

PROPERTY STATEMENT INFORMATION SHEET FREQUENTLY ASKED QUESTIONS

Please note that the responses below are specific to the E-Filing of the Property Statement

WHY SHOULD I E-FILE MY PROPERTY STATEMENT IN LIEU OF PAPER FILING?

The primary reason the Nevada County Assessor is promoting the e-Filing of the Property Statement is the storage of historical filing detail by the taxpayer. When you e-File your Property Statement, the system will save the information filed and have it available the subsequent year. As a result, the time it takes for you to e-File your Property Statement is minimized. In addition, once you have submitted your statement through the e-File system, you will see a confirmation that the e-filing was submitted. The website for online filing is <https://obpfn.mptsweb.com/OBPFN/OBPF/Nevada> You will need the Notice to e-File which will have your Assessment # (please input the Assessment # without the dashes when logging into the website), Current Bin # (which changes each year) and Form ID #. Be sure to have an authorized person sign the e-File statement before submission (see instructions online once you are logged in).

WHY DO I HAVE TO COMPLETE THIS STATEMENT?

Per the California Revenue & Taxation Code (Section 441), every person who owns, claims, possesses, or controls tangible personal property not specifically exempted, shall file a Property Statement upon request of the Assessor. Generally, personal property that is assessable consists of business property used in the conduct of a business (i.e., machinery and equipment, office furniture and equipment, tools, computer equipment, mobile equipment, and leasehold improvements). Since you have received a Notice to e-File, you are required to file a Property Statement with the Assessor. If for some reason you are unable to e-File a Business Property Statement, you must file using an original statement. Please login to the online portal and follow the instructions for printing the statement.

WHAT IS CONSIDERED A ‘VALID STATEMENT’?

While completing the e-Filed Property Statement, all items on the Statement must be addressed properly. Per Revenue & Taxation Code Section 441(g), the Assessor will not accept a statement determined to be in error.

WHAT IF THE INFORMATION ALREADY POPULATED IS NOT CORRECT?

Per the Instructions provided (in the online filing portal), it asks for you to make the necessary corrections to the name, mailing address, and location of the business property. Do this by re-keying the information. If the location of the property is incorrect, but you are still located in Nevada County, please be sure to document the correct date in Part 1 (d). If you moved out of Nevada County, please see the instructions on the back side of the Notice to e-File letter.

HOW DO I ADD OR REMOVE EQUIPMENT?

To add or remove equipment go to the Equipment Cost Tab. To add, select the appropriate schedule (A or B) and then select “Click Here to Add New Equipment.” A menu will open where you will select acquisition year and cost. Then click on “Add Equipment” to complete the addition.

To remove equipment, find item that you wish to dispose of, and click the red x next to it. It will ask for a disposal amount, reason and date. Next click on “delete equipment” which will save the update. See Schedule Descriptions at end of flyer for Key to Schedule Codes found in the online system.

WHEN I VIEW THE EXISTING EQUIPMENT IN THE SYSTEM HOW DO I KNOW WHAT THE “SCHEDULE” CODES ARE?

Please see the “Schedule Description Key” located at the end of this FAQ.

WHAT IS BOE-571-D (Supplemental Schedule for Reporting Monthly Acquisitions and Disposals of Property Reported on Schedule B of the Business Property Statement)?

If there are additions and/or acquisitions of items reported on Schedule B, the itemization of the changes must be made on this schedule. With the information provided, we have better information to ensure that items are classified properly.

CAN I ATTACH A SOFTWARE-GENERATED STATEMENT?

There are several companies that have software that generates a statement similar to the requested Property Statement. Per Revenue & Taxation Code Section 441.5, the Assessor has taken the position to NOT accept software generated statements in lieu of the original. Software generated statements may be used as an attachment to the original e-filed statement if all items are addressed properly. If not valid, your statement may be returned for correction and/or considered to be an invalid filing.

WILL I GET CONFIRMATION OF ONLINE FILING?

Yes, once you submit your online filing (Final Submit button (in red) can be found toward the top of page one), a confirmation will show up on your computer screen. You are welcome to print the confirmation and the statement for your records; no need to submit paper statement if you have e-filed.

Schedule Description Key (equipment already on the assessment)

