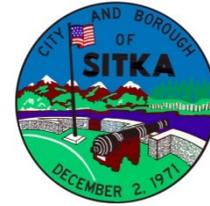


City & Borough of Sitka
PERSONAL PROPERTY STATEMENT

FILING DUE DATE: FEBRUARY 15, 2017

100 Lincoln Street, Sitka, AK 99835

Phone (907) 747-1822



Name:

Address:

Account:

Description:

EVERY PERSON SHALL according to law, submit to the assessor, a return of any property owned or controlled by him/her as of January 1 of each year, which must be filed and returned to the assessor's office on or before February 15 of the same year. Any filings received after that date will be deemed delinquent and will be subject to a \$100.00 fee. **If you fail to file this return**, your assessed value will be based on an estimated amount, (also referred to as a "forced filing"), and you will be subject to a fee of **\$100.00**.

Please Note: The City & Borough of Sitka does not pro-rate taxes. If you have sold or removed property after January 1, you will owe the tax for the entire year.

INSTRUCTIONS FOR PERSONAL PROPERTY STATEMENT

This return is subject to audit.

On the reverse side of this form, list all boats, float houses, and aircraft owned by you on January 1 of the current year which are normally kept in the City & Borough of Sitka, even though they may be temporarily out of the Borough on January 1. DO NOT LIST automobiles, ATV's, snowmobiles, household goods, or jewelry.

1. **ADDITIONS** - Add any additional boats/planes/float house you own that are kept in the Borough.
2. **DECLARE LOCATION** – List the physical location where the boat/plane/float house is normally kept in the City & Borough of Sitka.
3. **SIGN** - Statement must be signed by the property owner or agent.
4. **RETURN** completed/signed form to the Assessor's office no later than February 15, ANNUALLY

Property that is used in the operation of a business and/or owned by a business should be filed on a Business Property Statement.

REMOVING PERSONAL PROPERTY FROM THE ASSESSMENT ROLL

REMOVED FROM BOROUGH - Provide a signed statement indicating when the property was removed from the City & Borough of Sitka

CHANGES OF OWNERSHIP - Provide a copy of the bill of sale or a written statement including the new owner name & address, date of sale, and sale price.

DESTROYED VESSELS -Provide proof that the numbers from the issuing authority (Alaska DMV or National Vessel Documentation Center) were surrendered prior to January 1 YEAR.

DESTROYED AIRCRAFT - Provide proof that the numbers from the issuing authority (FAA) were surrendered prior to January 1 YEAR, and submit an "Aircraft Statement of Condition" form and supporting documentation.

This form must be returned by February 15, 2017 to avoid a fee of \$100.00

PERSONAL PROPERTY RETURN

NO CHANGE FROM PREVIOUS YEAR

DUE DATE: **FEBRUARY 15, 2017**

List below all taxable personal property owned by you and located within the City & Borough of Sitka, including the location where the items are normally kept. Please review the information for accuracy. A valid filing requires your signature and date. This completed & signed form must be received by the Borough Assessor's Office (or postmarked) by February 15 annually, in order to avoid late or non-filing fees & penalties.

WATERCRAFT

Year	Make	Model	Length (FT)	AK# .	ADFG#	CDOC#
PHYSICAL LOCATION <small>(I.e. Harbor Name, storage facility name, property address)</small>			Year Purchased	Purchase Price	BOAT NAME	

Year	Make	Model	Length (FT)	AK# .	ADFG#	CDOC#
PHYSICAL LOCATION <small>(I.e. Harbor Name, storage facility name, property address)</small>			Year Purchased	Purchase Price	BOAT NAME	

AIRCRAFT

Year	Make	Model	Registration # (N#)		Floats/Skis
PHYSICAL LOCATION <small>(I.e. Airstrip name, storage facility name, property address)</small>			Year Purchased	Purchase Price	
Year	Make	Model	Registration # (N#)		Floats/Skis
PHYSICAL LOCATION <small>(I.e. Airstrip name, storage facility name, property address)</small>			Year Purchased	Purchase Price	

FLOAT HOUSE

Float Size	House Size	Length (FT)	Location	Date Acquired	Purchase Price

I DECLARE OWNERSHIP OR CONTROL OF THE TAXABLE PERSONAL PROPERTY DETAILED ON THIS STATEMENT, AS OF JANUARY 1, _____ I AM AWARE THAT FAILURE TO PROPERLY LIST MY ASSETS AND FILE BY THE DEADLINE MAY SUBJECT ME TO FEES & PENALTIES AS PROVIDED FOR IN CITY CODE & STATE LAW.

PRINTED NAME (REQUIRED)

SIGNATURE (REQUIRED)

DATE (REQUIRED)

DAYTIME PHONE NUMBER

CELL PHONE NUMBER

EMAIL ADDRESS