

Tangible Personal Property – Frequently Asked Questions

What is Tangible Personal Property?

- Tangible Personal Property (TPP) is everything other than real estate that has value by itself. Florida Statute defines TPP as “all goods, chattels, and other articles of value (but does not include vehicular items) capable of manual possession and whose chief value is intrinsic to the article itself.”
- Examples of assets include: furniture, fixtures, tools, machinery, appliance, signs, equipment, leasehold improvements, and financed equipment, etc. (any equipment not customarily found in a household).
- Inventory and household goods used for personal comfort of the owner and family are expressly excluded from this definition.

What information do I have to provide on the TPP Tax Return?

- Leased equipment and lease agreements.
- All assets still in your control whether fully depreciated in accounting records or not.
- There is no minimal value; all assets must be reported at the original year of purchase and must include cost plus tax, freight and installation.
- **NOTE:** for more detailed instructions see “[TPP Tax Return Filing Instructions.](#)”

Who must file?

Anyone in possession of assets on January 1 who has:

- A sole proprietorship, partnership, company, corporation or is a self- employed agent or contractor
- Owners of assets not customarily found in a house (example: a backhoe)
- Property owners who lease, lend, or rent property must also file
- Anyone in possession of leased (lessee) rented or loaned equipment (see schedule 1 on TPP Return)

Why must I file a TPP return?

Florida State Statute 193.052 requires that all TPP must be reported each year to the Property Appraiser’s Office. If you receive a return, our office has determined you may have personal property to report. If you feel the form is not applicable, return it with an explanation. Regardless, the form must be returned.

- Failure to receive a TPP Tax Return Form (DOR-405) does not relieve you of your obligation to file.
- Failure to file may result in an assessment based on like-kind businesses, which may or may not be accurate.

How can I obtain a TPP Tax Return Form?

On January 1 of each year the TPP Tax Return form is mailed. If you did not receive one you can...

- Download a blank form from our website
- Download a DOR-405 from www.myflorida.com
- Call the Property Appraiser’s Office, TPP Department at (772) 226-1556.

When do I file a return?

- The deadline for filing a timely return is April 1.
- After April 1, penalties of 5% per month up to 25% may be applied according to Florida Statute.
- Late filing of a return may result in the loss of a TPP exemption.

Can I apply for an extension on the filing deadline?

Yes! When requested in writing you will receive a 30-day filing extension (see instructions below).

- Taxpayers must submit a request for an extension in writing. Letters must include the TPP number and must be received at the Property Appraiser's office prior to the April 1 deadline.
- Taxpayer representatives may also make extension requests in writing for one or more clients. All letters must be on office letterhead and must include: client name(s), TPP number(s), and must be received at the Property Appraiser's office prior to the April 1 deadline. Without sufficient taxpayer information we may be unable to process your request.
- Extension requests can be faxed to: (772) 226-1488.

How do I apply for the TPP Exemption (Amendment One)?

Florida Statute 196.183 (3) requires that you must complete and file an "initial return" no later than April 1. The initial return acts as your application for exemption.

- Each year following the approved exemption a renewal card will be mailed to TPP exemption accounts with an assessed value that is less than the allowable exemption amount.
- Renewal cards serve as a reminder that you are required to report any additional assets acquired during the previous year.
- All applicable exemptions approved by the Property Appraiser are reflected on the TRIM notice mailed in August of each year. Please remember to review this notice and contact the Property Appraiser's office if you have any questions.

What if I receive more than one tax return?

- If you have more than one business or site location, the assets for each should be reported on a separate tax return.
- Each asset should only be reported once. Duplications for each site location should only occur if there is an actual duplication of assets for each location.
- All returns must be mailed back to the Property Appraiser no later than April 1.

What is an office or field review assessment?

When a tax return is not filed by April 1 and the filing requirement has not been waived, we are required to place an assessment on the property. FSS Section 193.073(2) authorizes the property appraiser to estimate from the best information available, the assessment of the tangible personal property of a taxpayer who has not properly and timely filed his or her tax return. The assessment represents an estimate based upon the value of businesses with similar assets. Being assessed does not alleviate you of your responsibility to file an accurate return.

What if I don't agree with the assessed value that appears on my notice of proposed property tax?

In mid-August, the owner of record will receive a notice of proposed property tax covering tangible personal property. If you disagree with the assessment, call or visit our office to discuss the matter with us. If you have evidence that the appraised value is more than the fair market value of the property, we will welcome

the opportunity to review this information. If you are still not satisfied, you may file a petition to have the matter reviewed by the Value Adjustment Board.

What if I no longer own the business or the assets? Or, the business has closed?

- If you have sold a business and/or the assets you must notify the Property Appraiser.
- # 9 on the tax return form asks you to state the date you sold your assets, sold your business or closed your business.
- If you have closed a business you must explain what you have done with the assets.
- If you have sold your business:
 - File a final return.
 - Update asset list (schedule 2) as of date of sale.
 - Fill out the new owner information.
 - Tell how you disposed of the assets, and, if the Property Appraiser has permission to transfer the historic age and cost to the new owner.
 - Contact the Tax Collector's office with any questions pertaining to your tax bill.

What if I have purchased a new business and have not received a TPP Tax Return?

The new owner of business/assets is responsible for filing a new "initial return" (see how to obtain a form in the reply to question above).

What if I have no assets to report? Do I still have to file a return?

- Yes. If you believe you have no assets to report, simply fill out the front page, sign it and return it with an explanation.
- However, you may want to consult with the Property Appraiser's Office to determine what items may be considered taxable assets as it is uncommon for most businesses and rental units to have no assets at all.

Who do I call for answers specific to my TPP account?

Indian River County Property Appraiser's Office
Tangible Department
(772) 226 -1556

Information provided on this page is a synopsis and should serve as a guideline offered to assist the general public. For detailed information please refer to the Florida Constitution (applicable Amendments) and the Florida State Statutes.