

**2019
Annual Report
of
INDUSTRIAL PROPERTY**

County _____

Plant Name _____

Operator or Plant Owner _____

**Report prepared by
Name** _____

Title _____

Address _____

Phone _____ **Fax** _____

E-Mail _____

Return to county assessor's office by March 15, 2019.

GENERAL INSTRUCTIONS

1. Please read the instructions for each schedule to determine the type of property to list. If you need extra space to report all information, make copies of each appropriate schedule's form and add it to this report or attach an additional list.
2. This report and any additional documentation apply to all property assessable on January 1, 2019. You must submit this information to the _____ county assessor's office by March 15, 2019.
3. Please file a separate report for each plant you owned or operated.
4. Report acquisition dates and original costs, including interest and insurance during construction, installation, freight, engineering, testing, calibration, overhead, and all other direct* and indirect* construction and development costs.

* Direct costs are expenditures for the labor and materials used in the construction of improvements. They may include: building permits; materials, products, and equipment; labor and equipment used in construction; security during construction; contractor's shack and temporary fencing; material storage facilities; power line installation and utility costs; contractor's unemployment insurance; and performance bonds.

* Indirect costs are expenditures or allowances that are necessary for construction, but are not typically part of the construction contract. They may include: architectural and engineering fees for plans, plan checks, surveys to establish building lines and grades, and environmental studies; appraisal, consulting, accounting, and legal fees; cost of carrying the investment in land and contract payments during construction (if the property is financed, the points, fees or service charges, and interest on construction loans are indirect costs); all-risk insurance and ad valorem taxes during construction; and cost of carrying the investment in the property.

Do not deduct for depreciation. You must include the original cost of assets that have been totally depreciated for Internal Revenue Service purposes.

5. In each appropriate section of the report, please provide any information that may affect the value of your property, i.e., equipment not in use, equipment scrapped but not deleted from books, etc.
6. Complete each schedule of this report. Enter the word "NONE" where appropriate.
7. The owner, a duly authorized officer, or the property owner's designated employee must sign page 3 of this report.
8. PLEASE NOTE: If you claim an exemption for pollution control equipment, you must complete Schedule VIII on page 11.
9. If you elect the qualified property exemption in lieu of the investment tax credit, you must complete Schedule X on page 13.

If you have questions about completing this form or would like this form in an electronic format, please call our office at _____ (assessor's phone number).

**SECTION A
MARKET INFORMATION**

Product(s) produced _____

Year plant was originally constructed _____

Design capacity - full production: (a) Hours per shift _____
 (b) Shifts per day _____
 (c) Days per week _____

Actual production	2018	_____ per _____	<input type="checkbox"/> Hour	<input type="checkbox"/> Shift	<input type="checkbox"/> Annual
	2017	_____ per _____	<input type="checkbox"/> Hour	<input type="checkbox"/> Shift	<input type="checkbox"/> Annual
	2016	_____ per _____	<input type="checkbox"/> Hour	<input type="checkbox"/> Shift	<input type="checkbox"/> Annual
	2015	_____ per _____	<input type="checkbox"/> Hour	<input type="checkbox"/> Shift	<input type="checkbox"/> Annual
	2014	_____ per _____	<input type="checkbox"/> Hour	<input type="checkbox"/> Shift	<input type="checkbox"/> Annual

Comments _____

IF PLANT WAS PURCHASED

Date of purchase _____ Purchase price \$ _____

Terms of purchase _____

Was plant purchased as an operating facility? Yes No
 Land included? Yes No Buildings included? Yes No
 Machinery and equipment included? Yes No Trade involved? Yes No
 Patents, copyrights, or trade names involved? Yes No

**SECTION B
COST INFORMATION**

SUMMARY OF INVESTMENT IN PLANT AND EQUIPMENT

SCHEDULE I	Buildings	\$ _____
SCHEDULE II	Office Furniture, Fixtures, Machines & Equipment	\$ _____
SCHEDULE III	Machinery & Equipment	\$ _____
SCHEDULE IV	Unlicensed Mobile Equipment	\$ _____
SCHEDULE V	Miscellaneous Yard Structures & Yard Equipment	\$ _____
SCHEDULE VI	Construction Work (a) Buildings in Progress	\$ _____
	(b) Machinery & Equipment	\$ _____
	Total	\$ _____
SCHEDULE VII	Land	\$ _____
	Total Investment	\$ _____
SCHEDULE VIII	Pollution Control Equipment Declaration	\$ _____
SCHEDULE IX	Leased & Rented Property	\$ _____
SCHEDULE X	Qualified Investment Exemption in Lieu of Investment Tax Credit	\$ _____
SCHEDULE XI	Qualified Intangible Personal Property Exemption	\$ _____

Affirmation

I certify the information contained in this declaration is true, correct, and complete to the best of my knowledge, information, and belief.

