

Remit to:
Town of Westerly - Assessment Department
45 Broad Street
Westerly, RI 02891

Westerly, Rhode Island 2023 Annual Return/Declaration of Personal Property

Who Should File: Pursuant to RIGL 44-5-15, all owners of tangible personal property must file. *If you no longer own the above-named business or personal property assessed in your name last year, you need only to complete the Affidavit of Personal Property below and return this declaration to the Assessor. If you do not file, the Assessor must assume that you are still operating the business or still own and have failed to declare your tangible personal property and you will be responsible for the tax bill issued.*

Complete: Complete the entire Annual Return. Writing "Same as last year" is not acceptable. Do not forget the Lessee's listing (Section 6).

Signature Required: The owners or their agent shall sign the owners' affidavit (Section 9). All signatures must be duly sworn to and notarized

Extension: If a taxpayer is unable to make such declaration within the prescribed time, they may submit written notice, prior to January 31, of their intention to submit the declaration by March 15. Written approval must be given by the Assessment Department.

BEFORE FILING MAKE COMPLETE COPIES FOR YOUR RECORDS.

This Annual Return must be filed no later than:

JANUARY 31, 2023

postmarks are *not* accepted as proof of filing

**FAILURE TO FILE A TRUE & FULL ACCOUNT WITHIN THE PRESCRIBED
TIME ELIMINATES THE RIGHT TO APPEAL. NO AMENDED RETURNS WILL BE ACCEPTED AFTER MARCH 15TH.**

Westerly Assessment Department Hours: 8:30 AM – 4:30 PM (forms available online www.westerlyri.gov)

Direct questions concerning Annual Return to the Assessment Department at:

Phone: 401-348-2542

Fax: 401-348-2616

Email: LHebert@WesterlyRI.gov

AFFIDAVIT OF PERSONAL PROPERTY STATUS -To Be Completed Only if Business has CLOSED

I, _____ of _____ at _____
Owner Name Business Name Street Address

with regard to said business or property, do so certify that on _____ said business property:
Date

A. Sold To: _____
Name Address

B. Moved To: _____
City/Town and State to where moved Address

C. Terminated On: _____

(Attach Bill of Sale or Letter of dissolution to this form and return it with this Affidavit)

Signature – Owner _____ Phone #: _____
Subscribed and sworn to before me this _____ day of _____, _____, _____ email: _____

Notary Public – My Commission expires: _____

I, _____
(Name)

My Residence is: _____

(Title)

am responsible for the information contained within this form.

My Daytime Phone Number is: _____

My email address is: _____

Give a Full, General Description of Your Business Operation:

NAICS # _____

Mfg. Wholesale Retail Other: _____

Number of Employees as of December 31, 2022 _____

Square Feet Occupied _____

Do you own or lease the space occupied? _____

Monthly Rent: _____

Ownership: Corporation Co-Partnership Individual

NAME(s): _____

Business Name / DBA: _____

Business Address: _____

Mailing Address: _____

SECTION 1 REAL ESTATE OWNED

**If you need additional space, attach addendum

LOCATION & DESCRIPTION	Assessor's		Claimed Full Value	
	Plat(s)	Lot(s)	Land	Improvements

SECTION 2 SHORT LIFE COMPUTER EQUIPMENT ONLY

****PLEASE ATTACH A SEPARATE ITEMIZED LIST FOR EACH YEAR****

Please list all short life (PC computer equipment) separately in this section. **Manufacturers** include all equipment **NOT** used directly in the actual manufacturing process. Attach a separate sheet if necessary. *LIST ALL LEASED / RENTED EQUIPMENT IN SECTION 8.*

Calendar Year Purchased	Acquired New or Used?	Acquisition Cost	Depreciation Rate	Claimed Full Value	*Disposed Assets
2022			5%		
2021			20%		
2020			40%		
2019			70%		
2018 & Prior			80%		
TOTALS					

SECTION 3 TANGIBLE PERSONAL PROPERTY

****PLEASE ATTACH A SEPARATE ITEMIZED LIST FOR EACH YEAR****

List by year the total acquisition cost for all furniture, fixtures, equipment, signs and **UNREGISTERED VEHICLES** owned by you that are used in conducting the operations of any retail, wholesale, service, contracting, professional or other type of business that have an economic life between 6 and 12 years.

