

**INSTRUCTIONS FOR FILING AD VALOREM TAX EXEMPTION REQUESTS IN
HERNANDO AND DESOTO COUNTY, MISSISSIPPI FOR
MANUFACTURERS AND DISTRIBUTORS**

Tax Exemption:

- **New Industrial Ad Valorem Tax Exemption** provides relief from all ad valorem taxes, both County and Municipal, except *Education County Levy, Road and Bridge and Debt Service; Municipal Parks, Library and Bonded Debt Taxes, and State Mandated County Levies*, for certain eligible industries, including manufacturers, warehouses, and distribution centers for a term not to exceed ten (10) years.
- **Expanded Properties Ad Valorem Tax Exemption** provides the same for established industries that expand their facilities in later years. The Expanded Properties Exemption applies only to additional property acquired.
- These exemptions apply only to real property, furniture and fixtures, machinery and equipment and other property used in and necessary to the operation of eligible industrial enterprises.
- **All equipment** should be installed and placed in service *prior* to completion date shown on application.
- **Minimum capital investment** to be met to be considered:

| | |
|----------------------------|--------------|
| 5-25 current FTE employees | \$300,000. |
| 26 + current FTE employees | \$500,000. + |

Filing Deadlines:

- **June 1** of the year immediately following the completion date of a *new enterprise or expansion* - application for tax exemption due.
- **Completion of Project** – considered to be the date that all equipment is installed and operations have begun
- **Application for Free Port Warehouse License** must be filed by *December 31* of the year before the covered inventory is subject to assessment. The governing authorities grant the exemption for Free Port Warehouse purposes and license is issued by, and reports are to be filed with the Tax Assessor.
- **Before January 1** of the year in which exemption is requested – exemption must be approved by DeSoto County Board of Supervisors and Mayor and Board of Aldermen in the city of Hernando and license issued by the DeSoto County Tax Assessor.
- **March 31** – Free Port Warehouse annual reports due to Tax Assessor's Office.

Assessment Dates:

- All taxable real property situated in the State of Mississippi before **January 1** of each year, and all other taxable property so situated or brought into this state at any time prior to **March 1** of each year, shall be assessed and taxes thereon paid for the year. (Mississippi Code Section 27-35-3)

Required Documents to file:

- Guidelines for Tax Advisory Committee
- Application for Ad Valorem Tax Exemption
- Application for Free Port Warehouse Exemption (Application for License) & Report of Inventory (estimate if necessary)
- Application for DeSoto Council Membership (Membership Investment Schedule)

Guidelines:

- Consideration given to full 10-year exemption on Real Property addition.
- Exemption on Personal Property – consideration given to tax exemption for the length of the real property lease; in either case of ownership or lease, exemption not to exceed 10 years.
- Any company applying for a tax exemption, where existing business is acquired and continues would not be eligible to apply for a new exemption on previously exempted equipment that is not older than ten years old. If real property changes ownership by deed, the new owner can apply for an exemption on real property.
- Existing businesses that relocate to DeSoto County shall be entitled to an exemption as noted above, but at the depreciated value of the equipment according to the actual age of the equipment. No equipment older than ten years will be exempted. Personal property cannot be exempted from taxation for more than ten years. Requests for personal property exemptions must include a detailed listing of personal property, including asset description, identifying asset numbers, purchase dates/dates placed in service, and purchase prices (or values).
- Personal property exemption for expansions of existing DeSoto County businesses – consideration given to 5-year exemption. In the event that capital investment and/or employment are favorable, then consideration could be given for an exemption of up to 10 years, also determined by lease/ownership status. Real property expansions would be considered for a 10-year period.

Exhibit to the application must show the following:

- **Real Property – (A LEGAL DESCRIPTION AND A COPY OF THE DEED)** of the property and its exact location and amount paid for the property. The description includes the number of acres and a plat of the property.
- **Existing building on the property** – description of the building, including square footage, type of construction, and the true value of the building (purchase price).
- **Newly constructed buildings** – detail of the construction costs to include costs for electrical, plumbing, etc. If the contractor uses a standardized application for payment form, which details these items, the final application may be submitted.
- **Detail each piece of equipment** giving date of installation, identifying asset number, true value of the equipment. Each item must be listed separately. **Examples of summary and detail for asset listing is attached.** *Individual items costing less than \$1000, software, and tagged motor vehicles are not eligible for exemptions.*

Submit taxable asset listing in excel spreadsheet format and email to: aculver@desotocountymys.org

- **Taxable asset listing** should list Real and Personal Property separately.

