



**CITY OF HOPEWELL, VIRGINIA**  
P.O. Box 1604 Hopewell, Virginia 23860  
Phone: (804) 541-2237 Fax: (804) 541-2207  
Debra Kloske Reason, Master Commissioner of the Revenue

**2023**  
**\*\*IMPORTANT\*\***  
File on or before  
May 1, 2023

**RETURN OF BUSINESS & PROFESSIONAL PERSONAL PROPERTY**

Name: \_\_\_\_\_ DBA: \_\_\_\_\_ Property ID # \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone # \_\_\_\_\_ Federal ID # \_\_\_\_\_

All furniture, fixtures and equipment on hand January 1, 2023, EVEN THOUGH FULLY DEPRECIATED, should be included at ORIGINAL COST on the schedule below. If you do not own any property enter "NONE".  
**RETURN TO THE COMMISSIONER OF REVENUE OFFICE ON OR BEFORE MAY 1, 2023.**

**1. FURNITURE, FIXTURES AND EQUIPMENT:** Report below the cost of all furniture, fixtures, equipment, hand and/or power tools, copiers, fax machines, computer equipment (including personal and laptop/notebook computers, monitors, CPUs, file servers, tape backup units uninterruptable power supplies (UPS), disk drives, modems, and peripheral equipment including printers, scanners, and PC or mainframe POS equipment) and other office machines, business telephones, mobile telephones, books, signs, and other tangible personal property.

**YOU MUST INCLUDE an itemized list of all personal property reported below on the back of this return.**

Year Acquired	Original Cost	%	Assessed Value
Purchased in 2018 & prior		x 20% =	
Purchased in 2019		x 30% =	
Purchased in 2020		x 40% =	
Purchased in 2021		x 50% =	
Purchased in 2022		x 60% =	
<b>Total</b>			

**2. VEHICLES:** List below any vehicle(s) NOT requiring a city license fee. All vehicles requiring a city license fee will automatically be filed when fees are paid.

Date of Purchase	Year and Description of Vehicle	Weight of Vehicle	Original Cost	Commissioner's Assessment

**3. LEASED, RENTED OR BORROWED:** List below any tangible personal property leased, rented or borrowed from others as of January 1, 2023.

Name and Address of Owner	Description of Property	Start/End Dates

**DECLARATION OF TAXPAYER:** I declare that the statements and figures hereon are true, full and correct to the best of my knowledge and belief. **NOTE: It is a misdemeanor for any person to willfully submit a return which he/she does not believe to be true and correct as to every material matter. (CODE OF VA 58.1-11)**

Signature of Taxpayer \_\_\_\_\_

Date \_\_\_\_\_

**OFFICE USE ONLY**  
**TOTAL ASSESSED VALUE**  
**\$**

**This is NOT your tax.**  
Do not send money with this return. You will be billed at a later date.

