



Frances Hunley
Assessor of Property

100 E. Main, Suite 304 • Jackson, TN 38301-6344
731-423-6100 or 731-988-3112 • Fax 731-423-6070

NOTICE

To: All Madison County Business Owners

2022 Personal Property Schedules due March 1, 2022

Failure to submit schedule, by March 1, 2022, along with required audit information will result in a Forced Assessment. (TCA 67-5-903 (c):

AUDIT REQUIREMENTS

In accordance with (TCA 67-5-903) state guidelines, and in an effort to comply with a federal court ruling, **WE MUST REQUEST A COMPLETE ASSET LISTING ALONG WITH YOUR 2022 SCHEDULE. INSTRUCTIONS FOR COMPLETING THE TANGIBLE PERSONAL PROPERTY SCHEDULE CAN BE FOUND ON OUR WEBSITE WWW.MADISONCOUNTYTN.GOV.**

PLEASE CHECK ONLY ONE (1)

1. () I am submitting a depreciation schedule or asset listing of all owned or leased personal property on my schedule.
2. () I am a small business, and do not have a depreciation schedule; however, I have completed the small business item listing on the back of this letter, listing my current assets.
3. () My business closed during 2021. Closing date was _____.

Signed _____ Title _____

Name of Business _____ Date _____

IMPORTANT

DON'T FORGET TO ALSO SIGN YOUR SCHEDULE. LIST LEASES IN PART III ON THE BACK OF YOUR SCHEDULE, AND ENCLOSE WITH THIS NOTICE!

For assistance or questions in completing the schedule or listing, please contact me or my staff at 731-423-6119 or 731-423-6100 or at bbeiter@madisoncountyttn.gov.

Barbara Beiter
Personal Property Manager

COMPLETE IF YOU DO NOT ENCLOSE OTHER REQUIRED LISTING DOCUMENTATION, DEPRECIATION SCHEDULE, AND IF THE DEPRECIATED VALUE OF YOUR PROPERTY IS OVER \$1,000 IN VALUE.

SMALL BUSINESS ITEM LISTING

BUSINESS NAME: _____

PHONE: _____ FAX: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

ITEM TYPE AND DESCRIPTION	YEAR ITEM ACQUIRED	INSTALLED COST NEW/USED
1.		\$
2.		\$
3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
11.		\$
12.		\$
13.		\$
14.		\$
15.		\$
16.		\$
17.		\$
18.		\$
19.		\$
20.		\$
21. VEHICLES		\$
22.		\$
23.		\$
24.		\$
25.		\$
TOTAL COST		

If the year acquired and exact cost is not known, please estimate as closely as possible and indicate in note below.

NOTES: _____

I have removed the following items from my business: _____
