

PLEASE READ CAREFULLY

762 FORMS DUE FEBRUARY 1, 2012

Ownership of Personal Property is as of January 1, 2012. This form **MUST** be returned if any information has **CHANGED** (ADDS or DELETES) or proof of high mileage. Include vehicles with 30 day tags. **IF YOU OWN AN AIRPLANE or MOBILE HOME**, these items will be listed on FORM 762A. **IF YOU OWN A BUSINESS AND DID NOT RECEIVE A FORM 762B or C, CONTACT OUR OFFICE.**

- High Mileage - to claim high mileage, you must return this 762 form by February 1 with the most recent certified documentation with year, make and mileage clearly shown (i.e. state inspection, oil change or title). This **MUST** be filed annually.
- **TO FIND OUT IF YOUR VEHICLE QUALIFIES FOR HIGH MILEAGE, PLEASE CALL 1-540-459-6170 OR CHECK OUR WEBSITE AT www.shenandoahcountyva.us/revenue/personalproperty.php**
- Leased Vehicles - please provide lease information on this 762 form and return by February 1.
- Virginia Registration - vehicles with a weight of 10,000 pounds or less in Virginia but normally garaged in another state or county will be taxed by the locality where registered (this includes all military personnel vehicles registered in Virginia and any vehicles garaged in another location on January 1). In accordance with the Code of Virginia 58.1-3511.
- Private Assessments - will **NOT** be accepted.

Vehicles are valued using the N.A.D.A. Official Used Car Guide based on the trade-in value. Apportioned vehicles, buses, boats, large trucks, motor homes, trailers and wreckers **ARE NOT VALUED BY N.A.D.A.** The value is determined by depreciating the purchase price.

Does your vehicle qualify for Car Tax Relief?

If you can answer **YES** to any of the following questions, your motor vehicle is considered by State Law to have a business use and does **NOT** qualify for Car Tax Relief. **TRAILERS AND MOTOR HOMES DO NOT RECEIVE THE TAX RELIEF. VEHICLES WITH FARM USE TAGS PURCHASED FROM DMV or GROSS WEIGHT OVER 7500 POUNDS ARE DISQUALIFIED.**

- **Is more than 50% of the mileage for the year used as a business expense for Federal Income Tax purposes or reimbursed by an employer?**
- **Is more than 50% of the depreciation associated with the vehicle deducted as a business expense for Federal Income Tax purposes?**
- **Is the cost of the vehicle expensed pursuant to Section 179 of the Internal Revenue Service Code?**
- **Is the vehicle leased by an individual and the leasing company pays the tax without reimbursement from the individual?**

The following are phone numbers to contact regarding motor vehicles, trailers and boats:

Virginia Department of Motor Vehicles 1-804-497-7100

Virginia Department of Game & Inland Fisheries 1-804-367-6135

IF YOU OWN A CAMPER, TRAILER AND/OR BOAT, OUR OFFICE RECEIVES INFORMATION FROM THE DIVISION OF MOTOR VEHICLES AND THE DEPARTMENT OF GAME AND INLAND FISHERIES. PLEASE INDICATE ON THIS FORM WHERE THESE VEHICLES/BOATS ARE GARAGED ON

JANUARY 1, 2012

*****Tax Bills are due June 5th and December 5th of each tax year*****

If you have any questions, please feel free to contact our office at 1-540-459-6170

FORMS FILED AFTER FEBRUARY 1, 2012 WILL RESULT IN A LATE FILING PENALTY