

2005 FP-31 Personal Property Tax Forms and Instructions

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FP-31 (REV. 4/04)

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DC PERSONAL PROPERTY TAX RETURN

General Instructions

For tax years beginning on or after July 1, 2000, there is a remaining cost (current value) exclusion of \$50,000. Therefore, the tax rate of \$3.40 for each \$100 value of personal property is applicable to the value in excess of \$50,000. Also effective July 1, 2000, there is a special depreciation rate for qualified technological equipment.

IMPORTANT

To ensure proper credit to your account, please remember

1. Only one return will be accepted for each tax registrant. Therefore, if you have more than one business location, please file a consolidated return with a separate schedule for each location.
2. Enter your Federal Employer Identification Number (FEIN) or Social Security Number (SSN) if self-employed, in the appropriate boxes.
3. Include the telephone number of an officer or owner of the business.
4. Include your name, address, the tax year, and FEIN (or SSN) on any additional schedules or attachments.
5. Write "2005 FP-31" and your FEIN (or SSN) in the lower left corner of your check or money order.

Who Must File a Personal Property Tax Return?

A DC personal property tax return (Form FP-31) must be filed by every individual, corporation, partnership, executor, administrator, guardian, receiver, trustee or by any entity that owns or holds in trust any tangible personal property if:

- The property is located or has a taxable situs in DC and
- The property is used or is available for use in DC in a trade or business, whether or not operated for profit. This includes property kept in storage or held for rent or lease or similar arrangement to third parties, government agencies or non-profit entities.

NOTE: You are engaged in a trade or business if you are carrying on or concluding the affairs of a trade, business, profession, vocation, rental of property, or any other activity, whether or not operated for profit or a livelihood. Construction companies doing business in DC at any time from July 2, 2003 to July 1, 2004 must apportion the remaining cost (current value) of tangible personal property as of July 1, 2004, in accordance with the number of days during the period their tangible personal property was physically located in DC.

Exemptions

1. Non-profit Organizations—The tangible personal property of an Internal Revenue Code (IRC) §501(c)(3) organization that has received a certificate of exemption from the Office of Tax and Revenue is exempt from the personal property tax. Note: Any personal property used for activities that generate unrelated business income subject to tax under IRC §511 is not exempt from the personal property tax. If you are an IRC §501(c)(3) organization and would like to obtain a DC exemption application (Form FR-164), please visit our website at www.cfo.dc.gov or call (202) 442-6546.
2. Gross Receipts Tax, Distribution Tax, Toll Telecommunication Service Tax and Commercial Mobile Service Tax—The Tax Clarity Act of 2000 (DC Act 13-501) provides an exemption from personal property tax for the tangible personal property of any entity subject to the gross receipts tax, distribution tax, toll tele-communication service tax or commercial mobile service tax.
3. Qualified High Technology Companies (QHTC) —The New Economy Transformation Act of 2000 (DC Act 13-543) provides an exemption from personal property tax for ten years from the date of purchase for qualified tangible personal property purchased after December 31, 2000 by a company certified as a QHTC. See the specific instructions for a description of eligible property. Qualified personal property leased to a QHTC is also exempt from personal property tax for a period not to exceed ten years. A QHTC is any individual or entity with two or more employees headquartered or operating in DC and deriving at least 51% of gross revenue from one or more qualified technological activities. The qualified technological activities are as follows:

- A. Providing Internet-related services and sales;
- B. Providing information and communication technologies involving advanced computer software and hardware, data processing, visualization technologies or human interface technologies;
- C. Providing advanced materials and processing technologies relating to the chemical, biochemical, or medical field;
- D. Providing engineering, production, biotechnology and defense technologies involving knowledge-based control systems and architectures; or
- E. Providing electronic and photonic devices and components, such as microprocessors, logic chips, memory chips, lasers, lenses and optical fibers.

A QHTC claiming exemption from personal property tax must attach form QHTC-CERT to Form FP-31. For more information on QHTCs, see Publication, FR-399, Qualified High Technology Companies. FR-399 includes information on QHTC claims for a refund of personal property tax and the schedules to use for exempt QHTC property. Information may also be found on our website: www.cfo.dc.gov.

Payment of Personal Property Tax

The total amount of tax due must be paid in full and mailed with the return (please use the enclosed envelope). Make the check or money order payable to the DC Treasurer, and write "2005 Personal Property Tax" and your FEIN (or SSN) in the lower left corner of your check or money order.

