

The Commonwealth of Massachusetts

Assessors' Use only

Name of City or Town

Date Received

FISCAL YEAR   FORM OF LIST  
Return of personal property subject to taxation  
General Laws Chapter 59, § 29

TO BE FILED BY ALL ELECTRIC DISTRIBUTION & TRANSMISSION UTILITY COMPANIES  
SUBJECT TO TAXATION IN THIS CITY OR TOWN  
PERSONAL PROPERTY SCHEDULES NOT OPEN TO PUBLIC INSPECTION  
(See General Laws Chapter 59, § 32)

**Return to: Board of Assessors**  
Form must be filed by March 1 unless an  
extension is granted by the board of assessors

**1. TAXPAYER INFORMATION.** Complete all sections that apply. Please type or print.

<b>A. Identity of Filer:</b> <div style="display: flex; justify-content: space-between;"><div style="width: 80%;"><b>Legal Name of Company</b> _____ <b>Company Business Name (DBA)</b> _____ <b>Business Address:</b> _____ <b>Billing Address (if different):</b> _____ <b>Authorized Agent and Title:</b> _____ <b>Agents Fax Number:</b> _____ <b>Agents Mailing Address :</b> _____</div><div style="width: 15%;"><b>FID Number:</b> _____</div></div>		<b>B. Assessors' use only</b>
<b>C. Indicate status:</b> <div style="display: flex; justify-content: space-between;"><div style="width: 40%;"><input type="checkbox"/> Individual. (Do not include social security number above) <input type="checkbox"/> Partnership. <input type="checkbox"/> Association or Trust. <input type="checkbox"/> Limited Liability Company.</div><div style="width: 55%;"><div>Provide names of all partners: _____</div><div>Provide names of all members/trustees: _____</div><div>Provide names of all members: _____</div></div></div> <div><b>If any of above, or other non-corporate entity, treated as corporation for federal income tax purposes (a) by default rules, check here.</b> <input type="checkbox"/> <b>Or (b) by election form, check here.</b> <input type="checkbox"/> Effective date: _____ Attach federal election form 8832.</div> <div><input type="checkbox"/> Corporation. (Check this box only if an incorporated entity) <input type="checkbox"/> Other. Specify: _____</div>		
<b>D. Annual certification of entity tax status</b> (all except individuals must complete): <div style="display: flex; justify-content: space-between;"><div>Has entity filed Certification of Entity Tax Status as of this January 1 with Department of Revenue?</div><div>Yes <input type="checkbox"/> No <input type="checkbox"/></div></div> <div>(Certification must be filed annually on or before April 1, <u>DOR Directive 12-05</u>) If yes, provide confirmation number _____</div>		
<b>E. Nature of business:</b>	<b>F. State of formation:</b>	<b>G. Date of formation:</b>
<b>H. Business address</b> <div style="display: flex; justify-content: space-between;"><div style="width: 80%;">(1) Address of principal place of business: _____ (2) Mailing address (if different): _____ (3) Telephone number: _____</div><div style="width: 15%;"></div></div>		
<b>I. Location(s) of personal property:</b>		

## 2. GENERAL INFORMATION

**A. WHO MUST FILE A RETURN.** This Form of List (**State Tax Form 2-504-E**) must be filed each year by all individuals, partnerships, associations, trusts, corporations, limited liability companies and other legal entities in the business of providing electric transmission or distribution systems that own or hold taxable personal property on January 1.

**B. WHEN AND WHERE RETURN MUST BE FILED.** This return must be filed by March 1 with the board of assessors in the city or town where the personal property is situated on January 1. If the property has no situs on January 1, it must be listed on a return filed with the assessors in the city or town where you are domiciled (legal residence or place of business). A return is not considered filed unless it is complete.

**C. FILING EXTENSION.** The board of assessors may extend the filing deadline if you make a written request and show sufficient reason for not filing on time. The latest the filing deadline can be extended is the last day for applying for abatement of the tax for the fiscal year to which the filing relates.

**D. AUDITS.** The board of assessors may audit your books, papers, records and other data in order to determine whether you have accurately reported all taxable personal property. Any audit will be conducted within 3 years of the date your return is due or filed, whichever is later. The assessors may assess taxes on unreported or inaccurately reported taxable personal property discovered by the audit within 3 years and 6 months of the date your return is due or filed, whichever is later.

**E. PENALTY FOR NOT FILING, FILING LATE OR NOT COMPLYING WITH AUDIT.** If you do not file a return for the fiscal year and comply with audit requests for books, papers, records and other data, the assessors cannot abate for overvaluation of the personal property for that year. If your return is not filed, or you do not comply with audit requests, on time, the assessors can only abate if you show a reasonable excuse for the late filing or the tax assessed is more than 150% of the amount that would have been assessed if the return had been timely and properly filed. In that case, only the amount over that percentage can be abated.

