



# CLAY COUNTY ASSESSOR'S OFFICE

1 Courthouse Square  
Liberty, MO 64068-2390  
Telephone 816/407-3460  
Fax 816/407-3461

**Tracy Baldwin, Assessor**

Enclosed is your 2023 Business Personal Property Assessment form which must be completed, signed and returned no later than March 1<sup>st</sup>. **To avoid any assessment penalties please fill out the 2023 assessment list and return it to the assessment department before March 1, 2023.** This year we are including a pin# if you would like to file online. Instructions enclosed on following page.

Missouri statutes require that proprietors, corporations, partnerships, or associations owning or controlling tangible personal property file an assessment each year declaring the business personal property owned on January 1. Add new property purchased during 2022 and make any necessary adjustments to property shown for prior years.

Business personal property is *anything with a determinable life longer than one year used in a trade/profession/business to produce income.* Examples of business personal property are office equipment, computers and peripheral equipment, fixtures, furnishings, motor vehicles, tools, construction equipment and machinery; generally anything on an asset list filed with your federal tax return. Inventory for resale is not included; however, parts and supplies are.

Property is assessed at the original cost less freight, installation, and sales/use tax. The assessor applies the property depreciation schedule by applying the years since acquisition to determine appraised value. That value is multiplied by the statutory 33-1/3 percent to establish the assessed value.

**\*\*\*\*IMPORTANT: The Business Dept. will be moving from their current location at the Annex to the Liberty location on February 1<sup>st</sup>, 2023. There will be no Business services at the Annex location after this date.**

For your convenience, we are now offering online assessment for Businesses. Enclosed is your account and pin# to do so. The link you will use is: <https://www.claycountymo.gov/departments/assessor>

Account # =

PIN # =

If you need help filling out the form please call **816-407-3460** to set up an appointment or e-mail [bppassessor@claycountymo.gov](mailto:bppassessor@claycountymo.gov) and we will be glad to help.

BUSINESS VALUATIONS -- are available first week of June. You may request your values by email [bppassessor@claycountymo.gov](mailto:bppassessor@claycountymo.gov) If you have any questions please feel free to contact us at 816-407-3460.

**Your appeal steps are as follows:**

1. INFORMAL	Informal hearings will be conducted between April 1 and May 1 by the Assessor's staff. For an appointment, call 816/407-3460 between 8:30 a.m. and 4:30 p.m., Monday—Friday.
2. BOARD OF EQUALIZATION	Following informal hearings, taxpayers may appeal to the Board of Equalization. Forms for application are available at the Clay County Clerk's office, 816/407-3570.
3. STATE TAX COMMISSION	Appeals must be received by the State Tax Commission by August 15 or within 30 days of the BOE decision, whichever is later. Taxpayers must present an appeal to the BOE before continuing to the State Tax Commission.

**OUR MOTTO: Everything we do is driven by our commitment to you**

**GIS/Mapping**  
234 W. Shrader, STE D  
Liberty, MO 64068  
816-407-3370  
FAX 816/407-3371

**ANNEX**  
1901 NE 48th Street  
Kansas City, MO 64118-6159  
PHONE 816/407-3460  
FAX 816/407-3461

YEAR	3 YEAR CLASS LIFE	5 YEAR CLASS LIFE	7 YEAR CLASS LIFE	10 YEAR CLASS LIFE	15 YEAR CLASS LIFE
2022	75.00%	85.00%	89.29%	92.50%	95.00%
2021	37.50%	59.50%	70.16%	78.62%	95.50%
2020	12.50%	41.65%	55.13%	66.83%	76.95%
2019 & PRIOR	5.00%	24.99%	42.88%	56.81%	69.25%
2018 & PRIOR		10.00%	30.63%	48.07%	62.32%
2017			18.38%	39.33%	56.09%
2016 & PRIOR			10.00%	30.59%	50.19%
2015				21.85%	44.29%
2014 & PRIOR				15.00%	38.38%
2013					32.48%
2012					26.57%
2011					20.67%
2010 & PRIOR					15.00%

3 Year Class Life	5 Year Class Life	7 Year Class Life	10 Year Class Life	15 Year Class Life
Business personal computers, special tools designed for production and processing of particular parts.	Computer peripherals such as mass storage units, tape or disc drives, disc packs, calculators, copiers, computer-based construction equipment.	Office furniture, fixtures, files, communication equipment, printing or publishing equipment, any property not designated by law as being any other class life.	Assets used to manufacture or rebuild finished machinery and equipment and replacement parts; manufacturing equipment used in the production of grain, feeds, flours, cereals.	Manufacturing equipment used in the production of cement, earthen ware, brick, tile, retail motor fuels outlet and restaurant property as defined.

**Parts & Supplies:** Supplies are items such as those used for selling and advertising, janitorial and cleaning supplies, repair parts, office supplies, shipping supplies, fuel inventories, medical office supplies, etc. Include items which are not for resale, but are necessary to conduct business, are consumed in the operations or in providing customer services. Do not include inventory for sale or manufacturer's product inventory

MO STATE STATUTE 137.075

Persons owning or holding tangible personal property on the first day of January shall be liable for taxes.

MO STATE STATUTE 137.080—Personal property is divided into the following sub classes:

PROPERTY	PERCENT OF TRUE MARKET VALUE
Grain	1/2 OF 1%
Livestock	12%
Farm Machinery	12%
Motor Vehicles	33-1/3%
Mobile/Manufactured Homes	19%
Historic Aircraft and Vehicles	5%
Specific Tools and Equipment used in an Enterprise Zone	25%
All Other Personal Property	33-1/3%

Classification and assessment ratios are set by state law and cannot be adjusted by the Assessor.

A change in the assessed value may be made if property owners provide information which demonstrates that the assessed value does not accurately reflect the property's true value in money.

**\*\*\*\*IMPORTANT: We will no longer be accepting Reciprocity or IFTA after September 15<sup>th</sup>. If you feel you qualify for this you must have your MODOT IFTA forms given to our office BEFORE September 15<sup>th</sup>. If you fail to meet this deadline we will NOT make the mileage adjustments to your account.**