



Midland Central Appraisal District  
 4631 Andrews Hwy. P.O. Box 908002  
 Midland, Texas 79708-0002  
 Fax (432) 689-7185 Phone (432) 699-4991

**CONFIDENTIAL**  
**BUSINESS PERSONAL PROPERTY RENDITION**  
**FOR JANUARY 1, 2008**

	<b>ACCOUNT NUMBER: PCL #</b>  <b>DESCRIPTION OF BUSINESS:</b>
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1. Please correct the information above if anything is wrong. Refer to the enclosed instructions for help filling out this form.
2. Business Type is (check one)  Individual or sole proprietorship  Partnership  Society  Corporation
3. Area Occupied at this location (square feet) \_\_\_\_\_ 4.  Leased space  Owned space 5. Sales Tax Permit Number \_\_\_\_\_
6. Please provide this information if the business has closed, been sold or moved to a new location:
  - a. Date business was closed, sold or moved \_\_\_\_\_
  - b. Name, Address, and Phone Number of Buyer \_\_\_\_\_
  - c. Location business was moved to \_\_\_\_\_
7.  By checking this box, I affirm that the information contained in my most recent rendition statement filed for prior year (this rendition was filed for the \_\_\_\_\_ tax year), continues to be complete and accurate.
8. Are your total business personal property assets worth \$20,000 or more?  Yes  No
9. If you answered "no" to question 8 complete part 2. If you answered "yes" skip part 2 and complete parts 3, 4, 5, 6, and 7.
10. Complete the signature block below and return the form to the address shown above. Unless you receive an extension (see instruction), your form must be delivered or postmarked no later than April 15, 2008.

**Signature and Affirmation**

I affirm that the information contained in this rendition and all attachments, if any, is accurate and complete to the best of my knowledge and belief. Additional information necessary to identify the property and to determine its ownership, taxability, and situs will be made available to employees of the appraisal district upon request.

I attest that the information contained in this rendition is true and accurate to the best of my knowledge and belief.

<b>Owner/Agent Signature</b> _____	<b>Title</b> _____	<b>Notary Statement: Complete if signer is not an owner, employee or officer of the company or affiliated company.</b>  <b>SUBSCRIBED AND SWORN TO BEFORE ME this the</b>  _____ day of _____, 20____  _____ Notary Public, State of Texas
<b>Printed Name</b> _____	<b>Date</b> _____	
<b>Company Name</b> _____	<b>Telephone No:</b> _____	
Section 22.26 of the Property Tax Code states: (a) Each rendition statement or property report required or authorized by this chapter must be signed by an individual who is required to file the statement or report. (b) When a corporation is required to file a statement or report, an officer of the corporation or an employee or agent who has been designated in writing by the board of directors or by an authorized officer to sign in behalf of the corporation must sign the statement or report.		

**If you make a false statement on this form, you could be found guilty of a Class A misdemeanor or a state jail felony under Section 37.10, Penal Code.**

**If you fail to timely file a rendition or property report required by Texas law, the chief appraiser must impose a penalty in an amount equal to 10 percent of the total taxes due on the property for the current year.** If the court determines that you filed a false rendition or report with the intent to commit fraud or to evade the tax or you alter, destroy, or conceal any record, document, or thing, or present to the chief appraiser any altered or fraudulent record, document, or thing, or otherwise engage in fraudulent conduct for the purpose of affecting the outcome of an inspection, investigation determination, or other proceeding before the appraisal district, the chief appraiser must impose an additional penalty equal to 50 percent of the total taxes due on the property for the current year.

**Continue to Part 2 on reverse side**

**Part 2: General Description of Business Personal Property Assets.** Complete the following table ONLY if your business personal property assets are worth less than \$20,000. If you have business vehicles, please list those on a vehicle form. You may attach a computer-generated printout of the information if you prefer. If you do, please put your name, your account number, and "part 2" on the printout.

