

## GENERAL INSTRUCTION SHEET

1. This report must be completed in proper form (typed or legibly printed) and must be **filed with the Comptroller of the Treasury on or before April 1, 2024. A copy should be retained in your files for future reference.**
  
2. **ROUND ALL DOLLAR FIGURES TO WHOLE DOLLARS!**
  
3. **NO SHEET OR SECTION SHOULD BE LEFT BLANK.** If a sheet or section does not apply to your company, indicate by placing the words “**inapplicable**” or “**none**.”
 

**\*INCOMPLETE REPORTS WILL BE RETURNED!\***
  
4. **FAILURE** to file a complete report will result in a **FORCED ASSESSMENT**. Tennessee Code Annotated, Section 67-5-1317 states:
 

“The Owner of any such property refusing or failing to file such schedules and statements shall be deemed to have waived the mode and manner of ascertaining the value of such property, and of the distribution or allocation by the Comptroller of the Treasury of such valuation or assessment to the various counties and municipalities of the State of Tennessee for the purposes of county and municipal taxation, and shall not be permitted to be heard in opposition to the valuation fixed upon said property by the Comptroller of the Treasury, nor in opposition to the distribution or allocation of same by the Comptroller of the Treasury to the various counties and municipalities for the purposes aforesaid; and may, at the discretion of the Comptroller of the Treasury, in addition, be liable to a penalty of one hundred dollars (\$100) for each and every day which such owner is delinquent in filing said statement or schedule.” Failure to file a tax report could result in an audit under T.C.A. 67-5-1320.
  
5. It is necessary for you to furnish the Comptroller of the Treasury certain information pertaining to the company’s organization, legal status, and operation. **Pages 1 & 1A** should be completed very carefully. If a particular statement or question does not apply to your company, place the words “**inapplicable**” or “**none**” in the appropriate blank(s). **Do not leave any of the statements or questions on Pages 1 & 1A blank unless instructed to do so.**
  
6. The **Balance Sheet** on **Pages 2 & 3**, and the **Income Statement** on **Page 5** should be completed in a manner that fairly reflects the financial position of your company. All financial statements should be in conformity with generally accepted accounting principles. All companies are to complete the financial statements included in this report. **NO SUBSTITUTIONS ACCEPTED!** **Any entry on lines 8, 11, or 12 of the asset side of the Balance Sheet requires a detailed breakdown. Any entry on lines 4 and 26 on the Income Statement requires a detailed breakdown.** Also, please, include all capital leases and all balance sheet equipment owned, leased or used by the company. (Pages 2 & 3)
  
7. **Page 6** requires a listing of equipment leased and/or used by your company in **Tennessee**. Leased equipment refers to personal property obtained through an operating lease. Used property refers to personal property not under a lease agreement and not owned by you but in your possession.
  
8. On **Page 7** give the county, city & special school district where property is located; also give the undepreciated cost and cash value of property. This page is used for distribution. **FOLLOW THE EXAMPLE PROVIDED ON PAGE 7! SEGREGATE THE PROPERTY INVESTMENTS AS SHOWN. IF YOU ARE NOT SURE HOW TO PREPARE THIS PAGE, PLEASE CALL!**