Manufacturers should only report furniture, fixtures and equipment that are NOT used directly in the actual manufacturing process.

****IMPORTANT ~ Be sure to declare all acquisitions still in use, even though fully depreciated on your books. List all leased / rented equipment in Section 8. Be sure to list all computer equipment separately in Section 2.**

Calendar Year Purchased	Acquisition New or Used	Acquisition Cost	Depreciation Rate	Claimed Full Value	*Disposed Assets
2022			5%		
2021			10%		
2020			20%		
2019			30%		
2018			40%		
2017			50%		
2016			60%		
2015 & prior			70%		
TOTALS					

SECTION 4 LONG LIFE ASSETS

****PLEASE ATTACH A SEPARATE ITEMIZED LIST FOR EACH YEAR****

List by year the total acquisition cost for assets that have an economic life of 13 years or more. Manufacturers should only report assets that are NOT used directly in the actual manufacturing process. ****IMPORTANT Be sure to declare all acquisitions still in use, even though fully depreciated on your books. LIST ALL LEASED / RENTED EQUIPMENT IN SECTION 8. DO NOT duplicate assets reported in Sections 2 & 3.**

**Attach itemized list of disposals including acquisition year and original cost.*

Calendar Year Purchased	Acquisition New or Used	Acquisition Cost	Depreciation Rate	Claimed Full Value	*Disposed Assets
2022			5%		
2021			10%		
2020			15%		
2019			20%		
2018			25%		
2017			30%		
2016			35%		
2015			40%		
2014			45%		
2013			50%		
2012			55%		
2011			60%		
2010			65%		
2009 & Prior			70%		
TOTALS					

SECTION 5 BUILDINGS & IMPROVEMENTS ON LEASED LAND

Property Address: _____ PLAT _____ LOT _____
 Property Used For: _____ CLAIMED FULL VALUE: _____
 Name of Landowner: _____ \$ _____
 Is Lease Recorded? YES _____ NO _____ Dates of Lease From: _____ to _____

SECTION 6 LEASED / RENTED / CONSIGNED*This Section to be used by all businesses***TANGIBLE PERSONAL PROPERTY*****INCLUDING MANUFACTURERS***

Owner / Address	Item Description	Cost New	Lease Term	Monthly Rent	Lease #

SECTION 7 TANGIBLE PROPERTY LEASED OR RENTED TO OTHERS

On December 31, 2022, if you owned any items of tangible personal property (except registered motor vehicles), which you leased or rented to others, **attach a separate schedule to this form and report all of the following information for each item:**

Lessee's name and location of property, description of property, your acquisition cost, date of acquisition or installation, date of manufacture, monthly rental or lease income, and dates of lease.

SECTION 8 LEASEHOLD IMPROVEMENTS****PLEASE ATTACH A SEPARATE ITEMIZED LIST FOR EACH YEAR****

Fixtures, etc. owned by you and attached to or used in real estate owned by others and not reported elsewhere. Leasehold improvements include, but are not limited to, wall paneling, carpeting, tile on wall and floors, ceilings, electrical and plumbing fixtures, partitions, building additions and the like.

**Attach itemized list of disposals including acquisition year and original cost.*

Calendar Year Purchased	Description of Improvement	Improvement Cost	Depreciation Rate	Claimed Full Value	*Disposed Assets
2022			5%		
2021			10%		
2020			20%		
2019			30%		
2018			40%		
2017			50%		
2016			60%		
2015 & Prior			70%		
TOTALS					

SECTION 9 SIGN YOUR RETURN AND NOTARIZE

I do hereby certify and declare that, to the best of my knowledge and belief, the foregoing is a true and complete list of all real estate and personal property owned by said Corporation, Co-Partnership or Individual in or ratable in said Town/City on the said thirty-first day of December, 2022, at 12 o'clock midnight, Eastern Standard time; that the value placed against each item thereof is the full and fair-cash value thereof at said time.

Please Sign Here

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Signature_____
Title_____
Date

On _____, before me personally appeared _____ and made oath that the foregoing account, by him/her signed and exhibited, contains to the best of his/her knowledge and belief, a true and full account and valuation of all the ratable estate owned or possessed by said corporation, co-partnership, or individual.

Signature of Notary Public_____
Date

My Commission Expires: _____