

Mecklenburg County Assessor's Office
Individual Personal Property Listing
Mailing address:
PO Box 36819
Charlotte, North Carolina 28236-6819

TO AVOID PENALTY, RETURN SIGNED
COMPLETED LISTING BY JANUARY 31st
TAX YEAR: 2016

Office Location:
 700 East Stonewall Street, Suite 103
 Charlotte, North Carolina 28202-2778
 Phone (704)-336-6394 Fax (704)-336-4617
 Email: IPPEMAIL@MecklenburgCountyNC.gov
 Website: <http://tax.charmeck.org>

FOR DEPARTMENT USE ONLY	ABSTRACT #	TAX JURISDICTION/ MUNICIPALITY	PENALTY %	PRIOR YEAR VALUE	TOTAL ASSESSED VALUE
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A	Ownership Information	Additional Information
Name: Address: City, State, Zip:		Owner ID: Phone number: Email:
		NOTES:

B	(Review) Physical Location of personal property: If your property is located in a Mobile Home Park, Marina, Storage Facility also indicate the name of the Park/Marina/Facility and Lot/Slip/Storage number.
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C	Listed Property: Below is personal property listed in your name for which you will be billed in . NOTE: The Assessor's Office cannot remove property from the tax scroll without supporting documentation. PLEASE SEE INSTRUCTIONS.
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Property Type	Description of Personal Property	Property ID(system)

D	Personal Property - Please list, with complete descriptions, any properties in your possession in Mecklenburg County as of January 1st, which are not listed above. Property Types include: Aircraft, Watercraft plus motor, Manufactured Home, Unregistered and Multi-year tagged Vehicle/Trailer, etc... Do not list licensed (tagged) vehicles, leased vehicles, or real property. PLEASE SEE INSTRUCTIONS.
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Property Type	Model Year	Make	Model	Length (width if applicable)	Description (Detail)	PROPERTY ID# (i.e. VIN#, Tail#, Registration #)

E	AFFIRMATION - SEE INSTRUCTIONS
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I UNDERSTAND THAT PRE-POPULATED INFORMATION ON THE LISTING IS FOR MY CONVENIENCE. I HAVE REVIEWED AND LISTED ALL TAXABLE PERSONAL PROPERTY OWNED BY ME AS OF JANUARY 1st. UNDER PENALTIES PRESCRIBED BY LAW, I HEREBY AFFIRM THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS LISTING, INCLUDING ANY ACCOMPANYING STATEMENT, SCHEDULE, AND OTHER INFORMATION IS TRUE AND COMPLETE.

Signature _____ Date _____ Print Name _____

Home Phone _____ Business Phone _____ Email Address _____

**MECKLENBURG COUNTY-Individual Personal Property Listing INSTRUCTIONS
To Avoid Penalty, Return Signed Complete Listing by January 31st.**

