

LISTING FOR EQUIPMENT LEASED TO OTHERS ON JANUARY 1, 2008

**DUE BY APRIL 30, 2008**

DEPARTMENT OF ASSESSMENTS  
PERSONAL PROPERTY DIVISION  
500 Fourth Avenue, Room 817  
SEATTLE WA 98104-2384

PHONE: Local 206-296-3914  
In WA 800-325-6165 ext 6-3914 FAX 206-296-0107  
TTY 206-296-7888  
Email: personal.property@kingcounty.gov

REF L1-L2  
Date:  
Initials:

Mailing Name and Address	If any information to the left has changed prior to January 1, 2008, please correct below:
Name: _____	
Address: _____	
City, State, Zip: _____	

\*\*\*THIS FILING WILL BE THE BASIS FOR 2008 ASSESSED VALUATION FOR TAXES PAYABLE IN 2009.\*\*\*

**INSTRUCTIONS TO LESSORS FOR REPORTING LEASED PERSONAL PROPERTY**

In accordance with provisions of the personal property tax laws of the State of Washington (RCW 84.40.190), you are required, as the owner of leased personal property, to submit to the Assessor a report of all such taxable property located in King County, Washington on January 1. Your listing shall include:

1. Lessee's name and specific location of equipment including room #.
2. Lease ID. (Lessor's internal identification number)
3. Cat code - category code assigned by King County for property depreciation.
4. Equipment description - Type/Use of equipment (i.e. Construction: general, logging, road. Office: general or electronic. Laundry: general or coin-operated.)
5. Retail selling price in King County. \* The original price which a lessee would have paid for the same equipment available for purchase in King County including transportation and installation charges, at original date of lease.
6. Lease start date.
7. Monthly Rental. Do not include maintenance, service or interest charges.
8. Lessor's cost. (Do not include sales tax.)
9. Length of lease.
10. Date lessor acquired equipment.
11. Disp code - See letter attached to this email. Complete on computerized printout.
12. Remarks - Please provide month, day and year of disposition and new location for asset(s) in storage in remarks column on computer printout.

Indicate Newly leased, rented or loaned (not previously reported) as instructed on the cover letter. Also please update information appearing on the attached spreadsheet and return via email. Please use the email address shown above.

**SPECIAL NOTICE: CURRENT STATUS OF LEASES IN EFFECT ON JANUARY 1, 2007 IS NEEDED. PLEASE SHOW ANY CHANGES IN LEASE STATUS IN THE DISPOSITION CODE COLUMN ON THE ATTACHED COMPUTER REPORT. SEE COVER LETTER FOR INSTRUCTIONS. PROVIDING US WITH THIS INFORMATION IS ESSENTIAL FOR COMPLETING YOUR 2008 ASSESSMENT.**

\*\*\*\* DUE APRIL 30, 2008\*\*\*\*

This affidavit must be signed by an authorized agent or officer of the leasing company. The RCW 84.40.040 requires all lists and statements of personal property are due no later than **APRIL 30**. WAC 458-12-105 provides that when a listing appears to be fraudulent or willful failure to list, a complaint shall be filed with the prosecuting attorney by the assessor or the board of county commissioners for the collection of additional tax property due and, in addition, for a penalty of 100% of such tax.

**AFFIDAVIT:** I HEREBY SWEAR OR AFFIRM UNDER PENALTIES OF PERJURY THAT THIS RETURN (INCLUDING ANY ACCOMPANYING SCHEDULES AND STATEMENTS) HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT, AND COMPLETE LISTING OF ALL TAXABLE PERSONAL PROPERTY IN KING COUNTY, OWNED, HELD OR CONTROLLED BY THE UNDERSIGNED TAXPAYER.

State of Incorporation: \_\_\_\_\_

TAXPAYER/OWNER \_\_\_\_\_ Date (mmddyyyy) \_\_\_\_\_  
(Name Typed or Printed)

BY: \_\_\_\_\_ (signature) TITLE \_\_\_\_\_

TELEPHONE #S Local/Long Distance \_\_\_\_\_ Toll Free \_\_\_\_\_ Fax # \_\_\_\_\_

Email Address: \_\_\_\_\_