



GREENE COUNTY BOARD OF ASSESSORS
1034 SILVER DR., STE 102
GREENSBORO GA 30642
706-453-3355

PERSONAL PROPERTY RETURNS

All returns must be received by the Assessors office on or before April 1. This deadline is mandated in O.C.G.A 48-5-18. An official United States Post mark must accompany returns mailed on April 1. No metered mail will be accepted as timely unless it is physically received by the Assessors office on or before April 1.

BUSINESS

- All Businesses located in Greene County **MUST FILE** a PT50P Business Personal Property Return. The return is to be filed January 1- April 1; there is no extension provision. **ALL RETURNS RECEIVED AFTER APRIL 1 WILL BE ASSESSED A 10% PENALTY.**
- All assets owned in the business, including newly purchased assets and disposals, should be reported on the business personal property return (PT50P). If a detailed list of disposals isn't submitted those assets will not be removed from the business account.
- The return must be signed by the owner or the owner's agent. If an agent is signing on behalf of the owner, a Letter of Authorization must be filed or be on record with the Assessors office.
- Returns filed must include a current asset list reflecting disposals and additions/transfers.
- Businesses moved, closed or sold must provide a Bill-of-Sale or Lease Agreement.
- **IF NO RETURN IS FILED BY APRIL 1, AN ESTIMATED VALUE WILL BE APPLIED AND A 10% PENALTY WILL BE ASSESSED,**

FREEPORT

- Freeport applications must be received by our office on or before April 1, which is the statutory deadline outlined in O.C.G.A. 48-5-48.1 and O.C.G.A. 48-5-48.2. After that date, a pro-rata amount will be applied. The application for Freeport exemption must be reconciled prior to the Board of Assessors approving or denying the application. Applicants should submit company financials that support the Freeport exemption amount being sought along with supporting documents for all inventory listed on the Freeport application (PT50PF) and on the business personal property return (PT50P) schedule B. Failure to supply this information will delay the application reconciliation process and in turn, delay it being forwarded to the Board of Assessors for review.



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BOATS

- Boats owned and located in Greene county on January 1 are subject to personal property tax.
- Georgia does not require boats to be titled. **IT IS THE TAXPAYER'S RESPONSIBILITY TO NOTIFY THE ASSESSORS OFFICE AND THE GA. DEPT. OF NATURAL RESOURCES OF CHANGES.**
- The PT50M return provides the opportunity to correct any errors in the Assessors' data regarding your boat. Please review boat make/model and motor information to make sure it is correct and update if needed.
- Greene County uses market value as stated in the ABOS pricing manual to determine marine values. Please include an opinion of value for consideration as well as current condition of the vessel.
- The return must be signed and submitted to our office by April 1.

BOAT SOLD

- Please provide a Bill-of-Sale or provide our office with the date of sale, new owner information, sale price and description of vessel. **REMEMBER IF THE SALE TRANSACTED AFTER JANUARY 1, YOU WILL BE RESPONSIBLE FOR THE TAX BILL SENT IN SEPTEMBER.**
- We cannot remove the boat from the account until the PT50M return is filed the following January 1 – April 1.

BOAT LOCATION:

- **BOAT SHALL BE RETURNED TO THE COUNTY WHERE IT IS LOCATED 184 DAYS A YEAR OR MORE.**
- If your boat has been outside Greene County for more than 184 days of the year:
 - Please provide documentation with supporting evidence showing where the boat is housed, tax bill paid from county where located and the date the boat arrived at that location.



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AIRCRAFT

- **AIRCRAFT SHALL BE RETURNED TO THE COUNTY WHERE IT IS HANGARED 184 DAYS A YEAR OR MORE.** Please provide documentation with supporting evidence showing if aircraft is hangared out of the county, or provide flight logs showing where most flights originate.
- PT50A Is to be filed yearly January 1 – April 1.
 - Engine hours, total airframe hours and hours since last overhaul are to be included on return.
 - Please include copy of log book with return.

AIRCRAFT SOLD

- Please provide a bill of sale with date of sale, new owner information, sale price and description of aircraft.

It is important that changes in ownership of property be reported on these returns in a timely manner.

Types of property that should be reported on the Marine return (PT50M) include newly purchased boats and personal watercraft, as well as vessels currently owned. If a boat is sold, a return must be filed along with the purchaser's name and address.

Types of property that should be reported on the Aircraft return (PT50A) are newly purchased aircraft, as well as aircraft, helicopters or kit aircraft currently owned. If aircraft is sold, a return must be filed along with the purchaser's name and address.



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ALL CHANGES TO YOUR ACCOUNT MUST BE MADE BETWEEN JANUARY 1 AND APRIL 1. No changes will be made to your account after this statutory deadline has passed. An example of this would be asking our office to remove a boat from your account when you receive your tax bill, but no PT50M had been filed supplying the information about the removal.

All unreturned property will have a 10% penalty applied if it isn't returned in a timely manner as required by O.C.G.A. 48-5-18 and O.C.G.A. 48-5-299.

When filling out your returns for personal property, please remember that all property that was owned as of January 1 must be listed on the rendition.

ALL RETURNS MUST BE SIGNED OR THE RETURN IS NOT VALID.

The Greene County Assessors office is happy to answer any questions you may have. Please contact Personal Property Appraiser, Debbie Moreno, at 706-453-3355 or email dmoreno@greencountyga.gov.