



**Assessing Office**  
**Town of Bridgton**  
3 Chase Street, Suite 1  
Bridgton, ME 04009  
Phone: (207) 647-8786

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Dear Personal Property Owner:

This letter serves as your notice to list all personal property located in the Town of Bridgton and subject to taxation as of April 1<sup>st</sup>, 2018. You are requested to return the completed list to the Town on or before **April 15<sup>th</sup>, 2018**. Your list is required by M. R. S. 36, Section 706. ***If you fail to file a list you are barred from an appeal of your assessment AND you will be taxed for the 2018/2019 Tax Year.***

As a general guideline, all property not considered real estate is personal property. Personal property typically includes but is not limited to: business furniture, fixtures, equipment, machinery, tools, vehicles that are not excised, and items that are held for the purpose of renting or leasing. Personal property exempt from taxation is listed in M. R. S. 36, Section 655 (see attached).

Enclosed with this letter is a form to report your taxable personal property. The form asks for specific information about each item. If you provide the cost of each item when new and its age, a depreciated value will be used. You may provide the purchase price of a used item and indicate that it was purchased used. If no changes have occurred please fill in the first page (the one requesting the business ownership, address, etc.), **CHECK the box above the signature line**; sign and date the form, and submit it to the Assessing Office.

**All tax exempt properties are still required to provide an accurate list to the Town for State Audit purposes of the Town's records. It will NOT affect your tax exempt status. This is merely a Municipal function.**

If the detail and accuracy of your list is sufficient, it will be used to establish a taxable value for your personal property. If the list is insufficient, the Assessor's Agent may visit your property and create a true and perfect list or he may establish a value for the property based on your type of business. In all cases the Assessors will be responsible for the valuation assigned to all property.

If you have any questions please call at the above phone number.

Denis Berube, C. M. A.  
Assessor's Agent for the Town of Bridgton

**BUSINESS PERSONAL PROPERTY TAX RETURN**

(File this return with the Municipal Office on or before April 15<sup>th</sup>)

Owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

D/B/A Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Land Owner (if Different): \_\_\_\_\_

Type of Business: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

1. Complete all required information above.

2. Make a complete listing of all personal property owned as of April 1. You may provide a copy of the business depreciation schedule filed with your personal or business tax return in lieu of this form. However, the schedule must be adjusted to include all items owned and no longer depreciated plus any additions or deletions since the date of the form and April 1 of the current tax year.

However you choose to report, you must provide the name or type of personal property, its year of acquisition, the cost of acquisition.

3. Multiple items may be listed together, for example;  
2 Pentium 133 computers 1998 \$6,000.

4. Supplies and materials used in the business operation and NOT for sale are taxable and should be reported, for example, spare parts for equipment in use.

5. If you have property rented or leased, report those items on Part C, for property stored on your property and not belonging to you, report those items on Part D.

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NO CHANGES FROM 2018/2019

I hereby affirm that to the best of my knowledge and belief this listing including any accompanying statements and other information is true and complete.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

**(OVER→)**

# PARTIAL LIST OF TAXABLE PERSONAL PROPERTY

## Office Equipment

Computers-hardware & software  
Copy & Fax Machines  
Furniture/Desks/Appliances  
Dispensing machines/Coolers  
Libraries

## Retail Store

Furniture for employee/customer use  
Appliances for employee/customer use  
Racks/Displays  
Cash registers  
Computers, office type property

**Farm** (exempting first \$10,000 of equipment  
used exclusively in the production of hay  
and Field crops)

Balers  
Teddars  
Mowers  
Manure spreaders  
Ensilage choppers  
Wagons/trailers  
Plows/harvesters  
Planter/harvesters  
Spraying equipment  
Welders, Generators

## Apartments/Hotels/Bed and Breakfasts

Appliances  
Furniture/Furnishings  
Yard equipment  
Dispensing machines

## Forest

All trailers  
Non-excised road equipment  
(i.e. skidders, log loaders, harvesters)  
Chippers  
Chain saws (commercial operation only)

## Industrial

All trailers  
Production machinery  
Spare parts inventory  
Handling equipment/Racks  
Forklifts  
Computers  
Office type equipment

## Communications

Operating Telecommunications systems  
Telephones/furnishings  
Paging systems  
Microwave towers

## Construction Companies

All trailers/low boys  
Screens  
Blasting equipment  
Non-excised road equipment (bulldozers,  
power shovels, etc.)  
Asphalt manufacturing equipment  
Cement mixers/forms  
Power machinery  
Ladders/stagging  
Compressors  
Welders, sprayers, etc.  
Office type property

## Garages, Automobile Repair

All trailers  
Portable lifts  
Compressors, auxillary compressor equip.  
Office type furnishings  
Gas pumps  
Welders, generators, etc.

## Rented/Leased Equipment

Non-excised road, construction or yard  
equipment  
All trailers  
Dispensing machines/water coolers  
Office equipment  
Amusement machines, pinball, arcades,  
lottery machines, etc.

## Home Occupation

Drafting tables  
Beauty parlor equipment  
Office equipment, generally

## Junkyard

Car crushers  
Wreckers  
Tire shredders