When and Where To File

The 2005 DC Personal Property Tax return must be filed on or before July 31, 2004. Mail the return to the Office of Tax and Revenue, PO Box 7862, Washington, DC 20044-7862.

Photocopies

Please file the original return. Do not send a photocopy.

Charge for dishonored check

A \$65 charge will be imposed if your bank does not honor your check for payment of this or any obligation due DC.

Extension of Time to File

To request an extension of time to file your Personal Property Tax Return, mail Form FP-129A on or before July 31, 2004. Mail it with your payment of the total amount of tax due the Office of Tax and Revenue, PO Box 7862, Washington, DC 20044-7862.

Penalties and Interest

- A late payment penalty of 5 percent per month or portion of month (25 percent maximum) will be assessed on unpaid taxes.
- Interest at the rate of 10 percent per year, compounded daily, will be assessed on any tax remaining unpaid after the return due date without regard to any extension of time to file. Interest on a late payment is computed from the return due date to the date the tax is paid.
- A penalty may be applied if there is an understatement of tax liability greater than \$5,000 (greater than \$10,000 for corporations) that is attributable to a valuation misstatement.
- The misstatement is substantial if the amount determined to be the correct valuation is 200% or more than the amount reported on your return. In this case, the penalty is equal to 20% of the underpayment.
- The misstatement is gross if the amount determined to be the correct valuation is 400% or more than the amount reported on your return. In this case the penalty is equal to 40% of the underpayment.

Additional information on the personal property tax may be obtained by calling the Customer Service Administration at (202)727-4829 or visiting the service center at 941 North Capitol St NE (1st floor), Washington, DC.

SPECIFIC INSTRUCTIONS

Value of Tangible Personal Property – You must report the remaining cost (current value) of all your tangible personal property as of July 1, 2004.

Depreciation — The straight-line method of depreciation is the only method allowed in calculating the remaining cost (current value). Do not use accelerated depreciation methods and property lives, including the Accelerated Cost Recovery System.

Tangible personal property (excluding qualified technological equipment) reported on the return must not be depreciated in excess of 75 percent of its original cost. Consequently, the remaining cost (current value) of all tangible personal property (excluding qualified technological equipment) must be at least 25 percent of the original cost.

Qualified technological equipment must be depreciated at the rate of 30 percent per year. It must not be depreciated in excess of 90 percent of its original cost. Consequently, the remaining cost (current value) of qualified technological equipment must be at least 10 percent of the original cost.

For personal property tax years beginning July 1, 2000 and thereafter, the remaining cost (current value) of qualified technological equipment acquired on or before June 30, 2000, must be calculated as if depreciation at the rate of 30 percent per year was used from the acquisition date. However, there will be no credit granted nor refund of tax paid in earlier tax years under the prior depreciation rate for qualified technological equipment.

Depreciation rates for tangible personal property not listed in the Depreciation Guidelines in this booklet may be obtained by calling (202) 727-4829.

Use Schedule A of the Personal Property Tax Return to report all depreciable property that you own which is subject to the personal property tax.

Definition of Qualified Technological Equipment

As used here, computer means a programmable electronically activated device capable of accepting information, applying prescribed processes to the information and supplying the results with or without human intervention, and which consists of a central unit containing extensive storage, logic, arithmetic and control capabilities.

Related peripheral equipment means any auxiliary machine (whether on-line or off-line) designed to be placed under the control of a computer and operated in conjunction with the computer.

Qualified technological equipment means any computer or related peripheral equipment except:

- A. Equipment that is an integral part of other property that is not a computer;
- B. Typewriters, calculators, adding and accounting machines, copiers, duplicating equipment and similar devices;
- C. Equipment of a kind used primarily for the amusement or entertainment of the user;
- D. Mainframe computers capable of simultaneously supporting multiple transactions and multiple users, and having an original cost in excess of \$500,000, including any additional memory units, tape drives, disk drives, power supplies, cooling units and communication controllers that are peripheral equipment related to such computers; or
- E. Computers used in operating industrial processing equipment, equipment used in a computer assisted manufacturing system, equipment used in a computer assisted design or engineering system integral to an industrial process, or a subunit or an electronic assembly comprising a component in a computer integrated industry processing system.

