

**CALENDAR YEAR 2015 INCOME AND EXPENSE FORM
TOWN OF ASHFORD**

RETURN BY JUNE 1, 2016

AUTHORITY FOR AND CONFIDENTIALITY OF INFORMATION. To assess your real property equitably, information regarding the property's income and expenses is required. Connecticut General Statute 12-63c requires all owners of rental real property to file this report annually. **The information filed and furnished with this report will remain confidential and is not open to public inspection.** Any information related to the actual rental and operating expenses shall not be a public record and is not subject to the provisions of Section 1-19 (Freedom of Information) of the Connecticut General Statutes.

PENALTY FOR NOT FILING

In accordance with Section 12-63c(d), of the Connecticut General Statutes, as amended, any owner of rental real property who fails to file this form as required in Section 12-63c(a) or files an incomplete or false form with intent to defraud, shall be subject to a penalty assessment equal to a **Ten Percent (10%) increase in the assessed value of such property.** In accordance with CGS, Sec 12-63c(a), as amended, upon determination that there is good cause, the assessor may grant an extension of not more than thirty days to file such information, if the owner of such property files a request for an extension with the assessor not later than May first.

WHO SHOULD FILE. All property owners and lessors receiving this form should complete and return this form to the Assessor's Office. There are two exceptions:

- i) If your property is a 1 – 6 family residential property in which you reside, you are not required to file this form. Check the box below and return this document to the assessor. If a non-residential property is partially rented and partially owner-occupied this report must be filed.

I am an owner-occupant of this 1 – 6 family residential property and am not required to file this form.

- ii) If you or a related entity were not the property owner on 10/1/2015, check the box below and return this document to the assessor.

I or a related entity did not own the property on 10/1/2015.

OWNER OCCUPIED PROPERTIES. If your property is 100% owner-occupied, please report only the expenses items associated with occupancy of the building and land. Income and expense relating to your business should not be reported.

HOW TO FILE. An income and expense report summary page and the appropriate income schedule must be completed for each rental property. Each summary page should reflect information for a single property for the year 2015. If you own more than one rental property, a separate report/form must be filed for each property in Ashford. Income Schedule A must be filed for apartment rental property and Schedule B must be filed for all other rental properties. A computer printout is acceptable for Schedule A and B, providing all the required information is provided.

OVER

RETURN TO THE ASSESSOR ON OR BEFORE JUNE 1, 2015

MAIL TO:
ASSESSOR
TOWN OF ASHFORD
5 TOWN HALL RD
ASHFORD, CT 06278

TEL: 860-487-4403 / FAX: 860-487-4432
EMAIL: assessor@ashfordtownhall.org