**GENERAL INSTRUCTION SHEET**  
**(continued)**

9. **Page 7A** is new. The table is the Excel format required for reporting towers. Please fill out **ALL** the information for **ALL** your towers this year **FOLLOW ALONG WITH THE EXAMPLE PROVIDED**.
10. On **Page 8** give detailed information on new sites. **THIS PAGE IS EXTREMELY IMPORTANT! PAGE 8 MUST BE COMPLETED IN ITS ENTIRETY. INCOMPLETE REPORTS WILL BE RETURNED.**
11. **Page 9** requires a listing of all purchases and sales of Tennessee **real property (including telecommunications towers)** occurring during the year 2023.
12. **Page 10** requires a listing of all properties receiving tax incentives such as Pilot Agreements (PILOT) or property leased from an Industrial Development Board (IDB). Report each separate agreement subject to these incentives by populating each column with the pertinent data.
13. **Page 11** requires a listing of all real property under construction. This listing will include all real property currently under construction or construction expected to be completed by September 1 of this year. Be sure to include the county and city where located, map reference and property owner, description of improvement, and the construction cost. Also, please indicate if the company intends to initiate any construction or expansion in the future.
14. **IT IS IMPERATIVE THAT THE REPORT BE SIGNED. IF NOT, THE REPORT WILL BE RETURNED.**
15. **Any additional information, schedules, etc., provided by your company must be submitted on LETTER SIZE PAPER (8.5" x 11").**
16. Please provide the Office of State Assessed Properties with all documents in which an opinion of value has been determined by an appraiser hired by your company, any employee of your company, a public utilities commission or its equivalent, or any other party whose service was contracted by your company for the past three years. The documents should be summary in nature and **do not include** state or local appraisals.
17. In an effort to assure property accountability compliance, please provide the Office of State Assessed Properties with documentation supporting entries on the Ad Valorem Tax Report for the following: **gross investment in Tennessee, and net investment in Tennessee**. In other words, show how the numbers are derived. For companies located one hundred percent (100%) in Tennessee, a reference to the Balance Sheet is sufficient.
18. **\*NEW\* - Please send an updated list of your retail stores located in the state of Tennessee. This will help us keep an updated list of these throughout the year.**



# STATE OF TENNESSEE

## 2024

### AD VALOREM TAX REPORT



COMPANY NAME \_\_\_\_\_

STREET \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
 (PRINCIPAL OFFICE INFORMATION)

STREET \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
 (PRINCIPAL OFFICE INFORMATION IN TENNESSEE)

PHONE NUMBER ( ) \_\_\_\_\_ FAX NUMBER ( ) \_\_\_\_\_

COMPANY WEB SITE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

Visit our website at:

[www.comptroller.tn.gov/sap](http://www.comptroller.tn.gov/sap)

MAIL REPORT TO:

**COMPTROLLER OF THE TREASURY  
 OFFICE OF STATE ASSESSED PROPERTIES**

Cordell Hull Building  
 425 Rep. John Lewis Way N.  
 Nashville, TN 37243-3400  
 (615) 741-0140 FAX (615) 741-0142

**\*\*This report must be filed with this office by April 1, 2024\*\***

1. Company Name \_\_\_\_\_

2. Principal Office Location \_\_\_\_\_

Number & Street

City

State

Zip

3. Is Company \_\_\_\_\_ **INDIVIDUAL?** \_\_\_\_\_ **PARTNERSHIP?** \_\_\_\_\_ **CORPORATION?**  
 \_\_\_\_\_ **COOPERATIVE?** \_\_\_\_\_ **OTHER?**

4. If a **CORPORATION** or **OTHER** similar enterprise, supply the following information:

Under laws of what state organized \_\_\_\_\_ Date organized \_\_\_\_\_  
 Add charter of incorporation or similar enterprise. \_\_\_\_\_ Date dissolved \_\_\_\_\_

5. Name & address of **PRESIDENT, OWNER, OR PARTNER** \_\_\_\_\_

Name

Position/Title

Number & Street

City

State

Zip

6. Name & address of **GENERAL MANAGER** \_\_\_\_\_

Name

Number & Street

City

State

Zip

7. **GROSS** Investment in SYSTEM plant and property December 31, 2023 \$ \_\_\_\_\_

8. **NET** Investment in SYSTEM plant and property December 31, 2023 \$ \_\_\_\_\_

9. SYSTEM GROSS Revenue (Income) for year ended December 31, 2023 \$ \_\_\_\_\_

10. SYSTEM NET OPERATING Revenue (Income) for year ended December 31, 2023 \$ \_\_\_\_\_

11. Amount of LOANS FROM FEDERAL AGENCIES, if any \$ \_\_\_\_\_

12. Indicate stock & debt of company:

	Amount Authorized	No. of Shares or Amount Issued	Book or Par Value	Market or Cash Value
Preferred Stock	_____	_____	_____	_____
Common Stock	_____	_____	_____	_____
Bonds	_____	_____	_____	_____
Other Long-Term Debts	_____	_____	_____	_____

