

## Fixed Asset Schedule – 2023

Schedule showing original cost and depreciation by years of acquisition for:

Owner's name as used on tax return

Mailing address

Business type

Please return to:

Costs and depreciation as shown below are in our records as: *(please check applicable account or enter name and check for other account)*

Furniture, Fixtures and Office Equipment

Other \_\_\_\_\_

*(Including all fully depreciated items still on hand and projects in progress – see instructions)*

Col. 1 Year Assets Acquired	Col. 2 Total Original Cost by Year Asset Acquired	Col. 3 Additions (+) and/or Deletion (-) between Jan 1, 2022 & Jan 1, 2023	Col. 4 Net Total Original Cost as of Jan 1, 2023 <i>(Col. 2 +/- Col. 3)</i>	Col. 5 Leave Blank	
2022					
2021					
2020					
2019					
2018					
2017					
2016					
2015					
2014					
2013					
2012					
2011					
2010					
2009					
2008					
2007					
2006					
2005					
2004					
2003					
2002					
Prior to 2002					
<b>Totals</b>					

### Follow these steps to complete this schedule:

1. Summarize the original costs of the assets by acquisition year and enter on the appropriate line of Col. 2.
2. Col. 3 – enter any additions or deletions in furniture and fixtures or other as per year acquired. Transferring furniture and fixtures or other from another area to the location indicated by this form represents an addition and should be listed as to the year acquired.
3. Col. 4 – summarizes the original costs of the assets by acquisition year after any additions or deletions. In the first row of Col. 4, enter the assets purchased during the report year and shown them in the same manner as the other costs recorded in Col. 4, prior to any adjustments to the original cost including: trade-in allowance, rental credit, salvage value, and special first year depreciation.
4. Col. 5 – is for the Assessor's use. Leave blank.

Remarks:

**Note:** Fixed assets expensed for income tax purposes – for the above schedule, you must include those fixed assets which may have been expensed for income tax purposes pursuant to Accelerated Cost Recovery Provisions (via the Economic Tax Recovery Act of 1981), as well as those carried on your books in the asset accounts.

Prepared by

Title

Email

Date

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