

Remit to:
 Town of Westerly – Assessment Department
 45 Broad Street
 Westerly, RI 02891

Westerly, Rhode Island 2026 Annual Return/Declaration of Personal Property

Who Should File: Pursuant to RIGL 44-5-15, all owners of tangible personal property must file. *If you no longer own the above-named business or personal property assessed in your name last year, you need only to complete the Affidavit of Personal Property below and return this declaration to the Assessor. If you do not file, the Assessor must assume that you are still operating the business or still own and have failed to declare your tangible personal property, and you will be responsible for the tax bill issued.*

Complete: Complete the entire Annual Return. Writing "Same as last year" is not acceptable. Do not forget the Lessee's listing (Section 6).

Signature Required: The owners or their agent shall sign the owner's affidavit (Section 9). All signatures *must* be duly sworn to and notarized. ****Please note: There is a \$10 charge to notarize your form at the town hall.****

Extension: If a taxpayer is unable to make such declaration within the prescribed time, they may submit written notice, prior to January 31, of their intention to submit the declaration by March 15. **Written approval must be given by the Assessment Department.**

BEFORE FILING, MAKE COMPLETE COPIES FOR YOUR RECORDS.

This Annual Return must be filed no later than:

JANUARY 31, 2026

Postmarks are NOT accepted as proof of filing. **RETURNS WILL NOT BE ACCEPTED VIA EMAIL. NO AMENDED RETURNS WILL BE ACCEPTED AFTER MARCH 15TH**

FAILURE TO FILE A TRUE & FULL ACCOUNT WITHIN THE PRESCRIBED TIME ELIMINATES THE RIGHT TO APPEAL.

Westerly Assessment Department Hours: 8:30 AM – 4:30 PM (additional forms available online www.westerlyri.gov)
 Direct questions concerning Annual Returns to the Assessment Department at:

Phone: (401) 348-2542

Fax: (401) 348-2616

Email: LHebert@WesterlyRI.gov

AFFIDAVIT OF PERSONAL PROPERTY STATUS – *to be completed only if business has CLOSED*

I,	_____	of	_____	at	_____
	Owner Name		Business Name		Location
	with regard to said business, or property, do so certify that on _____ said business or property:				
			Date		
A.	Sold to:	_____	_____		
		Name	Address		
B.	Moved to:	_____	_____		
		City/Town & State to where moved	Address		
C.	Terminated on:	_____	(Attach Bill of Sale or Letter of Dissolution to this Affidavit)		
			Phone #:	_____	
Signature of owner		_____			
		Email: _____			
Subscribed and sworn to before me this _____ day of _____		_____			
Notary Public		My Commission expires: _____			

I, _____ Name _____ Residence: _____
 _____ Title _____
 am responsible for the information contained within this form.
 Daytime phone #: _____
 Email address: _____

Give a full, general description of your business operation: _____ Employer ID/EIN# _____

Mfg. Wholesale Retail Other: _____
 Number of Employees as of December 31, 2025 _____ Square feet occupied: _____
 Do you own or lease the space occupied? _____ Monthly rent: _____

Ownership: Corporation Co-Partnership Individual
 Name(s): _____
 Business Name / DBA: _____
 Business Address: _____
 Mailing Address: _____

SECTION 1 – REAL ESTATE OWNED ***This section is used in real estate tax appeal cases only.*

LOCATION & DESCRIPTION	Assessor's		Claimed Full Value	
	Plat(s)	Lot(s)		

SECTION 2 – SHORT LIFE COMPUTER EQUIPMENT ONLY

*****PLEASE ATTACH A SEPARATE ITEMIZED LIST FOR EACH YEAR*****

Please list all short life (PC computer equipment) separately in this section. **Manufacturers** include all equipment **NOT** used directly in the actual manufacturing process. Attach a separate sheet if necessary. *LIST ALL LEASED / RENTED EQUIPMENT IN SECTION 8.*

Calendar Year Purchased	Acquired New or Used?	Acquisition Cost	Depreciation Rate	Claimed Full Value	*Disposed Assets
2025			5%		
2024			20%		
2023			40%		
2022			70%		
2021 & Prior			80%		
TOTALS					

SECTION 3 – TANGIBLE PERSONAL PROPERTY

****PLEASE ATTACH A SEPARATE ITEMIZED LIST FOR EACH YEAR****

List by year the total acquisition cost for all furniture, fixtures, equipment, signs and **UNREGISTERED VEHICLES** owned by you that are used in conducting the operations of any retail, wholesale, service, contracting, professional or other type of business that has an economic life between 6 and 12 years. Manufacturers should only report furniture, fixtures and equipment that are NOT used directly in the actual manufacturing process.