(Example)

Exhibit A

| <u>Description</u> | <u>Year</u> | <u>Amount</u> |
|----------------------------------|-------------|---------------|
| <u>Computers & Equipment</u> | | |
| | 2010 | \$ 271,255.20 |
| | 2003 | \$ 17,907.12 |
| | 2002 | \$ 7,298.01 |
| | 2001 | \$ 861.59 |
| | 1999 | \$ 6,652.06 |
| Subtotal for C&E | | \$ 303,973.98 |
| <u>Furniture & Fixtures</u> | | |
| | 2010 | \$ 466,943.87 |
| | 2001 | \$ 887.15 |
| | 1999 | \$ 10,056.79 |
| | 1996 | \$ 18,674.20 |
| | 1995 | \$ 10,886.55 |
| | 1991 | \$ 236.32 |
| | 1990 | \$ 600.00 |
| Subtotal for F&R | | \$ 508,284.88 |
| <u>Machinery & Equipment</u> | | |
| | 2011 | \$ 286,105.16 |
| | 2010 | \$ 295,363.69 |
| | 2009 | \$ 20,354.95 |
| | 2008 | \$ 47,694.50 |
| | 2007 | \$ 26,650.04 |
| | 2006 | \$ 68,886.77 |
| | 2005 | \$ 77,254.80 |
| | 2004 | \$ 4,613.69 |
| | 2003 | \$ 14,361.94 |
| | 2002 | \$ 250,633.05 |
| | 2001 | \$ 146,865.26 |
| | 2000 | \$ 196,150.04 |
| | 1999 | \$ 82,002.12 |
| | 1998 | \$ 23,825.57 |
| | 1997 | \$ 83,896.93 |
| | 1996 | \$ 82,912.62 |
| | 1995 | \$ 28,190.01 |
| | 1994 | \$ 28,782.73 |

| | | | |
|--|------|----|---------------------|
| | 1993 | \$ | 926.29 |
| | 1992 | \$ | 10,388.64 |
| | 1990 | \$ | 716.45 |
| | 1989 | \$ | 4,336.00 |
| | 1984 | \$ | 2,707.27 |
| | 1981 | \$ | 7,795.74 |
| | 1979 | \$ | 1,515.00 |
| | 1978 | \$ | <u>2,630.97</u> |
| Subtotal for M&E | | \$ | 1,795,560.23 |
| Furniture & Equipment Totals: | | \$ | 2,607,819.09 |
| <u>Leasehold Improvements</u> | | | |
| | 2011 | \$ | 34,786.01 |
| | 2010 | \$ | <u>91,668.22</u> |
| Subtotal for L1 | | \$ | 126,454.23 |
| GRAND TOTAL: | | \$ | 2,734,273.32 |

(Example)

Personal Property Rendition
EXHIBIT A

SECTION 3 – FURNITURE AND EQUIPMENT

Additions:

| Sys No | Description | Class | Year Purchased | Purchased New/Used | Year of Manufacturing | Cost Installed |
|--------------------------------|---|-------|----------------|--------------------|-----------------------|----------------------|
| Class = CE | | | | | | |
| Acquisition Date = 2010 | | | | | | |
| 002436 | ZEBRA ZM400 THERMAL LABEL PRINTER 08J101000099 WITH THIN CLIENT | CE | 11/01/2010 | New | 2010 | \$ 2,294.08 |
| 002437 | ZEBRA ZM400 THERMAL LABEL PRINTER 08J101000119 WITH THIN CLIENT | CE | 11/01/2010 | New | 2010 | 2,294.08 |
| 002438 | ZEBRA ZM400 THERMAL LABEL PRINTER 08J101000121 WITH THIN CLIENT | CE | 11/01/2010 | New | 2010 | 2,294.09 |
| 002456 | IT SERVICES FOR SOUTHAVEN | CE | 10/01/2010 | New | 2010 | 150,884.80 |
| 002410 | DELL 1610HD PROJECTOR | CE | 09/01/2010 | New | 2010 | 1,106.44 |
| 002411 | DELL 1610HD PROJECTOR | CE | 09/01/2010 | New | 2010 | 1,106.45 |
| 002412 | ZEBRA ZM400 THERMAL LABEL PRINTER | CE | 09/01/2010 | New | 2010 | 1,619.42 |
| 002413 | ZEBRA ZM400 THERMAL LABEL PRINTER | CE | 09/01/2010 | New | 2010 | 1,619.42 |
| 002414 | RFID LABEL PRINTER | CE | 09/01/2010 | New | 2010 | 2,384.30 |
| 002415 | RFID LABEL PRINTER | CE | 09/01/2010 | New | 2010 | 2,384.31 |
| 002454 | NETWORKS FOR SOUTHAVEN | CE | 08/01/2010 | New | 2010 | <u>103,267.82</u> |
| Acquisition Date = 2010 | | | | | | \$ 271,255.20 |
| Acquisition Date = 2003 | | | | | | |
| 002394 | PRINTER – HP LASERJET 4300N | CE | 08/01/2003 | New | 2003 | \$ 1,983.94 |
| 002395 | PRINTER – HP LASERJET 4300N | CE | 08/01/2003 | New | 2003 | 1,983.94 |
| 002606 | ZEBRA LABEL PRINTER | CE | 12/01/2003 | New | 2003 | 5,099.61 |
| 002568 | ENCLOSURE TO PROTECT ZEBRA LABEL PRINTERS | CE | 10/01/2003 | New | 2003 | 971.65 |
| 002605 | ZEBRA LABEL CUTTER | CE | 10/01/2003 | New | 2003 | 1,158.39 |
| 002599 | ZEBRA LABEL PRINTER FOR LOG PRO | CE | 07/01/2003 | New | 2003 | 1,079.33 |
| 002600 | ZEBRA LABEL PRINTER FOR LOG PRO | CE | 07/01/2003 | New | 2003 | 1,079.33 |
| 002601 | ZEBRA PRINTER FOR LOG PRO | CE | 07/01/2003 | New | 2003 | 1,079.32 |
| 002602 | ZEBRA PRINTER FOR LOG PRO | CE | 07/01/2003 | New | 2003 | 1,287.43 |
| 002603 | ZEBRA PRINTER FOR LOG PRO | CE | 07/01/2003 | New | 2003 | 1,287.43 |
| 002604 | ZEBRA PRINTER FOR LOG PRO | CE | 07/01/2003 | New | 2003 | <u>896.75</u> |
| Acquisition Date = 2003 | | | | | | \$ 17,907.12 |
| Acquisition Date = 2002 | | | | | | |
| 002564 | ZEBRA 170XI 111 PRINTER WITH CUTTER AND REWIND KIT | CE | 09/01/2002 | New | 2002 | \$ 5,299.00 |
| 002560 | ALLEN BRADEY PLC SOFTWARE | CE | 06/01/2002 | New | 2002 | <u>1,999.01</u> |
| Acquisition Date = 2002 | | | | | | \$ 7,298.01 |
| Acquisition Date = 2001 | | | | | | |
| 002624 | VIDEO CONFERENCING – 32" SONY MONITOR SC | CE | 02/01/2001 | New | 2001 | \$ <u>861.59</u> |
| Acquisition Date = 2001 | | | | | | \$ 861.59 |
| Acquisition Date = 1999 | | | | | | |
| 002393 | LABEL PRINTER-ZEBRA 170X1 11:SER/PAR, REW | CE | 04/01/1999 | New | 1999 | <u>\$ 6,652.06</u> |
| Acquisition Date = 1999 | | | | | | \$ 303,973.98 |
| Class = CE | | | | | | |
| <hr/> | | | | | | |
| Class = FF | | | | | | |
| Acquisition Date = 2010 | | | | | | |
| 002442 | 10" COLUMN PROTECTORS (24) | FF | 12/01/2010 | New | 2010 | \$ 5,113.32 |
| 002443 | 5 WORK BENCHES | FF | 12/01/2010 | New | 2010 | 3,935.23 |
| 002461 | GDM72 REFRIGERATOR | FF | 11/01/2010 | New | 2010 | 3,540.18 |
| 002462 | SIGNS-GROUND & DOORS | FF | 11/01/2010 | New | 2010 | 7,555.24 |
| 002409 | RACKING MATERIALS AND INSTALLATION | FF | 09/01/2010 | New | 2010 | <u>\$446,799.90</u> |
| Acquisition Date = 2010 | | | | | | \$466,943.87 |
| Acquisition Date = 2001 | | | | | | |
| 002625 | VIDEO CONFERENCING – BASIC 3 SHELF BLACK CART SC | FF | 02/01/2001 | New | 2001 | <u>\$ 887.15</u> |
| Acquisition Date = 2001 | | | | | | \$ 887.15 |
| Acquisition Date = 1999 | | | | | | |
| 002371 | OFFICE D FURNITURE | FF | 10/01/1999 | New | 1999 | \$ 1,553.05 |
| 002372 | 48 X 96 CONFERENCE TABLE | FF | 10/01/1999 | New | 1999 | 454.65 |
| 002373 | 8 MID-BACK COMMERCE CHAIRS | FF | 10/01/1999 | New | 1999 | 1,550.14 |
| 002374 | OFFICE C FURNITURE | FF | 10/01/1999 | New | 1999 | 1,541.15 |
| 002375 | OFFICE A FURNITURE | FF | 10/01/1999 | New | 1999 | 1,553.05 |
| 002376 | OFFICE B FURNITURE | FF | 10/01/1999 | New | 1999 | 1,553.05 |
| 002377 | 7 GUESTS CHAIRS – OFFICES CLOTH/BLK | FF | 10/01/1999 | New | 1999 | 750.17 |
| 002628 | CABINET-DELUXE LIST A MODULAR DRAWER GAGE CABINET | FF | 01/01/1999 | New | 1999 | <u>1,101.53</u> |
| Acquisition Date = 1999 | | | | | | \$ 10,056.79 |