13. State surplus at beginning of 2023 \$ \_\_\_\_\_ End of 2023 \$ \_\_\_\_\_

14. State amount of dividends paid for the year 2023: Preferred \$ \_\_\_\_\_ Common \$ \_\_\_\_\_

15. State exact dollar amount of FEDERAL INCOME TAX ACTUALLY PAID OR OWED FOR 2023 as reported on your Federal Income Tax Return \$ \_\_\_\_\_

16. State ACTUAL CASH or MARKET VALUE of all Tennessee plant and property as of January 1, 2024 \$ \_\_\_\_\_

17. State NET additions (additions less retirements) to Tennessee plant and property for:  
 2022 \$ \_\_\_\_\_ 2023 \$ \_\_\_\_\_
18. Total number of subscribers in Tennessee \_\_\_\_\_
19. Total number of Towers you own in Tennessee \_\_\_\_\_
- a. GROSS Investment in Towers only \_\_\_\_\_
- b. NET investment in Towers only \_\_\_\_\_
20. Does your company operate solely (100%) in Tennessee? \_\_\_\_\_ YES \_\_\_\_\_ NO  
 If you checked "YES" it will not be necessary to complete questions 20-27.  
 If you checked "NO" **you must** complete questions 20-27.
21. GROSS Investment in Tennessee plant and property December 31, 2023 \$ \_\_\_\_\_
22. NET Investment in Tennessee plant and property December 31, 2023 \$ \_\_\_\_\_
23. TENNESSEE GROSS Revenue (Income) for year ended December 31, 2023 \$ \_\_\_\_\_
24. TENNESSEE NET OPERATING Revenue (Income) for year ended December 31, 2023 \$ \_\_\_\_\_
25. Percent of TENNESSEE GROSS Investment as compared to SYSTEM GROSS Investment in plant and property  
 December 31, 2023 \_\_\_\_\_ %
26. Percent of TENNESSEE NET Investment as compared to SYSTEM NET Investment in plant and property  
 December 31, 2023 \_\_\_\_\_ %
27. Percent of TENNESSEE GROSS Revenue (Income) as compared to SYSTEM GROSS Revenue (Income) for  
 year ended December 31, 2023 \_\_\_\_\_ %
28. Percent of TENNESSEE NET OPERATING Revenue (Income) as compared to SYSTEM NET OPERATING  
 Revenue (Income) for year ended December 31, 2023 \_\_\_\_\_ %
29. Does your company or its parent holding company file the following? **Check all that apply:**  
 \_\_\_\_\_ a. SEC Form 10-K  
 \_\_\_\_\_ b. Annual report to stockholders

**File one copy of each of the items checked in item 29 with the Comptroller of the Treasury, Office of State Assessed Properties.**

30. Special questions regarding this report should be directed to:

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Number & Street

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

PHONE NUMBER: ( ) \_\_\_\_\_

FAX NUMBER: ( ) \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**BALANCE SHEET**  
**ASSETS**

**AS OF DECEMBER 31**

		<b><u>2023</u></b>	<b><u>2022</u></b>
<b><u>Item</u></b>	<b><u>Fixed Assets</u></b>		
1.	System Plant in Service	\$	\$
2.	Plant Under Construction (Include Real & Personal @ 100%)		
3.	Property Held for Future Use		
4.	Plant Acquisition Adjustment		
5.	Total Fixed Assets		
6.	<b>LESS</b> Depreciation & Amortization Reserve		
7.	<b>Net Fixed Assets</b>	<b>\$</b>	<b>\$</b>
	<b><u>Other Property &amp; Investments</u></b>		
8.	*Non-Wireless Property (See note)	\$	\$
9.	<b>LESS</b> Accumulated Depreciation		
10.	Net Non-Wireless Property		
11.	<b>*INVESTMENT IN AFFILIATED COMPANIES (See note)</b>		
12.	<b>*OTHER INVESTMENTS (See note)</b>		
13.	Sinking Funds		
14.	Other Fund Accounts		
15.	<b>Total Other Property &amp; Investments</b>	<b>\$</b>	<b>\$</b>
	<b><u>Current Assets</u></b>		
16.	Cash	\$	\$
17.	Special Cash Deposits		
18.	Working Funds		
19.	Temporary Cash Investments		
20.	Notes Receivable due from related parties		
21.	Other Notes Receivable		
22.	Due from Customers & Agent – Net		
23.	Accounts Receivable from Affiliated Companies Net		
24.	Other Accounts Receivable – Net		
25.	Interest & Dividends Receivable		
26.	Pre-Payments		
27.	<b>MATERIALS &amp; SUPPLIES</b>		
28.	Inventory for Resale		
29.	Other Current Assets		
30.	<b>Total Current Assets</b>	<b>\$</b>	<b>\$</b>
	<b><u>Deferred Charges</u></b>		
31.	Discount on Long-Term Debt	\$	\$
32.	Extraordinary Maintenance & Retirements		
33.	Clearing Accounts		
34.	Other Deferred Charges		
35.	<b>Total Deferred Charges</b>	<b>\$</b>	<b>\$</b>
36.	<b>TOTAL ASSETS</b>	<b>\$</b>	<b>\$</b>