A. General property description by type/category (Inventory, parts, tools, supplies, furniture, office equipment, etc.)	B. Property address or address where taxable if different from page 1	C. Good faith estimate of market value	D. Property owner name/address if you manage or control the property as fiduciary
<b>*Optional for owners with total assets worth less than \$20,000</b>	<b>Total</b>		

**Part 3: Inventory Held For Sale.** Complete the following table ONLY if your business personal property assets are worth **MORE** than \$20,000. You may attach a computer-generated printout of the information if you prefer; if you do, please put your name, your account number, and "part 3" on the printout. You must describe each type or category of inventory (Column A) and give an estimate of the quantity of items in the inventory (Column B). You must give the location of the inventory or the place where it is taxable (Column D) or the original cost and date you acquired the items (Column E). Original cost means the same as historic cost. Note: If you provide a good faith estimate of the market value, the chief appraiser may require you to provide a supporting statement documenting the basis for your estimates. If you have none of these in your possession, write "none". If you are a dealer/retailer of inventory that is subject to Sections 23.121, 23.124, 23.1241, or 23.127, Tax Code (alternate methods of appraising vehicles, boats, outboard motors, trailers, manufactured housing, and heavy equipment), list this type of inventory on the appropriate Dealer's Inventory Declaration rather than on this form.

			Complete either Column D or Column E		
A. Category of Inventory:	B. Quantity of items in category	C. Location if different from page 1	D. Owner's good faith opinion of market value	E.	
				Original cost	Date acquired
<b>Total</b>					

**Continue to Part 4**

**Part 4: Lease or Rental Inventory:** Complete the following table ONLY if your business personal property assets are worth **MORE** than \$20,000. You may attach a computer-generated printout of the information if you prefer; if you do, please put your name, your account number, and “part 4” on the printout. You must itemize assets by location. As with inventory held for sale, you must provide an estimate of the quantity of items and either a good faith estimate of the market value of the items or their original cost and date of acquisition. To avoid duplication, please include the contact number and the name of the lessee. If you have none of these items in your possession, write “none”.

						Complete either Column F or Column G	
A. Description:	B. Lessee's name:	C. Contract Number	D. Quantity of items in category	E Physical Address where items are located/taxable	F Owner's good faith opinion of market value	G	
						Original cost	Date acquired
<b>Total</b>							

**Part 5: Supplies, Raw Material, Work in Process.** Complete the following table ONLY if your business personal property assets are worth **MORE** than \$20,000. You may attach a computer-generated printout of the information if you prefer; if you do, please put your name, your account number, and “part 5” on the printout. For each category of items (Column A) you must give an estimate of the quantity of items in the inventory (Column B). You must give the location of the items or the place where they are taxable (Column C). Then you must either give your good faith estimate of the market value of the items in the category (Column D) or the original cost and date you acquired the items (Column E). If you have none of these in your possession, write “none”.

				Complete either Column D or Column E	
A. Category of Inventory:	B. Quantity of items in category	C. Location if different from Page 1	D Owner's good faith opinion of market value	E	
				Original cost	Date acquired
Supplies					
Raw Materials					
Work in Process					
<b>Total</b>					



**Continue to Part 7**

**Part 7: Items that are leased, loaned, consigned, or rented to you.** You may attach a computer-generated printout of the information if you prefer; if you do, please put your name, your account number, and "part 7" on the printout. The chief appraiser requires you to provide the following information for any item that you are leasing or renting from someone else. Also, list items that are loaned or consigned to you. If you have none of these items in your possession, write "none".

Description of Item	Name, Address, and Telephone Number of Owner	Location if different from Page 1	Selling Price if stated in the lease (optional)	Annual rent (optional)

**You have completed your rendition.**

**Be sure to complete the signature and affirmation on Page 1.**

**IMPORTANT: YOU WILL NEED TO COMPLETE A VEHICLE FORM IF YOU HAVE ANY VEHICLES.**

**CALL: (432) 699-4991 IF YOU NEED A VEHICLE FORM**

**FOR INSTRUCTIONS & DEFINITIONS**

**SEE REVERSE SIDE**

## Instructions

This rendition must list the business personal property that you own(ed) on January 1 of the year. It must also list any business personal property that you manage or control as a fiduciary. You are also required to list business personal property that is leased, rented, consigned, or loaned to you. Except as noted, you are required by law to fill out all sections of the form. If you provide substantially equivalent information to a company contracted with the appraisal district to appraise property, you are not required to file this statement. The deadline for filing this form is **April 15, 2008**. You are entitled to an extension of the deadline to May 15 if you request the extension in writing. You may receive an additional 15-day extension if you request it in writing and show good cause for the extension. Address your request to the chief appraiser at the address shown on the first page of the form.

