

Charter Township of Clinton



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**DEPARTMENT OF
ASSESSING**

ASSESSOR

James H. Elrod

CIVIC CENTER

40700 Romeo Plank Road
Clinton Twp., MI 48038-2900
Phone: (586) 286-9468
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QUESTIONNAIRE FOR NEW BUSINESS PERSONAL PROPERTY

Please complete the following questionnaire pertaining to your business in Clinton Township. This will ensure that we have the correct information and contacts to most accurately value your personal property. **Return this questionnaire as soon as possible to the attention of the ASSESSING DEPT. at the address or fax number listed below.**

Property Address: _____ Suite: _____

Name of Business (DBA): _____

Date your business started at this location: _____

Type of Business: _____

Owner name(s): _____ Individual: _____

_____ Partnership: _____

_____ Corporation: _____

Mailing address: _____

_____ Approximate square footage of

area you occupy: _____

Phone No: _____

BOOKKEEPER/ACCOUNTANT INFORMATION: If none, indicate N/A

Name: _____

Address: _____

Phone No: _____

DO YOU HAVE ANY LEASED EQUIPMENT (ex. Copy Machines, Telephones, Computers, Furniture)?

Yes ___ No ___ *If yes, please attach a list of Lessor(s) name and address, description of equipment leased, year new & original cost*

DID YOU DO ANY LEASEHOLD IMPROVEMENTS/INTERIOR ALTERATIONS TO THE BUILDING? Y/N (CIRCLE ONE).

IF YES, WERE THEY PAID BY THE LANDLORD OR TENANT? (CIRCLE ONE)

APPROXIMATE COST OF LEASEHOLDS/INTERIOR ALTERATIONS: \$ _____

DO YOU SUB-LEASE SPACE IN YOUR OFFICE TO ANYONE ELSE? Yes ___ No ___

If Yes, please indicate name of business & lessee: _____

WERE YOU PREVIOUSLY LOCATED IN CLINTON TOWNSHIP? Yes ___ No ___

If Yes, please list previous location: _____

List previous address other than Clinton Township: _____

DID YOU BRING ANY PREVIOUSLY OWNED ASSETS WITH YOU TO THIS NEW LOCATION? Yes ___ No ___ *If yes, please attach a detailed list of previously owned assets*

DID YOU PURCHASE ANY OR ALL ASSETS FROM THE PREVIOUS OWNER OF THE BUSINESS AT THIS LOCATION? Yes ___ No ___ *If yes, please attach a list of these assets*

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