

**DEALER'S INVENTORY DECLARATION / CONFIDENTIAL**

Year 2010

Send Original to : Travis Central Appraisal District PO Box 149012 Austin TX 78714-9012

Send Copy to: Travis County Assessor-Collector PO Box 149328 Austin TX 78714-9328

**INSTRUCTIONS:** If you own an inventory subject to the provisions of Sec. 23.121, Tax Code, you must file this dealer's inventory declaration with the chief appraiser and a copy with the county tax assessor-collector not later than February 1 of each year. If you were not in business on January 1, you must file this statement not later than 30 days after starting business. Failure to file this form is a misdemeanor offense punishable by a fine not to exceed \$500. Each day during which you fail to comply is a separate offense.

|  |   |  |   |                  |
|--|---|--|---|------------------|
| <b>Step 1:<br/>Owner's<br/>name and<br/>address</b>  | Owner's Name:   |  |   |                  |
|  | Current mailing Address (number and street):  |  |   |                  |
|  | City, town or post office, state, zip code:   |  | Phone (area code and number)  |                  |
|  | Person completing application:  |  | Title   |                  |
| <b>Step 2:<br/>Required<br/>Information<br/>about the<br/>business</b>   | Name of each business at one location (attach additional pages if necessary )   |  |   |                  |
|  | Address at this location (number, street, city, state and zip code) (attach additional pages if necessary)  |  |   |                  |
|  |   |  |   |                  |
|  | Owner's GDN#, Parks & Wildlife dealer #, Manufactured retailer's # or Sales Tax permit # (as applicable)  |  |   |                  |
| <b>Step 3:<br/>Information<br/>about the<br/>business</b>  | Give appraisal district account number if available, or attach tax bill or copy of appraisal or tax office correspondence concerning this account   | <b>Step 4:<br/>Ownership<br/>statement</b> | <hr/> <i>(Owner's name)</i><br><br>is the owner of dealer inventory |                  |
|  | Starting date of business, if not in business on January 1st of this year   |  |   |                  |
| <b>Step 5:<br/>Breakdown<br/>of sales and<br/>sales amounts</b>  | Breakdown of number of sales for the previous 12-month period corresponding to the prior tax year. If you were not in business for the entire previous 12-month period, report the sales for the months you were in business.   |  |   |                  |
|  | Net Inventory   | Fleet sales                                | Dealer sales  | Subsequent sales |
|  | Breakdown of sales amounts for the previous 12-month period corresponding to the prior tax year. If you were not in business for the entire previous 12-month period, report the sales for the months you were in business.   |  |   |                  |
|  | Net Inventory   | Fleet sales                                | Dealer sales  | Subsequent sales |
|  | \$  | \$   | \$  | \$               |
| <b>Step 6:<br/>Market value<br/>of your<br/>dealer<br/>inventory</b>   | State the market value of your dealer inventory for the current tax year, as computed under Sec. 23.121, Tax Code (total annual sales from the dealer's inventory for the previous 12-month period corresponding to the prior tax year divided by 12 equals market value). If you were not in business for the entire 12-month period, report the number of months you were in business and the total number of sales for those months. The chief appraiser will determine your inventory's market value. |  |   |                  |
|  | Dealer's Net Inventory Sales for Prior Year   | Market value for Current Tax Year          |   |                  |
|  | \$ _____  | ÷ 12 =                                     | _____   |                  |
| <b>Step 7:<br/>Sign the form</b>   | Authorized signature  | Date                                       |   |                  |
|  | <b>Sign here</b>  |  |   |                  |
| <b>If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10</b> |   |  |   |                  |

INSTRUCTIONS FOR COMPLETING  
**Dealer's Inventory Declaration**

If you are an owner of an inventory subject to Sec. 23.121, 23.124, 23.1241, or 23.127, Tax Code, you must file this dealer's inventory declaration. The types of inventories are:

**Motor vehicle inventory** - a motor vehicle is a fully self-propelled vehicle with at least two wheels which has the primary purpose of transporting people or property and includes a towable recreational vehicle. Motor vehicle does not include equipment or machinery designed and intended for a specific work-related purpose other than transporting people or property. <sup>1</sup>

