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Form OR-EZ-PS

Oregon Enterprise Zone Property Schedule

For qualified property of a qualified business firm first placed in service at a location in the enterprise zone.

Department of revenue use only
Date received

Instructions

- For the first year of exemption on qualified property, this schedule must be attached to Form OR-EZ-EXCLM, *Oregon Enterprise Zone Exemption Claim,* 150-310-075, and both filed with the county assessor between January 1 and April 1, with copies sent to the local zone manager.
- Qualified property is property that is placed in service in the enterprise zone for the first time in the immediately previous calendar year (January 1 through December 31).
- Qualified property doesn't include land, on-site developments assessed as land, vehicles, rolling stock, non-inventory supplies, any property used in an ineligible activity, or property that doesn't serve to produce income.
- If an exemption is claimed for leased qualified property, every owner of leased property must complete a copy of page 4 for inclusion with this *Property Schedule.*
- *Placed in service* means that the property was in use or occupied or ready to be used or occupied for specifically intended commercial purposes.
- Property must also be reported on the relevant state and/or county returns.
- Real property machinery and equipment or personal property may be new, used, or reconditioned, but it must be installed in the enterprise zone on property that is owned or leased by the filer/taxpayer (qualified business firm) claiming the exemption, and in **no** event is any real property machinery and equipment or personal property exempt, if it was already inside the county **and** owned or leased by the same firm as of January 1 of the year preceding its first exemption year or more than six months prior to the date of Form OR-EZ-AUTH, *Authorization Application,* 150-303-029, whichever is earlier.
- For any such previously used property, attach description of method employed to determine cost equivalent, as well as timing and events in its being newly procured from elsewhere in the county, or newly transferred from beyond the county if already owned or leased by the same firm.

For assessor's use only	
Date received	Received by
Account number	Code area number
Exemption claim ☐ Present ☐ Missing	For tax year
Central/prior assessment, other notes	

Filer/taxpayer filed for 20____

Enterprise zone or rural renewable energy development zone (where business and property are located)		County (where business and property are located)	
Name of business firm		Phone ( )	
Mailing address	City	State	ZIP code
Street address of all property (if different from above)	City	State	ZIP code

Map and tax lot number(s) of site (may comprise adjacent multiple sites with proximity to each other comparable to a single site)

Contact person	Title	Phone ( )

☐ Check here if this schedule accompanies an Exemption Claim filed between January 1 and April 1 of the next year. If so, you understand that the first year of the exemption is forfeit, and that all stipulations for qualification in the claim form and this schedule must be satisfied as if these documents had been timely filed.

Declaration for qualified business firm

I declare under penalties of false swearing [ORS 305.990(4)] that I have examined this document and all attachments, and to the best of my knowledge they are true, correct, and complete. I have concluded that my firm satisfies the requirements of a qualified business firm and complies with all local, Oregon, and federal laws that are applicable to my business. I understand that property will be disqualified and back taxes imposed if any requirement for its exemption is violated, including but not limited to, its being used in an ineligible activity, or if it is continuously not in use or occupancy for longer than 180 days at any time during the period of exemption. I understand actual use or occupancy in the enterprise zone must begin before July 1, six months after the year in which property is placed in service.

Must be signed by an owner, company executive, or authorized representative of the business firm

Signature X	Date

Title (if not an owner or executive, attach letter attesting to appropriate contractual authority)

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Business firm: _____ **County:** _____

Qualified property criteria / special cases

1 Mandatory criteria for qualified property listed on this schedule. Check all that apply respective to the *Authorization Application* (including if amended prior to the first year of initial exemption):

- ☐ Property is at the same location as indicated.
- ☐ Any building or structure with $50,000 or more in construction, reconstruction or modification costs was identified.
- ☐ Each basic type of property in lines 4a, 4b, 4c, 4e, and 5 below was at least represented.

In special cases, actual investments must be consistent with the descriptions shown in the *Authorization Application.* Check if one of these applies:

- ☐ Property is a headquarters/centralized facility for statewide or wider regional operations.
- ☐ Rural renewable energy development zone project.

2 Is qualified property used in the ancillary operations of an authorized business operating a hotel, motel, or destination resort and located at the site? If yes, attach description of the qualified property, owned or leased, used primarily to service overnight guests. ☐ Yes ☐ No

3 Has enterprise zone been terminated? If yes, dated of termination: _____ ☐ Yes ☐ No

Summary of investment costs of qualified property

4 Qualified real property for which an exemption is claimed:

a. Newly constructed buildings or structures (from #8 total) $ _____

b. New additions to or modifications of existing buildings or structures (from #9 total) $ _____

c. Newly installed real property machinery and equipment (from #10 total) $ _____

d. **Subtotal:** Add lines 4a, 4b, and 4c* $ _____

e. New modification to real property machinery or equipment greater or equal to $50,000 (from #11 total) $ _____

5 Items of qualified personal property, for which the cost of each one equals or exceeds:

a. $50,000 (from #12 total) $ _____

b. $1,000 if used exclusively for tangible production or in E-commerce in an approved designation (from #13 total) $ _____

6a **Total of owned qualified property** (add lines 4d, 4e, 5a, and 5b) **$** _____

6b **Total of leased qualified property** [add all **Totals** of leased qualified property from page 4(s)]* **$** _____

7 **Total cost of investment** (add lines 6a, and 6b) **$** _____

* Total cost of real property (owned and leased) must be at least $50,000.