**F. USE OF AND ACCESS TO RETURN AND RECORDS.** The information in the return is used by the board of assessors to determine the taxable or exempt status of your personal property and, if taxable, its fair market value. You may also be required to provide the assessors with further information about the property in writing and asked to permit them to inspect it. Personal property Information listed in Schedules I-V, or obtained during an audit, is not available to the public for inspection under the state public records law. It is available only to the assessors and Massachusetts Department of Revenue for purpose of administering the tax laws.

## 3. TAXABLE PERSONAL PROPERTY

In general, all tangible personal property situated in Massachusetts and all tangible personal property owned by Massachusetts domiciliaries is taxable unless expressly exempt [G.L. c. 59, §§ 2 & 18]. Exemptions are usually based on (1) ownership, (2) type of property, or (3) use of property. The following chart summarizes the personal property that is taxable and must be listed in the return. If you have any questions about the taxable status of your personal property, please contact your board of assessors.

A. INDIVIDUALS, PARTNERSHIPS, ASSOCIATIONS, TRUSTS, and LIMITED LIABILITY COMPANIES filing for federal income tax purposes as individuals, partnerships, or disregarded entities; and other non-corporate entities.	All tangible personal property requested in the schedules that follow. are entitled to exemption for (1) household furniture and effects at their domicile, (2) farm utensils, (3) tools of a mechanic's trade, and (4) boats, fishing gear and nets up to a value of \$10,000 owned and actually used in the individual's business if engaged exclusively in commercial fishing. M.G.L. c. 59, § 5, cl. 201.
B. BUSINESS CORPORATIONS as defined in G.L. c. 63, § 30 and taxable under G.L. c. 63, § 39, including Massachusetts and out-of-state corporations treated as such for federal income tax purposes and LIMITED LIABILITY COMPANIES and other unincorporated entities treated as corporations for federal income tax purposes.	Poles, underground conduits, wires and pipes. All "machinery used in the conduct of business" except machines that are (1) stock in trade, or (2) used directly in dry cleaning or laundering processes, to refrigerate goods or air condition premises, or in purchasing, selling, accounting or administrative functions. [G.L. c. 59, § 5, cl. 16(2)].

## 4. INSTRUCTIONS FOR COMPLETING SCHEDULES

List all items of taxable personal property owned or held on January 1 in the appropriate schedules that follow, including items in your physical possession on that date under a consignment, license, mortgage, pledge or other arrangement. You must also list all real property owned in the city or town on January 1. For your return to be considered complete, lease, all information specified in the Schedules I through V must be provided and all copies of leases, consignments, etc., for any property in your possession under such arrangements must be attached. In addition, the assessors request that you submit additional information supporting the reported net original cost of taxable assets and the cost value reported as new growth.

**This form of list must be filed electronically.**

**Schedule I - Asset Listings:** Submitted information should include the original book cost and net book value of all personal property assets by utility account, including vintage year and asset category description and corresponding account number based on the Federal Reserve Regulatory (FERC) Uniform System of accounts, with certain modifications (see 220CMR51.02)

**Identify (X) New Growth:** Property new to a community as of January 1, whether it is new, used, or transferred from another community, must be identified on the asset list with an "X" in the appropriate column.

**Schedule II - Transmission & Distribution:** Include number of miles of overhead and underground lines and conduit, number of poles and towers, conductors, transformers, meters, lighting and signal systems, and any other fixed assets comprising of the electric transmission and distribution systems.

**Schedule III - Depreciation:** Include the average service lives used to determine the depreciation for each FERC account and corresponding tax-book depreciation lives.

**Schedule IV - CWIP, CIAC, Undistributed Property:** Should include personal property placed in service, construction work in progress, contributions in aid of construction, and undistributed property that has been placed but not yet recorded in any asset category, including property held for future use.

**Schedule V - Real Property:** Include all real property owned in the city or town on January 1.

**5. SIGNATURES**

**A. SIGNATURE OF TAXPAYER.** This list, prepared or examined by me, includes all taxable personal property owned or held by the maker of this list on January 1 (except, if applicable, property that must be listed on another local or central valuation property return) and to the best of my knowledge and belief, it and all accompanying schedules and statements are true, correct and complete.

Subscribed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ under the penalties of perjury.

