

TOWN OF YORK, MAINE ASSESSOR'S OFFICE  
186 YORK STREET, YORK, ME 03909  
Phone: 207-363-1005 Fax: 207-363-1009  
E-mail: [jethridge@yorkmaine.org](mailto:jethridge@yorkmaine.org)

**2023 PERSONAL PROPERTY DECLARATION FORM**

*This schedule is required under ME State Statute, Title 36, § 601 and 706A.  
Mail or e-mail to the Assessor's Office no later than **May 1, 2023***

***Failure to return this form to the Assessor's Office may void your right to appeal the assessment.***

**Please provide the following information:**

Business Name
Owner Name
Mailing Address
Business Location

**NEW BUSINESS:** If you are a new business, proceed to the reverse side of this form and sign below.

**EXISTING BUSINESS:** If you are an existing business, you may return this form along with a copy of last year's report (enclosed), indicating any corrections to the report, such as item description, age, deletions. Additional equipment newly acquired must be entered on the reverse side of this form. Sign below and return.

**NO ADDITIONS OR DELETIONS:** If you have not added or removed any property, check box

**MOVED OR OUT OF BUSINESS:** If the business is no longer located in York as of April 1, 2023, then state the effective date and the reason (moved, closed, never opened, different owner)

Effective Date: \_\_\_\_\_ Brief Explanation: \_\_\_\_\_

**LEASING COMPANIES** – Submit a complete list of all items leased to businesses located in **York, York Harbor, York Beach, and Cape Neddick** and situated as of April 1, 2023. If you have an agreement with the lessee that makes them responsible for the property tax, you must provide written verification. Please list the equipment type, cost new, business name and physical location for each item.

<b><i>Having carefully read the above, I hereby certify that the information reported hereon is full, true, and correct to the best of my knowledge and belief. <u>Incomplete and insufficient forms will not be accepted.</u></i></b>	
Name _____	Signature _____
Phone Number _____	E-Mail _____
Date _____	Business Web Site _____

**BETE (Business Equipment Tax Exemption)** - applications must be filed annually and are also due in this office on or before May 1, 2023. Please contact us ASAP for a BETE application or for more information. You may also visit: <http://www.maine.gov/revenue/propertytax/propertytaxbenefits/propertytaxbenefits.htm>

**EQUIPMENT & FIXTURES LISTING**

Please contact the Assessor's Office if you have any questions or need assistance.

**DIRECTIONS:** 1. List each item 2. Enter the quantity 3a. Enter original cost new *OR if used* 3b. estimated value  
 4. Enter year of manufacture 5. Enter year item acquired

1. ITEM DESCRIPTION	2. QTY	3a. ORIGINAL COST EACH (if new)	3b. ESTIMATED VALUE EACH (if used)	4. YEAR OF MANUFACTURE	5. YEAR ACQUIRED

**Do You Lease any Items Used at the Business?** YES \_\_\_ NO \_\_\_ If so, please answer the following questions so that we may bill the leasing company appropriately.

1. Leased Item: \_\_\_\_\_ Year of Manufacture \_\_\_\_\_  
 Leasing Company: \_\_\_\_\_  
 Company Mailing Address: \_\_\_\_\_  
 Original Cost: \$ \_\_\_\_\_ Monthly Payment \$ \_\_\_\_\_
  
2. Leased Item: \_\_\_\_\_ Year of Manufacture \_\_\_\_\_  
 Leasing Company: \_\_\_\_\_  
 Company Mailing Address: \_\_\_\_\_  
 Original Cost: \$ \_\_\_\_\_ Monthly Payment \$ \_\_\_\_\_