

What is business personal property?

Business personal property is property that is used in a trade, business or farming. This type of property is subject to property tax throughout North Carolina.

How do I file for an extension for existing or new accounts?

Extensions may be requested only during the month of January. For existing accounts, extensions are to be requested online. You will need your account number and current abstract number. Go to www.co.surry.nc.us>Departments>Tax>Online Listing. Enter your account number and abstract number. Press "Request Listing Extension". Fill in requested information and hit submit. A confirmation will be emailed. For new accounts, you must mail in an extension request. Please include the business name, mailing address, physical address, telephone number and contact person. The letter must show good cause as to the reason an extension is being requested. Mail extension request to Surry County Tax Office, Attn: Business Personal Property, PO Box 588, Dobson, NC 27017. A letter of confirmation will be mailed.

Can I submit my listing online?

Yes. You will need your account number and current abstract number. Go to www.co.surry.nc.us>Departments>Tax>Online Listing. Enter your account number and abstract number. Press continue.

What do I do with my listing form if an accountant or CPA completes my listing?

Please provide the listing form to your accountant or CPA as soon as you receive it.

What information should a taxpayer provide if business is closed?

The taxpayer should complete the section "If Out of Business" on the first page of the listing form and sign the document. Please include the date business closed. If the assets were sold, please provide the name and address of the purchaser.

How do I fill out supplies?

List supplies on hand as of January 1st of physical inventory taken OR total supplies for the year and divide by 12.

If I did not purchase anything last year, do I have to list?

Yes, a listing is required each year.

How do I list old assets brought into a business?

List assets in the year acquired at original cost. Make a note in the margin that old assets were brought into the business.

When is the deadline for listing business personal property?

The time to list is the month of January. If you request an extension and it is granted, the deadline is April 15th. If a listing is received late, there will be a 10% late listing penalty added to the tax bill.

What is the email and telephone number in case I have questions?

The email is businesspersonal@co.surry.nc.us The telephone number is (336) 401-8100.