

**TIM KEAN  
PHELPS COUNTY ASSESSOR**

200 N. Main St, Ste 126  
Rolla, MO 65401-3037  
573-458-6135 • 573-458-6149 Fax  
phelps.missouriassessors.com  
personalproperty@phelpscounty.org

**AVOID PENALTY Return by March 1st**

**2025 ASSESSMENT LIST**

**Dear Taxpayer:** This form is used by the county assessor to determine the taxable value of your personal property, e.g. vehicles, recreational equipment, livestock, farm machinery, etc. You are required by law to list all personal property belonging to you or under your control in Phelps County, Missouri, on Jan. 1st, 2025. Complete this form, sign and return it **before March 1st, 2025** to avoid penalty.

**Read instructions below.**

**SUBMIT YOUR ASSESSMENT LIST ONLINE**

1. Website: [Phelps.MissouriAssessors.com](https://Phelps.MissouriAssessors.com)
2. Click "e-File Personal Property" button
3. Enter the Account # (located below)
4. Enter the ePIN (located below)



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**E-File - Scan QR code or Go to:**

**Military personnel:** Were you or your spouse active military Jan 1st?  
 Yes (Attach LES)  No

**Physical Location:**

**HAS YOUR ADDRESS CHANGED?**  NO  YES New Address \* \_\_\_\_\_ Date Moved \_\_\_\_\_  
Street Apt./ # City State Zip

\* REQUIRED - LIST LOCATION ADDRESS IF DIFFERENT FROM MAILING ADDRESS \_\_\_\_\_

**IMPORTANT:** Last year you reported the property shown below.

1. Please draw a line through any items you **did NOT own** on Jan. 1<sup>st</sup>, 2025 ----->

2. List **ANY** items **NOT SHOWN** in this box on back of form.

**HOW TO REMOVE AN ITEM:**  
~~4904FORD F 100 XL FD7QA61035550257~~  
 ↑ EXAMPLE ↑

Please add VIN if missing from items shown in this box. Add VIN to any newly purchased items you list on back. This 17-digit number can be found on your insurance card.

*You must check one of these boxes and sign before returning.*



**CHANGES HAVE BEEN MADE**

*Items were added, deleted, or address was changed*



**NO CHANGES MADE**

*No new items owned on Jan. 1st*

**Do not re-list any items that appear correctly in yellow box above.**

**Would you, the above mentioned taxpayer, be interested in receiving your personal property assessment list via email in the future?**

**If so, please list your current email address in the signature area below.**

I have read and understand the instructions above and on back. I do solemnly swear, or affirm, that the foregoing list contains a true and correct statement of all the tangible personal property, made taxable by the laws of the state of Missouri, which I owned or which I had under my charge or management on the first day of January, 2025. I further solemnly swear, or affirm, that I have not sent or taken, or caused to be sent or taken, any property out of this state to avoid taxation. So help me God.

**SIGN HERE!**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

EMAIL: \_\_\_\_\_

□□□□ - □□□□ - □□□□□□  
AREA CODE DAYTIME PHONE NO.

**INSTRUCTIONS: NOTICE TO TAXPAYER**

**Deadline for return.**

If you were a resident of, a property owner in, or operated a business in Phelps County, Missouri, as of January 1st, 2025, please fill out the assessment list and return it to the Assessor's Office **BEFORE THE FIRST DAY OF MARCH**. Businesses should file a "Business Personal Property Declaration" form. Please call us and we will send you one of these forms.

If you moved from Phelps County before January 1st, 2025, you will not owe taxes in Phelps County. Please return this list stating your new address and date moved.

**Failure to return your Assessment List will result in a Penalty.**

Late Personal Property Lists - Sec. 137.280 RSMo requires the assessor to assess a penalty on any person who fails to return his personal property tax list by the deadline.

ASSESSED VALUE	PENALTY	ASSESSED VALUE	PENALTY
0 - 1,000	\$15	5,001 - 6,000	\$65
1,001 - 2,000	\$25	6,001 - 7,000	\$75
2,001 - 3,000	\$35	7,001 - 8,000	\$85
3,001 - 4,000	\$45	8,001 - 9,000	\$95
4,001 - 5,000	\$55	9,001 and above	\$105

**"Assessment may be DOUBLED if list is found to be fraudulent. Statute 137.285"**

**Questions?** For assistance in completing this form call: 573-458-6135 or visit the Assessor's office at 200 North Main Street, Suite 126, in Rolla, Missouri.

