

Acct No. _____
Business Name _____
Mailing Address _____
City, State, Zip _____



Business Personal Property Short Form Declaration and Affidavit

Return to the Assessor's Office on or before February 1, 2011

The U.S. Postmark will be used to determine timely filing. There is no extension for filing provided in the CBJ Code.

Merchants conducting business within the City and Borough of Juneau (CBJ) and owning less than \$80,000.00 worth of depreciated Business Personal Property (BPP) value are now required to declare the value of their tangible personal property on a bi-annual basis. This short form declaration and affidavit was created with the intent of decreasing paperwork required of taxpayers and increasing efficiency and cost savings for the CBJ. Our records indicate that your previously reported BPP has a current depreciated assessment value of less than \$80,000.00. You are eligible to file this short form declaration and affidavit if your 2010 property additions and or deletions would still result in your depreciated property values remaining less than \$80,000.00. If you qualify to file the short form, proceed by completing this form. Once you have provided the requested information, sign and date the Affidavit and return this for to the CBJ.

If you do not qualify to file the Short Form because your depreciated property now exceeds \$80,000.00, you must file the Standard Form. Contact the Assessor's Office for the Standard Declaration Form.

Note that Businesses are required to file the 2011 Standard Declaration Form if any of the following apply:

1. Depreciated property values exceed \$80,000.00, or
2. The business has not previously filed a BPP Declaration (it is a new business), or
3. The business is registered with multiple BPP accounts, or
4. The business will be filing an application for Community Purpose or Economic Development Exemption, or
5. The BPP includes aircraft.

BPP Declarations and all attachments are subject to audit verification. Failure to file a property declaration or making a false affidavit with the intent to evade taxation is a Class A misdemeanor. (CBJ 15.05.060(f))

If you have questions, concerns or need additional information regarding the declaration of your property values or you need the Standard Declaration Form, please contact the Assessor's Office.

I, _____ (Please Print), hereby declare, subject to the penalties imposed by the City and Borough of Juneau Ordinance (CBJ), 15.05.060 (F) that the assessed value for this account is \$80,000.00 or less.

Taxpayer's Signature: _____

Printed Name: _____ Telephone Number: _____

Title (Owner, Partner, Officer or Authorized Agent): _____

Preparer's Signature, if prepared by a person other than the taxpayer: _____

E-mail Address: _____

The Assessor's office would like to offer the option for merchants to receive declaration packets electronically. Please indicate your preference and provide your email information below.

Yes. Please send future declaration packets by email to: _____

(Provide email address)

I prefer to receive declaration packets by mail. Please do not send declaration packets by email.