Signature \_\_\_\_\_ (Sign full name of individual or authorized officer)

Title of authorized officer \_\_\_\_\_

\_\_\_\_\_  
(Print or type)      Name of signer      Address      Telephone

Email Address \_\_\_\_\_ FAX Number \_\_\_\_\_

**B. DESIGNATION OF REPRESENTATIVE.** If it is your desire to be represented by an employee, attorney, accountant or other agent with respect to any matter associated with this list, indicate the name of the person you have authorized and to whom the contents of this list may be disclosed, along with the information requested.

Name of designated representative \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Email Address \_\_\_\_\_ FAX Number \_\_\_\_\_

**ASSESSORS' USE ONLY**

**FERC ELECTRIC ACCOUNT CODES**

**Asset Description Table**

<b>Table Row</b>	<b>Description Transmission Plant</b>	<b>FERC Account</b>
1	STATION EQUIPMENT	353
2	TOWERS AND FIXTURES	354
3	POLES AND FIXTURES	355
4	OVERHEAD CONDUCTORS AND DEVICES	356
5	UNDERGROUND CONDUIT	357
6	UNDERGROUND CONDUCTORS AND DEVICES	358
	<b>Distribution Plant</b>	
7	STATION EQUIPMENT	362
8	STORAGE BATTERY EQUIPMENT	363
9	POLES, TOWERS AND FIXTURES	364
10	OVERHEAD CONDUCTORS AND DEVICES	365
11	UNDERGROUND CONDUIT	366
12	UNDERGROUND CONDUCTORS AND DEVICES	367
13	LINE TRANSFORMERS	368
14	SERVICES - UNDERGROUND	369
15	METERS INSTALLED	370
16	INSTALLATIONS ON CUSTOMER PREMISES	371
17	STREET LIGHTING AND SIGNAL SYSTEMS	373
	<b>Regional Transmission &amp; Market Operation Plant</b>	
18	COMMUNICATION EQUIPMENT	384
19	MISC. REGIONAL TRANSMISSION & MARKET OPERATION PLANT.	385
	<b>General Plant</b>	
20	POWER OPERATED EQUIPMENT	396
21	COMMUNICATION EQUIPMENT	397
22	MISCELANEOUS EQUIPMENT	398
23	OTHER TANGIBLE PROPERTY	399

[illegible]

<b>Owner's Name:</b>	
<b>Fiscal Year:</b>	
<b>Community:</b>	
<b>Schedule II:</b>	Transmission and Distribution System
<b>Number of Poles</b>	
<b>Miles of Overhead Lines</b>	
<b>Miles of Underground Lines</b>	
<b>Miles of Conduit</b>	
<b>Number of Transformers</b>	
<b>Number of Services</b>	
<b>Number of Meters</b>	
<b>Number of Street Lights</b>	

Owner's Name:	
Fiscal Year:	
Community:	
Schedule III:	Depreciation Lives by FERC Account Code

FERC Account	Description Transmission Plant	Depreciation Enter Average Service Life	Depreciation Enter Tax Book Life
353	STATION EQUIPMENT		
354	TOWNERS AND FIXTURES		
355	POLES AND FIXTURES		
356	OVERHEAD CONDUCTORS AND DEVICES		
357	UNDERGROUND CONDUIT		
358	UNDERSGROUND CONDUCTORS AND DEVICES		
	<b>Distribution Plant</b>		
362	STATION EQUIPMENT		
363	STORAGE BATTERY EQUIPMENT		
364	POLES, TOWERS AND FIXTURES		
365	OVERHEAD CONDUCTORS AND DEVICES		
366	UNDERGROUND CONDUIT		
367	UNDERGROUND CONDUCTORS AND DEVICES		
368	LINE TRANSFORMERS		
369	SERVICES - UNDERGROUND		
370	METERS INSTALLED		
371	INSTALLATIONS ON CUSTOMER PREMISES		
373	STREET LIGHTING AND SIGNAL SYSTEMS		
	<b>Regional Transmission &amp; Market Operation Plant</b>		
384	COMMUNICATION EQUIPMENT		
385	MISC. REGIONAL TRANSMISSION & MARKET OPERATION PLANT.		
	<b>GENERAL PLANT</b>		
396	POWER OPERATED EQUIPMENT		
397	COMMUNICATION EQUIPMENT		
398	MISCELANEOUS EQUIPMENT		
399	OTHER TANGIBLE PROPERTY		

Schedule IV. CWIP, CIAC, & Undistributed Property

Owner's Name:		
Fiscal Year:		
Community:		
Schedule IV:	CWIP, CIAC, & Undistributed Property	
(a)	(b)	(c)
CWIP	Year	Original Cost
CIAC	Year	Original Cost
Undistributed Property	Year	Original Cost



[illegible]