A	Ownership Information	Please provide all requested information and make updates and corrections if necessary. All ownership information is as of January 1st of the tax year indicated on the top of the form.
B	Physical Location	Enter physical location of listed property as of January 1st of the tax year indicated on the top of the form. If you own multiple properties at different locations, a separate listing form must be completed for each location. Contact our office for additional property listing forms. For property in marinas, mobile home parks or storage facilities, in addition to street address, please indicate the name of the facility and include slip/lot/space. If you own a watercraft registered in Mecklenburg County, it may have been prelisted based on information received from the North Carolina Wildlife Resources Commission.
C	Listed Personal Property	<p>IMPORTANT: The Assessor's Office cannot remove any property from the tax scrolls without supporting documentation.</p> <p>Deletions- Draw one line through any property you did not own on January 1st of the tax year indicated on the top of the form, and provide proof.</p> <p>Corrections-Make any changes in section C and provide proof if applicable.</p> <p>For Deletions and Corrections: Attach Proof (Notarized Bill of Sale, Salvage, New Owner Contact information, location of property if not in Mecklenburg, Bankruptcy or Repossession Documents.)</p>
D	Personal Property	<p>Enter taxable personal property owned as of January 1st of the tax year indicated on the top of the form. List all boats, boat motors, manufactured homes, aircraft, unlicensed and multi-year tagged vehicles/trailers owned by you on January 1st.</p> <p>Please provide complete descriptions of all property. You may also attach detailed information about the property if it does not fit in the space provided.</p> <p>Aircraft- Aircraft hangared or more or less permanently located in Mecklenburg must be listed here. Airplanes registered with the FAA and are model year 1954 or older primarily used for exhibitions, clubs and air shows may qualify for a special reduction in value if several special conditions are met. Application must be filed annually, please contact our office for more information.</p> <p>Licensed Vehicles- Do not list vehicles currently licensed with an annually renewed tag by the North Carolina Department of Motor Vehicles. Property Tax on Registered Motor Vehicles will be billed by DMV with the tag renewal.</p> <p>Multi-Year/Permanent Tag Vehicles/Trailers - All vehicles and trailers with a multi-year or permanent tag must be listed annually as personal property.</p> <p>Unlicensed Vehicles- Vehicles not licensed with the North Carolina Department of Motor Vehicles must be listed. Vehicles include cars, trucks, trailers- all types, motorcycles, and motor homes. If your vehicle is damaged or claimed as a total loss, submit information as to its condition as of January 1st.</p> <p>Watercraft (Boats)-Watercraft ownership is determined by information received from the NC Wildlife Resources Commission, Marinas, as well as boats properly listed by owner as of January 1. Please provide as much information as possible to ensure the property can be valued accurately. Please contact the Assessor's office for any clarification.</p>
E	Affirmation	<p>Signature must be that of the owner, partner or principal officer or individual having power of attorney.</p> <p>Listings may be subject to audit review, for compliance and accuracy of returns.</p> <p>Any individual who willfully makes and subscribes an abstract (listing) required by this Subchapter (of the Revenue Laws) which he does not believe to be true and correct as to every material matter shall be guilty of a Class 2 misdemeanor.</p> <p>(Punishable by a fine not to exceed \$ 1,000 and/or imprisonment up to 60 days.)</p>

MECKLENBURG COUNTY TAX RELIEF APPLICATION REQUEST FORM

PLEASE SUBMIT THIS FORM WITH YOUR PERSONAL PROPERTY LISTING FORM, OR MAIL DIRECTLY TO REAL PROPERTY DIVISION (ADDRESS BELOW) TO REQUEST A PROPERTY TAX RELIEF APPLICATION FOR THE PROGRAM(S) DESCRIBED BELOW

-		Tax Year:
		Additional Owner Information: Phone: Email:

TAX RELIEF PROGRAMS- North Carolina General Statute 105-277.1, 105-277.1C, or 105-277.1B

If you are over the age of 65, totally and permanently disabled (non-Veteran and Veteran), you may qualify for one of the tax relief programs outlined below, please read the information before requesting application.

YES! I have read the information below and would like to receive a Tax Relief Application Packet.

<input type="checkbox"/>	_____ Signature	_____ Date	_____ Printed Name	_____ Phone
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*****LOW INCOME HOMESTEAD EXCLUSION FOR THE ELDERLY OR TOTALLY AND PERMANENTLY DISABLED NON-VETERANS*****

North Carolina excludes from property taxes the first \$25,000 or 50% (whichever is greater) of assessed value for specific real property or manufactured home occupied by the owner as their permanent residence. **To qualify for the exclusion, applicants must meet the following requirements:**

1. Applicant must be 65 years of age or older, OR totally and permanently disabled. If not 65 or older and are claiming total and permanent disability, you must submit a Certificate of Total and Permanent Disability from a North Carolina physician or governmental agency licensed to practice medicine. You must have a physical or mental impairment that substantially precludes you from obtaining gainful employment and appears reasonably certain to continue without substantial improvement throughout your life.
2. The applicant must be the legal owner listed on the title as of January 1st.
3. The total annual income for the applicant (and their spouse) must not exceed the *annual income limit for this program. Income documentation must be submitted. Income is defined as ALL monies received other than gifts or inheritances from a spouse, ancestor, or descendant. For married applicants residing with their spouse, the income of both spouses must be included even if only one is listed as the owner of the property.

