

Office of the Assessor

County of Santa Clara

County Government Center, East Wing
70 West Hedding Street
San Jose, CA 95110-1770
(408) 299-5400 www.scc-assessor.org
E-mail: busdiv@asr.sccgov.org



Lawrence E. Stone, Assessor

New Business Owner Questionnaire

As a new business, you may under certain circumstances be required by California State Law to annually report the cost of your business personal property (i.e. equipment, furniture, computers, etc.) and improvements (i.e. leasehold/tenant improvements, trade fixtures etc.) to the Assessor and are responsible for the potential taxes on that property. To help us determine whether or not you have assessable business assets and should receive a Business Property Statement (Form 571-L) for the current year and annually in the future, please complete and return this questionnaire.

By providing the information below, you will assist us in the efficient use of your tax dollars by helping to eliminate estimated assessments, mandatory penalties and/or corrections. If you have further questions, please call our Business Division at (408) 299-5400. INFORMATION FURNISHED WILL BE TREATED AS CONFIDENTIAL.

1. Owner's legal name

2. "Doing Business As" name if different from Line 1 above

3. Location (situs) of business. Please indicate complete street address and city in Santa Clara County

4. Mailing Address (If different from Line 3)

5. Contact name and telephone number

6. E-mail address

7. Date business began at this location

8. Date business began in Santa Clara County if different from Line 7.

9. If you purchased an existing business, please indicate the prior owner's name

10. Type of Business: Sole Proprietor, Partnership, Corporation, Trust

Federal ID Number

11. Description of Business: (such as, machine shop, beauty salon, retail clothing store, consultant, accountant, dentist, physician, electronic manufacturer).

12. Estimated total cost of all business property used in your business \$_____. Please include machinery and equipment, tools, furniture, computers, leasehold improvement etc., (NOTE: Do not include licensed vehicles, business inventory or application software). Cost data is typically part of the information required to be reported annually on the Business Property Statement and is the basis for determining the assessable value of your business property.

Signature and Title _____ Date _____

(Rev 9/2012)