



COMMISSIONER OF THE REVENUE  
COUNTY OF HENRY  
PO BOX 1077  
COLLINSVILLE VA 24078-1077  
PHONE: (276) 634-4690

## TAX YEAR 2025

## RETURN OF TANGIBLE PERSONAL PROPERTY, BUSINESS PROPERTY, MACHINERY AND TOOLS

## CUSTOMER NUMBER

**TOWN, DISTRICT, WARD**

**THIS FORM MUST BE SIGNED AND RETURNED BEFORE MAY 1ST  
TO RECEIVE THE CAR TAX RELIEF AND AVOID A PENALTY**

WERE YOU A RESIDENT OF HENRY COUNTY ON  
JANUARY 1ST OF THIS YEAR?  YES  NO

SOCIAL SECURITY NUMBER OR FIN (LAST 4 DIGITS)	XXXX-XX-
CO-OWNER'S SOCIAL SECURITY NUMBER (LAST 4 DIGITS)	XXXX-XX-

**Report on this return Personal Property owned by the taxpayer on January 1st of this year. To avoid improper assessment, indicate the date of sale of items sold during the previous year. List PERSONAL PROPERTY PURCHASED DURING LAST YEAR this includes: Mobile homes, auto, trucks, vans, motorcycles, campers, motor homes, boats, trailers and aircraft. Failure to furnish complete information may require assessment to be made from best available source.**

**PLEASE ATTACH YOUR EQUIPMENT LISTING. THE EQUIPMENT LISTING SHOULD \* Personal Property Tax Relief Act  
INCLUDE EVER PIECE OF EQUIPMENT USED TO OPERATE YOUR BUSINESS  
ALONG WITH THE COST OF EQUIPMENT AND YEAR OF SERVICE.**

COMPUTER EQUIPMENT	BUSINESS FURNITURE, FIXTURES, SIGNS, OFFICE MACHINES, ETC.	FARMING MACHINERY, EQUIPMENT, TOOLS, LIVESTOCK, ETC.	HEAVY CONSTRUCTION EQUIPMENT	ONLY MACHINERY AND TOOLS USED IN MANUFACTURING AND MINING BUSINESS

**DECLARATION:** I Certify that the statement and figures herein given are true, full, and correct to the best of my knowledge and belief Signature(s)

**Owner** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Co-Owner** \_\_\_\_\_ **Phone Number** \_\_\_\_\_

**NOTE: It is a misdemeanor for any person to willfully subscribe a return which he does not believe to be true and correct as to every material matter & Code of VA Sec. 58-27. All Autos, travel homes, motorcycles, and trailers will be checked against DMV list. All boats and motors will be checked against list furnished by commission of Game and Inland Fisheries.**

## EXTRA FILING SPACE

Mobile homes, automobiles, trucks, vans, motorcycles, camping trailers, motor homes, boats, utility trailers, etc.

PURCHASE DATE	SOLD DATE	MODEL YEAR	MAKE	MODEL	VEHICLE IDENTIFICATION NUMBER	* QUALIFY FOR PPTRA YES/NO

## **LIST THE NAMES AND ADDRESSES OF ALL THE COMPANIES FROM WHOM YOU LEASED PROPERTY**

**NOTE:** Every taxpayer owning any of the property mentioned in this chapter on January 1st of any year shall file a return thereof with the Commissioner of the Revenue for this County or City on the forms so prescribed and every person who leased any of such property from the owner thereof on such date shall file a return with Commissioner of the Revenue of the County or City wherein such property is located giving the name and address of the owner (Code of Virginia Sec. 58-837) **Attached additional Schedule if necessary.**

NAME OF OWNER	ADDRESS OF OWNERS	TYPE OF EQUIPMENT	FROM LEASE AGREEMENT PERIOD OF LEASE		
			FROM	TO	ORIGINAL COST OF EQUIP.

## **INSTRUCTIONS**

This form is to be used by residents of Henry County to file tangible personal property and machinery and tools for local taxation only. Individuals, Executors, Administrators, Trustees and other fiduciaries must supply the information called for.

If you live in the Town of Ridgeway, be sure to enter "Ridgeway Town" in the space for Town, District, or Ward on the front of this form.

If you move to a new address after filing your return, be sure to file a change of address with the Commissioner of the Revenue's office.

If you need help in preparing your personal property return, or extra forms, please call or visit the Commissioner of the Revenue's office.

## **PLEASE GIVE SPECIAL ATTENTION TO THE FOLLOWING:**

(IN ADDITION: GIVE PROPERTY IDENTIFICATION NUMBER FOR ALL PROPERTY LISTED)

**AUTOMOBILE:** Give trade name, year, model and number of cylinders. Example: "Ford 1980 Fairmont, 6 cyl., 2 door H.T.".

**MOTORCYCLE-TRAIL BIKES:** Give trade name, year and model. Example: "Harley-Davidson 1969, M65, Sport"; "Honda 1973, CB350F".

**TRUCKS:** Please do not list merely as "pickup". Give full information. Example: "Chevrolet 1979, C20, Fleetside PU", "Ford 1979, F-250, styleside PU", Ford 1970, F-500 Platform".

**TRAVEL TRAILERS AND CAMPERS:** Give name of manufacturer, year, model, length, width, and specify whether travel trailer, tent or camper trailer, or pickup camper.

**BOATS:** Give name, model, year, length and whether inboard, inboard-outdrive or outboard. If outboard, list motor separately. giving full description.

**BOAT TRAILERS:** Give name of manufacturer, year, model, length and width.

**MACHINERY AND TOOLS:** (Manufacturer, processor or reprocessor); Please submit total capitalized cost for each year.