



# Montgomery County, Virginia Business Personal Property Change Form

**Commissioner of the Revenue**

**755 Roanoke St, Suite 1A Christiansburg, VA 24073**

**Tel: 540-382-5710 Fax: 540-381-6838**

**businesspp@montgomerycountyva.gov**

**Helen P. Royal, MCR**

**Commissioner of the Revenue**

Please fill out the form, print it and return it to the office by mail, email or fax to the information listed above.

Please list the personal property that you have purchased, sold or changed the situs or status of within the past 60 days. Failure to file within the 60 days will result in a late filing penalty of 5% of the tax assessable or \$10.00 whichever is greater. **To avoid improper assessments if you have sold a vehicle please provide documentation of the sale of the property. If a vehicle was traded in please provide copy of contract showing trade in.**

**Owner Information**

<b>Business Name:</b>		<b>Federal ID #:</b>	
<b>Additional Name:</b>		<b>Federal ID #:</b>	
<b>Current Mailing Address:</b>			
<b>Telephone:</b>		<b>Email:</b>	

**Vehicle Information for up to 3 vehicles. Please use additional forms if you have more than 3 vehicles.**

<b>Year:</b>		<b>Make:</b>		<b>Model:</b>	
<b>Title #:</b>		<b>VIN:</b>			
<b>Plate#:</b>		<b>Purchase Price:</b>		<b>Purchase Date:</b>	
<b>Disposal Date:</b>		<b>Type of Disposal (sold, junked, traded):</b>			
<b>Vehicle moving in?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If Yes, date moving in:</b>		<b>Moving from:</b>
<b>Vehicle moving out?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If Yes, date moving out:</b>		<b>Moving to:</b>
<b>Does this vehicle qualify for high mileage?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, Please fill out the high mileage application.					
<b>Year:</b>		<b>Make:</b>		<b>Model:</b>	
<b>Title #:</b>		<b>VIN:</b>			
<b>Plate#:</b>		<b>Purchase Price:</b>		<b>Purchase Date:</b>	
<b>Disposal Date:</b>		<b>Type of Disposal (sold, junked, traded):</b>			
<b>Vehicle moving in?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If Yes, date moving in:</b>		<b>Moving from:</b>
<b>Vehicle moving out?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If Yes, date moving out:</b>		<b>Moving to:</b>
<b>Does this vehicle qualify for high mileage?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, Please fill out the high mileage application.					
<b>Year:</b>		<b>Make:</b>		<b>Model:</b>	
<b>Title #:</b>		<b>VIN:</b>			
<b>Plate#:</b>		<b>Purchase Price:</b>		<b>Purchase Date:</b>	
<b>Disposal Date:</b>		<b>Type of Disposal (sold, junked, traded):</b>			
<b>Vehicle moving in?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If Yes, date moving in:</b>		<b>Moving from:</b>
<b>Vehicle moving out?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If Yes, date moving out:</b>		<b>Moving to:</b>
<b>Does this vehicle qualify for high mileage?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, Please fill out the high mileage application.					

I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge and belief is a true, correct and complete return.

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_