

PERSONAL PROPERTY RETURN

IS DUE APRIL 15 OF EACH YEAR.

Why must my PTA file this MD Personal Property Return because we own no property?

Your PTA is incorporated and corporate status *requires* that a Personal Property Tax Return is completed every year by April 15 but no fees are due.

All PTAs incorporated in the state of Maryland must file a Personal Property Return annually by April 15. Filing this return serves to provide an annual report of corporate officers and directors and related information and also to report any business personal property owned or leased as of January 1 of the year in which the return is filed.

Some important things to know in completing the return are:

1. PTAs are a Domestic Non-Stock Corporation, the ID# Prefix will be D.
2. The Federal Principal Business Code is 813000.
3. If the answer to question C. of Section I is No, complete questions D & E in Section I and then skip Section II.
4. Section III on page 3 must be completed.
5. Sign and date the return
6. Make a copy for your files
7. And mail the document to the State of Maryland, Dept. of Assessments and Taxation, Personal Property Division in the envelope provided with the return forms.

The MD Personal Property Return can be downloaded from: <http://www.dat.state.md.us/sdatweb/personal.html#forms>

There are penalties assessed for late filing and the corporate status may be forfeited by failure to file the return.

If your PTA's Incorporation Charter has been forfeited, contact the Maryland PTA office for a Revival of Charter packet. The fee is \$100.00.