Leased Property — Any tangible personal property owned by the lessor must be reported by the lessor in Schedule A. Any tangible personal property under a "Lease-Purchase" Agreement or a "Security Purchase" Agreement, under which the lessee is obligated to become the owner, must be reported by the lessee in Schedule A.

Schedules — When attaching separate schedules include your name, address, tax year, tax type, and your FEIN (or SSN) on each schedule.

All items of tangible personal property owned by the business and located or having a taxable situs in DC, whether or not currently in use, must be reported at their remaining cost (current value) as of July 1, 2004.

Schedule A: Books, Cassettes and other reference material

Report in this schedule all books and other reference material such as cassettes, tapes, etc., used in the business or profession. Enter the totals on page 2, line 1 of columns A and B.

Furniture, fixtures, machinery and equipment

Report furniture, fixtures, machinery, equipment and other fixed assets used in the business or profession. Report the furniture, furnishings and equipment of hotels, apartments, schools, hospitals, sanitariums, rooming and boarding houses, estate property, property in storage and private dwellings that are rented furnished as a complete unit or as individual rooms or apartments. Enter the totals on page 2, line 2, of columns A and B. Hotels and motels must also report their total number of rooms.

Unregistered motor vehicles and trailers

Report on Schedule A the totals for all unregistered (not registered in DC) motor vehicles and trailers. Include the totals along with the totals for other tangible personal property on page 2, line 3, of columns A and B.

Other tangible personal property

Report on Schedule A the following tangible personal property: trailers; construction equipment; special equipment mounted on a vehicle or trailer (not used primarily for the transportation of persons or property); boats; barges; dredges; aircraft; and other tangible personal property. Enter the total original cost on page 2, line 3, of column A and the total remaining cost (current value) on page 2, line 3, of column B. Owners (lessors) of leased property located in DC in addition to completing Schedule A must complete Schedule D-2, if the property is not included in Schedule A.

Schedule B: Supplies

Report the cost of any consumable items not held for sale, such as office and other supplies.

- Office supplies include, but are not limited to, items such as stationery and envelopes used in the business or profession.
- Other supplies include, but are not limited to, wrapping and packing materials, advertising items, salesbooks, fuel oil, china, glass and silverware. Enter the totals on page 2, line 4, of columns A and B.

Schedule C: Dispositions of tangible personal property

Report all fixed assets that were traded in, sold, donated, discarded or transferred out of a District of Columbia location during the preceding tax year. This includes items reported on last year's return that are not reported in either Schedules A or D-2 of the current year's return.

Schedule D-1: Possession of leased property

Complete this schedule only if you (a non QHTC) had in your possession tangible personal property under either a rental or lease agreement or under some other arrangement with another business or individual and the tangible personal property is not owned by you. Any tangible personal property in your possession under a "Lease-Purchase" Agreement or a "Security-Purchase" Agreement which obligates you to become the owner, must be reported in Schedule A.

Schedule D-2: Leased property in DC

Complete this schedule only if you, a non QHTC as lessor, rented or leased to any business or individual, tangible personal property under a "Lease-Purchase" Agreement or a "Security-Purchase" Agreement under which the lessee is required to become the owner. Any other tangible personal property owned by you and subject to a rental or lease agreement or any other similar arrangement is reported in Schedule A.

Complete and file the following schedules, as applicable, if you, as a QHTC, are amending your originally filed FP-31 return.

Schedule D-3: Purchased property and QHTCs

Use this schedule to report property purchased by a QHTC during the period January 1, 2003 to July 1, 2004 for which an exemption is claimed by the QHTC. (This schedule is in Publication FR-399.)

Schedule D-4: Leased property and QHTCs

Use this schedule to report property leased to a QHTC after December 31, 2000. This schedule is to be completed by the lessor of the property. (This schedule is in Publication FR-399.)

Amended Returns

Use Form FP-31 to file an amended personal property tax return. Please fill in the amended return oval at the top right of the form. For prior years forms check our website - www.cfo.dc.gov. You must file a separate amended return for each year being amended.

DEPRECIATION GUIDELINES

Assets (excluding qualified technological equipment) may not be depreciated in excess of 75% of the original cost. Qualified technological equipment may not be depreciated in excess of 90% of the original cost. Each category includes, but is not limited to, the items listed below. Examples of items included in some categories are provided in parentheses.

