

**ORANGE COUNTY TAX OFFICE**

Nancy Freeman, Tax Administrator
 Gateway Center, 228 S. Churton St., 2nd Floor
 P.O. Box 8181 • Hillsborough, NC 27278

Phone: (919) 245-2100
 Fax: (919) 644-3091
 E-mail: tax@orangecountync.gov
 Hours: M-F 8:00 am - 5:00 pm

http://www.orangecountync.gov/728/Tax-Administration

2020 Individual Tax Listing Form

Individual Personal Property • Real Property New Construction

Deadline to Avoid 10% Late Listing Penalty

January 31, 2020

PLEASE LIST NAME AND ADDRESS CORRECTIONS BELOW

NAME: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

ABSTRACT NUMBER	USER ID	TAX JURISDICTION	MARKET VALUE (REAL PROPERTY)	DEFERRED/EXEMPT VALUE (REAL PROPERTY)	ASSESSED VALUE (REAL PROPERTY)
PARCEL ID NUMBER		REAL PROPERTY DESCRIPTION			SIZE (ACRES)
PRIMARY PHYSICAL ADDRESS					

If you have any questions regarding the primary physical address, please contact us by emailing addressing@orangecountync.gov

DO YOU NEED TO RETURN THIS FORM? PLEASE READ INFO BELOW.

Why is Orange County mailing this form? The Tax Office is notifying property owners of their responsibility to list certain real and personal property for taxation. Failure to list will result in a 10% late listing penalty applied against property listed after **January 31**. No penalty applies if this form is not required to be returned.

Who should return this form to Orange County? You must sign and return this form to verify your listing if any of the following apply: (1) you have taxable personal property, (2) you have any new construction, additions, or renovations, (3) you have a name or address change, or (4) you wish to request an application for property tax relief.

What personal property do I need to list? Even if your personal property is already printed on this form you must sign and return by January 31 to avoid a 10% late listing penalty. List all boats, boat motors, mobile homes, aircraft, rental property furnishings, permanent multi-year trailers, and any unlicensed vehicles, motorcycles, trucks and/or trailers. **You DO NOT need to list licensed vehicles. Taxes for licensed vehicles are paid when the vehicle is registered.** Business personal property or farm equipment used for the production of income is to be listed on a separate business form.

What real property do I need to list? Owners of real property are required to list any construction or improvements to their real property which occurred during the year prior to January 1, 2020. Indicate in the appropriate section below any renovations or new construction of any kind, including new homes, garages, barns, outbuildings, etc. List all construction whether or not a building permit was required. Indicate the completion percentage of the construction as of January 1, 2020. You will be notified of the valuation of newly constructed improvements by the end of April. If you disagree with the assessed value, you will have 30 days from the date of the notice to file an appeal with our office.

Want to switch to paperless billing? Go to www.orangecountync.gov/e-billing to sign up with this user ID _____ . See back for info.

... If you need to add personal property, write it in below. If you no longer have any of the personal property currently printed on this form, please mark through that listing. ...

PROPERTY TYPE	PROPERTY DESCRIPTION	ADDRESS OF MANUFACTURED HOME (IF APPLICABLE)

NEW CONSTRUCTION OR IMPROVEMENTS TO REAL PROPERTY

Estimated construction cost when complete: \$ _____

Estimated completion percentage on January 1, 2020: _____ %

Description: _____

RENTAL PROPERTY FURNISHINGS

If this listing is for rental property that you own, list the value of appliances and furnishings that you provide for your tenant(s). See back for info. \$ _____

MANUFACTURED HOMES ON YOUR LAND THAT YOU DO NOT OWN (EXCEPT MH PARKS)

NAME _____

ADDRESS _____

NAME _____

ADDRESS _____

NAME _____

ADDRESS _____

PROPERTY TAX ASSISTANCE: HOMESTEAD EXCLUSION, DISABLED VETERAN EXCLUSION, CIRCUIT BREAKER TAX DEFERMENT

Please review the details of the property tax assistance programs on the insert. Check the box below that is applicable.

I no longer qualify for property tax assistance.

I want to receive an application for property tax assistance.

