OFFICIAL REQUIREMENT

# 20\_\_\_\_ OIL, GAS, AND GEOTHERMAL PERSONAL PROPERTY STATEMENT



# **MARK CHURCH**

Assessor - County Clerk - Recorder
555 County Center
Redwood City, CA 94063

Redwood City, CA 94063 P 650.363.4500 F 650.599.7435 email: assessor@smcacre.gov web: www.smcacre.gov

The statement must be 1, 20 Failure to fil other information in its	e completed accordir e it on time will comp possession and add a	f you by section 441(a) of the Rever ig to the instructions and filed with t el the Assessor's Office to estimate a penalty of 10 percent as required b	the Assessor on the value of your by Code section 4	propert 63.	e Apri ty fron	il n	5	Sinouo	10.901			
CAREFULLY READ AND FOLLOW THE ACCOMPANYING INSTRUCTIONS (a sep							ATION OF THE PROPERTY: eparate report must be filed for each property)					
1. NAME AND MAILING ADDRESS 2. Field							name					
Lease							e name and pool					
					з			MBER				
								rate area				
								DNE NUMBER ( )				
(Make	e necessary correction	ons to printed name and mailing a	ddress)				Address (					
PERSONAL PROPERTY								ASSESSOR'S USE ONLY				
5. Supplies (fuel) Type: Gravity: Barrels:							FULL VALUE					
		Items	ACQUIS. YEAR	-	RIGIN COST							
6. Office furniture							_					
7. Warehouse stock	k (parts, tools, equip	ment, etc.)										
							_					
							_					
8 Yard stock (rods	, tubing, casing, etc.	)					-					
	, tabilig, babilig, bto.	/					-					
9. Other (chemicals					_							
							_					
10. DECLARATION	OF PROPERTY BE	LONGING TO OTHERS (if none v	write "none")									
	(SF	PECIFY TYPE BY CODE NUMBER	R)									
Report conditional sales contracts in lines 6-9 as applicable						Year of	Year of	Description and Lease of	Cost to Purchase	Annual Rent		
1. Leased Equipment   4. Vending Equipment     2. Leased-Purchase Option Equipment5. Other businesses						Acq.	Mfr.	Identification		Kent		
3. Capita	lized Leased Equipr	nent 6. Governmer	nt-Owned Proper	ty		I						
Tax Oblig	ation: A. Lessor	B. Lessee			٦							
Mailing Address							_					
Lessor's Name Mailing Address												
11. Remarks							_					
							TOTAL FULL					
							VALUE					
	Note: The foll	DECLARAT owing declaration must be complete	ION BY ASSES	-	ot do	so, it	may resi	ult in pe	nalties.			
other attachments, and	of perjury under the la to the best of my knowl	aws of the State of California that I ha edge and belief it is true, correct, and c s the assessee in this statement at 12:	ave examined this omplete and includ	property es all pro	' statei	ment,	including	accom	panying sch			
OWNERSHIP SIGNATURE OF ASSESSEE OR AUTHORIZED AGENT*							DATE					
TYPE	NAME OF ASSESSEE OR AUTHORIZED AGENT* (typed or printed)							TITLE				
Proprietorship												
Partnership		NAME OF LEGAL ENTITY (other than DBA) (typed or printed)						FEDERAL EMPLOYER ID NUMBER				
Corporation	PREPARER'S NAME A	PREPARER'S NAME AND ADDRESS (typed or printed) TELEPHONE NUMBER						TITLE				
		* Amonte ble fair Devil	avation by Arrest	(	)							
		*Agent: see back for Decl	aration by Assess	ee instri	uction	S.						

THIS STATEMENT SUBJECT TO AUDIT



# INSTRUCTIONS FOR COMPLETING THE OIL, GAS, AND GEOTHERMAL PERSONAL PROPERTY STATEMENT

Report all personal property owned by the respondent and any property belonging to others on the lease as of January 1. Line numbers listed in these instructions refer to identical line numbers printed on the form.

# LINE 1. NAME AND MAILING ADDRESS

a. NAME OF OPERATOR (PERSON OR CORPORATION)

If the name is preprinted, check the spelling and correct any error. In the case of an individual, enter the last name first, then the first name and middle initial. Partnerships must enter at least two names, showing the last name, first name and middle initial for each partner. Corporation names should be complete so they will not be confused with fictitious or DBA (Doing Business As) names.