**\*GIVE A DETAILED BREAKDOWN AND DESCRIPTION OF THIS TYPE OF PROPERTY INVESTMENT.**

**BALANCE SHEET**  
**LIABILITIES & OTHER CREDITS**

		<b>AS OF DECEMBER 31</b>	
<b><u>Item</u></b>	<b><u>Capital Stock &amp; Retained Earnings</u></b>	<b><u>2023</u></b>	<b><u>2022</u></b>
1.	Common Capital Stock Outstanding	\$	\$
2.	Preferred Capital Stock Outstanding		
3.	Premiums on Capital Stock		
4.	Other Capital Liability Accounts		
5.	Proprietor's Capital		
6.	Other Capital		
7.	Retained Earnings Reserved		
8.	Unappropriated Retained Earnings		
9.	<b>LESS</b> Discount on Capital Stock		
10.	<b>LESS</b> Capital Stock Expense		
11.	<b>Total Capital Stock &amp; Retained Earnings</b>	<b>\$</b>	<b>\$</b>
 <b><u>Long-Term Debt</u></b>			
12.	Funded Debt Outstanding	\$	\$
13.	Advances from Affiliated Companies		
14.	Other Long-Term Debt(s)		
15.	<b>Total Long-Term Debt(s)</b>	<b>\$</b>	<b>\$</b>
 <b><u>Current &amp; Accrued Liabilities</u></b>			
16.	Notes Payable to Affiliated Companies	\$	\$
17.	Other Notes Payable		
18.	Accounts Payable to Affiliated Companies		
19.	Other Accounts Payable		
20.	Customers Deposits		
21.	Matured Interest & Dividends		
22.	Matured Long-Term Debt(s)		
23.	Advance Billing & Payments		
24.	Taxes Accrued		
	Unmatured Interest, Dividends, & Rents		
25.	Accrued		
26.	Refunds Due Customers		
27.	Other Current Liabilities		
28.	<b>Total Current &amp; Accrued Liabilities</b>	<b>\$</b>	<b>\$</b>
 <b><u>Deferred Credits &amp; Reserves</u></b>			
29.	Premium on Long-Term Debt	\$	\$
30.	Insurance Reserve		
31.	Amortization Reserve		
32.	Other Deferred Credits & Reserves		
33.	Accumulated Deferred Income Taxes		
34.	<b>Total Deferred Credits &amp; Reserves</b>	<b>\$</b>	<b>\$</b>
 <b><u>Contributions in Aid of Construction</u></b>			
35.	Contributions in Aid of Construction	\$	\$
36.	<b>TOTAL LIABILITIES &amp; OTHER CREDITS</b>	<b>\$</b>	<b>\$</b>

**LONG-TERM DEBT**

**Mortgages, Bonds, Promissory Notes, & Miscellaneous Long-Term Debt**

Date of Issue	Date of Maturity	Description: (Bonds, Notes, or Other Instrument)	Beginning of Year Balance	Principal Paid During Year	*End of Year Balance	Interest	for Year	Leave This Column Blank
						Rate (%)	Amount	
			\$	\$	\$		\$	
		<b>TOTALS</b>	\$	\$	\$ *	-----	\$	