SIGNATURE _____

TITLE _____ DATE _____

The property owner or a duly authorized representative of the property owner must sign this declaration.

**SCHEDULE I
BUILDINGS**

List investments in buildings and fixed structures, unless otherwise classified, including standard built-in equipment such as wiring, plumbing, sprinkling systems, and elevators. Report original building costs plus renovating, remodeling, and all other costs to have each asset ready for its intended use. List manufactured homes on this schedule. (Report actual costs. Do not deduct for depreciation.)

Reference Number	Description of Buildings/Structures	Year Purchased	New Or Used	Original Cost ¹
			TOTAL	\$

¹See instructions on page 1, item 4.

**SCHEDULE II
OFFICE FURNITURE, FIXTURES, MACHINES, AND EQUIPMENT**

List all office furniture, fixtures, machines, and equipment including computers, peripheral equipment, and software owned by the company. Report the original cost of each asset plus the cost of installing, renovating, overhauling, and all other costs to have each asset ready for its intended use. (Report actual costs. Do not deduct for depreciation.)

Reference Number	Asset Description	Year Purchased	New Or Used	Original Cost ¹
			TOTAL	\$

¹See instructions on page 1, item 4.

**SCHEDULE III
MACHINERY AND EQUIPMENT**

Regardless of age, list all machinery and equipment including tools, tanks, pumps, power equipment, piping, and all machinery and equipment used or acquired for use in the manufacturing process. Report the original cost of each asset plus the cost of installing, renovating, rebuilding, overhauling, and all other costs to have each asset ready for its intended use. (Report actual costs. Do not deduct for depreciation.)

Reference Number	Asset Description	Year Purchased	New Or Used	Original Cost ¹
			TOTAL	\$

¹See instructions on page 1, item 4.

**SCHEDULE IV
UNLICENSED MOBILE EQUIPMENT**

List all special-purpose, unlicensed machines and equipment including ore trucks, crawler and wheel type tractors, tractor shovels and loaders, dozers, scrapers, graders, power cranes, trenchers, rippers, and other miscellaneous machines related to construction and product handling. Report the original cost of each asset plus the cost of renovating, rebuilding, overhauling, and all other costs to have each asset ready for its intended use. (Report actual costs. Do not deduct for depreciation.)

Reference Number	Asset Description	Year Purchased	New Or Used	Original Cost ¹
			TOTAL	\$

¹See instructions on page 1, item 4.

**SCHEDULE VI
CONSTRUCTION WORK IN PROGRESS**

List all construction projects including buildings, machinery, and equipment that have not been transferred to the fixed asset accounts and have not been included elsewhere in this report. Report the costs as of December 31, 2018. (Report actual costs. Do not deduct for depreciation.)

Reference Number	Building Asset Description	Year Purchased	New Or Used	Original Cost ¹
	Machinery and Equipment Asset Description			
	Other Asset Description			
			TOTAL \$	

Were These Expenses Capitalized?

Yes	No		Yes	No	
		Attorney's Fees			Interest During Construction
		Sales Taxes			Fees and Licenses
		Freight			Engineering Fees

¹See instructions on page 1, item 4.

**SCHEDULE VIII
WATER OR AIR POLLUTION CONTROL EQUIPMENT DECLARATION**

Idaho Code §63-602P provides a property tax exemption for property which is designed, installed, and utilized for the elimination, control, or prevention of water and/or air pollution. See Idaho Code §63-602P and Property Tax Administrative Rule 619 (IDAPA 35.01.03.619) for qualifications for this property tax exemption. Lack of required information below shall be grounds for denial.

Taxpayers will avoid the need to file a separate exemption application by completing and filing this page with the rest of their Annual Report completion.

