Annual Return to Hopkinton, R.I. Tax Assessor

The Law is Mandatory – A Return Must Be Filed (RI Law Section 44-5-15, as amended)
And Mail To: Tax Assessor, 1 Town House Road, Hopkinton, Rhode Island 02833

Statement of Valuation as of 12/31/2019

This Name and Mailing Address will be used for tax bill. Please change if incorrect.

For your convenience, we have supplied you with this form for the declaration of taxable property located in Rhode Island. According to The General Laws of Rhode Island, taxable property must be declared to the Assessor between **DECEMBER 31, 2019 and JANUARY 31, 2020.** If a taxpayer is unable to make such declaration within the prescribed time, they may submit written notice, prior to **JANUARY 31**, of intention to submit declaration by **MARCH 15. Failure to file a true and full account, within the prescribed time, eliminates the right to appeal.** No amended returns will be accepted after **MARCH 15th**.

Thank you for your cooperation. If we can be of assistance in preparing your report, feel free to come to our office at Town Hall, 1 Town House Road, Hopkinton or call (401) 377-7780.

STATE LAW REQUIRES THE FILING OF THIS DECLARATION.
FAILURE TO DO SO MAY RESULT IN AN INCREASED ASSESSMENT.
THIS FORM IS NOT SUBJECT TO PUBLIC INSPECTION.

I, _____ (Name)
_____ (Title) am responsible for the information contained within this form.

My Residence Is: _____
_____
Email: _____
My Daytime Phone Number Is: _____

Give a Full, General Description of Your Business Operation: NAICS #_____

_____

☐ Mfg. ☐ Wholesale ☐ Retail ☐ Other: _____ Office Space Sq. Ft. Occupied _____

Number of Employees as of December 31, 2019_____ Retail Sq. Ft. Occupied _____ Mfg Sq. Ft. Occupied _____

Describe the space occupied: Own / Lease/ Home 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 Plat (s)	Lot (s)	Claimed Full Value Land	Improvements

SECTION 2 SHORT LIFE - COMPUTER EQUIPMENT ONLY- Class I Assets

List by year the total acquisition cost of all short life (PC computer) equipment separately in this section. This includes computers, tablets and cell phones. **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	Assessor's Use Only
2019			5%		
2018			20%		
2017			40%		
2016			70%		
2015 & Prior			80%		
TOTALS					

SECTION 3 TANGIBLE PERSONAL PROPERTY- Class II Assets

List by year the total acquisition cost for **all furniture, fixtures, equipment, tools, construction 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 up to 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	Assessor's Use Only
2019			5%		
2018			10%		
2017			20%		
2016			30%		
2015			40%		
2014			50%		
2013			60%		
2012 & prior			70%		
TOTALS					

SECTION 4 LONG LIFE ASSETS- Class III Assets

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 and 3.*

Calendar Year Purchased	Acquisition New or Used	Acquisition Cost	Depreciation Rate	Claimed Full Value	Assessor's Use Only
2019			5%		
2018			10%		
2017			15%		
2016			20%		
2015			25%		
2014			30%		
2013			35%		
2012			40%		
2011			45%		
2010			50%		
2009			55%		
2008			60%		
2007			65%		
2006 & 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 TANGIBLE PERSONAL PROPERTY

This Section to be Used by All Businesses 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, 2019, 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

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.**

Calendar Year Purchased	Description of Improvement	Improvement Cost	Depreciation Rate	Claimed Full Value	Assessor's Use Only
2019			5%		
2018			10%		
2017			20%		
2016			30%		
2015			40%		
2014			50%		
2013			60%		
2012 & 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, 2019 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 Date Title

On _____, _____ personally appeared before me 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 and Date

My Commission Expires: _____

☐ **Closed or Relocated Business:** If you no longer conduct business in Hopkinton, please state the date the business closed or moved on the front page and note where the assets are now located. Please sign and return the form to our office. **Failure to respond by January 31st, 2020 will result in a 2020 Tax Bill.**

☐ **Leasing Companies:** Please provide the **street address** of all the locations of leased items. If you no longer hold the lease on previously reported asset(s), we need to know what happened to the asset(s). (ie. Was it sold to lessee, returned to you, other) Please provide us with a disposition list of said asset(s). **Failure to respond by January 31st, 2020 will result in a 2020 Tax Bill.**

ALL BUSINESSES-Disposals: Please list all previously taxed assets that have been removed from the jurisdiction.

CLASS (I, II OR III)	YEAR ACQUIRED	ITEM DESCRIPTION	ITEM COST