**Vessel, trailer and outboard motor inventory** - a vessel has the meaning in Sec. 31.003, Parks and Wildlife Code, and does not include those more than 65 feet in length (excluding sheer) and canoes, kayaks, punts, rowboats, rubber rafts or other vessels under 14 feet in length when paddled, poled, oared or windblown. An outboard motor has the meaning assigned in Sec. 31.003, Parks and Wildlife Code. A vessel also includes a trailer designed to carry a vessel and is a trailer or a semi-trailer defined by Transportation Code Sec. 501.002

**Heavy equipment inventory** - heavy equipment means self-propelled, self-powered, or pull-type equipment, including farm equipment or a diesel engine that weighs at least 3,000 pounds and is intended to be used for agricultural, construction, industrial, marine, mining, or forestry uses. The term includes items that are leased or rented but subject to a purchase option by the lessee or renter. The term does not include any heavy equipment that is required to be titled under Chapter 501 or registered under Chapter 502 Transportation Code.

**Manufactured housing inventory** - a "manufactured home" and "manufactured housing" have the meaning assigned those terms by the Texas Manufactured Housing Standards Act (Article 5221f, Vernon's Texas Statutes). "Manufactured housing" or "manufactured home" means a HUD-code manufactured home or mobile home and collectively means and refers to both.

**Filing deadlines:** You must file this declaration not later than February 1 each year. If you were not in business on January 1 of the tax year, you must file this declaration not later than 30 days after starting your business. Be sure to keep a completed copy for your files.

**Filing places:** You must file the original completed declaration with the county appraisal district's chief appraiser. You must file a copy of Yc original with the county tax assessor-collector. Their address and phone numbers are at the top of the form.

**Filing penalties:** Failure to file this form is a misdemeanor offense punishable by a fine not to exceed \$500. Each day that you fail to comply is a separate offense. In addition, a tax lien attaches to your business personal property to secure the penalty's payment. The di a s attorney, criminal district attorney, county attorney, chief appraiser or person designated by the chief appraiser shall collect the pena crimwith action in the county in which you maintain your principal place of business or residence. You will also forfeit a penalty of \$1,000 for each

**Review of records:** The chief appraiser may examine your books and records for (1) the document issued by Texas Department of Transportation, Texas Parks and Wildlife Department, or Texas Department of Housing and Community Affairs, as applicable, for your dealer's number; (2) documents to determine if this declaration applies to you; and (3) sales records to check information on this declaration. To examine your records, the chief appraiser must deliver personally a written request to your records' custodian. You have at le exat 5 days to respond to the request, or you may seek court action for relief from complying with the request. Failure to comply with the request is a

**Step 1: Owner's name and address.** Give the corporate, sole proprietorship or partnership's name, including mailing address and telephone number of the actual business location required by the inventory declaration (not of the owner).

**Step 2: Required information about the business.** Give the name of the business (DBA) if different from the corporation or individual's name. Enter the actual physical location address of the business.

**Step 3: Information about the business.** Include your business' appraisal district account number. Give the date your business opened if not in business January 1 of this year.

**Step 4: Ownership statement.** Give the owner's name.

**Step 5: Breakdown of sales and sales amounts.** Complete the boxes by entering the number of sales and sales amounts for the preceding year. The top row of boxes is the number of units sold in each category. The bottom row of boxes is the dollar amount sold in each category. row of boxes is include:

**Net inventory sales** - sales reported as MV, VTM, HE or MH on your monthly statement (retail). These sales should be equal to your total sales minus fleet sales, dealer sales and subsequent sales.

**Fleet sales** - sale of five or more items from your inventory to the same buyer within one calendar year (not applicable for Manufactured housing inventory).

**Dealer sales** - sale to another dealer (wholesale).

**Subsequent sales** - dealer-financed sales of inventory that have previously been sold with dealer-financing, within the same calendar year. The first sale of dealer-financed inventory is reported as MV, VTM, HE or MH. A later dealer-financed sale of the same inventory, within the same year, is classified as a subsequent sale.

**Step 6: Market value of your inventory.** Enter the dollar sales amount from the net inventory breakdown (see Step 5, the first box in the second row) and divide by 12 to yield your market value for this tax year. If you were not in business for the entire preceding year, the chief appraiser will yield your your inventory's market value using the sales information that you report in Step 5.

**Step 7: Sign the form.** Sign and enter the date if you are the person completing this declaration.

<sup>1</sup> The Texas Department of Transportation has authority to view this form in auditing dealer license compliance. If you are a motor vehicle dealer and report fewer than five sales, the chief appraiser must report this fact to TxDOT and TxDOT must initiate termination proceedings.