

OTC  
901

State of Oklahoma  
BUSINESS PERSONAL PROPERTY RENDITION  
Tulsa County


Tax Year  
2012

(918) 596-5153  
Fax (918) 596-4654

Revised 10-2011

Return to County Assessor - Filing Date: January 1 - Delinquent Penalties after March 15

Ken Yazel, Tulsa County Assessor, Tulsa County Administration Bldg. \* Second Floor, 500 S. Denver, Tulsa, OK 74103-3832

Real Estate Account 75253-55-55-12345 	Part One: Start Here	FEIN 73-1112222
Personal Property Account P00000596001234		Type of Business Software Programming
Owner's Name Doug Anderson /DBA Sample Oklahoma 901		North American Industry Classification System 7 2 3 8 3 2
Mailing Address 9719 S 92 E Ave Tulsa, OK 74133		Are other businesses included in this rendition? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list: Other businesses listed here ...
Physical Location if different than mailing address 94132 South 92nd East Avenue, Tulsa OK 55555-5555		Name and phone number of person to contact for audit purposes: Sue Jones (918) 252-1157
Are you renting or leasing this business location? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Are you still in business at this location? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, do you own any real estate improvements at this location? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If no, do you still own the business personal property? <input type="checkbox"/> Yes <input type="checkbox"/> No	
When did you start business at this location? Date: 07/01/1995	Date Disposed/Sold/Renamed: 03/11/2009 Business was renamed from 'Old business name' to 'Sample Oklahoma 901'	<i>If disposed or sold, stop here. Sign and return.</i>

PART TWO: OKLAHOMA TAXABLE FIXED ASSETS, FROM FORM 904 SCHEDULE 3 OR 3A

DESCRIPTION	Beginning Total Original Cost or RCN <u>Not Book Value</u>	Additions to Total Original Cost or RCN <u>Not Book Value</u>	Deletions to Total Original Cost or RCN <u>Not Book Value</u>	Ending Total Original Cost or RCN <u>Not Book Value</u>	Assessor Use	
					Reconciled	Assessed Value
Leasehold Improvement Original Cost	500	400		900		
Furniture and Fixtures Original Cost	10,750	950	500	11,200		
Electronic Equipment Original Cost	2,995	2,245		5,240		
Computer Equipment Original Cost	19,800	2,105		21,905		
Machinery Equipment Original Cost	500	3,300		3,800		
Forklifts and Construction Original Cost	8,300	600		8,900		
Tooling, Dies and Molds Original Cost	1,950	4,560	700	5,810		
Other Assets and Trade Tools Original Cost	1,200	800		2,000		
* Leased to Others Original Cost		1,200		1,200		
* Leased from Others Original Cost						
* See Instructions						
➔ Total Fixed Assets ➔				\$ 60,955	Total	Total

PART THREE: OKLAHOMA TAXABLE INVENTORY

**Inventories**

Total supplies, parts, equipment, etc. stored and/or not currently in use including raw materials, work in progress, finished goods, etc.

Average Inventory (From Part 6)	16,372
Less Freeport Exemption (Form 901-F)	- 4,815
Consignment and/or Floorplan Inventory	+ 1,200
<b>Net Taxable Inventory =</b>	<b>\$ 12,757</b>

Net Inventory	
Total Assessed	
Penalty	
Total Net	
Date Filed	
____/____/____	
Assessment %	School District
	T-9A

State of Oklahoma - County of Tulsa

I, Henry James III, under penalties of perjury, do hereby depose and say that I am President of Sample Oklahoma 901 company; that as such I am acquainted with the books, accounts, and affairs of said company and know that the accompanying statement to be true, correct, and complete, and that all information requested herein has been fully and correctly given. (68 O.S. Section 2945 provide penalties for false oaths)

Don't Forget to Sign



Signature of preparer if other than taxpayer	Date	Preparer's address	(John Doe Company)
Signature of taxpayer	Date	Preparer's identification number	Preparer's phone number

01/09/2012

123 CPA Avenue - Accountant City, OK 55555

01/09/2012

1234567

(918) 555-1212 Ext 1234

Name of Business .....: Sample Oklahoma 901 (Doug Anderson)