**INCOME STATEMENT**

		<b>AS OF DECEMBER 31</b>	
		<b><u>2023</u></b>	<b><u>2022</u></b>
<b><u>Item</u></b>	<b><u>Operating Revenues</u></b>		
1.	Local Service	\$	\$
2.	Toll Service Revenue		
3.	Rental Revenue		
4.	*Miscellaneous Operating Revenue		
5.	<b>LESS:</b> Uncollectible Operating Revenue		
6.	<b>Total Operating Revenues</b>	<b>\$</b>	<b>\$</b>
	<b><u>Operating Expenses</u></b>		
7.	Maintenance & Repair Expense	\$	\$
8.	Depreciation & Amortization Expense		
9.	Land Lease Expense		
10.	Salaries & Wages		
11.	Connecting Telephone Company Charges		
12.	Sales & Advertising Expense		
13.	Office Supplies & Expense		
14.	Insurance Expense		
15.	Accounting, Legal, & Other Services		
16.	Vehicle Expense		
17.	Administration & General Expenses		
18.	Other Expenses	\$	\$
	<b><u>Operating Taxes</u></b>		
19.	Federal Income Taxes	\$	\$
20.	State, County, & Municipal Taxes		
21.	Other Miscellaneous Operating Taxes		
22.	<b>Total Operating Expenses</b>		
23.	<b>Net Operating Income</b>	<b>\$</b>	<b>\$</b>
	<b><u>Other Income</u></b>		
24.	Dividend Income	\$	\$
25.	Interest Income		
26.	*Income from Non-Utility Property		
27.	Miscellaneous Income*		
28.	<b>Total Other Income</b>	<b>\$</b>	<b>\$</b>
	<b><u>Other Income Deductions</u></b>		
29.	Interest Expense	\$	\$
30.	Miscellaneous Income Charges		
31.	<b>Total Other Income</b>	<b>\$</b>	<b>\$</b>
	<b>NET INCOME (LOSS)</b>	<b>\$</b>	<b>\$</b>

\*Provide a detailed breakdown and source of this income.

**Operating Free Cash Flow**

		<b>AS OF DECEMBER 31</b>	
		<b><u>2023</u></b>	<b><u>2022</u></b>
<b><u>Item</u></b>	<b><u>Operating Income</u></b>		
1.	Cash Operating Revenue (Excluding One Time Income)	\$	\$
2.	<b>Less:</b> Cash Operating Expenses Incl Depr & Amortization and Taxes		
3.	<b>EBITDA</b>		
4.	Plus or Minus Adjustments to Income		
5.	<b>Adjusted EBITDA</b>		
6.	<b>Less:</b> Book Depreciation		
7.	<b>EBIT</b>		
8.	<b>Less:</b> Taxes at Corporate Tax Rate		
9.	<b>Total Net Operating Income</b>	\$	\$
	<b><u>Operating Free Cash Flow</u></b>		
10.	Adjusted EBITDA	\$	\$
11.	Less Taxes		
12.	Less CAPEX for Replacements		
13.	Plus or Minus Change in Working Capital		
14.	Add Debt Shield If Applicable		
15.	Total Net Operating Free Cash Flow		
	<b><u>Operating Taxes</u></b>		
	<b>NET INCOME (LOSS)</b>	\$	\$

**LEASED EQUIPMENT**

**This schedule should include all operating equipment located in Tennessee that is leased or used by your company.**

Type of Equipment	No. Of Units	Total Annual Amount of Rent	Age Of Units	Annual Depreciation Rate	Lease Expiration Date	Owner	Tax Liability Lessor or Lessee	Original Cost	Accumulated Depreciation	Depreciated Cost	Location (County & City)
		\$						\$	\$	\$	

**Summary of Tennessee Property  
BY COUNTIES, CITIES, AND SPECIAL SCHOOL DISTRICTS**

Name of County, City & Special School District		Gross Investment Buildings & Land (Inc. CWIP @ 100% for real property)		Gross Investment in Towers		Gross Investment in Furniture & Fixtures, Mat. & Supp., Autos, Electronic Equip.		Personal Property CWIP @ 15% of Cost		Gross Investment
County	Cities/SSD	Outside Cities	Inside Cities	Outside Cities	Inside Cities	Outside Cities	Inside Cities	Outside Cities	Inside Cities	Total
					<b>EXAMPLE</b>					
Williamson		\$1,000,000		\$500,000		\$100,000		\$2,000		\$1,602,000
	Franklin		\$2,000,000		\$1,000,000		\$200,000		\$2,500	\$3,202,500
	9 <sup>th</sup> SSD		\$2,000,000		\$1,000,000		\$200,000		\$2,500	\$3202,500
<b>GRAND</b>	<b>TOTAL</b>	\$	\$	\$	\$	\$	\$	\$	\$	\$