**CONTINUED ON BACK**

<b>AUTOMOBILES:</b> <i>including: Cars, Vans, SUVs, Jeeps &amp; Pickups</i>	YEAR	MAKE <i>(Chev, Ford)</i>	MODEL <i>(Impala, Focus)</i>	SERIES <i>(SL, SE)</i>	# DOORS	# DRIVE WHEELS <i>(Circle)</i>	TONS	CAB TYPE <i>(Circle)</i>	VIN (Vehicle ID Number)			
						2WD 4WD AWD		REG EXT CREW				
						2WD 4WD AWD		REG EXT CREW				
						2WD 4WD AWD		REG EXT CREW				
						2WD 4WD AWD		REG EXT CREW				
						2WD 4WD AWD		REG EXT CREW				
<b>HISTORIC VEH.</b>					HISTORIC PLATES? <input type="checkbox"/> YES <input type="checkbox"/> NO		EST. VALUE:					
					HISTORIC PLATES? <input type="checkbox"/> YES <input type="checkbox"/> NO		EST. VALUE:					
<b>LEASED VEH.</b>					FROM WHOM:							
<b>TRUCKS &amp; SEMI TRACTORS</b> <i>Attach Reciprocity Report</i>	YEAR	MAKE <i>(Sterling, Mack)</i>	MODEL	GROSS VEH. WEIGHT	BODY TYPE <i>(Flatbed, Grain)</i>		MO MILES	TOTAL MILES	VIN (Vehicle ID Number)			
<b>SEMI TRAILER</b>	YEAR	MAKE / MODEL	TYPE <i>(Reefer, Flat, Van, Tanker, Etc.)</i>		AXLES	LENGTH	MO MILES	TOTAL MILES	VIN (Vehicle ID Number)			
<b>CAMPER TRAILER</b>	YEAR	MAKE	MODEL & SERIES	TYPE <i>(Circle One)</i>			LENGTH (OPEN)		VIN (Vehicle ID Number)			
				5TH WHEEL UPRIGHT FOLD DOWN								
<b>TRAILERS</b> <i>including BOAT TRAILERS</i>	YEAR	MAKE	TYPE <i>(Stock, Flat, Boat, Horse)</i>	HITCH <i>(Circle One)</i>		AXLES	WGT/TON	LENGTH	VIN (Vehicle ID Number)			
				GOOSENECK BUMPER								
				GOOSENECK BUMPER								
				GOOSENECK BUMPER								
				GOOSENECK BUMPER								
<b>BUSES</b>	YEAR	MAKE / CHASSIS	MODEL / SERIES			LENGTH	# PASSENGERS	VIN (Vehicle ID Number)				
<b>MOTOR HOMES &amp; RVs</b>	YEAR	MAKE / CHASSIS	MODEL	SERIES			LENGTH	VIN (Vehicle ID Number)				
<b>CUSTOM MOTORCYCLE</b>	YEAR	MAKE	MODEL	INSURANCE VALUE		ESTIMATED VALUE		VIN (Vehicle ID Number)				
<b>MOTORCYCLES ATVs &amp; UTVs</b>	YEAR	MAKE	MODEL	# OF WHEELS	TYPE <i>(Circle One)</i>		CC / HP	VIN (Vehicle ID Number)				
					MC ATV UTV							
					MC ATV UTV							
					MC ATV UTV							
<b>BOAT &amp; MOTORS</b>	YEAR	MAKE	MODEL / TYPE <i>(Jon, Fishing, Pontoon, Ski, etc.)</i>	LENGTH	FIBER, WOOD, ALUMINUM	MOTOR / MAKE		MOTOR TYPE <i>(Circle One)</i>	MOTOR YR.	MOTOR HP	HIN (HULL ID #)	
								OB I/O				
								OB I/O				
<b>AIRPLANES</b>	YEAR	MAKE	MODEL & SERIES	MAX. CERTIFIED GROSS TAKEOFF WEIGHT	<i>(Circle One)</i> COMMERCIAL NON-COMMERCIAL	HOURS FLOWN LAST YEAR	PURCHASE PRICE	VIN / SERIAL NUMBER				
							\$					
<b>GRAIN/HAY For Resale</b>	Grain: # Bushels					Hay: # Tons						
<b>LIVESTOCK</b>	Cows	No.	Slaughter Lambs	No.	Ostrich (under 2 yrs.)	No.	Bee Colonies	No.				
	Bulls	No.	Feeder Lambs	No.	Ostrich (over 2 yrs.)	No.	Other:	No.				
	Yearlings	No.	Replacement Lambs	No.	Goats	No.						
	Calves (up to 12 mo.)	No.	Horses	No.	Mini Horses	No.						
	Sows/Boars	No.	Mules	No.	Donkeys	No.						
	Barrows/Gilts	No.	Emu (under 2 yrs.)	No.	Chickens	No.						
	Pigs	No.	Emu (over 2 yrs.)	No.	Bison	No.						
<b>FARM MACHINERY &amp; HEAVY EQUIPMENT</b>	YEAR	MAKE	MODEL	DESCRIPTION <i>(Tractor, Combine, Backhoe, Dozer, Etc.)</i>				YEAR PURCHASED	ORIG. COST			
									\$			
									\$			
									\$			
									\$			
									\$			
									\$			
<b>APARTMENTS MOTELS</b> <i>(OWNER'S ONLY)</i>	Please List Total Number of											
	Furnished Rooms # _____ Refrigerators # _____ TV's # _____ Washers # _____ Dryers # _____											
<b>MOBILE HOMES</b>  <i>(Please attach additional list if necessary)</i>	YEAR	MAKE	MODEL	WIDTH	LENGTH	DATE PURCHASED	VIN / SERIAL NO.					
	Do you own the land? <input type="checkbox"/> YES <input type="checkbox"/> NO If not, list landowner below. *			PARK NAME				MH SITUS				
	LOCATION: <input type="checkbox"/> MOBILE HOME PARK <input type="checkbox"/> TOWN LOT <input type="checkbox"/> RURAL ACREAGE			ADDRESS & LOT NO.				* NAME & ADDRESS OF LANDOWNER (IF DIFFERENT)				

**OFFICE USE ONLY:** PENALTY: Yes \$ \_\_\_\_\_ No # \_\_\_\_\_