Address .....: 9719 S 92 E Ave - Tulsa, OK 74133

Personal Property Acct #: P00000596001234

**PART FOUR: ADDITIONS DURING THE REPORTING YEAR**

Item Number	Leasehold Improvement	Year Acquired		Total Original Cost or RCN
		New	Used	
34	Repaired sign	2011		225
39	Curb put in	2011		175
Total LI Additions acquired in 2011 ->				<b>\$400</b>

**Total Additions for Leasehold Improvement \$400**

Item Number	Furniture and Fixtures	Year Acquired		Total Original Cost or RCN
		New	Used	
19	Receptionist desk	2011		350
29	Couch	2011		100
37	Misc furniture		2011	500
Total F&F Additions acquired in 2011 ->				<b>\$950</b>

**Total Additions for Furniture and Fixtures \$950**

Item Number	Electronic Equipment	Year Acquired		Total Original Cost or RCN
		New	Used	
16	Blueprinting machine	2011		2,100
35	Copier	2011		145
Total EE Additions acquired in 2011 ->				<b>\$2,245</b>

**Total Additions for Electronic Equipment \$2,245**

Item Number	Computer Equipment	Year Acquired		Total Original Cost or RCN
		New	Used	
15	Printer table	2011		55
21	Dell Dimension 8200	2011		2,050
Total CE Additions acquired in 2011 ->				<b>\$2,105</b>

**Total Additions for Computer Equipment \$2,105**

Item Number	Machinery and Equipment	Year Acquired		Total Original Cost or RCN
		New	Used	
17	Standard lathe		2011	3,300

**Total Additions for Machinery and Equipment \$3,300**

Item Number	Forklifts and Construction	Year Acquired		Total Original Cost or RCN
		New	Used	
10	Tires for forklift		2011	600

**Total Additions for Forklifts and Construction \$600**

Item Number	Tooling, Dies, and Molds	Year Acquired		Total Original Cost or RCN
		New	Used	
18	Various molds for proto-typing	2011		4,400
26	Power drill	2011		160
Total TDM Additions acquired in 2011 ->				<b>\$4,560</b>

**Total Additions for Tooling, Dies, and Molds \$4,560**

Item Number	Other Assets and Trade Tools	Year Acquired		Total Original Cost or RCN
		New	Used	
9	Misc tools, wrenches, screwdrivers etc	2011		800

**Total Additions for Other Assets and Trade Tools \$800**

Name of Business .....: Sample Oklahoma 901 (Doug Anderson)

Address .....: 9719 S 92 E Ave - Tulsa, OK 74133

Personal Property Acct #: P00000596001234

**PART FOUR: ADDITIONS DURING THE REPORTING YEAR**

Item Number	Leased To Others	Year Acquired		Total Original Cost or RCN
		New	Used	
7	Leased old chairs to Dairy Queen	2011		900
	<b>Lease Information</b>	Asset Type : Furniture		
	Lessee Name : Lesse Name here	Age of Asset : 1 years		
	Address : lessee's address	Lease Term : 36 months		Payment : \$500
	Phone : lessee's phone			
20	Leased mapping machine to Ralph		2011	300
	<b>Lease Information</b>	Asset Type : Map type asset. Not sure		
	Lessee Name : Ralph Smith	Age of Asset : 8 years		
	Address : 333 Smith lane	Lease Term : 2 years		Payment : \$75
	Phone : (918) 232-3232			
Total LTO Additions acquired in 2011 ->				<b>\$1,200</b>

**Total Additions for Leased To Others \$1,200**

Item Number	Leased From Others	Year Acquired		Total Original Cost or RCN
		New	Used	
5	Dell Dimension Computer	2007		
	<b>Lease Information</b>	Asset Type : Bob's asset type		
	Owner Name : Bob Henderson	Age of Asset : 5 years		
	Address : 123 Bobby Street	Lease Term : monthly		Payment : \$250
	Phone : (918) 252-1234	First Year of Lease : 2007		