COMMENTS

PRIMARY PHONE	SECONDARY PHONE	EMAIL ADDRESS	
EMPLOYER'S NAME	SOCIAL SECURITY # OR TAX IDENTIFICATION #	SPOUSE'S EMPLOYER'S NAME	SPOUSE'S SOCIAL SECURITY # OR TAX ID #

Your Social Security number is being requested under the authority of 42 U.S.C. 405(c)(2)(C)(i) and will be used to facilitate collection of property taxes, utility billings, and other taxes and obligations owed to this local government if you do not timely and voluntarily pay such taxes, billings and obligations. For collection purposes, your Social Security number may be disclosed to (i) the state to claim payment from any state income tax refund, lottery winnings, or other payments that might otherwise be owed to you; (ii) a bank or an employer to attach bank accounts or garnish wages; and, (iii) to other local governments and other departments of this local government to facilitate the collection of taxes and other obligations owed to those governments and departments.

Affirmation: Under penalties prescribed by law, I hereby affirm that to the best of my knowledge and belief this listing, including any accompanying statements and other information, is true and complete. I understand that, if this listing is required, it must be returned by January 31 to avoid a 10% late listing penalty on personal property listings and real property new construction listings. I understand that values may be appealed as indicated on reverse.

Signature:	Date:	Title (owner, guardian, authorized agent, other):	
Print Name:	If the owner is deceased, indicate date of death:		

DO NOT ENCLOSE PAYMENT. MAIL ANY PAYMENT SEPARATELY TO: ORANGE COUNTY TAX COLLECTOR, PO BOX 8181, HILLSBOROUGH NC 27278

— SEE REVERSE SIDE FOR ADDITIONAL INFORMATION —

APP: OCPERABS

ADDITIONAL PROPERTY LISTING INFORMATION

- **Real Estate Values**

If you own real estate, the information provided on the front includes the market value, which includes the value of the land and any structures, including houses, barns, outbuildings, and related structures. The most recent revaluation occurred January 1, 2017 and the value reflects the market value as of that date. The next revaluation is scheduled for January 1, 2021. If you disagree with the market value and would like to file an informal appeal, you should contact the Tax Office in writing by March 31, 2020. Appeal forms and information regarding appeals can be located online at this link: <http://www.orangecountync.gov/806/Appeals>

- **Personal Property Values**

Personal property values are determined annually as of January 1. You will be notified of your personal property value on your annual tax bill, unless notified earlier. Personal property appeals must be made within 30 days of the first notification of value.

- **Churches and Non-Profit Organizations**

Churches and certain non-profit organizations may be eligible for exemption from property taxes. An application for exemption must be filed by **January 31** to be timely filed. Please contact the Tax Office if additional information is needed.

- **Rental Property Furnishings**

If the real property described on the front of this form is rental property that you own, please complete the appropriate section on the front of this form indicating the current value of appliances and furnishings that you have provided for your tenant(s). Rental property furnishings generally include furniture, washers, dryers, refrigerators, and any other free-standing appliances. It does not include built-ins, including those appliances that fit into spaces between cabinets.

- **Manufactured Homes on Your Land That You Do Not Own**

If you are the landowner and this is not a manufactured home park and there are manufactured homes on this property that you do not own, please complete the appropriate section on the front of this form indicating the names and addresses of owners. If this is a manufactured home park, do not complete this section. You will be mailed a separate form.

- **Assistance and Contact Information**

If you have any questions or need any assistance in completing this form, please call our office at 919-245-2100 or visit our office at 228 South Churton St., Suite 200, Hillsborough, NC 27278 at any time Monday through Friday from 8:00 AM to 5:00 PM.

**DO NOT ENCLOSE PAYMENT WITH LISTING FORM. MAIL ANY PAYMENTS SEPARATELY TO:
ORANGE COUNTY TAX COLLECTOR, PO BOX 8181, HILLSBOROUGH, NC 27278.**

WANT TO SWITCH TO PAPERLESS BILLING? JOIN OUR E-BILLING OPTION!

Visit <https://orangecountync.gov/e-billing> with your ABSTRACT NUMBER and USER ID found on your listing forms printed in blue.

- A separate ABSTRACT NUMBER and USER ID is required for each property you own or each bill you receive.
- This electronic notice will replace the paper copy of your annual property tax bill.
- Online payments can still be made at <https://www.orangecountync.gov/859/Tax-Payment-Options>

2021 COUNTY WIDE REVALUATION

Our appraisal staff members are currently working on the 2021 Countywide Revaluation and are actively reviewing properties.

If you have any questions about this process please call the Tax Office at 919-245-2100 or visit our website at: <https://www.orangecountync.gov/728/Tax-Administration>

You can review and submit corrections to your property information at:
<https://property.spatalest.com/nc/orange/#/>