# b. DBA OR FICTITIOUS NAME

Enter the DBA name under which you are operating in this county below the name of the sole owner, partnership, or corporation.

## c. MAILING ADDRESS

Enter the mailing address of the legal entity shown in line 1a above. This may be either a street address or a post office box number. It may differ from the actual location of the property. Include the city, state and zip code.

### LINE 2. LOCATION OF THE PROPERTY

Fill in the lease and field name. Conform to State Division of Oil and Gas classification in regard to names of fields and pools. For geothermal properties, ignore term "pool," and fill in "operating unit" if this term applies.

## LINE 3. PARCEL NUMBER

Fill in the parcel number and tax rate area number, if known.

#### LINE 4. PHONE NUMBER

barrels

Enter the phone number where we may contact you or your authorized representative for information regarding the subject property.

#### LINE 5. SUPPLIES (Used as fuel)

Enter the type of fuel, A.P.I. gravity, and the number of

#### LINES 6 OFFICE EQUIPMENT, WAREHOUSE STOCK, YARD STOCK, OTHER

thru 9. Enter the year acquired, if known, the cost, and a description sufficient to identify the property.

### LINE 10. DECLARATION OF PROPERTY BELONGING TO OTHERS

If property belonging to others, or their business entities, is located on your premises, report the owner's name and mailing address. If it is leased equipment, read your agreement carefully and enter the type by Code and whether A-Lessor or B-Lessee has the tax obligation. For assessment purposes, the Assessor will consider, but is not bound to, the contractual agreement.

- 1. LEASED EQUIPMENT. Report the year of acquisition, the year of manufacture, description of the leased property, the lease contract number or other identification number, the total installed cost to purchase (including sales tax), and the annual rent; do not include in lines 6-9 (see No. 3 below).
- 2. LEASE-PURCHASE OPTION EQUIPMENT. Report here all equipment acquired on lease-purchase option on which the **final payment remains to be made.** Enter the year of acquisition, the year of manufacture, description of the leased property, the lease contract number or other identification number, the total installed cost to purchase (including sales tax), and the annual rent. **If final payment has been made**, report full cost in lines 6-9, as applicable (see No. 3 below).
- 3. CAPITALIZED LEASE EQUIPMENT. Report here all leased equipment that has been capitalized at the present value of the minimum lease payments on which a final payment remains to be made. Enter the year of acquisition, the year of manufacture, description of the leased property, the lease contract number or other identification number, and the total installed cost to purchase (including sales tax). Do not include in lines 6-9 unless final payment has been made.
- 4. VENDING EQUIPMENT. Report the model and description of the equipment; do not include in lines 6-9.
- 5. OTHER BUSINESSES. Report other businesses on your premises.
- 6. GOVERNMENT-OWNED PROPERTY. If you possess or use government-owned land, improvements, or fixed equipment, or government-owned property is located on your premises, report the name and address of the agency which owns the property, and a description of the property.

### DECLARATION BY ASSESSEE

The law requires that this property statement, regardless of where it is executed, shall be declared to be true under penalty of perjury under the laws of the State of California. The declaration must be signed by the assessee, a duly appointed fiduciary, or a person authorized to sign on behalf of the assessee. In the case of a **corporation**, the declaration must be signed by an officer or by an employee or agent who has been designated in writing by the board of directors, by name or by title, to sign the declaration on behalf of the corporation. In the case of a **partnership**, the declaration must be signed by an authorized employee or agent. In the case of a **Limited Liability Company** (LLC), the declaration must be signed by an LLC manager, or by a member where there is no manager, or by an employee or agent designated by the LLC manager or by the members to sign on behalf of the LLC.

When signed by an employee or agent, other than a member of the bar, a certified public accountant, a public accountant, an enrolled agent or a duly appointed fiduciary, the assessee's written authorization of the employee or agent to sign the declaration on behalf of the assessee must be filed with the Assessor. The Assessor may at any time require a person who signs a property statement and who is required to have written authorization to provide proof of authorization.

A property statement that is not signed and executed in accordance with the foregoing instructions is not validly filed. The penalty imposed by section 463 of the Revenue and Taxation Code for failure to file is applicable to unsigned property statements.

