



**COMMISSIONER OF THE REVENUE**

**City of Falls Church**  
 300 Park Ave, Suite #202W  
 Falls Church, Virginia 22046-3301

**Tom Clinton**

Commissioner of the Revenue  
 Phone: (703) 248-5450 (TTY 711)  
 Fax: (703) 248-5212  
 E-mail:  
[commissioner@fallschurchva.gov](mailto:commissioner@fallschurchva.gov)  
 Visit our website:  
[www.fallschurchva.gov/cor](http://www.fallschurchva.gov/cor)

**2022 TANGIBLE PERSONAL PROPERTY RETURN  
 (SUMMARY RETURN) FOR ALL BUSINESS EQUIPMENT**  
 \*an itemized list of all equipment must be attached separately

**INSTRUCTIONS: Report all property owned as of January 1, 2022, giving cost value, not depreciated book value. You must attach a separate itemized list of all furniture, computer equipment, machinery, and tools that are used in your business. This must be done every year without exception. If leased or rented property was in your possession as of January 1, 2022, complete the back of this form. Don't wait until the last minute; mail your return back early! Please Note: Returns filed after May 1, 2022, are subject to a 10% late filing penalty of the tax assessed, or a minimum of \$10.**

|  |                     |
|--|---------------------|
|  | Account Number      |
|  | Federal ID # or SS# |
|  | Telephone Number    |
|  | E-mail Address      |

Billing Address (If different from above)

**A SEPARATE LIST OF ALL ASSETS, WITH THE ORIGINAL COSTS WRITTEN & TOTALED IN THE SUMMARY CATEGORIES BELOW, IS REQUIRED EVERY YEAR BY (SEC 58.1-3518 OF THE VA CODE). COMPLETE YOUR RETURN & MAIL IT BACK BY MAY 1, 2022. \*RETURNS WITHOUT A SEPARATE ITEMIZED LIST OF ASSETS WILL NOT BE ACCEPTED AND WILL BE RETURNED. ANY QUESTIONS? CALL (703) 248-5450. SEE THE 2020 SAMPLE TPP RETURN AS A GUIDE.**

| YEAR OF PURCHASE<br>(Providing Cost Value Only)          | COST VALUE OF PERSONAL PROPERTY |                      |                | COMPUTER<br>HARDWARE<br>(Listed & depreciated<br>separately) | FOR OFFICE USE |  |
|--|---------------------------------|----------------------|----------------|--|----------------|--|
|  | FURNITURE &<br>EQUIPMENT        | MACHINERY &<br>TOOLS | FOR OFFICE USE |  |                |  |
| 1. Personal Property Purchased in <b>all Prior Years</b> |                                 |                      | 20%            |  | 5%             |  |
| 2. Personal Property Purchased in <b>2016</b>            |                                 |                      | 30%            |  | 5%             |  |
| 3. Personal Property Purchased in <b>2017</b>            |                                 |                      | 40%            |  | 10%            |  |
| 4. Personal Property Purchased in <b>2018</b>            |                                 |                      | 50%            |  | 10%            |  |
| 5. Personal Property Purchased in <b>2019</b>            |                                 |                      | 60%            |  | 35%            |  |
| 6. Personal Property Purchased in <b>2020</b>            |                                 |                      | 70%            |  | 50%            |  |
| 7. Personal Property Purchased in <b>2021</b>            |                                 |                      | 80%            |  | 70%            |  |
| TOTAL ORIGINAL COST OF THE PROPERTY                      |                                 |                      |                |  |                |  |

**ALL BUSINESS VEHICLES, LEASED OR OWNED, MUST BE REGISTERED WITH THE COMMISSIONER WITHIN 60 DAYS OF PURCHASE, OR LEASE, OR THE VEHICLE HAVING BEEN MOVED HERE, OR IF THE BUSINESS IS HEADQUARTERED HERE. A COPY OF THE DMV REGISTRATION IS REQUESTED. YOU CAN REGISTER A VEHICLE ON-LINE AT: [WWW.FALLSCHURCHVA.GOV/VEHICLEREG](http://WWW.FALLSCHURCHVA.GOV/VEHICLEREG) OR DOWNLOAD THE FORM, COMPLETE IT AND FAX OR E-MAIL THE SCANNED FORM AND A COPY OF YOUR DMV REGISTRATION CARD TO (703) 248-5212. PLEASE INCLUDE A CONTACT NAME, E-MAIL ADDRESS AND A PHONE NUMBER. FOR MORE INFORMATION OR IF YOU HAVE QUESTIONS, CALL (703) 248-5450 OR E-MAIL: [COMMISSIONER@FALLSCHURCHVA.GOV](mailto:COMMISSIONER@FALLSCHURCHVA.GOV). THANK YOU! TOM CLINTON, COMMISSIONER OF THE REVENUE**

|  |                                |               |
|--|--------------------------------|---------------|
| _____<br>Print of Taxpayer Name (Please Print or Type) | _____<br>Signature of Taxpayer | _____<br>Date |
|--|--------------------------------|---------------|

**FOR ASSESSMENT BY THE COMMISSIONER OF THE REVENUE**

|  |  |
|--|--|
|  |  |
|--|--|

**SEE REVERSE SIDE TO ITEMIZE ANY LEASED EQUIPMENT USED IN YOUR BUSINESS**