In reporting your business personal property assets, you have the option of providing either a good faith estimate of their market value or the original cost of the items and the date you acquired them. If you provide a good faith estimate, the chief appraiser may later ask you to provide a supporting statement detailing the basis for your market value estimate. If the chief appraiser notifies you in writing that you must provide a supporting statement, you must do so within 21 days of the date you receive the request. Your supporting statement must summarize the physical and economic characteristics relevant to your opinion of value, indicate the source of the information, give the effective date of the opinion of value, and explain the basis for the value estimate.

If the chief appraiser denies an exemption, or if exemption applicable to a property on January 1 terminates during the tax year, you must file a rendition form within 30 days after the termination.

If your total personal property assets are valued at less than \$20,000, you need only to complete the first page and the table in Part 2 of the form. You do not need to report any personal property that is exempt from property taxation.

Section 22.26, Tax Code states:

- (a) Each rendition statement or property report required or authorized by this chapter must be signed by an individual who is required to file the statement or report.
- (b) When a corporation is required to file a statement or report, an officer of the corporation or an employee or agent who has been designated in writing by the board of directors or by an authorized officer to sign in behalf of the corporation must sign the statement or report.

**If you make a false statement on this form, you could be found guilty of a Class A misdemeanor or state jail felony under Section 37.10, Penal Code.**

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## Definitions

**Personal Property:** Consists of every kind of property that is not real property; generally, property that is movable without damage to itself or the associated real property.

**Inventory:** Personal property that is held for sale or lease to the public by a commercial enterprise.

**Type/Category:** Functionally similar personal property groups. Examples are: furniture, fixtures, machinery, equipment, vehicles, and supplies. Narrower groupings such as personal computers, milling equipment, freezer cases, and forklifts should be used, if possible.

**Estimate of Quantity:** For each type of category listed, the number of items, or other relevant measure of quantity (e.g., gallons, bushels, tons, pounds, board feet).

**Property Address:** The physical address of the personal property on January 1 of the current tax year. Normally, the property is taxable by the taxing unit where the property is located.

**Address Where Taxable:** In some instances, personal property that is only temporarily at its current address may be taxable at another location (taxable situs). If you know that this is the case, please list the address where taxable.

**Good Faith Estimate of Market Value:** Your best estimate of what the property would have sold for in U.S. dollars on January 1 of the current tax year if it had been on the market for a reasonable length of time and neither you nor the purchaser was forced to buy or sell. For inventory, it is the price for which the property would have sold as a unit to a purchaser who would continue the business. Your Good faith estimate of market value is not admissible in subsequent protest, hearing, appeal, suit, or other proceeding involving the property except for : (1) proceedings to determine whether a person complied with rendition requirement; (2) proceedings for determination of fraud or intent to evade tax; or (3) a protest under Section 41.41, Tax Code.

NOTE: If you are dealer/retailer of inventory that is subject to Sections 23.121, 23.124, 23.1241, or 23.127, Tax Code (alternate methods of appraising vehicles, vessels, outboard motors, trailers, manufactured housing, and heavy equipment), list this type of property on the appropriate Dealer's Inventory Declaration rather than this schedule.

**Original Cost (History Cost When New):** What you paid for the property when it was new, or if you bought the property used, state what you paid with a note that you purchased it used. If you provide an amount in the good faith estimate of market value, you need not complete a historical cost when new and year acquired.

**Year Acquired:** The year that you purchased or acquired ownership of the property.

**Consigned Goods:** Personal property owned by another person that you are selling by arrangement with that person. If you have consigned goods, report the name and address of the owner in the appropriate blank.

**Fiduciary:** A person or institution who manages property for another and who must exercise a standard of care in such management activity imposed by law or contract.