Acquisition Date = 1996

| | | | | | | |
|--------------------------------|---|----|------------|-----|------|-----------------|
| 002378 | FURNITURE-DESK, FILE, CHAIRS | FF | 12/01/1996 | New | 1996 | \$ 1,301.24 |
| 002379 | FURNITURE-DESK, CHAIRS | FF | 12/01/1996 | New | 1996 | 999.30 |
| 002380 | FURNITURE-DESKS, CHAIRS, STACK ONS | FF | 12/01/1996 | New | 1996 | 1,907.97 |
| 002381 | FURNITURE-DESK, CHAIR | FF | 12/01/1996 | New | 1996 | 898.33 |
| 002382 | FURNITURE-DESK, FILES, CHAIRS, BOOKCASES, STACK ONS | FF | 12/01/1996 | New | 1996 | 2,802.08 |
| 002383 | PANELS-DIVIDERS, 2 CHAIRS - 4 45X65 AND 3 60X65 | FF | 12/01/1996 | New | 1996 | 2,545.63 |
| 002384 | FURNITURE-DESKS, CHAIRS | FF | 12/01/1996 | New | 1996 | 1,664.58 |
| 002627 | LOCKERS-50 STORAGE, 3 HIGH, 12X15X36 DBL TIER | FF | 09/01/1996 | New | 1996 | <u>6,555.07</u> |
| Acquisition Date = 1996 | | | | | | \$ 18,674.20 |

Acquisition Date = 1995

| | | | | | | |
|--------------------------------|---|----|------------|-----|------|---------------------|
| 002385 | FURNITURE-DESKS, CHAIRS, CREDENZAS, STG UNITS-MKTG MOVE | FF | 09/01/1995 | New | 1995 | <u>\$ 10,888.55</u> |
| Acquisition Date = 1995 | | | | | | \$ 10,888.55 |