Category A: 6.67% depreciation per year

- (1) Antennas, transmitting towers, fiber optic cables, shelters, satellite dishes and repeaters
- (2) Cement gravel and sand bins
- (3) Pianos and organs
- (4) Plating equipment
- (5) Safes
- (6) Watercraft, docks, slips, wharves, piers and floating equipment (boats, ships, barges)

Category B: 10% depreciation per year

- (1) Air conditioning equipment (compressors, ducts, package units and window units)
- (2) Asphalt, cement and slurry plants and equipment
- (3) Automobile repair shop and gasoline service station equipment
- (4) Automobile sales agency furniture, fixtures and equipment
- (5) Bakery equipment
- (6) Banking furniture, fixtures and equipment (automatic teller machines)
- (7) Barber shop, beauty salon and cosmetic salon furniture, fixtures and equipment
- (8) Bottling equipment
- (9) Bowling alley equipment
- (10) Burglar alarm, security alarm and monitoring systems
- (11) Catering equipment
- (12) Clay products manufacturing equipment
- (13) Cold storage, ice making and refrigeration equipment
- (14) Conveyors
- (15) Dentists and physicians office furniture and equipment
- (16) Department store furniture, fixtures and equipment
- (17) Drug store furniture, fixtures and equipment
- (18) Emergency power generators
- (19) Fire extinguishing systems
- (20) Garbage disposals, trash compactors and trash containers
- (21) Hotel and motel furniture, fixtures and equipment (restaurant, bar, meeting rooms, office rooms, lobby and other public rooms)
- (22) Intercom systems
- (23) Kitchen equipment
- (24) Laundry and dry cleaning equipment
- (25) Libraries
- (26) Mail chutes and mail boxes
- (27) Musical instruments (portable)
- (28) Office furniture, fixtures and equipment (any kind whether modular or system furniture, desks, chairs, cabinets, shelving, awnings, typewriters, calculators, adding machines, files, partitions, carrels, cash registers, paper cutters, etc.)
- (29) Paper products industry machinery and equipment
- (30) Printing industry machinery and equipment
- (31) Pulp industry machinery and equipment
- (32) Restaurant, carry out, supermarket and delicatessen furniture, fixtures and equipment
- (33) Shoe repairing furniture, fixtures and equipment
- (34) Signs (neon and others)
- (35) Special tools (dies, jigs, gauges, molds)
- (36) Surveying and drafting equipment
- (37) Theater furniture and equipment
- (38) X-ray and diagnostic equipment
- (39) Wax museum (wax figures, displays, sets, barriers, rails)

Category C: 12.5% depreciation per year

- (1) Building and lawn maintenance equipment
- (2) Car wash equipment
- (3) Construction, road paving and road maintenance equipment
- (4) Fabricated metal products machinery and equipment (machine shop)
- (5) Hospital and nursing home furniture, fixtures and equipment
- (6) Junk yard machinery and equipment
- (7) Meat, fruit, and vegetable packing equipment
- (8) Meters, tickometers and automatic mailer equipment
- (9) Music boxes
- (10) Non-registered motor vehicles (forklifts and golf carts)
- (11) Pipe contractor machinery and equipment
- (12) Radio, television, telecommunications, microwave and satellite transmitting systems (multiplexers, switches, transmitters, receivers, telephones, fiber optic equipment, terminal equipment)
- (13) Recreation, health fitness, health club, golf course and sporting equipment
- (14) Special equipment mounted on any motor vehicle (welders, compressors)
- (15) Trailers
- (16) Vending machines (cigarettes, slot, change, soft drink, food)

Category D: 20% depreciation per year

- (1) Blinds, drapes and shades (used as secondary window covering)
- (2) Brain scanners, CAT scanners, MRI scanners and dialysis equipment
- (3) Canvas
- (4) Carpets over finished floor, loose carpet and rugs
- (5) Coffee makers and soda fountain equipment
- (6) Computers and related peripheral equipment (excluding qualified technological equipment)
- (7) Duplicating machines, photocopiers and photographic equipment
- (8) Hot air balloons
- (9) Outdoor Christmas decorations
- (10) Portable toilets
- (11) Self-service laundries (washers, dryers)
- (12) Swimming pool furniture, fixtures and equipment
- (13) Telephone answering equipment (beepers)
- (14) Television, stereo, radio and recorder equipment
- (15) Test equipment and electronic manufacturing equipment
- (16) Wood pallets (used in warehouses)