****IMPORTANT ~Be sure to declare all acquisitions still in use, even though they may be fully depreciated on your books. List all leased / rented equipment in Section 8. Be sure to list all computer equipment & cell phones separately in Section 2.**

Calendar Year Purchased	Acquired New or Used?	Acquisition Cost	Depreciation Rate	Claimed Full Value	*Disposed Assets
2025			5%		
2024			10%		
2023			20%		
2022			30%		
2021			40%		
2020			50%		
2019			60%		
2018 & prior			70%		
TOTALS					

SECTION 4 – LONG LIFE ASSETS

****PLEASE ATTACH A SEPARATE ITEMIZED LIST FOR EACH YEAR****

List by year the total acquisition cost for assets that have an economic life of 13 years or more. Manufacturers should only report assets that are NOT used directly in the actual manufacturing process. ****IMPORTANT Be sure to declare all acquisitions still in use, even though they may be fully depreciated on your books. LIST ALL LEASED / RENTED EQUIPMENT IN SECTION 8. DO NOT duplicate assets reported in Sections 2 & 3. This will result in an incorrect assessment.**

**Attach itemized list of disposals including acquisition year and original cost.*

Calendar Year Purchased	Acquired New or Used?	Acquisition Cost	Depreciation Rate	Claimed Full Value	*Disposed Assets
2025			5%		
2024			10%		
2023			15%		
2022			20%		
2021			25%		
2020			30%		
2019			35%		
2018			40%		
2017			45%		
2016			50%		
2015			55%		
2014			60%		
2013			65%		
2012 & prior			70%		
TOTALS					

SECTION 5 – BUILDINGS & IMPROVEMENTS

Property Address: _____ Plat: _____ Lot: _____

Property used for: _____ Claimed Full Value: \$ _____

Name of landowner: _____

Is Lease recorded? Yes No Dates of Lease From: _____ To: _____

SECTION 6 – LEASED / RENTED / CONSIGNED

This Section to be used by all businesses

TANGIBLE PERSONAL PROPERTY

INCLUDING MANUFACTURERS

Owner / Address	Item Description	Cost New	Lease Term	Monthly Rent	Lease #

SECTION 7 – TANGIBLE PROPERTY LEASED OR RENTED TO OTHERS

On December 31, 2025, if you owned any items of tangible personal property (except registered motor vehicles), which you leased or rented to others, **attach a separate schedule to this form and report all of the following information for each of item:** Lessee's name and location of property, description of property, your acquisition cost, date of acquisition or installation, date of manufacture, monthly rental or lease income, and dates of lease.

SECTION 8 – LEASEHOLD IMPROVEMENTS

**** PLEASE ATTACH A SEPARATE ITEMIZED LIST FOR EACH YEAR ****

Fixtures, etc., owned by you and attached to or used in real estate owned by others and not reported elsewhere. Leasehold improvements include, but are not limited to, wall paneling, carpeting, tile on wall and floors, ceiling, electrical and plumbing fixtures, partitions, building additions and the like.

***Attach itemized list of disposals including acquisition year and original cost.*

Calendar Year Purchased	Acquired New or Used?	Acquisition Cost	Depreciation Rate	Claimed Full Value	*Disposed Assets
2025			5%		
2024			10%		
2023			20%		
2022			30%		
2021			40%		
2020			50%		
2019			60%		
2018 & prior			70%		
TOTALS					

SECTION 9 – SIGN YOUR RETURN AND NOTARIZE

I do hereby certify and declare that, to the best of my knowledge and belief, the foregoing is a true and complete list of all personal property owned by said corporation, co-partnership or individual in or ratable in said Town on the said thirty-first day of December, 2025, at 12 o'clock midnight, Eastern Standard time; that the value placed against each item thereof is the full and fair-cash value thereof at said time.

Please Sign Here

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Signature _____

Title _____

Date _____

On _____, before me personally appeared _____ and made oath that the foregoing account, made by him/her signed and exhibited, contains to the best of his/her knowledge and belief a true and full account and valuation of the ratable estate owned or possessed by said corporation, co-partnership, or individual.

Signature of Notary Public _____

Date _____

My Commission Expires: _____