

Parish of Lafayette

Assessor's Office

Post Office Box 3225
Lafayette, LA 70502-3225

Phone: 337-291-7080

Fax: 337-291-7085

Website: www.lafayetteassessor.com

E-mail: personalprop@lafayetteassessor.com

**LAT 5 INVENTORIES / MDSE, ETC.
SELF REPORTING - PERSONAL PROPERTY FORM**

2010

IMPORTANT TAX FORMS ARE ENCLOSED



IMPORTANT PROPERTY TAX SELF REPORTING FORMS ENCLOSED

**NOTE: PENALTIES FOR FAILURE TO FILE THIS FORM INCLUDE WAIVER OF RIGHTS TO APPEAL
YOUR ASSESSMENT AND MAY INCLUDE A MONETARY PENALTY (RS 47:1992 & 2330)**

Need Assistance?

**AFTER YOU REVIEW THE ENCLOSED TAX FORMS AND YOU FEEL YOU NEED ASSISTANCE
PLEASE CALL YOUR ASSESSOR LISTED ABOVE. THANK YOU.**

LAFAYETTE PARISH ASSESSOR

P.O. BOX 3225
LAFAYETTE, LA 70502-3225
TELEPHONE 337-291-7080
FAX 337-291-7085

**FAILURE TO
COMPLETE AND RETURN
THIS FORM
WILL RESULT IN AN
INCREASED ASSESSMENT
OF YOUR ASSETS AND
THEREFORE
INCREASED TAXES.**

Enclosed is your 2010 Personal Property Report form. Please review and complete the form as explained on the instruction sheet. **To maintain your right of appeal, this form must be received by our office on or before April 1, 2010.**

If your company is represented by an ad valorem tax firm or individual (other than company accountant, bookkeeper or CPA), the policy of the Lafayette Parish Assessor's Office will be that the following information be on file in our office: (1) Tax preparer's complete company headquarters address, (2) Contact person in the tax preparer's company, their title and phone number, and 3) a notarized copy of authorization for firm or individual to represent the company in property tax matters.

If your business has closed or removed all property from Lafayette Parish before January 1, 2010, please send the effective date of this action, sign the form and return it.

Please call our office if you have any questions or problems concerning the filing of your property form. Your cooperation is greatly appreciated.

CONFIDENTIAL: RS 47:2327: Forms filed by a taxpayer shall be used by assessor, the governing authority, and Louisiana Tax Commission solely for the purpose of administering this statute.

Legal Citation & Instructions: This report shall be filed with the assessor of the parish indicated by April 1st or within forty-five days after receipt, whichever is later, in accordance with RS 47: 2324.

RETURN TO: ASSESSOR, LAFAYETTE PARISH
 P.O. BOX 3225
 LAFAYETTE, LA 70502-3225
 NAME/ADDRESS (INDICATE ANY CHANGES)

WARD _____ **ASSESSMENT NO.** _____
LOCATION ADDRESS: (INDICATE ANY CHANGES)

LOCATION ZIP

OWNER/CONTACT PERSON:

CONTACT'S PHONE: _____ FAX: _____

E-MAIL:

BUSINESS TAX ID#:

SQUARE FOOTAGES OF BUILDINGS:

TYPE OF BUSINESS:

IMPORTANT!

- AN ITEMIZED DEPRECIATION SCHEDULE, LISTING ASSETS (INCLUDING FULLY DEPRECIATED ITEMS AND /OR EXPENSED ITEMS) SHALL ACCOMPANY THIS REPORT.
- FIRMS HAVING 10 YEAR EXEMPTIONS SHALL COMPLETE FORM LAT 5A AND ATTACH TO THIS FORM.
- PLEASE INFORM THIS OFFICE OF ANY CAPITAL LEASES YOUR COMPANY MAY HAVE. THIS IS TO INSURE THAT NO DUAL ASSESSMENTS ARE CREATED.

SHADED AREAS FOR ASSESSOR'S USE ONLY - USE ATTACHMENTS IF NECESSARY

SECTION 1 - INVENTORIES / MERCHANDISE AND COST OF GOODS USED

METHOD OF REPORTING: LIFO FIFO COST RETAIL OTHER (EXPLAIN) _____

	MERCHANDISE	RAW MATERIALS	WORK IN PROCESS	FINISHED GOODS	SUPPLIES AND/OR GOODS USED	TOTAL
JANUARY						
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						

ASSESSED VALUE

GRAND TOTAL:

AVERAGE:

OVER

SECTION 2 - FURNITURE AND FIXTURES (INCLUDING FULLY DEPRECIATED ASSETS) (ATTACH ADDITIONAL SHEETS IF NEEDED)

ITEM	YEAR OF ACQUISITION	ACQUISITION COST	ITEM	YEAR OF ACQUISITION	ACQUISITION COST

SECTION 3 - MACHINERY AND EQUIPMENT (INCLUDING FULLY DEPRECIATED ASSETS) (ATTACH ADDITIONAL SHEETS IF NEEDED)

ITEM	YEAR OF ACQUISITION	ACQUISITION COST	ITEM	YEAR OF ACQUISITION	ACQUISITION COST

SECTION 4 - LEASEHOLD IMPROVEMENTS AND MISCELLANEOUS PROPERTY (ATTACH ADDITIONAL SHEETS IF NEEDED)

ITEM	YEAR OF ACQUISITION	ACQUISITION COST	ITEM	YEAR OF ACQUISITION	ACQUISITION COST

SECTION 5 - CONSIGNED GOODS, LEASED, LOANED OR RENTED EQUIPMENT, FURNITURE, ETC. ATTACH LIST SHOWING NAME, ADDRESS, TYPE AND AGE OF PROPERTY WITH MONTHLY RENTALS.

ITEM	LESSOR	LESSOR ADDRESS AND PHONE #	CONSIGNED GOODS

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SIGNATURE AND VERIFICATION

"I declare under the penalties for filing false reports (R.S. 14:125; up to 500.00 fine or imprisonment for one year or both, plus additional penalties defined in Act 2330B of the 1989 Regular Session) that this return has been examined by me and to the best of my knowledge and belief is a true, correct and complete return." "If the return is prepared by someone other than the taxpayer, authorized officer, or partner, this form must be notarized."

SIGNATURE OF TAXPAYER _____ DATE _____

SIGNATURE OF TAX PREPARER _____ DATE _____

PRINTED/TYPED NAME OF TAXPAYER _____

PRINTED/TYPED NAME OF TAX PREPARER _____