Please refer to the Signed Statement for application information and instructions. Your application for exemption may only be considered with a completed Signed Statement of Personal Property.

Your Signed Statement and tax payment are due on or before May 16, 2011. Past due accounts will be subject to penalty and interest at the rate of 6.25% annually.

We have staff available to answer your questions on the phone or in person. Please call (801)399-8572. Our office hours are Monday through Friday 8 a.m. to 5 p.m.

Sincerely,

John Ulibarri
Weber County Assessor

Utah Code: 59-2-307- ... any person who does not file a signed statement shall pay a penalty equal to 10% of the estimated tax due, but not less than \$100 for each failure to file a signed and completed affidavit. The penalty imposed by this section may not be waived or reduced by the assessor, county commission, or county board of equalization.



2011 Personal Property Tax Instructions

Save time and file "On-Line": www.co.weber.ut.us/assessor/personalprop

- The process for calculating property tax begins with determining the market value of each personal property asset.
 1. Enter the total cost of all supplies on hand as of January 1, 2011 on Line 1 of the Signed Statement. Supplies are items such as: General office supplies and Maintenance supplies.
 2. Next, list each of your assets under the "Property Description" column (B) on Schedule D.
 3. Next to each asset listing, indicate the Year column (C) the property was acquired and the original cost or purchase price of the item and the quantity.
 4. Utilizing the Valuation Schedules (green form) determine a property classification (code) for each property item - indicate the respective classification in the Property Code column. After determining a correct property code, determine its "Percent Good" based on the year of acquisition. Enter the Percent Good figure in the Depreciation Rate column (G).
 5. Now take the cost or purchase price of the asset multiplied by its respective percent good to arrive at market value and enter each value under the Market Value column (H).
 6. Follow step 1 through 5 for each asset.
 7. Sum all market values and enter total on Line 2 of the 2011 Signed Statement.
 8. Add the amounts on Line 1 and Line 2 and enter the Total Market Value on Line 3.
 - The correct tax rate should already be entered on Line 4 of the form. (If a tax rate is not indicated or you have moved your business location during the year 2010, please call our office for the correct tax rate).
 - To calculate your total tax due: multiply the total market value by the tax rate and enter the result on Line 5 of the form.
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