**\*DO NOT INCLUDE IN SPECIAL SCHOOL DISTRICTS IN THE GRAND TOTAL OR GROSS INVESTMENT TOTAL SINCE THESE INVESTEMENTS WILL BE REFLECTED IN THE COUNTY TOTAL.**

**“TENNESSEE ONLY”  
WIRELESS TOWER INFORMATION**

FCC Site ID	Latitude	Longitude	Property Address	County	City	Land Owned or Leased	Lessor/Site Owner	Map/Group/Parcel	Tower Height	Type of Tower	Notes
EX: 111111	36.1670	-86.7829	425 Rep. John Lewis Parkway N.	Davidson	Nashville	Leased	Justin P. Wilson	011A-A-001.00	210	Monopole	

ADDITIONAL NOTES:

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\*Please Identify if towers are Under Construction or Idle in “Notes” column. \*

**NEW WIRELESS INFORMATION FORM**  
**(PREPARE A SEPARATE PAGE FOR EACH NEW SITE)**

WC – 8

**SITE INFORMATION\***

County: \_\_\_\_\_ City: \_\_\_\_\_ Inside City Limits? Yes \_\_\_\_\_ No \_\_\_\_\_

Site Location: \_\_\_\_\_  
Street Address, Road Name, or Other Identifying Landmark (latitude, longitude)

Is Site Owned by Your Company? Yes \_\_\_\_\_ No \_\_\_\_\_ Date Purchased: \_\_\_\_\_

Grantor: \_\_\_\_\_ Tax Map & Parcel: \_\_\_\_\_ Deed Book & Page: \_\_\_\_\_

Is Site Leased by Your Company? Yes \_\_\_\_\_ No \_\_\_\_\_ Lessor: \_\_\_\_\_

Lessor's Address \_\_\_\_\_  
Number & Street

\_\_\_\_\_ city \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**FOR NEW 2023 TOWER SITES \***

Annual Site Rental Charges \_\_\_\_\_ Lease Start Date \_\_\_\_\_ Total Lease Period \_\_\_\_\_

Renewal Period \_\_\_\_\_ Escalation Amount \_\_\_\_\_

*\*See page WC-8A for a suggested spreadsheet layout.*

**TOWER INFORMATION\***

Is Tower Owned by Your Company? Yes \_\_\_\_\_ No \_\_\_\_\_ FCC Registration # \_\_\_\_\_

Is Tower Leased by Your Company? Yes \_\_\_\_\_ No \_\_\_\_\_ Tower Owner: \_\_\_\_\_

What Type of Tower? Guyed \_\_\_\_\_ Lattice \_\_\_\_\_ Monopole \_\_\_\_\_ Other \_\_\_\_\_

Tower ID Number: \_\_\_\_\_

Height: \_\_\_\_\_ V/F \_\_\_\_\_ Base Width \_\_\_\_\_

Is There a Prefab Building? Yes \_\_\_\_\_ No \_\_\_\_\_ Size \_\_\_\_\_

Are There Other Site Improvements? Yes \_\_\_\_\_ No \_\_\_\_\_

Describe Other Site Improvements: \_\_\_\_\_

**COST INFORMATION**

Land Cost \$ \_\_\_\_\_

"Tower Only" Cost: \_\_\_\_\_

Electronics Cost: \_\_\_\_\_

Prefab Building Cost: \_\_\_\_\_

Other Improvements Cost: \_\_\_\_\_

Total Cost: \$ \_\_\_\_\_

Was a building permit filed?  
Yes \_\_\_\_\_ No \_\_\_\_\_ Permit # \_\_\_\_\_

Was an electrical inspection performed?  
Yes \_\_\_\_\_ No \_\_\_\_\_ Permit # \_\_\_\_\_