**Total Additions for Leased From Others**

**Total Additions for Tax Year 2012 → \$16,160**

**PART FIVE: DELETIONS DURING THE REPORTING YEAR**

Item Number	Furniture and Fixtures	Year Acquired		Total Original Cost or RCN
		New	Used	
11	Fat Freddy's Furniture		2004	500

**Total Deletions for Furniture and Fixtures \$500**

Item Number	Tooling, Dies, and Molds	Year Acquired		Total Original Cost or RCN
		New	Used	
6	Mold #4823	2010		700

**Total Deletions for Tooling, Dies, and Molds \$700**

**Total Deletions for Tax Year 2012 → \$1,200**

For Additions & Deletions, subtotals are printed within each category if there is more than one asset listed for the same year.

**PART SIX: MONTHLY INVENTORY**

January	February	March	April	May	June	Average
6,333	2,000		400			
July	August	September	October	November	December	
78,000		9,000			2,500	16,372

**OTC  
904-A**  
Schedule 3-A  
Revised 9-2010

**State of Oklahoma  
ASSET LISTING (GROUPED)**

**Tax Year  
2012**

Taxpayers filing in TULSA County: Must complete this schedule listing like or similar items grouped by description, year of acquisition and original cost and class. This schedule to be filed with completed OTC Form 901 rendition.

Name of Business: Sample Oklahoma 901 (Doug Anderson)

Address .....: 9719 S 92 E Ave - Tulsa, OK 74133

Personal Property Account Number: P00000596001234

Item Number	Leasehold Improvement	Year Acquired		Original Cost	ASSESSORS USE ONLY				
		New	Used		LIFE YEARS	% GOOD	FACTOR	RCLND	
34	Repaired sign	2011		225					
39	Curb put in	2011		175					
				<b>\$400</b>	< Total LI acquired in 2011				
1	New sign	2010		500					
				<b>\$500</b>	< Total LI acquired in 2010				
<b>Leasehold Improvement Total</b>				<b>\$900</b>	Ttl				

Item Number	Furniture and Fixtures	Year Acquired		Original Cost	LIFE YEARS	% GOOD	FACTOR	RCLND	
		New	Used						
19	Receptionist desk	2011		350					
29	Couch	2011		100					
37	Misc furniture		2011	500					
				<b>\$950</b>	< Total F&F acquired in 2011				
12	Old Mahogany desk		2010	10,000					
				<b>\$10,000</b>	< Total F&F acquired in 2010				
28	Lamps		2009	250					
				<b>\$250</b>	< Total F&F acquired in 2009				
<b>Furniture and Fixtures Total</b>				<b>\$11,200</b>	Ttl				

Item Number	Electronic Equipment	Year Acquired		Original Cost	LIFE YEARS	% GOOD	FACTOR	RCLND	
		New	Used						
16	Blueprinting machine	2011		2,100					
35	Copier	2011		145					
				<b>\$2,245</b>	< Total EE acquired in 2011				
40	CAD Drafting table		2009	2,995					
				<b>\$2,995</b>	< Total EE acquired in 2009				
<b>Electronic Equipment Total</b>				<b>\$5,240</b>	Ttl				

Item Number	Computer Equipment	Year Acquired		Original Cost	LIFE YEARS	% GOOD	FACTOR	RCLND	
		New	Used						
15	Printer table	2011		55					
21	Dell Dimension 8200	2011		2,050					
				<b>\$2,105</b>	< Total CE acquired in 2011				
14	Disk Server		2010	200					
				<b>\$200</b>	< Total CE acquired in 2010				
13	Nine Dell computers		2008	19,500					
				<b>\$19,500</b>	< Total CE acquired in 2008				
2	RadioShack TRS-III		2004	100					
				<b>\$100</b>	< Total CE acquired in 2004				
<b>Computer Equipment Total</b>				<b>\$21,905</b>	Ttl				

Item Number	Machinery and Equipment	Year Acquired		Original Cost	LIFE YEARS	% GOOD	FACTOR	RCLND	
		New	Used						
17	Standard lathe		2011	3,300					
				<b>\$3,300</b>	< Total M&E acquired in 2011				
3	Brookings sheet bender - model 100A		2010	500					
				<b>\$500</b>	< Total M&E acquired in 2010				
<b>Machinery and Equipment Total</b>				<b>\$3,800</b>	Ttl				

