Form 740-A

2024

COUNTY OF HENRICO, VIRGINIA

Department of Finance - PO Box 90775 -- Henrico, VA 23273-0775 **BUSINESS RETURN OF TANGIBLE PERSONAL PROPERTY**

Account No:

FOR BUSINESSES AND PROFESSIONS
(MANUFACTURERS USE FORM 740 M&T TO REPORT MACHINERY AND TOOLS)
File and Pay Online at businesstax.henrico.us or call (804) 501-4310 for assistance.

Filing date on or before March 1, 2024. Penalty for late filing is 10%.

| | Business Number (Use in all correspondence) | Federal ID or SSN | VA Pr | ofessional License No | o. (If Applicable) | | | Business Ceased eration in Henrico | |
|--|--|---------------------------------------|---------------------------------------|--------------------------|-------------------------|---------------------------------|--|---------------------------------------|--|
| Email: | | | | | | _ | | | |
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| ailure to file this return can result in criminal penalties. (Henrico Code §20-8) UNSIGNED RETURNS WILL NOT BE ACCEPTED. DECLARATION: I declare that the statements and figures herein given are true, full and correct to the best of my knowledge and belief. | | | | | | | | | |
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2024

COMMUNICATION OF AMERICA STATE OF AMERIC

GENERAL INFORMATION FOR BUSINESS RETURN OF TANGIBLE PERSONAL PROPERTY

- Returns must be filed by March 1, 2024. In accordance with §58.1-3503 of the Virginia Tax Code, report all tangible personal property owned and located in the County of Henrico on January 1, 2024, that is subject to tax. A separate form should be submitted for each business location.
- Business personal property required to be reported on this form is not subject to proration.
- 3. Contractors should report all business personal property which is physically located in Henrico County as of January 1, 2024.
- Machinery and tools used in manufacturing, mining, processing or reprocessing, radio or television broadcasting, dairy and dry cleaning are reported on Form 740 M&T.
- 5. All reported amounts are subject to audit for the current year and the three years last past. Application for adjustment to an assessment can be made for the current year and the three years last past, or within one year from the date of assessment, whichever is later.

- Failure to file by the due date of March 1, 2024, results in a late filing penalty of 10% of the tax due.
- Payment due dates are June 6, 2024, and December 5, 2024. Bills
 will be mailed prior to due dates. Failure to pay will result in a late
 payment penalty of 10% of the tax due. Interest at the rate of 4%
 per annum accrues on all unpaid balances.
- Formula for Assessment: To determine the assessment, multiply reported purchase cost by year acquired by percentages shown below.

| | Schedule | | |
|--------------|----------|-----|--|
| Year | 80 | 85 | |
| 2023 | 80% | 75% | |
| 2022 | 74% | 55% | |
| 2021 | 68% | 38% | |
| 2020 | 59% | 26% | |
| 2019 | 51% | 18% | |
| 2018 | 44% | 8% | |
| 2017 | 37% | 8% | |
| 2016 | 30% | 8% | |
| 2015 | 25% | 8% | |
| 2014 & Prior | 14% | 8% | |

ACCOUNT INFORMATION

 Please enter your federal identification number or social security number if not preprinted. Carefully review the preprinted information and make applicable changes in the spaces provided.

SCHEDULES 80 & 85

- Enter total original cost (whether capitalized or expensed) in the appropriate schedule by year of purchase for furniture & fixtures (including non-manufacturing tools/equipment), personal computers, peripheral equipment, and mainframe computers. Total cost includes all costs incidental to acquiring and placing an asset in use (freight, installation, sales tax, etc.). DO NOT INCLUDE LICENSED VEHICLES OR APPLICATION SOFTWARE.
- Include cost of construction in progress on all equipment, machinery, etc.
- 3. Round totals to the nearest dollar.
- Any difference in figures from those reported last year MUST BE explained.
- A DETAILED ITEMIZED LISTING of all tangible personal property, including leasehold improvements, located in Henrico County on January 1, 2024, MUST BE ATTACHED. (Henrico County Code §20-108[F]).

- Fully depreciated items MUST also be included if still owned and being used by your business on January 1, 2024.
- Enter all required information including cost figures. DO NOT WRITE "SAME AS LAST YEAR" or "SEE ATTACHED." Penalties may be incurred if form is not properly completed and signed.
- If "NONE" or "NO PROPERTY TO REPORT," an explanation of why there is no property to report MUST be included. Most businesses normally require the use of personal property in their operation. ALL PERSONAL PROPERTY USED IN A BUSINESS IS TAXABLE.
- Manufacturers who lease their manufactured products shall report such property at the retail selling price in effect at the time of manufacture

SCHEDULE 95

- List or attach schedule of all personal property leased from others in accordance with Virginia State Tax Code §58.1-3518.
- Furnish lease number, description of item, beginning and ending dates of lease, monthly rent, and the complete name and address of the lessor. THIS IS FOR INFORMATIONAL PURPOSES ONLY.