Category E: 30% depreciation per year

- (1) Qualified technological equipment

Category F: 50% depreciation per year

- (1) Amusement arcade machines, pinball machines and video games
- (2) Cable T.V. decoders
- (3) China, glassware, pots, pans, serving dishes, utensils and silverware (in service)
- (4) Linens (in service)
- (5) Microfilms, movie films and video movie tapes
- (6) Small hand tools
- (7) Tuxedos and uniforms (in service)

Category G: No depreciation — report at 100% of cost

- (1) Antiques, tapestries and oriental rugs (items appreciating in value)
- (2) Chemicals
- (3) Cleaning, office and other supplies
- (4) China, glassware, pots, pans, serving dishes, utensils and silverware (new in reserve)
- (5) Linens (new in reserve)
- (6) Oil paintings and sculptures (items appreciating in value)
- (7) Paper products
- (8) Tuxedos and uniforms (new in reserve)

2005 FP-31 Personal Property Tax Return



Federal Employer Identification Number (FEIN)

Social Security Number (SSN) if self-employed

Tax Year beginning July 1, 2004 and ending June 30, 2005 Due Date: July 31, 2004

Business name

OFFICIAL USE

Principal DC business address Fill in if your address changed from your last return

Fill in if Amended Return

Business address (continued)

Fill in if Certified QHTC

City

State

Zip Code

Mailing address (if different from above)

Mailing address (continued)

City

State

Zip Code

Statement of personal property and computation of personal property tax

STAPLE CHECK OR MONEY ORDER HERE

A. Kind of business or profession:

B. Number of DC locations

C. If a hotel or motel, enter the number of rooms

D. Are you a lessee or lessor of personal property not reported in Schedule A of this return? If "Yes", complete Schedule D-1 or D-2 as appropriate. If you are a certified QHTC complete Schedule D-3 or D-4 (found in Publication FR-399) as appropriate.

E. Are there other companies doing business from your address under a lease, sublease or concession? If "Yes", attach a separate schedule listing the names of each company

Office building owners must attach a list of tenants as of July 1, 2004. Include the building address, their taxpayer ID and room number.

Taxpayer name : _____

FEIN (or SSN): _____



	Column A - Original Cost		Column B - Remaining Cost (Current Value)	
	Dollars	Cents	Dollars	Cents
1. Books, cassettes and other reference material (from Schedule A)	\$		\$	
2. Furniture, fixtures, machinery and equipment (from Schedule A)	\$		\$	
3. Unregistered motor vehicles or trailers and other tangible personal property (from Schedule A)	\$		\$	
4. Supplies (from Schedule B)	\$		\$	
5. Total original cost of tangible personal property (Add Lines 1 through 4, Column A)	\$			
6. Remaining cost (Current Value) of personal property (Add Lines 1 through 4, Column B)			\$	
7. Deduct: Exclusion			\$	50000.00
8. Taxable remaining cost (Current Value) of personal property (Line 6 minus Line 7. If Line 7 is equal to or greater than Line 6, make no further entries, sign and mail)			\$	
TAX RATE (\$3.40 per hundred)			X .0340	
9. TAX (Line 8 multiplied by .0340 tax rate)			\$	
10. Tax paid with FR-129A, request for extension of time to file			\$	
11. Balance due (Line 9 minus Line 10)			\$	
12. Penalties (See general instructions)			\$	
13. Interest (See general instructions)			\$	
14. Total - balance due, penalties and interest (Add Lines 11, 12 and 13)			\$	
15. Amount paid with this return			\$	
16. Unpaid balance (If any)			\$	
17. Overpayment (If any)			\$	

PLEASE SIGN HERE	Under penalties of law, I declare that I have examined this return and to the best of my knowledge, it is correct. Declaration of paid preparer is based on all the information available to the preparer.		Telephone Number of Person to Contact	
	_____ Officer's or owner's signature	_____ Title	_____ Date	_____-_____-_____ Telephone Number
PAID PREPARER ONLY	Preparer's signature (If other than taxpayer)		Preparer's FEIN, SSN or PTIN	
	_____ Firm name	_____ Date	_____ Preparer's Telephone Number	
	_____ Firm address		_____-_____-_____ Telephone Number	

Make check or money order payable to the DC Treasurer. Include your FEIN/SSN, "FP-31" and tax year 2005 on your payment. Mail return and payment to: Office of Tax and Revenue, PO Box 7862 Washington DC 20044-7862, on or before July 31, 2004.