If you are currently receiving the exclusion, you do not need to reapply unless your permanent residence has changed.

However, current recipients are required to notify our office if their income now exceeds the *annual income limit, or if they are no longer totally and permanently disabled, or if the person receiving the exclusion last year became deceased prior to January 1st:

- The person required by law to list the property must notify the Mecklenburg County Assessor's Office.
- The surviving spouse or joint property owner is required to reapply for the exclusion.

Failure to make any of these notices before June 1st may result in penalties, interest, and the possible loss of the exclusion.

*****TOTALLY AND PERMANENTLY DISABLED VETERANS*****

North Carolina excludes from property taxes the first \$45,000 of assessed value for specific real property or a manufactured home which is occupied by the owner as their permanent residence. **To qualify for the exclusion, applicants must meet the following requirements:**

1. You must be an honorably discharged veteran who has a 100% total and permanent disability that is service-connected, or the unmarried surviving spouse of such a veteran.
2. You must have a Veteran's Disability Certification from the Veterans Administration or a federal agency. **Disability PENSIONS are NOT Service-Connected.**

*****CIRCUIT BREAKER PROPERTY TAX DEFERMENT FOR THE ELDERLY OR TOTALLY AND PERMANENTLY DISABLED*****

Under this program, annual property taxes are limited to a percentage of the owner's income. For an owner whose income does not exceed the *annual income eligibility limit for the Low Income Homestead Exclusion, the owner's taxes are limited to 4% of their (combined spousal) income. For an owner whose *annual income exceeds the limit but by no more than 150%, the owner's taxes will be limited to 5% of their (combined spousal) income. The taxes exceeding the applicable percentage of the owner's income will then become deferred (postponed) along with interest until a disqualification.

To qualify for this deferral (postponement of payment), the applicant must meet the following requirements:

1. Applicant must be 65 years of age or older, OR totally and permanently disabled. If not 65 or older and are claiming total and permanent disability, you must submit a Certificate of Total and Permanent Disability from a North Carolina physician or governmental agency licensed to practice medicine. You must have a physical or mental impairment that substantially precludes you from obtaining gainful employment and appears reasonably certain to continue without substantial improvement throughout your life.
2. The applicant must be the legal owner listed on the title as of January 1st for the last five years.
3. The total *annual income for the applicant (and their spouse) must not exceed the *annual income limit of the Low Income Homestead Exclusion by 150%. Documentation as to the owner's income must be submitted along with the application. Income is defined as ALL monies received other than gifts or inheritances from a spouse, ancestor, or descendant. For married applicants residing with their spouse, the income of both spouses must be included, even if only one is listed as the owner of the property.
4. ALL OWNERS of the property must apply and elect to defer the applicable portion of their taxes.
5. A new application is required annually.

***Annual Income Eligibility Limit changes every year. Please contact 704-336-6348 or visit our website at CharMeck.org to obtain the specific income amount applicable.**

<p>MAILING ADDRESS: Mecklenburg County Assessor's Office Real Estate Division - Exemptions PO Box 31127 Charlotte NC 28231</p>	<p>LOCATION ADDRESS: Mecklenburg County Assessor's Office 700 E. Stonewall St. Suite 103 (First floor) Charlotte NC 28202</p>	<p>CONTACT INFORMATION: Within Mecklenburg County: 311 (Information) Direct Phone: 704-336-6348 E-mail address: PROPASMT_EXEMPTIONS@MecklenburgCountyNC.gov Fax: 704-336-2962</p>
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