Buildings and structures

8 **Newly constructed buildings or structures that you *own*.**

Description	Date site preparation began	Date foundation poured	Date placed in service	Construction cost, sales price, or equivalent
a.				$
b.				$
c.				$
			Total—add lines 8a to 8c	**$**

9 **New additions to or modifications of existing buildings or structures (including leasehold improvements) that you *own*.**

Description	Date addition or modification began	Date placed in service	Cost of addition or modification
a.			$
b.			$
c.			$
		Total—add lines 9a to 9c	**$**

Identify any building or structure listed in sections 8 and 9 that is partially leased or occupied by another business or partially used for a separate, ineligible activity. Describe the circumstances and relative square footage. Attach additional sheet(s) if necessary.

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Business firm: _____ **County:** _____

Real property machinery and equipment

Item of property used in the business process or activity that isn't readily movable due to weight or attachment to other real property. Doesn't include furniture, commercial fixtures, or structural components, such as building's standard wiring, plumbing, or HVAC.

10 **List newly installed real property machinery or equipment that you *own*. List all newly installed machinery or equipment that you *lease* on page 4. Attach additional sheets if necessary.**

Description of machinery or equipment (make, model, type, and/or "UCC" code)	Serial number	Date purchased	Date installation began	Date placed in service	Purchase price, cost, or equivalent
a.					$
b.					$
c.					$
d.					$
e.					$
f. **Total from attached sheet(s)**					$
				Total—add lines 10a to 10f	**$**

11 **List real property machinery or equipment that you *own* that has been idle at authorization and for 18 months, and is modified (reconditioned, refurbished, upgraded, or retrofitted) at a cost of $50,000 or more. List all such modified machinery or equipment that you *lease* on page 4. Attach additional sheets if necessary.**

Description of machinery or equipment (make, model, type, and/or "UCC" code)	Serial number	Date last used commercially	Date modification began	Date placed in service	Cost to upgrade, retrofit, recondition, or refurbish
a.					$
b. **Total from attached sheet(s)**					$
				Total—add lines 11a and 11b	**$**

Personal property

Item of property that is readily movable and isn't attached or connected to a building, structure, or other real property. "Item of personal property" includes an integrated system consisting of various components that would normally be appraised and assessed as a unit. Doesn't include vehicles, motorized/operator-driven devices, rolling stock, or non-inventory supplies, which don't qualify in enterprise zone.

- *List newly installed personal property items that you **own** in either section 12 or section 13.*
- *List all newly installed personal property items that you lease on page 4.*

Personal property—$50,000 or more

12 **Newly installed personal property items that each cost $50,000 or more. Attach additional sheets if necessary.**

Description (make, model, type, and/or "UCC" code)	Serial number	Date purchased	Date placed in service	Purchase price, cost, or equivalent
a.				$
b.				$
c.				$
d.				$
e.				$
f. **Total from attached sheet(s)**				$
			Total—add lines 12a to 12f	**$**

Personal property—$1,000 or more

13 **Newly installed personal property items that each cost $1,000 or more that are used in electronic commerce in an approved designation or exclusively in the production of tangible goods. Attach additional sheets if necessary.**

Description (make, model, type, and/or "UCC" code)	Serial number	Date purchased	Date placed in service	Purchase price, cost, or equivalent
a.				$
b.				$
c.				$
d.				$
e.				$
f.				$
g. **Total from attached sheet(s)**				
			Total—add lines 13a to 13g	**$**

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Enterprise Zone Leased Qualified Property

Review and return signed cover sheet with all attachments to business firm.

Owner/lessor's name	Title		
Organization		Phone ( )	
Mailing address	City	State	ZIP code
Business firm claiming enterprise zone exemption (lessee)		County	

Buildings and structures

Description	Date placed in service	Cost
a.		$
b.		$
	Total—add lines a to b	**$**

Real property machinery and equipment

Description (include make, model year, type, and/or "UCC" code)	Serial number	Amount of lease/ rent (indicate if monthly or yearly)	Lease term (from–to)	Date placed in service	Original cost or option to purchase (when and amount)
a.					$
b.					$
				Total—add lines a to b	**$**

Personal property

Description (include make, model year, type, and/or "UCC" code)	Serial number	Amount of lease/ rent (indicate if monthly or yearly)	Lease term (from–to)	Date placed in service	Original cost or option to purchase (when and amount)
Personal property items that each cost $50,000 or more:					
a.					$
b.					$
c.					**$**
				Total—add lines a to c	**$**
Personal property items that each cost $1,000 or more that are used in E-commerce in an approved designation or exclusively for tangible production:					
a.					$
b.					$
c.					**$**
				Total—add lines a to c	**$**
				Total of all leased qualified property—add all four totals above; copy to page 2, line 7	**$**

Declaration for leased qualified property by lessor

Attach additional pages as necessary for other lessors.

I declare under penalties of false swearing [ORS 305.990(4)] that I have examined this document and all attachments, and to the best of my knowledge, they are true, correct, and complete. I understand the exemption being claimed on property that is leased by me to the authorized business firm. The term of the lease agreement covers all tax years during which the property is expected to be exempt. Under that agreement the lessee is directly responsible for the entire amount of taxes due on any such property, either by compensating me or by being the taxpayer of record. I understand that as the owner (lessor) of the listed qualified property that I lease to the authorized business firm (lessee), I must acknowledge the exemption being claimed so that I may give timely notice on or before July 1 following a year in which noncompliance occurs in order to avoid penalties on back taxes.

Must be signed by an owner, company executive, or authorized representative of the leasing company

Signature	Date
X	

Title (if not an owner or executive, attach letter attesting to appropriate contractual authority)