



## ASSESSING DEPARTMENT

Personal Property Unit, Boston City Hall, Room 333, Boston, MA 02201  
personal.property@cityofboston.gov/assessing

December 20, 2007

Dear Personal Property Owner:

This letter serves as a reminder of your legal obligation pursuant to Massachusetts General Laws Chapter 59, Section 29, to file with the City of Boston Assessing Department a true list of all taxable personal property held by you on January 1, 2008. This information is also being requested pursuant to Massachusetts General Laws Chapter 59, Section 38F.

The form approved by the Massachusetts Commissioner of Revenue for this purpose is enclosed. It must be completed and returned to the Assessing Department by **March 1, 2008**.

Your cooperation in providing accurate information accomplishes three objectives: 1) ensures that the assessors have the correct information to equitably assess your property, 2) preserves all of your rights to seek an abatement and appeal the assessment, 3) fulfills your legal obligation.

If you fail to file the list or to contact the department by March 1, 2008, your assessed value will be estimated based on the assets of comparable businesses, and you will be billed accordingly. The laws of the Commonwealth limit the power of both the City and the Appellate Tax Board of the Commonwealth of Massachusetts to abate your tax in the event of delinquent filing. Failure to timely file could result in a 50% penalty on any abatement you might otherwise be entitled to, as well as the loss of the right to appeal your valuation to the Appellate Tax Board.

Please complete both the Form of List and the attached Supplemental Information Request form and return them in the enclosed, pre-addressed envelope. If you need assistance or do not understand your property tax obligations, please call our Valuation Division at (617) 635-1165. Personal property information is also available online at [www.cityofboston.gov/assessing](http://www.cityofboston.gov/assessing). Go to *Frequently Asked Questions* on the left menu.

Thank you for assisting us in our endeavor to establish fair and equitable tax assessments for all City of Boston taxpayers.

Sincerely,

Ronald W. Rakow  
Commissioner

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### THIS IS AN IMPORTANT NOTICE. PLEASE HAVE IT TRANSLATED.

Questa é una notizia molto importante. Per piacere falla tradurre.  
Este es un aviso importante. Sirvase mandarlo traducir.

C'est important. Veuillez faire traduire.

ĐÂY LÀ MỘT BẢN THÔNG CÁO QUAN TRỌNG.  
XIN VUI LÒNG CHO DỊCH LẠI THÔNG CÁO NÀY.

Este é um aviso importante. Por favor mande traduzi-lo.

Es é un avizu importanti. Di favor, manda traduzil.

Se yon anons ki enpòtan anpil. Sou Ple, fè tradwi li pou w.

Σπουδαία Πληροφορία – Παρακαλώ να το μεταφράσετε.

重要文件，請翻譯成中文。