Sched	Sched Descr	Sched	Sched Descr	Sched	Sched Descr
A0	SUPPLIES	D9	WINERY TANKS (40 YR)	L2	LOGGING & CONST EQUIP (12 YR)
A1	MACHINERY & EQUIPMENT (5 YR)	E0	PERSONAL COMPUTERS	L3	LOGGING & CONST EQUIP (15 YR)
A2	MACHINERY & EQUIPMENT (6 YR)	E1	LAN EQUIP/MAINFRAME	L4	LOGGING & CONST EQUIP (8 YR)
A3	MACHINERY & EQUIPMENT (8 YR)	E2	AUDIO-VISUAL EQUIPMENT - NON THEATRE (12 YR)	N0	INDUSTRIAL MACHINERY & EQUIP (8 YR)
A4	MACHINERY & EQUIPMENT (10 YR)	E3	FIXTURE - MACHINERY & EQUIPMENT (25 YR)	N1	INDUSTRIAL MACHINERY & EQUIP (10 YR)
A5	MACHINERY & EQUIPMENT (12 YR)	F0	FIXTURE - MACHINERY & EQUIP (15 YR)	N2	INDUSTRIAL MACHINERY & EQUIP (12 YR)
A6	MACHINERY & EQUIPMENT (15 YR)	F1	FIXTURE - MACHINERY & EQUIP (20 YR)	N3	INDUSTRIAL MACHINERY & EQUIP (15 YR)
A7	MACHINERY & EQUIPMENT (20 YR)	F2	FIXTURE - INDUST EQUIP (15 YR)	N4	INDUSTRIAL MACHINERY & EQUIP (17 YR)
A8	MACHINERY & EQUIPMENT (25 YR)	F3	FIXTURE - INDUST EQUIP (20 YR)	N5	INDUSTRIAL MACHINERY & EQUIP (20 YR)
A9	AG MOBILE EQUIPMENT - AVERAGE	F4	LEASEHOLD IMPS (15 YR)	N6	INDUSTRIAL MACHINERY & EQUIP (25 YR)
B0	OFFICE FURN & EQUIP (5 YR)	F5	FIXTURE - MACHINERY & EQUIP (12 YR)	N7	INDUSTRIAL MACHINERY & EQUIP (5 YR)
B1	OFFICE FURN & EQUIP (10 YR)	F6	UNDERGROUND TANKS (25 YR)	P0	OLIVE PITTER
B2	OFFICE FURN & EQUIP (12 YR)	F7	SERVICE STATION EQUIP (12 YR)	S0	SET TOP BOXES
B3	DOCUMENT PROCESSOR	F8	SECURITY & SURVEILLANCE SYSTEMS (10 YR)	S1	SIGNAGE
B4	AG MOBILE EQUIPMENT - USED	F9	CELL PHONE TOWER	S2	SEMICONDUCTOR - PP
B5	AG MOBILE EQUIPMENT - NEW	G0	GAMING EQUIP - ELECTRONIC	S3	SEMICONDUCTOR - FIXTURES
B6	CONSTRUCTION IN PROGRESS - PP	G1	GAMING EQUIP - MECHANICAL	S4	SAFE
B7	CONSTRUCTION IN PROGRESS - FIXTURE	G2	OTHER EQUIP (10 YR)	S5	CABLING / WIRING
B8	POINT OF SALE EQUIP - UNTRENDED (8 YR)	G3	OTHER EQUIP (12 YR)	T0	WATER DISP EQUIP (10 YR)
C2	UNTRENDED OTHER EQUIP (4 YR)	G4	OTHER EQUIP (15 YR)	T1	AAA - 100% PP
C3	UNTRENDED OTHER EQUIP (6 YR)	G5	OTHER EQUIP (8 YR)	T2	AAA - 100% FIXTURE
C4	UNTRENDED OTHER EQUIP (8 YR)	G6	TELEPHONE & COMMUNICATION EQUIP (10 YR)	Y0	Non-Assessable Costs
C5	UNTRENDED OTHER EQUIP (10 YR)	G7	FAX MACHINE (U6 YR)	Y1	ASSOCIATED LEASE INFO ONLY
C6	CONSTRUCTION MOBILE EQUIP - NEW	G8	SMALLWARES	Z0	STRUCTURE (15 YR)
C7	CONSTRUCTION MOBILE EQUIP - USED	H0	HARVESTER - AVERAGE	Z1	OTHER
C8	CONSTRUCTION MOBILE EQUIP - AVERAGE	H1	HARVESTER - NEW	Z2	ESTIMATED VALUE - PP
C9	MACHINERY & EQUIPMENT (30 YR)	H2	HARVESTER - USED	Z3	ESTIMATED VALUE - FIXTURES
D1	TOOLS/MOLDS/DIES/JIGS (5 YR)	H3	AG MOBILE EQ NEW	Z4	LAND IMPROVEMENTS (15 YR)
D2	UNTRENDED OTHER EQUIP (5 YR)	H4	AG MOBILE EQ USED	Z5	LAND & LAND DEVELOP (15 YR)
D3	UNTRENDED OTHER EQUIP (25 YR)	H5	AG MOBILE EQ AVERAGE	Z6	STRUCTURE (12 YR)
D4	MACHINERY & EQUIPMENT (4 YR)	H6	AG MACHINERY & EQUIPMENT (10 YR)	Z7	ABOVE GROUND TANK
D5	MACHINERY & EQUIPMENT (7 YR)	H7	AG MACHINERY & EQUIPMENT (12 YR)	Z8	OUT ON LEASE OR RENT
D6	MACHINERY & EQUIPMENT (13 YR)	H8	AG MACHINERY & EQUIPMENT (15 YR)		
D7	MACHINERY & EQUIPMENT (40 YR)	L0	LOGGING & CONST EQUIP (5 YR)		
D8	FORKLIFT	L1	LOGGING & CONST EQUIP (10 YR)		

For More Information

Filing Business Property Statements at <https://www.nevadacountyca.gov/3294/Filing-Business-Property-Statements>

Assessor General Information at <https://www.nevadacountyca.gov/163/Assessor>

Assessor Forms at <https://www.nevadacountyca.gov/165/Assessor-Forms>

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