Acquisition Date = 1991

| | | | | | | |
|--------------------------------|--|----|------------|-----|------|------------------|
| 002392 | TABLE - FREE STANDING, AUTUMN OAK - EMPLOYEE ENTRANCE AREA | FF | 05/01/1991 | New | 1991 | <u>\$ 236.32</u> |
| Acquisition Date = 1991 | | | | | | \$ 236.32 |

Acquisition Date = 1990

| | | | | | | |
|--------------------------------|------------------------|----|------------|-----|------|------------------|
| 002391 | FIRE EXTINGUISHERS (8) | FF | 03/01/1990 | New | 1990 | <u>\$ 600.00</u> |
| Acquisition Date - 1990 | | | | | | \$ 600.00 |
| Class = FF | | | | | | \$ 508,284.88 |

Class = ME**Acquisition Date = 2011**

| | | | | | | |
|--------------------------------|----------------------------|----|------------|-----|------|---------------|
| 002652 | PICK TO LIGHT | ME | 05/01/2011 | New | 2011 | |
| 002650 | NITON ANALYZERS MODEL XL3T | ME | 07/01/2011 | New | 2011 | \$ 41,551.0 |
| 002608 | 5-BLACK ANTI-FATIGUE MATS | ME | 01/01/2011 | New | 2011 | <u>993.28</u> |
| Acquisition Date = 2011 | | | | | | \$286,105.16 |

Acquisition Date = 2010

| | | | | | | |
|--------------------------------|--|----|------------|------|------|-----------------|
| 002424 | NISSAN FORKLIFT 9Y0050 | ME | 11/01/2010 | New | 2010 | \$35,667.38 |
| 002425 | ENERSYS BATTERY R1H616118 | ME | 11/01/2010 | New | 2010 | 5,967.72 |
| 002426 | ENERSYS BATTERY R1H616119 | ME | 11/01/2010 | New | 2010 | 5,967.72 |
| 002427 | ENERSYS BATTERY R11619142 | ME | 11/01/2010 | New | 2010 | 5,967.72 |
| 002428 | ENERSYS BATTERY R11619142 | ME | 11/01/2010 | New | 2010 | 5,967.72 |
| 002429 | BATTERY CHARGER IF65337 | ME | 11/01/2010 | New | 2010 | 4,456.55 |
| 002430 | BATTERY CHARGER IF65338 | ME | 11/01/2010 | New | 2010 | 4,456.55 |
| 002431 | BATTERY CHARGER IF65339 | ME | 11/01/2010 | New | 2010 | 4,456.55 |
| 002432 | BATTERY CHARGER IF65340 | ME | 11/01/2010 | New | 2010 | 4,456.55 |
| 002434 | 2-YD LANDFILL COMPACTOR | ME | 11/01/2010 | New | 2010 | 4,797.77 |
| 002435 | 2-YD LANDFILL COMPACTOR | ME | 11/01/2010 | New | 2010 | 4,797.76 |
| 002440 | NISSAN REACH TRUCK SM1H245NV | ME | 12/01/2010 | New | 2010 | 35,667.38 |
| 002441 | BATTERY TRANSFER CART | ME | 12/01/2010 | New | 2010 | 3,589.91 |
| 002444 | INTEGRA COMPRESSOR | ME | 12/01/2010 | New | 2010 | 14,977.85 |
| 002445 | SUNRAY 400 SM, CONVEYOR 40 120 VOLT & MOUNTING STAND | ME | 12/01/2010 | New | 2010 | 28,160.94 |
| 002446 | TREE PRUNER CLAMSHELL PACKING EQUIPMENT | ME | 12/01/2010 | New | 2010 | 12,305.89 |
| 002455 | SOUTHAVEN PHONES | ME | 08/01/2010 | New | 2010 | 20,964.76 |
| 002463 | NISSAN REACH TRUCK SM1H245NV | ME | 11/01/2010 | New | 2010 | 35,667.38 |
| 002464 | NISSAN FORK TRUCK 9Y0049 | ME | 11/01/2010 | New | 2010 | 35,667.38 |
| 002465 | SHOVEL TESTER IN QA | ME | 11/01/2010 | New | 2010 | 2,057.61 |
| 002466 | SCISSOR LIFT S/N | ME | 11/01/2010 | Used | 2010 | 9,700.00 |
| 002467 | ANGULAR BLADE TESTING FIXTURE | ME | 11/01/2010 | New | 2010 | 2,182.00 |
| 002598 | FLOOR SCRUBBER BATTERY 18-E055L-15 | ME | 10/01/2010 | New | 2010 | 3,833.87 |
| 002597 | ASSEMBLY EQUIPMENT FOR 9461 TREE PRUNNER | ME | 03/01/2010 | New | 2010 | <u>3,547.93</u> |
| Acquisition Date = 2010 | | | | | | \$ 295,363.69 |