I hereby declare the following property items control water or air pollution, and petition the Board of Commissioners as the Board of Equalization for a property tax exemption.

Reference Number	Asset Description	Acquisition Date	Original Cost ¹	% ²

¹See instructions on page 1, item 4. Report actual costs. Do not deduct for depreciation.

²For the percentage (%) column, report the percentage of the described asset that is devoted exclusively to water and/or air pollution control. (If additional space is required, copy and complete additional pages.)

Total original cost of property for water or air pollution control property tax exemption \$ _____

I affirm, to the best of my knowledge and belief, the above-named property reduces water and/or air pollution.
I also affirm that a by-product ___ is ___ is not (check one) produced through the use of part or all of this property.

Signature _____

Title _____

Date _____

**SCHEDULE IX
LEASED AND RENTED PROPERTY**

List all rented and leased property in your possession and located in this county, except properly registered motor vehicles.

Description	Owner's Name and Address	County	Date of Lease	Length of Lease	Original Cost ¹	Monthly Lease/Rent Payment
Land						
Buildings & Structures						
Machinery & Equipment						
Miscellaneous						

¹See instructions on page 1, item 4.

**SCHEDULE X
QUALIFIED PROPERTY EXEMPTION IN LIEU OF INVESTMENT TAX CREDIT**

You may elect a property tax exemption in lieu of the investment tax credit for qualified property under Idaho Code §63-3029B. For the qualifications for this property tax exemption, see Idaho Code §63-3029B, Property Tax Administrative Rules 988 (IDAPA 35.01.03.988) and 989 (IDAPA 35.01.03.989), and Income Tax Administrative Rule 719 (IDAPA 35.01.01.719).

The information listed below must be consistent with the information listed on Idaho Form 49E, which you must attach to claim this exemption. The maximum value exempted for all qualified property purchased "used" in any one year is \$150,000. In the column labeled "New or Used," indicate the value for which you request the exemption for all property purchased "used." The maximum value exempted for qualified property purchased "new" is unlimited.

Reference Number	Asset Description	Year Manf	Date Placed in Service	New or Used	Original Cost ¹

¹See instructions on page 1, item 4.

Total value of property elected for qualified investment property tax exemption \$ _____

I affirm, to the best of my knowledge and belief, the above-named property has been elected on Idaho Form 49E and qualifies under Idaho Code §63-3029B.

Signature _____

Title _____

Date _____

**SCHEDULE XI
QUALIFIED INTANGIBLE PERSONAL PROPERTY EXEMPTION**

The exemption for certain intangible personal property includes capital, stocks or shares, bonds, deposits or accounts, goodwill, customer lists, contracts and contract rights, patents, trademarks, custom computer programs, copyrights, trade secrets, franchises, licenses, and rights-of-way if these rights-of-way are possessory only and not accompanied by title. See Idaho Code § 63-602L and Property Tax Administrative Rule 615 (IDAPA 35.01.03.615).

To apply for this exemption on qualifying intangible personal property, list the property below. When the original cost of any item of personal property is a combined cost of tangible and intangible property, list the cost of the intangible property separately in the column labeled "Intangible Property Cost."

Tax Code Area Number	Asset Description	Year Acquired	Original Cost ¹	Intangible Property Cost
		Total	\$	\$

¹See instructions on page 1, item 4.

**SECTION D
INCOME INFORMATION**

In addition to the completed "Industrial Property Report," please submit a copy of an operating statement (also referred to as the income statement, earnings statement, or profit and loss statement) for the most recent fiscal year completed.

**SECTION E
POST- CONSUMER/POST- INDUSTRIAL WASTE EXEMPTION**

You can also apply to receive an exemption for qualified equipment using post-consumer or post-industrial waste. Please contact the county assessor to receive an application form.

To qualify for this exemption:

- 1) The equipment must produce a product using waste materials consisting of metal, paper, glass, or plastic.
- 2) The equipment must have an estimated useful life of three years.
- 3) During the previous calendar year, at least 90% of the total production from the equipment must have been made using metal, paper, glass, or plastic.

For more information on this exemption, see Idaho Code § 63-602CC and Property Tax Administrative Rule 629 (IDAPA 35.01.03.629).