

**** Save TIME and MONEY by submitting your Business Personal Property Tax Return online for FREE.****

<https://www5.richlandcountysc.gov/AuditorPT100>

First time filing forms must be submitted by mail or e-mail.

BUSINESS PERSONAL PROPERTY RETURN

On Property Owned as of December 31, _____*

*Current Year: _____

Mail to: Richland County Auditor
2020 Hampton Street, Suite 2067
PO. Box 192
Columbia, SC 29202

Phone: 803-576-2620 or -2621

Fax: 803-576-2606

Email: RCAuditor@richlandcountysc.gov

Current Information

Tax District: _____ Business Code: _____ Account Number: _____

*FEIN/SSN: _____ *Business License Number: _____

*Business Name: _____

*Mailing Address: _____

*Physical Location: _____

South Carolina law requires that personal property used in business be filed with the County Auditor or the State DOR January 1 – April 30 each year for taxation. If postmarked after April 30, a 10% penalty is incurred by law. A falsified return incurs a 20% penalty plus back taxes if applicable.

IMPORTANT – A SEPARATE RETURN MUST BE FILED FOR EACH BUSINESS LOCATION
Instructions

NOTE! If the above business has been dissolved, sold, or closed, you are required to file a final return furnishing date of closing or sale, and name of purchaser before this account can be removed from our tax records.

Date Business Closed: _____ If sold, Name of Purchaser: _____

Annual Amended Final

A. Original Cost/Value at Acquisition *\$ _____

B. Accumulated Depreciation since Acquisition *\$ _____

C. Net Book Value. (A–B=C) *\$ _____

D. 10% of All Assets Fully Depreciated *\$ _____

E. Net Taxable Value. (C+D=E) *\$ _____

Please attached your supporting documentation. Supporting documentation must include an asset worksheet.

***** Read the below statement carefully before signing this document.*****

I hereby certify that the information provided regarding the personal property subject to this application is correct. I understand that, under applicable state law, incorrect or false information given may result in civil liability and/or civil or criminal penalties. SC Code of Laws Ann. §12-37-750 (2000), §12-37-780(2000), §12-37-800(2000).

*Date: _____ *Completed by: _____ *Phone: (____) _____ - _____

Accountant Owner *Email: _____

* Asterisk indicates a required field.