Acquisition Date = 2009

| | | | | | | |
|--------------------------------|-------------------------------|----|------------|------|------|------------------|
| 002596 | PRUNNING STICK SHAFT DIMPLIER | ME | 10/01/2009 | New | 2009 | \$ 2,070.00 |
| 002595 | PARTS WASHER - TMB3000 | ME | 08/01/2009 | New | 2009 | 2,284.95 |
| 002390 | REBUILD 2 DREXEL GEARBOXES | ME | 03/01/2009 | Used | 2009 | <u>16,000.00</u> |
| Acquisition Date = 2009 | | | | | | \$ 20,354.95 |

Acquisition Date = 2008

| | | | | | | |
|--------------------------------|--|----|------------|------|------|-----------------|
| 002361 | BATTERY FOR FORKLIFT HAWKER POWERLINE 18-100F-17 | ME | 12/01/2008 | Used | 2008 | \$ 4,953.23 |
| 002592 | STRAP CUTTING MACHINE | ME | 12/01/2008 | New | 2008 | 3,600.00 |
| 002593 | HIGH FREQUENCY CHARGER | ME | 12/01/2008 | New | 2008 | 3,929.87 |
| 002591 | NISSAN FORD TRUCK-SHIPPING | ME | 10/01/2008 | New | 2008 | 21,198.89 |
| 002589 | DREXEL FORK TRUCK BATTERY REPLACEMENT | ME | 06/01/2008 | New | 2008 | 5,734.98 |
| 002587 | RAYMOND BATTERY 12-E100-13 | ME | 04/01/2008 | New | 2008 | 3,086.93 |
| 002588 | DREXEL BATTERY 18-E085-17 | ME | 04/01/2008 | New | 2008 | <u>5,190.60</u> |
| Acquisition Date = 2008 | | | | | | \$ 47,694.50 |

Acquisition Date = 2007

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|--------|--|----|------------|-----|------|--------------|
| 002586 | WULFTEC MODEL SMLPA-200 WRAPPER | ME | 12/01/2007 | New | 2007 | \$ 15,206.85 |
| 002581 | TOYOTA FORD TRUCK BATTERY | ME | 08/01/2007 | New | 2007 | 4,646.22 |
| 002582 | SHOCK WATCH DEVICE INSTALLED ON DREXEL | ME | 08/01/2007 | New | 2007 | 1,077.80 |
| 002583 | SHOCK WATCH DEVICE INSTALLED ON DREXEL | ME | 08/01/2007 | New | 2007 | 1,072.95 |