Item Number	Forklifts and Construction	Year Acquired		Original Cost	LIFE YEARS	% GOOD	FACTOR	RCLND	
		New	Used						
10	Tires for forklift		2011	600					
				<b>\$600</b>	< Total F&C acquired in 2011				
42	CASE forklift		2008	8,300					
				<b>\$8,300</b>	< Total F&C acquired in 2008				
<b>Forklifts and Construction Total</b>				<b>\$8,900</b>	Ttl				

**OTC  
904-A  
Schedule 3-A**  
Revised 9-2010

**State of Oklahoma  
ASSET LISTING (GROUPED)**

**Tax Year  
2012**

**Taxpayers filing in TULSA County:** Must complete this schedule listing like or similar items grouped by description, year of acquisition and original cost and class. This schedule to be filed with completed OTC Form 901 rendition.

Name of Business: Sample Oklahoma 901 (Doug Anderson)

Address .....: 9719 S 92 E Ave - Tulsa, OK 74133

Personal Property Account Number: P00000596001234

Item Number	Tooling, Dies, and Molds	Year Acquired		Original Cost	ASSESSORS USE ONLY				
		New	Used		LIFE YEARS	% GOOD	FACTOR	RCLND	
18	Various molds for proto-typing	2011		4,400					
26	Power drill	2011		160					
				<b>\$4,560</b>	< Total TDM acquired in 2011				
27	Hammer and tong set	2010		1,250					
				<b>\$1,250</b>	< Total TDM acquired in 2010				
<b>Tooling, Dies, and Molds Total</b>				<b>\$5,810</b>	<b>Ttl</b>				

Item Number	Other Assets and Trade Tools	Year Acquired		Original Cost	ASSESSORS USE ONLY				
		New	Used		LIFE YEARS	% GOOD	FACTOR	RCLND	
9	Misc tools, wrenches, screwdrivers etc	2011		800					
				<b>\$800</b>	< Total OATT acquired in 2011				
41	Multi-rack CD burner/labler	2007		1,200					
				<b>\$1,200</b>	< Total OATT acquired in 2007				
<b>Other Assets and Trade Tools Total</b>				<b>\$2,000</b>	<b>Ttl</b>				

Item Number	Leased To Others	Year Acquired		Original Cost	ASSESSORS USE ONLY				
		New	Used		LIFE YEARS	% GOOD	FACTOR	RCLND	
7	Leased old chairs to Dairy Queen	2011		900					
<b>Lease Information</b>				Asset Type : Furniture Age of Asset : 1 years Lease Term : 36 months Payment : \$500					
Lessee Name : Lesse Name here Address : lessee's address Phone : lessee's phone									
20	Leased mapping machine to Ralph		2011	300					
<b>Lease Information</b>				Asset Type : Map type asset. Not sure Age of Asset : 8 years Lease Term : 2 years Payment : \$75					
Lessee Name : Ralph Smith Address : 333 Smith lane Phone : (918) 232-3232									
				<b>\$1,200</b>	< Total LTO acquired in 2011				
<b>Leased To Others Total</b>				<b>\$1,200</b>	<b>Ttl</b>				

Item Number	Leased From Others	Year Acquired		Original Cost	ASSESSORS USE ONLY				
		New	Used		LIFE YEARS	% GOOD	FACTOR	RCLND	
4	Dell Dimension	2010		0					
<b>Lease Information</b>				Asset Type : Computer Age of Asset : 2 years Lease Term : 2 years Payment : \$25 First Year of Lease : 2010					
Owner Name : Bev Anderson Address : 325 Anderson Street Phone : (405) 111-3333									
				<b>\$0</b>	< Total LFO acquired in 2010				
5	Dell Dimension Computer		2007	0					
<b>Lease Information</b>				Asset Type : Bob's asset type Age of Asset : 5 years Lease Term : monthly Payment : \$250 First Year of Lease : 2007					
Owner Name : Bob Henderson Address : 123 Bobby Street Phone : (918) 252-1234									
				<b>\$0</b>	< Total LFO acquired in 2007				
<b>Leased From Others Total</b>				<b>\$0</b>	<b>Ttl</b>				

