STATEMENT OF PERSONAL PROPERTY EQUIPMENT  
TAX YEAR 2015

Dear Personal Property Equipment, Oil & Gas Field Equipment and Drilling Rig Equipment Owners,

The following forms for reporting equipment for tax assessment purposes are available on this website:

1)    Form ATD-23-A Aircraft Exemption Request Affidavit

2) Form ATD-25 for reporting merchants, manufacturing, construction, farm and professional equipment (Commercial, Agricultural or Industrial)

3)      Form ATD-39 for reporting Drilling Rig Equipment

4)   Form ATD-40 for reporting Oil & Gas Field Equipment

***These are the only forms that will be accepted****.*  A listing of information on any equipment owned as of December 31, 2014 is required for the 2015 tax year.  Please note the following:

* If you are a new business, we require that you send us a current listing.
* If you wish your property to be assessed under another company name, partnership or person other than as addressed in this letter, please indicate.
* If you no longer have any personal property of any kind in Converse County, please indicate that on the form, sign and return to our office.
* Insure that property categorized as Mobile Machinery by Wyoming Statutes 31-2-601 thru 31-2-606 includes VIN or Serial Numbers.  After reporting Mobile Machinery to the Assessor's office, you must then contact the Converse County Treasurer's Office to obtain registration stickers.
* **All forms must be returned to our office no later than March 1, 2015.**

A depreciation percentage will be used on furniture, fixtures, machinery and equipment.  Therefore, you must show "Installed Cost in Place", ***NOT a depreciated value***- as well as the date acquired.  Please included leasehold improvements and exclude licensed vehicles.

*Unless exempt by Wyoming or United States Constitutions or expressly by statutory provisions, all property within the State of Wyoming is subject to taxation (W.W. 39-11-103), with the owner as of January 1st of the current year being responsible for the taxes (W.S. 39-13-103)(W.S. 39-13-103 (b)(v)).*

*Wyoming Statute 18-3-205(b) states, "Any person who fails to return any taxable property owned by him or under his control is guilty of a misdemeanor and upon conviction shall be fined not exceeding five hundred dollars ($500.00), imprisoned in the county jail not exceeding ninety (90) days, or both."*

If you should have any questions concerning this form, please feel free to contact our office at 307-358-2741 between the hours of 8 a.m. through 5 p.m., Monday through Friday. We will be happy to assist you with this form.  Thank you for your prompt cooperation on this matter.

**Dixie J. Huxtable,   
Converse County Assessor**