| | | | | | | | |
|--------------------------------|--|----|------------|------|------|--------------------------------|---------------|
| 002584 | DREXEL FOR TRUCK BATTERY 18-E085-17 | ME | 08/01/2007 | New | 2007 | <u>4,646.22</u> | |
| | | | | | | Acquisition Date = 2007 | \$ 26,650.04 |
| Acquisition Date = 2006 | | | | | | | |
| 002370 | DREXEL BATTERY CHARGER | ME | 06/01/2006 | New | 2006 | \$ 1,896.00 | |
| 002578 | INTERPACK CARTON SEALER | ME | 02/01/2006 | New | 2006 | 7,221.18 | |
| 002579 | DREXEL MODEL SLT30 FORK LIFT | ME | 06/01/2006 | New | 2006 | 55,378.01 | |
| 002580 | SCHAEFF FORK TRUCK REPAIR | ME | 11/01/2006 | New | 2006 | <u>4,391.58</u> | |
| | | | | | | Acquisition Date = 2006 | \$ 68,886.77 |
| Acquisition Date = 2005 | | | | | | | |
| 002574 | TENNANT FLOOR SCRUBBER BATTERY | | | | | | |
| 002575 | TOTE CONTAINERS | | | | | | |
| 002576 | REBUILD OF MAIN STEERING MOTOR AND PIVOT BEARING ASSEMBLY | ME | 11/01/2005 | New | 2005 | \$ 2,509.85 | |
| 002577 | SCHAEFF W35 STANDUP FORKLIFT TRUCK | ME | 11/01/2005 | New | 2005 | 4,810.80 | |
| 002397 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 11/01/2005 | New | 2005 | 5,072.27 | |
| 002398 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 11/01/2005 | New | 2005 | 7,963.00 | |
| 002399 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,234.41 | |
| 002400 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002401 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002402 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002403 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,234.41 | |
| 002404 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,234.41 | |
| 002405 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002406 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002407 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002408 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002480 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002481 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,234.41 | |
| 002482 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002483 | RF GUN – MC9060 RADIO FREQUENCY GUN | ME | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002573 | BATTERY – 680 AMP BATTERY TYPE E18-E85-17 FOR FORKLIFT | ME | 04/01/2005 | New | 2005 | 3,081.00 | |
| 002572 | BATTERY – 680 AMP BATTERY TYPE 18-E85-17 FOR FORKLIFT | ME | 03/01/2005 | New | 2005 | 3,960.69 | |
| 002615 | RF GUN – MC9060 RADIO FREQUENCY GUN | EL | 07/01/2005 | New | 2005 | 2,234.41 | |
| 002616 | RF GUN – MC9060 RADIO FREQUENCY GUN | EL | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002617 | RF GUN – MC9060 RADIO FREQUENCY GUN | EL | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002618 | RF GUN – MC9060 RADIO FREQUENCY GUN | EL | 07/01/2005 | New | 2005 | 2,234.41 | |
| 002619 | RF GUN – MC9060 RADIO FREQUENCY GUN | EL | 07/01/2005 | New | 2005 | 2,234.41 | |
| 002620 | RF GUN – MC9060 RADIO FREQUENCY GUN | EL | 07/01/2005 | New | 2005 | 2,138.52 | |
| 002621 | RF GUN – MC9060 RADIO FREQUENCY GUN | EL | 07/01/2005 | New | 2005 | <u>2,138.52</u> | |
| | | | | | | Acquisition Date = 2005 | \$ 77,254.80 |
| Acquisition Date = 2004 | | | | | | | |
| 002571 | BALTEC PNEUMATIC PRESS | ME | 07/01/2004 | New | 2004 | \$ 3,267.00 | |
