

# PERSONAL PROPERTY

PLEASE READ CAREFULLY

## **Personal Property Statement: Form 632 (L-4175)** – Public Act 206 of 1893

Personal Property Statements (**Form 632**) and instructions are mailed to businesses every January. If personal property was in your possession on December 31<sup>st</sup>, a signed and completed **Form 632 (L-4175)** must be submitted annually to the Assessor's Office on or before the statutory due date, **February 21, 2023** (postmark is acceptable), unless the personal property qualifies for one of the exemptions stated below. **Form 632** is required even if the Assessor does not send you a form to complete. If all of the personal property formerly in your possession has been removed before December 31<sup>st</sup>, you must notify the Assessor, in writing, in order to change the records accordingly. See **Form 632** for further instructions.

## **Personal Property Valued Less than \$80,000: Small Business Property Tax Exemption: Form 5076**

In order to claim an exemption for personal property valued less than \$80,000, **Form 5076** must be filed with the local unit where the personal property is located no later than **February 21, 2023** (postmark is acceptable). Late filed forms must be filed directly with the March Board of Review for exemption determination.

The owner may file **Form 5076** and claim the exemption only if the True Cash Value of all of the commercial or industrial personal property located within the local tax collecting unit that is owned by, leased to, or in the possession of the owner or a related entity was less than \$80,000 on December 31, 2022. Failure to fill out the form completely may result in the denial of the exemption. Once an exemption is granted for personal property valued at less than \$80,000, taxpayers are *not* required to file a "Personal Property Statement" (**Form 632**) in the year they are claiming the exemption. See **Form 5076** for further instructions.

**Beginning in 2019**, once an exemption is granted for personal property valued at less than \$80,000, taxpayers are *no longer* required to annually file **Form 5076**. Once the exemption is granted, the taxpayer will continue to receive the exemption until they no longer qualify for the exemption. Once the business no longer qualifies, the taxpayer is required to file a Rescission Form and a Personal Property Statement no later February 20<sup>th</sup> of the year that the property is no longer eligible.

## **Personal Property Valued Greater than or Equal to \$80,000 but Less than \$180,000: Form 632 & Form 5076**

In order to claim an exemption for commercial or industrial personal property located within the local tax collecting unit that is owned by, leased to, or in the possession of the owner or a related entity with a combined true cash value of \$80,000 or more but less than \$180,000 must file **Form 5076 and Form 632** (Personal Property Statement) annually no later than **February 21, 2023**. Late filed forms must be filed directly with the March Board of Review for exemption determination.

## **Eligible Manufacturing Personal Property (EMPP) Tax Exemption Claim: Form 5278**

Businesses with personal property predominately used in industrial processing or direct integrated support may qualify for the Eligible Manufacturing Personal Property Tax Exemption by fully completing and timely filing **Form 5278**. Failure to file this form on time means the property owner will *not* receive the exemption, even if the property owner would otherwise be eligible. In 2023, it will still be necessary to file **Form 5278** for a parcel on which the EMPP exemption is claimed. Beginning in 2024, Public Acts 153 through 156 of 2021 eliminated the requirement to claim the EMPP exemption annually and instead will allow the exemption from the previous year to be carried over to the next year. See **Form 5278** for eligibility and further instructions.

To rescind the EMPP exemption, **Form 5277** must be filed with the assessor of the local unit by December 31<sup>st</sup> of the year in which the exempted property is no longer eligible.

Any questions regarding personal property can be directed to the City of Ann Arbor Assessor's Office at [assessor@a2gov.org](mailto:assessor@a2gov.org) or (734) 794-6530.

More information regarding personal property exemptions is available here: <https://www.michigan.gov/taxes/property/ppt/personal-property-tax-exemptions>