

2025

HALIFAX COUNTY, VIRGINIA
TOWNS OF SOUTH BOSTON, HALIFAX, SCOTTSBURG, & VIRGILINA

2025

**RETURN OF BUSINESS TANGIBLE PERSONAL PROPERTY
FOR BUSINESSES, & PROFESSIONS**

FILE ON OR BEFORE MAY 1, 2025



NAME OF TAXPAYER _____

TRADE NAME _____

MAILING ADDRESS _____

BUSINESS TELEPHONE _____

TYPE OF BUSINESS _____

LOCATION/ADDRESS OF PROPERTY _____

Your Social Security # or FEIN

/ /

Spouse's Social Security #

/ /

County or Town

TANGIBLE PERSONAL PROPERTY OWNED AND USED (OR AVAILABLE FOR USE) AS OF JANUARY 1, 2025
PLEASE READ INSTRUCTIONS (ON BACK) CAREFULLY BEFORE COMPLETING SECTIONS 1 & 2.

1. BUSINESS FURNITURE, FIXTURES, EQUIPMENT, AND TOOLS.
Report below of cost of all furniture, trade fixtures, equipment, hand and/or power tools, copiers and other office machines, business telephones and mobile telephones, books, signs, and any other tangible personal property (except computer equipment reported in Section 2 and certified short-term rental property). Cost of Personal Property less disposals out during 2022.

Year	Cost	%	Assessed Value
Acquired	(Less Disp.)		
2018 & Prior		x 10% =	
2019		x 20% =	
2020		x 30% =	
2021		x 40% =	
2022		x 50% =	
2023		x 60% =	
2024		x 70% =	
Total			

Note: If there are any differences from the reported cost figures on the last year's return due to disposals or transfers in/out you must provide detailed documentation (including description, cost, purchase year, and date of change) supporting these differences.

2. COMPUTER EQUIPMENT. Report below the cost of all owned home/office and mainframe computer equipment, including personal and laptop/notebook computers, monitors, large central processing units (CPUs), file servers, tape backup units, uninterrupted power supplies, disk drives, pointing devices, modems, operating software, and peripheral equipment including printers, scanners, network cards and cables, PC or mainframe POS equipment, and fax machines.

Year	Cost	%	Assessed Value
Acquired	(Less Disp.)		
2018 & Prior		x 1% =	
2019		x 5% =	
2020		x 10% =	
2021		x 20% =	
2022		x 30% =	
2023		x 40% =	
2024		x 50% =	
Total			

Total Assessed Value (add boxes 1 & 2)

\$ _____

THIS IS NOT YOUR TAX
Do not send money with this return. You will be billed later for the tax.

List schedule of tangible personal property leased or rented from others on back of form.

RETURN TO:

**OFFICE THE COMMISSIONER OF THE REVENUE
P.O. BOX 1847
HALIFAX, VIRGINIA 24558**

(434) 476-3314

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FAX (434) 476-3325

DECLARATION BY TAXPAYER: I declare that the foregoing statements and figures are true, full and correct to the best of my knowledge and belief.

Signature

Date

As stipulated in 58.1-3518 of the Code of Virginia, it is the responsibility of every taxpayer who owns, leases, or rents tangible personal property which was used or available for use in a business or profession and which was located in Halifax County, Virginia on January 1, 2023, to report such property on this return.

This property must be reported in Section 1, 2, or 3 of this return and must include personal property which has been expensed or fully depreciated in a federal income tax return. **DO NOT REPORT MOTOR VEHICLES, TRAILERS, BOATS, OR AIRCRAFT ON THIS RETURN.** Please file a separate return, Form 762, for these items.

Property must be reported at its actual cost before any allowances for trade-in or depreciation. The cost figures must be reported on a calendar year basis.

Section 1 & 2 Report in this section all tangible personal property that is owned or being paid for by installment payments (i.e. conditional sales contract) by the taxpayer filing this return. This section is, in general, reserved for such personal property as equipment, furniture, trade fixtures, office machines, computers, tools, some leasehold improvements, etc. Also report in this section all types of fixed and portable signs (billboards, banners, directories, plaques, etc.). Do not report in Section 1 certified short-term rental property or personal property

that is leased or rented from others. **IF YOU OWN NO BUSINESS TANGIBLE PERSONAL PROPERTY, YOU MUST STILL FILE A RETURN;** please enter "NONE" in section 1 of this form.

Leasing Companies that manufacture the personal property that is required to be reported in Section 1 must report the commercial retail selling price for which the property would be sold if it were available for sale. The selling price should be entered on the line corresponding with the year in which the property was manufactured. Those companies that purchase the property that is being reported must enter in Section 1 the original purchase on the line corresponding with the year in which the property was purchased.

NOTE: An explanation must be provided with this return if there is a difference between the reported yearly cost figures shown on this return and your 2022 return.

Section 3 Report in this section all tangible personal property that is leased or rented from others as required by 58.1-3518 of the Code of Virginia. Please review the terms of each lease to determine if it is a true lease. A "lease-purchase" ("capital lease"), usually non cancelable and characterized by a nominal (often \$1.00) buyout provision is actually a financing arrangement and should be reported in Section 1 or 2, not in Section 3. Please call this office if you have any questions.

(434) 476-3314

Section 3 Schedule of Tangible Personal Property Leased or Rented From Others:

Name of Owner	Address of Owner	Period of Lease FROM TO	Description of Item	Original Cost (If Known)