



DURHAM COUNTY TAX ADMINISTRATION
P.O. BOX 3397
DURHAM, NC 27702
(919) 560-0300
ELECTRONIC SERVICE REQUESTED

STATE OF NORTH CAROLINA
COUNTY OF DURHAM

2025

Business Personal Property Listing

Website Address: www.dconc.gov

FOR DEPARTMENT USE ONLY →	ABSTRACT NO.	OWNER ID	TAX JURISDICTION	VALUE

Business Name/Mailing Address:

TRADE NAME/DBA	
PHYSICAL ADDRESS OF BUSINESS	
SOCIAL SECURITY # FEDERAL ID#	
PRINCIPAL BUSINESS IN THIS COUNTY	
NAME IN WHICH BUSINESS WAS LISTED LAST YEAR	
CONTACT PERSON FOR AUDIT	
ADDRESS AND PHONE NUMBER	
CONTACT PERSON & PHONE NUMBER FOR PAYMENT	
OTHER NC COUNTIES WHERE PERSONAL PROPERTY IS LOCATED	

IF OUT OF BUSINESS, COMPLETE THIS SECTION

DATE CEASED

FILL IN APPLICABLE CIRCLE

☐ SOLD ☐ CLOSED ☐ BANKRUPT ☐ OTHER

SOLD EQUIPMENT, FIXTURES, SUPPLIES TO

BUYER'S ADDRESS

BUYER'S PHONE#/EMAIL

NAICS CODE

DATE BUSINESS BEGAN IN THIS COUNTY

DATE BUSINESS (FISCAL) YEAR ENDS

FILL IN APPLICABLE CIRCLE

☐ Partnership ☐ Sole Proprietorship ☐ Unincorporated Association

☐ Corporation ☐ LLC ☐ Other: _____

FILL IN APPLICABLE CIRCLE: Business Category

☐ Retail ☐ Wholesale ☐ Manufacturing

☐ Service ☐ Leasing/Rental ☐ Farming

☐ Other (Specify): _____

SCHEDULE A PERSONAL PROPERTY

(SEE INSTRUCTION SHEET)

YEAR ACQUIRED	GROUP (1) MACHINERY & EQUIPMENT			
	PRIOR YR. COST	ADDITIONS	DELETIONS	CURRENT YR. COST
2024				
2023				
2022				
2021				
2020				
2019				
2018				
2017				
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2011				
2010				
2009				
PRIOR				
TOTAL				

YEAR ACQUIRED	GROUP (3) OFFICE FURNITURE & FIXTURES			
	PRIOR YR. COST	ADDITIONS	DELETIONS	CURRENT YR. COST
2024				
2023				
2022				
2021				
2020				
2019				
2018				
PRIOR				
TOTAL				

YEAR ACQUIRED	GROUP (4) COMPUTER EQUIPMENT			
	PRIOR YR. COST	ADDITIONS	DELETIONS	CURRENT YR. COST
2024				
2023				
2022				
2021				
PRIOR				
TOTAL				

COMPLETE ALL FORMS AND RETURN IN THE ENCLOSED ENVELOPE TO:

COUNTY OF DURHAM
OFFICE OF TAX ADMINISTRATION
BUSINESS SECTION
P.O. BOX 807
MT. AIRY, NC 27030-0807

GROUP (2) CONSTRUCTION IN PROGRESS
LIST TOTAL OF ALL NON-EXEMPT PERSONAL PROPERTY EXPEDITURES IN CIP ACCOUNT ON JANUARY 1, BUT NOT INCLUDED ABOVE - ITEMIZED IN SCHEDULE G
TOTAL CIP \$ _____

10896PBL_1 11/04/24 CMYK

SCHEDULE A (Cont.) PERSONAL PROPERTY (SEE INSTRUCTION SHEET)

GROUP (5) LEASEHOLD IMPROVEMENTS					GROUP (6) EXPENSED ITEMS <small>Capitalization Threshold -> _____</small>				
YEAR ACQUIRED	PRIOR YR. COST	ADDITIONS	DELETIONS	CURRENT YR. COST	YEAR ACQUIRED	PRIOR YR. COST	ADDITIONS	DELETIONS	CURRENT YR. COST
2024					2024				
2023					2023				
2022					2022				
2021					2021				
2020					2020				
2019					2019				
2018					2018				
2017					2017				
2016					PRIOR				
2015					TOTAL				
2014									
2013									
2012									
2011									
2010									
2009									
2008									
2007									
PRIOR									
TOTAL									