Books, cassettes and other reference material, furniture, fixtures, machinery and equipment, unregistered motor vehicles, unregistered trailers and other tangible personal property. (If the total cost is over \$50,000, attach a copy of your latest balance sheet.)

Schedule A

(1) Type of Property	(2) Date Acquired Month/Year	(3) Depreciation Rate Used	(4) Original Cost	(5) Accumulated Depreciation as of 6-30-04	(6) Remaining Cost (Current Value) July 1, 2004
			\$		\$
Total Original Cost (Also enter on lines 1, 2 and/or 3 of Col. A, page 2 of FP-31)			\$	Total Remaining Cost (Current Value) (Also enter on Lines 1, 2 and/or 3 of Col. B, page 2 of FP-31.)	\$

Schedule B Cost of office and other supplies on hand as of July 1, 2004.

Type of Supplies	Basis of Valuation if other than Physical Inventory	Remaining Cost (Current Value)
		\$
Total original cost of supplies on hand (Enter on line 4 in both Col. A. and Col. B, Page 2 of FP-31.)		\$

Schedule C Tangible personal property reported on last year's return and disposed of subsequently.

(1) Type of Property	(2) Date Acquired	(3) Original Cost	(4) Date of Disposition	(5) Method of Disposition	IF SOLD:	
					(6) Name and Address of Purchaser	(7) Sales Price
		\$				\$

Schedule D-1 Leased tangible personal property in your possession. To be completed by lessee (other than QHTC) only (see the specific instructions for Schedule D-1).

(1) Type of Property	(2) Owner's Name and Complete Address	(3) Original Cost	(4) Date Lease Started	(5) Annual Rent
		\$		\$

Schedule D-2 Leased tangible personal property in DC (other than leased to a QHTC). To be completed by lessor only (see the specific instructions for Schedule D-2).

(1) Type of Property	(2) Owner's Name and Complete Address	(3) Original Cost	(4) Date Lease Started	(5) Annual Rent
		\$		\$

2005 FP-31 Personal Property Tax Return



Federal Employer Identification Number (FEIN)

Grid for FEIN

Social Security Number (SSN) if self-employed

Grid for SSN

Tax Year beginning July 1, 2004 and ending June 30, 2005 Due Date: July 31, 2004

Business name

Grid for Business name

OFFICIAL USE

Principal DC business address Fill in if your address changed from your last return

Grid for Principal DC business address

Fill in if Amended Return

Business address (continued)

Grid for Business address (continued)

Fill in if Certified QHTC

City

Grid for City

State

Grid for State

Zip Code

Grid for Zip Code

Mailing address (if different from above)

Grid for Mailing address (if different from above)

Mailing address (continued)

Grid for Mailing address (continued)

City

Grid for City

State

Grid for State

Zip Code

Grid for Zip Code

Statement of personal property and computation of personal property tax

STAPLE CHECK OR MONEY ORDER HERE

A. Kind of business or profession:

B. Number of DC locations

Grid for Number of DC locations

C. If a hotel or motel, enter the number of rooms

Grid for Number of rooms

D. Are you a lessee or lessor of personal property not reported in Schedule A of this return? If "Yes", complete Schedule D-1 or D-2 as appropriate. If you are a certified QHTC complete Schedule D-3 or D-4 (found in Publication FR-399) as appropriate.

Yes No radio buttons

E. Are there other companies doing business from your address under a lease, sublease or concession? If "Yes", attach a separate schedule listing the names of each company

Yes No radio buttons

Office building owners must attach a list of tenants as of July 1, 2004. Include the building address, their taxpayer ID and room number.

