



Business Property Return

Sarah Webb, Commissioner of the Revenue, York
County P.O. Box 189, Yorktown, Virginia 23690
Phone: (757) 890-3383 www.yorkcounty.gov



FILE RETURN ON OR BEFORE:
MARCH 2, 2026

If a property tax is owed, you will be billed later in the year. See reverse side for more information.

You must include with your return an itemized list of all tangible personal property reported showing acquisition date and cost and a copy of IRS Form 4562 (Depreciation and Amortization) if applicable.



Account Number

Trade Name

Location

Please read the instructions on the back of this form before completing. Report all tangible personal property located in York County on January 1, 2026. Do not include licensed vehicles or certified short-term rental property. Enter amounts rounded to the nearest dollar.

Furniture and Fixtures			Computer Equipment			Machinery & Tools			Vending Machines		
Furniture and Fixtures			Computer Equipment & Peripherals			Machinery, Tools, and Equipment			Vending Machines		
Year Purchased	Reported Last Year	Original Cost	Year Purchased	Reported Last Year	Original Cost	Year Purchased	Reported Last Year	Original Cost	Year Purchased	Reported Last Year	Original Cost
2025 and prior			2025 and prior			2025 and prior			2025 and prior		

Leased Property

Tangible personal property leased from others. Do not include real estate.

Lease Company Name	Address	Lease Number	Type of Equipment	Lease Period	Lease Amount

I declare that the statements and figures herein given, including any accompanying schedules and statements, are true, full and correct to the best of my knowledge and belief. Under §58.1-11 of the Code of Virginia, any person who willfully subscribes an application which he does not believe to be true and correct shall be guilty of a Class 1 misdemeanor.

APPLICANT'S CONTACT INFORMATION (PLEASE PRINT)

NAME _____

PHONE _____

EMAIL _____

SIGNATURE _____ DATE _____

TAX RETURN OF BUSINESS TANGIBLE PROPERTY AND MACHINERY & TOOLS DUE MARCH 2ND

All businesses, proprietors, firms or corporations that own or lease business personal property, machinery & tools, located in York County as of **January 1st** of each year, **ARE REQUIRED TO PROVIDE A COMPLETE LIST** of ALL property **INCLUDING ACQUIRED & DISPOSED ITEMS**.

Property received at no cost or unknown cost is required to be stated at fair market value when acquired. If your business does not use any tangible property, you must enter "\$0" in each category **and** submit a written explanation of how your business operates without such items.

Reporting "SAME AS LAST YEAR" or returning this form without stating Cost(s) is not considered a valid filing.

Failure to file will result in a statutory assessment, which will be the basis of your tax bill, and may also result in legal action.

The Virginia Code §58.1-3519 authorizes the Commissioner of the Revenue to assess property based on the best information available in any case where a taxpayer neglects or refuses to file a complete return. All filings are subject to audit by the Commissioner of the Revenue at any time.

INSTRUCTIONS:

Enter the **Reported Last Year Total** (found on the front of the form) in **BOX 1** for each tax category. In **BOX 2**, list the total value of property **acquired or moved into York County in 2025**. In **BOX 3**, list the total value of property **disposed of or moved out of the County in 2025**. Add BOX 1 and BOX 2, subtract BOX 3, and enter the result in **BOX 4** - this is the **Total Property Owned as of January 1, 2026** and should also be entered under **Original Cost on the front of the form**.

FURNITURE AND FIXTURES		COMPUTER EQUIPMENT (EXCLUDING SOFTWARE)	
1. Reported Last Year Owned Jan. 1 2025 Found on Front	\$	1. Reported Last Year Owned Jan. 1 2025 Found on Front	\$
2. Total Property Acquired/Moved into York during 2025	+ \$	2. Total Property Acquired/Moved into York during 2025	+ \$
3. Total Property Disposed of or Moved out during 2025	- \$	3. Total Property Disposed of or Moved out during 2025	- \$
4. Total Property owned January 1, 2026 Place in Original Cost on Front*	= \$	4. Total Property owned January 1, 2026 Place in Original Cost on Front*	= \$

*Property qualifies as **Machinery and Tools ONLY** if used in a Manufacturing, Mining, Processing, Reprocessing, Radio or TV Broadcasting, Dairy, Dry Cleaning or Laundry Business*

MACHINERY & TOOLS*		VENDING MACHINES	
1. Reported Last Year Owned Jan. 1 2025 Found on Front	\$	1. Reported Last Year Owned Jan. 1 2025 Found on Front	\$
2. Total Property Acquired/Moved into York during 2025	+ \$	2. Total Property Acquired/Moved into York during 2025	+ \$
3. Total Property Disposed of or Moved out during 2025	- \$	3. Total Property Disposed of or Moved out during 2025	- \$
4. Total Property owned January 1, 2026 Place in Original Cost on Front*	= \$	4. Total Property owned January 1, 2026 Place in Original Cost on Front*	= \$

Complete if Business Closed or Moved out of York County or was not under your ownership on January 1, 2026:

Business Closed on _____

Business Moved on _____ to _____

Business Owned by/Sold to _____ as of _____

The Business Tangible Property was: Sold Disposed Converted to personal use Moved from York County

Print Name: _____

Phone: _____

Email: _____

Signature: _____

Date: _____

If you would like to authorize an additional contact and allow this office to discuss this return, please sign and date the front of this form and complete the below section.

I authorize York County Commissioner of the Revenue's office to discuss this return with _____.

PLEASE CALL OUR OFFICE AT 757-890-3383 FOR ASSISTANCE COMPLETING THIS FORM

OR FILE ONLINE AT TAXPAYER PORTAL <https://tax.yorkcounty.gov>

OFFICE HOURS ARE MONDAY - FRIDAY 8:15 AM TO 5:00 PM

120 ALEXANDER HAMILTON BLVD, YORKTOWN VA 23690

Email: revofc@yorkcounty.gov Fax: 757-890-3380