29 assets

**Asset Grand Totals \$60,955**

**OTC  
901-F**

Revised 10-2011

**State of Oklahoma**  
**FREEPORT EXEMPTION DECLARATION**  
 Tulsa County

**Tax Year**  
**2012**

Return to County Assessor - Filing Date: January 1 - March 15

**NAME AND ADDRESS**

Firm Name .....	Other firm name used for Freeport Exemption	School District T-9A
Property Address :	94132 South 92nd East Avenue, Tulsa OK 55555-5555	
Mailing Address ...	123 S 92 E Ave, Tulsa OK 74133	

This is a statement of goods, wares, and merchandise exempt from taxation under Article X, Section 6A of the Oklahoma Constitution.  
 Please note that inventory costs must include raw material, work in progress, finished goods, consigned and floor planned merchandise.

**COST OF GOODS SOLD**

1	Beginning inventory in Oklahoma	\$	78,000
2	Add: Total purchases for Oklahoma Inventory	\$	9,000
3	Add: Incoming freight charges related to line 2	\$	300
4	Add: Other cost (work in process, labor, and/or other related overhead)	\$	650
5	Less: Ending inventory in Oklahoma	\$	
6	Cost of goods sold (Sum of lines 1, 2, 3, and 4 - minus line 5)	\$	87,950

**AVERAGE INVENTORY**

7	Monthly inventory (Enter 0 for the months with no inventory)						
	January 6,333	February 2,000	March 0	April 400	May 0	June 0	
	July 78,000	August 0	September 9,000	October 0	November 0	December 2,500	
8	Total Inventory (sum of the preceding months)					\$	98,233
9	Average inventory (line 8 divided by number of months in Oklahoma)					\$	16,372
10	Inventory turns per year (line 6 divided by line 9)						5.3720
11	Months required for turnover (12 months divided by line 10)						2.2338
	<b>Note: If line 11 is more than 9.0, the exemption is not allowed.</b>						

**PURCHASES FOR OKLAHOMA INVENTORY**

12	Total purchases for Oklahoma inventory (from line 2)	\$	9,000
13	Less: Inventory purchases from Oklahoma vendors	\$	4,000
14	Inventory purchased from out-of-state vendors (line 12 minus line 13)	\$	5,000
15	Percent of out-of-state purchases (line 14 divided by line 12)		55.56 %

**SALES FROM OKLAHOMA INVENTORY**

16	Total sales from Oklahoma inventory	\$	8,500
17	Less: Sales within Oklahoma	\$	6,000
18	Sold and shipped out-of-state (line 16 minus line 17)	\$	2,500
19	Percent of out-of-state sales (line 18 divided by line 16)		29.41 %

**FREEPORT EXEMPTION**

20	Average inventory (from line 9)	\$	16,372
21	Less: Amount exempt (lower of line 15 or line 19 x line 20)	\$	<b>4,815</b>
22	Inventory amount not exempt	\$	11,557

**All the above described property is located in Tulsa County, Oklahoma.**

I, the undersigned officer of the above named company, corporation, or business concern do hereby declare under oath as provided by Oklahoma Statutes that the above schedule and statements have been examined by me and to the best of my knowledge and belief is a true and complete return, made in good faith, for the taxable year stated.



Signature \_\_\_\_\_

Title PresidentDate 01/09/2012

**FORM 901/901P - Other Information****TAX YEAR 2012**

Name of Business .....: Sample Oklahoma 901 (Doug Anderson)  
Address .....: 9719 S 92 E Ave - Tulsa, OK 74133  
Personal Property Acct # .....: P00000596001234

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Usable Square Footage .....: 4000  
Number of Units .....: 4  
Local Phone Number .....: (918) 252-9999  
Strip Center or Office Building: Remington Towers III  
Other Information .....: Several assets were moved to this location from our Sapulpa plant. Please contact us if you have any questions.