Taxpayer name : _____

FEIN (or SSN): _____



	Column A - Original Cost		Column B - Remaining Cost (Current Value)	
	Dollars	Cents	Dollars	Cents
1. Books, cassettes and other reference material (from Schedule A)	\$		\$	
2. Furniture, fixtures, machinery and equipment (from Schedule A)	\$		\$	
3. Unregistered motor vehicles or trailers and other tangible personal property (from Schedule A)	\$		\$	
4. Supplies (from Schedule B)	\$		\$	
5. Total original cost of tangible personal property (Add Lines 1 through 4, Column A)	\$			
6. Remaining cost (Current Value) of personal property (Add Lines 1 through 4, Column B)			\$	
7. Deduct: Exclusion			\$	50000.00
8. Taxable remaining cost (Current Value) of personal property (Line 6 minus Line 7. If Line 7 is equal to or greater than Line 6, make no further entries, sign and mail)			\$	
TAX RATE (\$3.40 per hundred)			X .0340	
9. TAX (Line 8 multiplied by .0340 tax rate)			\$	
10. Tax paid with FR-129A, request for extension of time to file			\$	
11. Balance due (Line 9 minus Line 10)			\$	
12. Penalties (See general instructions)			\$	
13. Interest (See general instructions)			\$	
14. Total - balance due, penalties and interest (Add Lines 11, 12 and 13)			\$	
15. Amount paid with this return			\$	
16. Unpaid balance (If any)			\$	
17. Overpayment (If any)			\$	

PLEASE SIGN HERE	Under penalties of law, I declare that I have examined this return and to the best of my knowledge, it is correct. Declaration of paid preparer is based on all the information available to the preparer.		Telephone Number of Person to Contact	
	_____ Officer's or owner's signature	_____ Title	_____ Date	_____-_____-_____ Telephone Number
PAID PREPARER ONLY	Preparer's signature (If other than taxpayer)		Preparer's FEIN, SSN or PTIN	
	_____ Firm name	_____ Date	_____ Preparer's Telephone Number	
	_____ Firm address		_____-_____-_____ Telephone Number	

Make check or money order payable to the DC Treasurer. Include your FEIN/SSN, "FP-31" and tax year 2005 on your payment. Mail return and payment to: Office of Tax and Revenue, PO Box 7862 Washington DC 20044-7862, on or before July 31, 2004.

Books, cassettes and other reference material, furniture, fixtures, machinery and equipment, unregistered motor vehicles, unregistered trailers and other tangible personal property. (If the total cost is over \$50,000, attach a copy of your latest balance sheet.)

Schedule A

(1) Type of Property	(2) Date Acquired Month/Year	(3) Depreciation Rate Used	(4) Original Cost	(5) Accumulated Depreciation as of 6-30-04	(6) Remaining Cost (Current Value) July 1, 2004
			\$		\$
Total Original Cost (Also enter on lines 1, 2 and/or 3 of Col. A, page 2 of FP-31)			\$	Total Remaining Cost (Current Value) (Also enter on Lines 1, 2 and/or 3 of Col. B, page 2 of FP-31.)	\$

Schedule B Cost of office and other supplies on hand as of July 1, 2004.

Type of Supplies	Basis of Valuation if other than Physical Inventory	Remaining Cost (Current Value)
		\$
Total original cost of supplies on hand (Enter on line 4 in both Col. A. and Col. B, Page 2 of FP-31.)		\$

Schedule C Tangible personal property reported on last year's return and disposed of subsequently.

(1) Type of Property	(2) Date Acquired	(3) Original Cost	(4) Date of Disposition	(5) Method of Disposition	IF SOLD:	
					(6) Name and Address of Purchaser	(7) Sales Price
		\$				\$

Schedule D-1 Leased tangible personal property in your possession. To be completed by lessee (other than QHTC) only (see the specific instructions for Schedule D-1).

(1) Type of Property	(2) Owner's Name and Complete Address	(3) Original Cost	(4) Date Lease Started	(5) Annual Rent
		\$		\$

Schedule D-2 Leased tangible personal property in DC (other than leased to a QHTC). To be completed by lessor only (see the specific instructions for Schedule D-2).

(1) Type of Property	(2) Owner's Name and Complete Address	(3) Original Cost	(4) Date Lease Started	(5) Annual Rent
		\$		\$

2005 FP-129A Extension of Time to File DC Personal Property Tax Return



Federal employer identification number (FEIN)	Social Security Number (if self-employed)	Tax Year beginning July 1, 2004 and ending June 30, 2005 Due Date: July 31, 2004
Business name	OFFICIAL USE	
Mailing address		
Mailing address (continued)		
City	State	Zip Code

Submit this form along with your payment in full of any tax due shown on Line 4 below.

