

**Declaration For Existing Businesses
Annual Return to Charlestown, R.I. Tax Assessor
4540 South County Trail, Charlestown, RI 02813**

**The Law is Mandatory – A Return Must Be Filed
(RI Law Section 44-5-15, as amended)**

PLEASE READ ENCLOSED INSTRUCTIONS CAREFULLY

Statement of Valuation as of 12/31/11

← This Name and Mailing Address
Will Be Used For Your 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, 2011 and January 31, 2012. If a taxpayer is unable to make such declaration within the prescribed time, the taxpayer may submit written notice by certified mail, 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 15, 2012.

_____ My Residence Address is: _____
_____ Home Phone: _____
Name and Title responsible for
the information contained within this form

Give a Description of Your Business _____
Operation _____

Business Name/DBA _____ Business Phone: _____
Owners' Names: _____
Business Address: _____
Mailing Address: _____

GENERAL BUSINESS INFORMATION:

If this is a new business or a re-opened business in Charlestown within the past year, please skip this section and continue with the sections on the back of this form.

- If you have not added to your business equipment and /or inventory then check off the #1 box below, sign this document and return by January 31, 2012

#1 _____ Business equipment and/or inventory same as last year.

- If you have added to your business equipment and /or inventory then please check the #2 box below and edit the enclosed data sheet and return it with this document signed by January 31, 2012

#2 _____ Business equipment and/or Inventory has changed. (Please edit data sheet)

SIGN YOUR RETURN

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 of Charlestown on the said thirty-first day of December 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 BELOW

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

TANGIBLE PERSONAL PROPERTY

List by year all acquisition cost for all furniture, fixtures, equipment, 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. Manufacturers report all furniture, fixtures and equipment owned by you not used directly in the actual manufacturing process. Be sure to list all computer equipment in the appropriate section.

Year Purchased	Acquired New/Used	Original Manufacture Date	Acquisition Cost	Description	Value
2011					
2010					
2009					
2008					
2007					
2006					
2005					
2004					
2003 - prior					

COMPUTER EQUIPMENT

Please list computer equipment separately in this section by year, make, model with description of each piece owned. Manufacturers include all computer equipment not used directly in the actual manufacturing process. Attach a separate sheet if necessary.

Year Purchased	Acquired New/Used	Original Manufacture Date	Acquisition Cost	Description	Value
2011					
2010					
2009					
2008					
2007					
2006 - prior					

INVENTORY/STOCK

Inventories of a manufacturer which are held for retail sale or other unrelated business should be reported in this section

JAN	FEB	MAR	APRIL
MAY	JUNE	JULY	AUG
SEPT	OCT	NOV	DEC

Your Average Monthly Inventory at Cost _____ Method Used _____

CONSIGNED INVENTORIES

Inventories possessed as agent, consignee or contractual representative of other person, persons, corporations, etc.

Name & Address / Owner	Quantity	Description of Property	Average Monthly Inventory

LEASED/RENTED/CONSIGNED TANGIBLE PERSONAL PROPERTY

This section is to be used by all Businesses INCLUDING MANUFACTURERS

Owner/Address	Item Description	Cost New	Lease Term	Monthly Rent