

MoCo
MONTGOMERY COUNTY
TENNESSEE
ASSESSOR OF PROPERTY

January 1, 2026

Per State of Tennessee guidelines, all businesses must complete a Tangible Personal Property Schedule annually. Failure to submit the required documents to the Assessor of Property by March 1, 2026 will result in a forced assessment and penalties as provided by state law (T.C.A. 67-5-903 (c)). Tangible Personal Property is all the equipment used or held for use in your business. (vehicles, trailers, hand and power tools, machinery, cell phones, computers, furniture, fixtures, supplies, etc.) All assets and equipment must be reported even if leased, fully depreciated, or expensed on income taxes.

PLEASE SELECT ONE OPTION BELOW

I have an asset list or depreciation schedule already on file with the Assessor's Office and am only submitting a list of additions and removals made during 2025. (use the reverse side of this form)

I did not add or remove any equipment during 2025. There are no changes to the asset list or depreciation schedule I have on file with the Assessor's office.

I certify that the total depreciated value of my tangible personal property falls under one of the **SMALL ACCOUNT CERTIFICATIONS**. Please check the appropriate small account certification box below and on the back of the schedule form. An asset list or depreciation schedule is not required, but small accounts are subject to audit.

If one of the small account certifications is checked your appraised value will be set at \$2,000 or \$10,000.

_____ \$2,000 I certify that the total depreciated value of my property (all groups) is \$2,000 or less.

_____ \$10,000 I certify that the total depreciated value of my property (all groups) is \$10,000 or less but more than \$2000.

My business closed during 2025. Closing date was _____
You will need to close your business with the Tennessee Department of Revenue 1-800-342-1003

Business Name _____

Address _____

Signature _____ Date _____

**TANGIBLE PERSONAL PROPERTY SCHEDULES ARE NOT ACCEPTED VIA EMAIL YOU MUST FILE USING THE ONLINE PORTAL OR
COMPLETE THE PAPER FORMS AND MAIL TO OR DROP OFF AT THE ASSESSOR'S OFFICE.**

Visit the Assessor of Property Website for additional information and instructions for completing these forms:

www.montgomerytn.gov/assessor/tangible-personal-property

For businesses starting with a number thru letter J:

Contact: Darla Murphy 931-572-1113, ext. 1 Email: djmurphy@montgomerytn.gov

For businesses starting with letters K thru Z:

Contact: Carmen Edwards 931-572-1113, ext. 2 Email: cmedwards@montgomerytn.gov



ASSESSOR OF PROPERTY

Business name _____

Phone number _____ Email _____

Physical Address _____

Mailing Address _____

Use space below to list assets that were ADDED to your business during 2025

Use space below to list assets that were REMOVED from your business during 2025

ITEM TYPE AND DESCRIPTION	YEAR MADE OR PURCHASED	COST NEW OR PURCHASED COST

SIGNATURE _____ **DATE** _____