

INSTRUCTIONS FOR FILING YOUR INDIVIDUAL LISTING

A NAME – Review and correct as necessary. Please make corrections on the form and state the reason for the change (marriage, divorce, error). If an owner is deceased, please provide a copy of the death certificate, the executor or administrator's name, address and contact information, the estate file number, and the name of the county where the estate was filed.

B IMPROVEMENTS TO REAL PROPERTY IF APPLICABLE – Enter the type and cost of any improvements to real estate (includes but not limited to: additions, new construction, decks, outbuildings, garages, remodeling, or demolition, etc.).

C MANUFACTURED HOMES, UNREGISTERED OR MULTI-YEAR/PERMANENTLY/IRP TAGGED MOTOR VEHICLES, BOATS, AND WATERCRAFT – Personal property must be listed annually. Review any preprinted information and make corrections and changes as necessary. Mark through any preprinted entry you did not own as of January 1, 2018. List any manufactured (mobile) home, unregistered or multi-year/permanently/IRP tagged vehicle or trailer and watercraft owned as of January 1, 2018 that does not appear on the form and supply original cost if recently purchased. For items that are preprinted you do not need to supply original cost. If item is in poor condition, please indicate on form.

MANUFACTURED (MOBILE) HOMES – Please provide year, make, model, vehicle identification number, width and length.

Owners of **RENTAL** manufactured (mobile) homes should list with the Business Section of the Tax Assessor's Office.

UNREGISTERED MOTOR VEHICLES – List motor vehicles without an active, annual North Carolina registration as of January 1, 2018. List any unregistered or multi-year/permanently/IRP tagged autos, trucks, vans, motorcycles, motor homes, camper trailers, and utility trailers.

DO NOT LIST MOTOR VEHICLES WITH AN ACTIVE, ANNUAL NORTH CAROLINA LICENSE PLATE. These vehicles are billed in the combined NC Tag and Tax system. IRP plated vehicles should be listed as business personal property.

D TAX RELIEF – If you are already receiving Tax Relief, you Do Not need to reapply.

Senior Citizens/Disabled - Disabled Veteran - Circuit Breaker Tax Deferment

The requirements include a maximum income, a minimum age, being totally and permanently disabled or a 100% disabled veteran. If you would like to receive an application please put an "X" in the box located in section D on the front of this form. Personal Property, other than manufactured homes, is not eligible for tax relief as described in this section.

E AFFIRMATION – Review all sections of the listing for completeness and accuracy. Enter date and sign.

FAILURE TO RETURN A SIGNED, COMPLETED LISTING FORM BY JANUARY 31, 2018 WILL RESULT IN A 10% PENALTY ASSESSED AGAINST THE PERSONAL PROPERTY TAX AMOUNT. If you own any personal property you must return this form (even if you have made no changes to the preprinted information) to avoid a late listing penalty. Real property (land) does not need to be listed annually.

If you need additional instructions in preparing this form, contact the Tax Assessor's Office at (336) 703-2300 Monday through Friday between the hours of 8:00 am and 5:00 pm. Assistance is available in Spanish.

Si necesita instrucciones adicionales sobre la preparación de este formulario, favor de hablar a la oficina de impuestos al (336) 703-2300 de Lunes a Viernes entre las 8:00 am y 5:00 pm. Disponemos de asistencia en español.

For more information visit:

www.forsyth.cc/Tax/

Email Questions to:

listinghelp@forsyth.cc



Forsyth County Tax Administration
Attention: Listing Division
P. O. Box 757
Winston-Salem, NC 27102-0757
Phone: 336-703-2300