GROUP (7) SUPPLIES	COST
1) OFFICE, MAINTENANCE, JANITORIAL, MEDICAL, DENTAL, BARBER AND BEAUTY SUPPLIES	
2) FUELS HELD FOR CONSUMPTION	
3) REPLACEMENT PARTS AND SPARE PARTS	
4) RESTAURANT AND HOTEL ITEMS SUCH AS LINENS, CLEANING SUPPLIES, AND COOKWARE NOT LISTED ELSEWHERE IN SCHEDULE A	
5) RENTAL ITEMS NOT SOLD IN THE NORMAL COURSE OF BUSINESS AND NOT LISTED ELSEWHERE IN SCHEDULE A	
6) ALL OTHER MISCELLANEOUS SUPPLIES NOT LISTED ABOVE	
7) TOTAL	

SCHEDULE B - VEHICULAR EQUIPMENT & MOBILE HOMES OR MOBILE OFFICES

If you answer YES to any of questions 1-7 below, you must list this property appropriately per the equipment types below. Indicate number of short-term rental vehicles owned for question 8. If there is not sufficient room to list at the bottom of each section, attach additional sheets as needed.

- 1) Does your business own any unregistered motor vehicles? ☐ YES ☐ NO
- 2) Does your business own any multi-year or permanently registered trailers? ☐ YES ☐ NO
- 3) Does your business own any special bodies on vehicles? ☐ YES ☐ NO
- 4) Does your business own any IRP (International Registration Plan) plated vehicles? ☐ YES ☐ NO

NOTE: Effective January 1, 2014, IRP plated vehicles are required to be listed with the local county tax office as a part of the business personal property listing form process, unless they are already being reported as part of your public service valuation with N.C. Dept. of Revenue.

B 1	YEAR	MAKE	MODEL	BODY / SIZE	TITLE#	VEHICLE I.D. NUMBER (VIN)	SPEC. BODY COST

- 5) Does your business own any watercraft or engines for watercraft? ☐ YES ☐ NO

B 2	TYPE	YEAR / MAKE / MODEL	LENGTH/SIZE	REGIS.#	LOCATION	ENGINE TYPE	YEAR ACQUIRED	ORIG. COST
	BOAT							
	BOAT							
	MOTOR							

- 6) Does your business own any mobile homes or mobile offices? ☐ YES ☐ NO

B 3	YEAR	MAKE	WIDTH/LENGTH	VEH. I.D. NUMBER (VIN)	LOCATION	YEAR ACQUIRED	ORIGINAL COST

- 7) Does your business own any aircraft? ☐ YES ☐ NO

B 4	YEAR	MAKE	MODEL	N-NUMBER/TAIL#	LOCATION	YEAR ACQUIRED	ORIGINAL COST

- 8) Does your business own any vehicle(s) for short term rental? ☐ YES ☐ NO NUMBER> _____

SCHEDULE C - LEASED PROPERTY OR OTHER PROPERTY IN YOUR POSSESSION THAT IS OWNED BY OTHERS

N.C.G.S. 105-315 AND 105-316 require every person having custody of taxable, tangible personal property that has been entrusted to him by another for any business purpose to furnish a separate list containing name, address and description of this property. If you answer YES to one of the following three questions or are otherwise required to supply this list, **you must return the list or separate schedule C-1 by January 15.**

- 1) Does your business hold any Leased Property, owned by another party (are you a Lessee)? ☐ YES ☐ NO
- 2) Do you have any property used by your business, or in your possession, that is owned by others? ☐ YES ☐ NO
- 3) Do you operate a mobile home park, campground, marina, aircraft storage facility or similar business? ☐ YES ☐ NO

C 1	NAME & ADDRESS OF OWNER	DESCRIPTION OF PROPERTY	DATE OF LEASE	MONTHLY PYMNT.	LENGTH OF LEASE	ACCT. OR LEASE NO.	SELLING PRICE NEW

SCHEDULE D - SEPARATELY SCHEDULED PROPERTY

Does your business own any artwork, displays, statues, or other personal property that is separately scheduled for insurance purposes? ☐ YES ☐ NO

Please describe the items and estimate value of items if applicable:

SCHEDULE E - FARM EQUIPMENT

Does your business own any tractors, implements, bulk barns, and/or other farm equipment? ☐ YES ☐ NO ☐ Cost on Schedule A
If so, list on Schedule E-1. If listed by cost on Schedule A, indicate above but still include information on Schedule E-1.