Is this an "antenna only" facility?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, specific location  
(i.e. building name, public utility name, etc.)  
\_\_\_\_\_

Local individual to contact regarding your properties  
in Tennessee: \_\_\_\_\_  
Name

Phone # ( ) \_\_\_\_\_

**PURCHASES AND SALES OF TENNESSEE PROPERTY**

List all purchases and sales of Tennessee **real property** (including Telecommunications Towers) that occurred during the year 2023. Give all applicable information for each transaction separately. (You may copy pages as needed) Please **attach a copy of the warranty deed or sales contract.**

**PURCHASES**

**Date of Purchase:** \_\_\_\_\_

**County/City:** \_\_\_\_\_

**Assessor’s Tax Map & Parcel Number:** \_\_\_\_\_

**Purchase Price:** \_\_\_\_\_

**Physical Address:** \_\_\_\_\_  
Number & Street

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

**Description of Property:** \_\_\_\_\_

**Grantor (seller):** \_\_\_\_\_

**Type of Improvement:** \_\_\_\_\_

**SALES**

**Date of Sale:** \_\_\_\_\_

**County/City:** \_\_\_\_\_

**Assessor’s Tax Map & Parcel Number:** \_\_\_\_\_

**Sale Price:** \_\_\_\_\_

**Physical Address:** \_\_\_\_\_  
Number & Street

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

**Description of Property:** \_\_\_\_\_

**Grantee (buyer):** \_\_\_\_\_

**Type of Improvement:** \_\_\_\_\_

### INDUSTRIAL DEVELOPMENT BOARD

Please report on this form any Industrial Development Board (IDB) or similar tax abatements information for personal and real property leased by your company. Please include scanned or paper copies of any similar agreements with city or counties for the referenced properties.

Owner Name	Lessee Name	Property Address	County Name	City Name	Estimated Value	Lease Date	Lease Terms





# OUT OF BUSINESS

IF COMPANY HAS GONE OUT OF BUSINESS  
THIS FORM MUST BE PROPERLY FILLED OUT, SIGNED, NOTARIZED AND RETURNED TO:

COMPTROLLER OF THE TREASURY  
OFFICE OF STATE ASSESSED PROPERTIES  
CORDELL HULL BUILDING  
425 FIFTH AVENUE NORTH  
NASHVILLE, TN 37243-3400

I, \_\_\_\_\_, on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ declare that, to the best of my knowledge and belief, the information herein is true, correct, and complete.

- **Company Name** \_\_\_\_\_
- **Date operation ceased business** \_\_\_\_\_
- **Date of insurance cancellation** \_\_\_\_\_  
(Attach copy of insurance cancellation)
- **Date of cancellation (US DOT Number)** \_\_\_\_\_
- **Date of cancellation (FMCSA)** \_\_\_\_\_  
(You can log onto their website using their Pin# and cancel online or call (615)781-5781)
- **Date of cancellation (MC Number)** \_\_\_\_\_  
(If FMCSA is not notified by the insurance company when the insurance is terminated, the company will still appear as active in SAFER. Please ensure Motor Carrier Authority cancellation, or your company *will still* be assessed by the Office of State Assessed Properties)
- **How and when were assets disposed** \_\_\_\_\_  
(If sold, name and address of buyer)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## NOTARY ACKNOWLEDGEMENT

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

\_\_\_\_\_  
COMPANY OFFICIAL SIGNATURE

\_\_\_\_\_  
DATE

Sworn to and subscribed before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
NOTARY

NOTARY SEAL

\_\_\_\_\_  
COMMISSION EXPIRES

**DATE:** \_\_\_\_\_

I, \_\_\_\_\_, being the OWNER, PRESIDENT,  
SECRETARY, AND/OR PARTNER OF \_\_\_\_\_, do hereby  
swear and affirm that the foregoing Ad Valorem Tax Report for the year two thousand twenty-  
four has been prepared from only the original books, papers, and records of said respondent  
under my direction in accordance with Tennessee Code Annotated, §67-5-1316, and is true  
and correct to the best of my knowledge and belief.

\_\_\_\_\_  
**NAME**

\_\_\_\_\_  
**OFFICIAL CAPACITY**