Sample Oklahoma 901 (Doug Anderson)  
 9719 S 92 E Ave - Tulsa, OK 74133

**Asset Listing**  
 Cross-Tab Summary by Category & Year

**Tax  
 Year  
 2012**

**Asset Costs for years 2011 to 1995**

Year	Totals	Computer Equipment	Electronic Equipment	Forklifts and Construction	Furniture and Fixtures	Leased To Others	Leasehold Improvement	Machinery and Equipment	Other Assets and Trade Tools	Tooling, Dies, and Molds
2011	16,160	2,105	2,245	600	950	1,200	400	3,300	800	4,560
2010	12,450	200			10,000		500	500		1,250
2009	3,245		2,995		250					
2008	27,800	19,500		8,300						
2007	1,200								1,200	
2004	100	100								
<b>Totals</b>	<b>60,955</b>	<b>21,905</b>	<b>5,240</b>	<b>8,900</b>	<b>11,200</b>	<b>1,200</b>	<b>900</b>	<b>3,800</b>	<b>2,000</b>	<b>5,810</b>

Sample Oklahoma 901 (Doug Anderson)  
 9719 S 92 E Ave - Tulsa, OK 74133

**Asset Listing**  
 Cross-Tab Summary by Category & Year

**Tax  
 Year  
 2012**

**Fair Market Values of All Assets (calculated)**

Year	Totals	Computer Equipment	Electronic Equipment	Forklifts and Construction	Furniture and Fixtures	Leased To Others	Leasehold Improvement	Machinery and Equipment	Other Assets and Trade Tools	Tooling, Dies, and Molds
2011	11,342	1,790	1,953	234	754	855	368	1,551	736	3,101
2010	7,193	48			5,800		435	435		475
2009	2,065		1,947		118					
2008	12,423	8,190		4,233						
2007	816								816	
2004	24	24								
<b>Totals</b>	<b>33,863</b>	<b>10,052</b>	<b>3,900</b>	<b>4,467</b>	<b>6,672</b>	<b>855</b>	<b>803</b>	<b>1,986</b>	<b>1,552</b>	<b>3,576</b>