1. A 3-month extension until October 31, 2004, is requested to file the following DC return or report (fill in oval that applies):

<input type="radio"/> Personal Property Tax Return, Form FP-31	<input type="radio"/> Railroad Company Report, Form FP-33
<input type="radio"/> Railroad Tangible Personal Property Return, Form FP-32	<input type="radio"/> Rolling Stock Tax Return, Form FP-34

2. Estimated taxable remaining cost (current value) of tangible personal property as of July 1, 2004

Dollars	Cents
\$.

3. Tax rate (\$3.40 per hundred) **X .0340**

4. Balance due (Multiply Line 2 amount by Line 3 rate) Payment of the entire balance due must be submitted with this form, otherwise, your extension request will be denied. (Note: You will also be subject to the addition of a failure to pay penalty and interest on any amount of tax due that is not paid with this extension request)

\$.
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Under penalties of law, I declare that I have examined this return and to the best of my knowledge, it is correct.
Declaration of paid preparer is based on all the information available to the preparer.

PLEASE SIGN HERE	Print name	Telephone Number of Person to Contact
	Taxpayer's signature	
	Fill in <input type="radio"/> if you are granting the preparer power of attorney authority	
PAID PREPARER ONLY	Preparer's signature (if other than taxpayer) Date	Preparer's FEIN, SSN or PTIN
	Firm name	Preparer's Telephone Number
	Firm address	

Make check or money order payable to the DC Treasurer. Include your FEIN / SSN, "FP-129A" and tax year 2005 on your payment.
Mail this form and payment to: Office of Tax and Revenue, PO Box 7862, Washington DC 20044-7862.

Instructions

Form FP-129A

Extension of Time to File DC Personal Property Tax Return

Extension of time to file

A 3-month extension of time to file will be granted if you properly complete and timely file Form FP-129A together with full payment of the tax due. If you are granted an extension of time to file you must attach a copy of your Form FP-129A when you actually file your personal property tax return or report.

A taxpayer must use Form FP-129A to request a 3-month extension of time to file Forms FP-31, FP-32, FP-33 and FP-34. A separate Form FP-129A must be submitted for each return or report for which an extension of time to file is requested. No extension of time to file will be granted beyond the 3-month extension.

When to file

The request for an extension of time to file must be submitted on or before the due date of the return or report.

Where to file

Mail the completed Form FP-129A together with the payment of any tax due to the Office of Tax and Revenue, PO Box 7862, Washington DC 20044-7862. Be sure to sign and

date the form. Make the check or money order payable to the DC Treasurer. Include on the payment your FEIN/SSN, "FP-129A" and tax year 2005.

Interest and penalty

If any tax due is not paid on or before the due date of the return or report, without regard to any extension of time to file, interest at the rate of 10 percent per year, compounded daily, will be assessed on any tax which remains unpaid after the due date of the return. Interest on a late payment is computed from the due date of the return to the date the payment of tax is made.

A penalty of 5 percent per month, or portion of a month (limited to a 25 percent maximum), will be assessed on the unpaid taxes.

Signature

The request for an extension to file must be signed by the taxpayer or the taxpayer's authorized agent.

2005 FP-129A Extension of Time to File DC Personal Property Tax Return



Federal employer identification number (FEIN)	Social Security Number (if self-employed)	Tax Year beginning July 1, 2004 and ending June 30, 2005 Due Date: July 31, 2004
Business name	OFFICIAL USE	
Mailing address		
Mailing address (continued)		
City	State	Zip Code

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2. Estimated taxable remaining cost (current value) of tangible personal property as of July 1, 2004

Dollars	Cents
\$	

3. Tax rate (\$3.40 per hundred) **X .0340**

4. Balance due (Multiply Line 2 amount by Line 3 rate) Payment of the entire balance due must be submitted with this form, otherwise, your extension request will be denied. (Note: You will also be subject to the addition of a failure to pay penalty and interest on any amount of tax due that is not paid with this extension request)

Dollars	Cents
\$	

Under penalties of law, I declare that I have examined this return and to the best of my knowledge, it is correct.
Declaration of paid preparer is based on all the information available to the preparer.

PLEASE SIGN HERE	Print name	Telephone Number of Person to Contact
	Taxpayer's signature	
	Fill in <input type="radio"/> if you are granting the preparer power of attorney authority	
PAID PREPARER ONLY	Preparer's signature (if other than taxpayer) Date	Preparer's FEIN, SSN or PTIN
	Firm name	Preparer's Telephone Number
	Firm address	

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