E 1	YEAR	DESCRIPTION OR MAKE	MODEL OR SERIES	GAS OR DIESEL	YEAR ACQUIRED	ORIGINAL COST	FOR OFFICE USE

SCHEDULE F - INTANGIBLE PERSONAL PROPERTY

Session Law 2018-98 repealed the taxation of a leasehold interest in exempt real property, effective July 1, 2019. Schedule F is no longer applicable and will be reserved for future use.

SCHEDULE G - ACQUISITIONS AND DISPOSALS DETAILS

Acquisitions and disposals detail of machinery, equipment, furniture and fixtures, computer equipment, and leasehold improvements in the prior year. If there is not enough room below, attach an additional schedule G-1.

G 1	ACQUISITIONS - ITEMIZE IN DETAIL	100% ORIGINAL COST	DISPOSALS - ITEMIZE IN DETAIL	YEAR ACQUIRED	100% ORIGINAL COST

SCHEDULE H - REAL ESTATE IMPROVEMENTS

During the past calendar year, did your business make improvements and/or other additions to real property owned by your business? If yes, attach a separate schedule H-1 with information on such improvements. ☐ Yes ☐ No

SCHEDULE I - BILLBOARDS AND OUTDOOR ADVERTISING STRUCTURES

Does your business own any billboards or outdoor advertising structures? ☐ Yes ☐ No
If yes, attach a separate I-1 form with requested information.

SCHEDULE J - LEASED EQUIPMENT

Does your business lease equipment to others? ☐ Yes ☐ No
If yes, attach a separate J-1 form with requested information.

AFFIRMATION

LISTING MUST BE SIGNED BY A LEGALLY AUTHORIZED PERSON - Please check the capacity in which you are signing the affirmation.

For Individual Taxpayers: ☐ Taxpayer ☐ Guardian ☐ Authorized Agent ☐ Other person having knowledge of and charged with the care of the person and property of the taxpayer.

For Corporations, Partnerships, Limited Liability Companies, Unincorporated Associations:

☐ Principal Officer of the Taxpayer ☐ Full-time employee of the taxpayer who has been officially empowered by a principal officer to list the property and sign the affirmation. Title _____

☐ Authorized Agent. If this capacity is selected, I certify that I have NCDOR Form AV-59 on file for this taxpayer: ☐ Yes ☐ No

Under penalties prescribed by law, I affirm that to the best of my knowledge and belief this listing, including any accompanying statements, inventories, schedules, and any other information is true and complete. (If this is signed by an individual other than the taxpayer, he affirms that he is familiar with the extent and true value of all of the taxpayer's property subject to taxation in this county and that his affirmation is based on all the information of which he has any knowledge.)

Signature _____ Date _____

Authorized Agent Address _____

Telephone Number _____ Fax Number _____

Email Address _____

Any individual who willfully makes and subscribes an abstract listing required by the Subchapter II of Chapter 105 of the North Carolina General Statutes which he does not believe to be true and correct as to every material matter shall be guilty of a Class 2 Misdemeanor. (Punishable by imprisonment of up to 60 days).

ABSTRACT NUMBER

COUNTY OF DURHAM
BUSINESS PERSONAL PROPERTY LISTING

2025
(Additional Schedule A)

SCHEDULE A				
YEAR	GROUP (1) MACHINERY & EQUIPMENT			
ACQUIRED	PRIOR YR. COST	ADDITIONS	DELETIONS	CURRENT YR. COST
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2023				
2022				
2021				
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PRIOR				
TOTAL				

SCHEDULE A				
YEAR	GROUP (1) MACHINERY & EQUIPMENT			
ACQUIRED	PRIOR YR. COST	ADDITIONS	DELETIONS	CURRENT YR. COST
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SCHEDULE A				
YEAR	GROUP (1) MACHINERY & EQUIPMENT			
ACQUIRED	PRIOR YR. COST	ADDITIONS	DELETIONS	CURRENT YR. COST
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SCHEDULE A				
YEAR	GROUP (1) MACHINERY & EQUIPMENT			
ACQUIRED	PRIOR YR. COST	ADDITIONS	DELETIONS	CURRENT YR. COST
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