Calculations are based on Cost, Age, Life and PV%

<b>Sample Oklahoma 901 (Doug Anderson)</b> 9719 S 92 E Ave - Tulsa, OK 74133	<b>Asset Listing</b> Grouped by Category, Year Acquired	<b>Tax Year</b> 2012
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Item#	Description	Year Acq	New/Used	L F	PV %	Cost	Calced FMV	Manual FMV	Category
<b>Computer Equipment</b>									
15	Printer table	2011	N	5	85	55	47		Computer Equipment
21	Dell Dimension 8200	2011	N	5	85	2,050	1,743		Computer Equipment
	<b>Total for 2011</b>					<b>2,105</b>	<b>1,790</b>		
14	Disk Server	2010	U	5	24	200	48		Computer Equipment
13	Nine Dell computers	2008	N	5	42	19,500	8,190		Computer Equipment
2	RadioShack TRS-III	2004	N	5	24	100	24		Computer Equipment
	<b>Total Cost for Computer Equipment</b>					<b>\$21,905</b>	<b>\$10,052</b>		
<b>Electronic Equipment</b>									
16	Blueprinting machine	2011	N	6	87	2,100	1,827		Electronic Equipment
35	Copier	2011	N	6	87	145	126		Electronic Equipment
	<b>Total for 2011</b>					<b>2,245</b>	<b>1,953</b>		
40	CAD Drafting table	2009	N	6	65	2,995	1,947		Electronic Equipment
	<b>Total Cost for Electronic Equipment</b>					<b>\$5,240</b>	<b>\$3,900</b>		
<b>Forklifts and Construction</b>									
10	Tires for forklift	2011	U	6	39	600	234		Forklifts and Construction
42	CASE forklift	2008	N	6	51	8,300	4,233		Forklifts and Construction
	<b>Total Cost for Forklifts and Construction</b>					<b>\$8,900</b>	<b>\$4,467</b>		
<b>Furniture and Fixtures</b>									
19	Receptionist desk	2011	N	10	92	350	322		Furniture and Fixtures
29	Couch	2011	N	10	92	100	92		Furniture and Fixtures
37	Misc furniture	2011	U	10	68	500	340		Furniture and Fixtures
	<b>Total for 2011</b>					<b>950</b>	<b>754</b>		
12	Old Mahogany desk	2010	U	10	58	10,000	5,800		Furniture and Fixtures
28	Lamps	2009	U	10	47	250	118		Furniture and Fixtures
	<b>Total Cost for Furniture and Fixtures</b>					<b>\$11,200</b>	<b>\$6,672</b>		
<b>Leased From Others</b>									
4	Dell Dimension	2010	N			0			Leased From Others
	Lease/Consignment Info:	Bev Anderson, 325 Anderson Street, (405) 111-3333 Term : 2 years      Payment/Rent : \$25      First Year of Lease : 2010      Age: 2							
5	Dell Dimension Computer	2007	N			0			Leased From Others
	Lease/Consignment Info:	Bob Henderson, 123 Bobby Street, (918) 252-1234 Term : monthly      Payment/Rent : \$250      First Year of Lease : 2007      Age: 5							
	<b>Total Cost for Leased From Others</b>					<b>\$0</b>			
<b>Leased To Others</b>									
7	Leased old chairs to Dairy Queen	2011	N	5	85	900	765		Leased To Others
	Lease/Consignment Info:	Lessee Name here, lessee's address, lessee's phone Term : 36 months      Payment/Rent : \$500      Age: 1							
20	Leased mapping machine to Ralph	2011	U	5	30	300	90		Leased To Others
	Lease/Consignment Info:	Ralph Smith, 333 Smith lane, (918) 232-3232 Term : 2 years      Payment/Rent : \$75      Age: 8							
	<b>Total for 2011</b>					<b>1,200</b>	<b>855</b>		
	<b>Total Cost for Leased To Others</b>					<b>\$1,200</b>	<b>\$855</b>		
<b>Leasehold Improvement</b>									
34	Repaired sign	2011	N	10	92	225	207		Leasehold Improvement
39	Curb put in	2011	N	10	92	175	161		Leasehold Improvement
	<b>Total for 2011</b>					<b>400</b>	<b>368</b>		
1	New sign	2010	N	10	87	500	435		Leasehold Improvement
	<b>Total Cost for Leasehold Improvement</b>					<b>\$900</b>	<b>\$803</b>		
<b>Machinery and Equipment</b>									
17	Standard lathe	2011	U	10	47	3,300	1,551		Machinery and Equipment

<b>Sample Oklahoma 901 (Doug Anderson)</b> <b>9719 S 92 E Ave - Tulsa, OK 74133</b>	<b>Asset Listing</b> Grouped by Category, Year Acquired	<b>Tax Year</b> <b>2012</b>
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Item#	Description	Year Acq	New/Used	L F	PV %	Cost	Calced FMV	Manual FMV	Category
3	Brookings sheet bender - model 100A	2010	N	10	87	500	435		Machinery and Equipment
<b>Total Cost for Machinery and Equipment</b>						<b>\$3,800</b>	<b>\$1,986</b>		
<b>Other Assets and Trade Tools</b>									
9	Misc tools, wrenches, screwdrivers etc	2011	N	10	92	800	736		Other Assets and Trade Tools
41	Multi-rack CD burner/labler	2007	N	10	68	1,200	816		Other Assets and Trade Tools
<b>Total Cost for Other Assets and Trade Tools</b>						<b>\$2,000</b>	<b>\$1,552</b>		
<b>Tooling, Dies, and Molds</b>									
18	Various molds for proto-typing	2011	N	3	68	4,400	2,992		Tooling, Dies, and Molds
26	Power drill	2011	N	3	68	160	109		Tooling, Dies, and Molds
<b>Total for 2011</b>						<b>4,560</b>	<b>3,101</b>		
27	Hammer and tong set	2010	N	3	38	1,250	475		Tooling, Dies, and Molds
<b>Total Cost for Tooling, Dies, and Molds</b>						<b>\$5,810</b>	<b>\$3,576</b>		
<b>Grand Totals for All 29 Assets</b>						<b>\$60,955</b>	<b>\$33,863</b>		

**Who must file...**

All business concerns, corporations, partnerships and professionals are required by Oklahoma statutes to file each year a statement of taxable assets as of January 1, which are located within this county. This rendition must be signed by an owner, partner, officer of the corporation or a bonafide agent.

