



# Montgomery County, Virginia Personal Property Change Form

**Commissioner of the Revenue**  
**755 Roanoke St, Suite 1A Christiansburg, VA 24073**  
**Tel: 540-382-5710 Fax: 540-381-6838**  
**personalproperty@montgomerycountyva.gov**

**Helen P. Royal, MCR**

**Commissioner of the Revenue**

Please fill out the form, print it and return it to the office by mail, email or fax to the information listed above.

Please list the personal property that you have purchased, sold or changed the situs or status of within the past 60 days. Failure to file within the 60 days will result in a late filing penalty of 5% of the tax assessable or \$10.00 whichever is greater. To avoid improper assessments if you have sold a vehicle please provide documentation of the sale of the property. If a vehicle was traded in please provide copy of contract showing trade in.

### Owner Information

<b>Registered Owner:</b>	Last	First	MI	SSN:	
<b>Additional Owner:</b>	Last	First	MI	SSN:	
<b>Current Mailing Address:</b>					
<b>Previous Mailing Address:</b>					
<b>Telephone:</b>			<b>Email:</b>		
<b>Are you moving in?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If Yes, date moving in:</b>		<b>Moving from:</b>
<b>Are you moving out?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If Yes, date moving out:</b>		<b>Moving to:</b>
<b>Location Address if different from mailing address:</b>					

### New Vehicle Information:

<b>Year:</b>		<b>Make:</b>		<b>Model:</b>	
<b>Title #:</b>			<b>VIN:</b>		
<b>Plate#:</b>	<b>Purchase Price:</b>		<b>Purchase Date:</b>		
<b>Does this vehicle qualify for high mileage?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If yes, Please fill out the high mileage application.</b>		
<b>Is this vehicle for business use?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>			

#### DOES YOUR VEHICLE QUALIFY FOR CAR TAX RELIEF?

If you can answer **YES** to **ANY** of the following questions, your motor vehicle is considered by State Law to have a business usage and does **not** qualify for Car Tax Relief.

- 1) Is more than 50% of the mileage for the year used as a business expense for Federal Income Tax purposes OR reimbursed by an employer?
- 2) Is more than 50% of the depreciation associated with the vehicle deducted as a business expense for Federal Income Tax purposes?
- 3) Is the cost of the vehicle expensed pursuant to Section 179 of the Internal Revenue Service Code?
- 4) Is the vehicle leased by an individual and the leasing company pays the tax without reimbursement from the individual?

#### Did you dispose of a vehicle? If so, list the following information:

<b>Year:</b>		<b>Make:</b>		<b>Model:</b>	
<b>Title #:</b>			<b>VIN:</b>		
<b>Plate#:</b>	<b>Disposal Date:</b>		<b>Type of Disposal (sold, junked, traded):</b>		

If this information includes an address change please list all personal property to be included in the change.


I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge and belief is a true, correct and complete return.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_