

CRYSTAL SALAS
SENIOR LEAD
NM CERTIFIED APPRAISER

BILL HOLT
NM CERTIFIED APPRAISER

TANNER SOLOMON
NM CERTIFIED APPRAISER

ZACHARY DAVIS
APPRAISER III

VICTORIA ASTORGA
APPRAISER I



JESSE LUCERO
COUNTY ASSESSOR

205 S. NINTH STREET
POST OFFICE BOX 258
ESTANCIA, NEW MEXICO 87016
Phone (505) 544-4300 Fax (505) 384-4362
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LINDA L. GALLEGOS
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SPECIALIST II

ALANNA CHAVEZ-MITCHELL
CUSTOMER SERVICE
SPECIALIST I

HELEN GUTIERREZ
CAMA SPECIALIST

December 16, 2024

RE: Business Personal Property Rendition and Forms

Dear Account Holder:

The Torrance County Assessor's office, in an effort to update and maintain current and accurate information on all of our property accounts, are requesting that you complete and send back the enclosed Business Personal Property rendition form for personal property including farm/ranch equipment, if any, before the last day of February 2025. New Mexico state statute (Section 7-36-33 NMSA 1978) mandates that certain tangible personal property owned by a person is subject to valuation and taxation under the Property Tax Code (Articles 35-38 of Chapter 7 NMSA 1978) per NMSA 7-36-8 Subsection B.

The following tangible property owned by a person is subject to valuation and taxation: "property that is used, produced, manufactured, held for sale, leased, or maintained by a person for purposes of the person's profession, business or occupation, and for which the owner has claimed a deduction for depreciation for federal income tax purposes during any federal income taxable year occurring whole or in part during the twelve months immediately preceding the current tax year."

If you have any questions concerning the rendition/reporting process or in completing the form, please feel free to contact our office at (505) 544=4300.

Respectfully,

A handwritten signature in cursive script that reads "Linda L. Gallegos".

Linda L. Gallegos
Chief Deputy Assessor

/llg



TORRANCE COUNTY
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NEW MEXICO BUSINESS PERSONAL PROPERTY REPORT

**This is an Official Request and a response is required.
Deadline for response is the last day of February.**

Business Name Below

2025

School District: _____
 Account Number: _____

The following must be completed

Name of business owner* _____ Business start date* _____
 Mailing Address* _____ Phone # _____
 Business ID/License # _____
 NM Federal ID # _____

MAILING ADDRESS _____
 Change OR Correction _____

Contact Person* _____
 Phone #* _____
 Fax # _____
 Physical location of business* _____

Type of Business* _____
 (ie. Retail, oil & gas, fast food, restaurant, hair salon, construction, etc.)
 Does business report to NM State Assessment Bureau? YES, CAB# _____ NO
 Does business have leased equipment? YES, see back for instructions NO

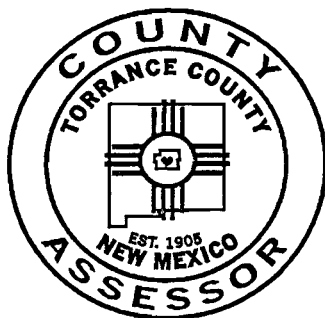
Transfer of Ownership

Name of Buyer _____ Phone # _____
 Mailing address _____ *Date of Closing/Sale: _____
 City, State, Zip _____

Active Business no longer depreciating assets

_____ possesses no business personal property for which the owner has claimed a deduction for depreciation for federal income tax purposes during any federal income taxable year occurring in whole or in part during twelve months immediately preceding the first day of the property tax year (January 1).

Signature of Owner/Agent* _____ Date* _____



PERSONAL PROPERTY STATEMENT

This form must be completed in accordance with the New Mexico Property Tax Statutes.
Return to Torrance County Assessor at the address below by **February 28, 2025.**

| ITEM DESCRIPTION | PURCHASE PRICE | DATE | BOOK VALUE |
|--|----------------|-------|------------|
| OFFICE FURNITURE, FIXTURES, MACHINES, AND MISC. EQUIPMENT | _____ | _____ | _____ |
| COPIERS, DUPLICATORS, FAX MACHINES | _____ | _____ | _____ |
| COMPUTERS, SOFTWARE, & PERIPHERALS | _____ | _____ | _____ |
| STORE, RESTAURANT & MOTEL EQUIPMENT, ETC | _____ | _____ | _____ |
| CONTRACTORS EQUIPMENT | _____ | _____ | _____ |
| OTHER-LIST BELOW OR ATTACH LISTING | | | |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

* New Mexico Statutes require the actual date of acquisition or construction.
** Calculate the book value on a straight-line basis.

DO NOT USE ACRS, MACRS OR ANY OTHER TYPE OF DEPRECIATION.

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