**Penalties...**

Failure to file by March 15th will subject the taxpayer to a mandatory penalty of 10 percent, or a 20 percent penalty if not filed by April 15th (68 O.S. Section 2836C). If received through the mail by this office, it must be postmarked no later than March 15th. Postage metered mail overstamp by the Post Office after March 15th, will carry the mandatory penalty.

**Taxpayers Filing Form 901 in this County...**

Attach a complete detailed listing of all assets used in business, grouped by description, year acquired and original cost, and items that have zero book value, use reporting Asset Listing 904 Schedule 3 or 3A, which is available from the county assessor.

**North American Industry Classification System (NAICS)...**

This is your six digit Federal Business Activity Code.

**Location of Property...**

You must file a separate rendition for each location for assessment allocation to the various school districts.

**Original Cost Values or RCN...**

Report the total new or used total cost or replacement cost new, including freight-in and installation costs. Do not deduct investment credit, trade-in allowances or depreciation. If unknown, estimate the original cost. Estimated costs will not be depreciated without supporting documents.

**Year Acquired...**

This is the purchase date. Depreciation cannot be calculated unless the year acquired is reported.

**Leasehold Improvements...**

Report cost and detailed description of improvements to property owned by others. Do not report building expansions or repairs, rough plumbing or electrical service, which are included in real estate values. Report all other items such as partitions, new store fronts, etc.

**Furniture and Fixtures...**

Items included: office desks, chairs, credenzas, file cabinets, table booths, shelving display cases, racks, gondolas, retail fixtures, hotel and motel furnishings, etc.

**Electronic Equipment...**

Items included: calculators, copiers, drafting machines, blueprinting machines, fax machines, postage machines, telephone equipment, typewriters, lunch room appliances, etc. Also, include electronic and computer controls used with machinery and equipment.

**Computer Equipment ...**

Items included: computer hardware, software, CRT printers, disk drives, etc.

**Machinery and Equipment...**

Items included: auto repair, agricultural, bakeries, barber and beauty shops, cleaning and laundry, fuel storage tanks, gas pumps, medical, restaurants, signs, theaters, etc.. All equipment and machinery (forklifts, mobile yard cranes, drilling rigs, tools) is also included. Equipment installed on trucks or trailers after purchase must also be reported. Do not list licensed vehicles such as autos, trucks, semitrailers, boats over 10 h.p., etc.

**Forklifts and Construction Equipment...**

Items include: forklifts, back hoes, compactors, dozers, draglines, earth movers, graders, mobile cranes, rollers, trenchers, etc.

**Tooling, Dies and Molds...**

Items include: Tooling, dies, punches, molds, patterns, jigs, etc.

**Trade Tools and Equipment...**

Include items used by carpenters, cement finishers, craftsmen, electricians, mason, mechanics, repair services, roofers, etc.

**\* Leased to Others...**

List lessee, address, asset type, original cost, and age of asset. Additional sheets may be attached, if necessary.

**\* Leased from Others...**

List lessor, address, asset type, age of asset, and beginning year of lease. Additional sheets may be attached, if necessary.

**Inventories...**

Add your total monthly inventories. Then divide the sum by the number of months you have inventory in this county for the year to determine your average inventory. Inventories held for others or cosigned must be reported separately. Inventory claimed exempt must be accompanied by a Freeport Exemption Form (901-F).

**If the Business is Sold, Closed or Name Changed...**

To avoid possible incorrect or duplicate assessment, taxpayers should provide information as follows:

- \* Business Sold: date of sale, name and address of new owner.
- \* Business Closed: date of closing or date all personal property was disposed, report location and value of any remaining property still owned on the assessing date, even if in storage.
- \* Business Name Change: date of change and new name.