| 002570 | COUNTING SCALE W REMOTE SCALE CONNECTION & RECHARGEABLE BATTERY | ME | 05/01/2004 | New | 2004 | <u>1,346.69</u> | |
| | | | | | | Acquisition Date = 2004 | \$ 4,613.69 |
| Acquisition Date = 2003 | | | | | | | |
| 002567 | NISSAN BATTERY | ME | 06/01/2003 | New | 2003 | \$ 2,456.04 | |
| 002566 | STRETCH WRAP BUNDLING MACHINE | ME | 04/01/2003 | New | 2003 | 7,995.00 | |
| 002609 | CONVEYOR – HYTROL IN-FEED 11' X 22" CONVEYOR | ME | 04/01/2003 | New | 2003 | <u>3,910.90</u> | |
| | | | | | | Acquisition Date = 2003 | \$ 14,361.94 |
| Acquisition Date = 2002 | | | | | | | |
| 002369 | ADD'L RACKING-PALLET RACK FOR DC-PPID MOVE REF FAM#4673 | ME | 05/01/2002 | New | 2002 | \$ 1,000.00 | |
| 002368 | RACKING-PALLET RACKING FOR DC – PPID MOVE REF FA#4705 | ME | 03/01/2002 | New | 2002 | 172,480.85 | |
| 002565 | STRETCH WRAPPER FOR WAREHOUSE – LANTECH, Q SERIES | ME | 11/01/2002 | New | 2002 | 11,481.57 | |
| 002561 | SCHAFF BATTERY 18-E125-13 | ME | 06/01/2002 | New | 2002 | 3,355.96 | |
| 002562 | DREXEL BATTERY 18-E085-17 | ME | 06/01/2002 | New | 2002 | 3,331.69 | |
| 002563 | DREXEL BATTERY 18-E085-17 | ME | 06/01/2002 | New | 2002 | 3,331.69 | |
| 002559 | TELESCOPING PRUNING STICK ASSEMBLY EQUIPMENT | ME | 04/01/2002 | New | 2002 | 52,783.44 | |
| 002554 | 4.5" LABEL DISPENSER FOR TELESCOPING PRUNING STIK CELL | ME | 02/01/2002 | New | 2002 | 573.57 | |
| 002555 | 4.5" LABEL DISPENSER FOR TELESCOPING PRUNING STIK CELL | ME | 02/01/2002 | New | 2002 | 573.57 | |
| 002556 | 4.5" LABEL DISPENSER FOR TELESCOPING PRUNING STIK CELL | ME | 02/01/2002 | New | 2002 | 573.57 | |
| 002557 | 4.5" LABEL DISPENSER FOR TELESCOPING PRUNING STIK CELL | ME | 02/01/2002 | New | 2002 | 573.57 | |
| 002558 | 4.5" LABEL DISPENSER FOR TELESCOPING PRUNING STIK CELL | ME | 02/01/2002 | New | 2002 | <u>573.57</u> | |
| | | | | | | Acquisition Date = 2002 | \$ 250,633.05 |
| Acquisition Date = 2001 | | | | | | | |
| 002360 | FORKLIFT – DREXEL 6 MOTEL SLT30 | ME | 12/01/2001 | New | 2001 | \$ 79,377.00 | |
| 002365 | REBUILD MAINTENANCE BRIDGEPORT MILL REF: 300 | ME | 08/01/2001 | Used | 2001 | 5,232.11 | |
| 002453 | SAFETY GUARD FOR ALGUS SEALER #518 REF: 3055 | ME | 07/01/2001 | New | 2001 | 1,790.58 | |
| 002387 | ADD'L RACKING-PALLET RACKS & DECKING AT DIST CTR REF: 4400 | ME | 06/01/2001 | New | 2001 | 989.62 | |
| 002386 | RACKING-PALLET RACKS & DECKING AT DIST CTR REF: 4515 | ME | 05/01/2001 | New | 2001 | 31,867.16 | |
| 002396 | RADIOS-6 FOR MATERIAL HANDLERS MD#AAH34RDC9AA1 | ME | 06/01/2001 | New | 2001 | 4,570.14 | |
| 002450 | BATTERY-24 VOLT/875 AMP HR INDUSTRIAL W/STAND FOR CAT ORDER PICKER | ME | 01/01/2001 | New | 2001 | 3,820.75 | |
| 002553 | FORKLIFT BATTERY FOR NISSAN TRUCK | ME | 11/01/2001 | New | 2001 | 2,805.25 | |

| | | | | | | | |
|--------------------------------|---|----|------------|-----|------|--------------------------------|---------------|
| 002552 | HOBART AIRFORCE 400 PLASMA CUTTER | ME | 10/01/2001 | New | 2001 | 1,412.65 | |
| 002631 | TST FIXTURES – GREENSLADE FASTENER INSPECTION GAGING CENTER | ME | 05/01/2001 | New | 2001 | <u>15,000.00</u> | |
| | | | | | | Acquisition Date = 2001 | \$ 146,865.26 |
| Acquisition Date = 2000 | | | | | | | |
| 002569 | 65 BINS – 45' X 48" PLASTIC CONTAINERS | ME | 12/01/2000 | New | 2000 | \$ 1,062.20 | |
| 002634 | RACKING DC MOVE (ADDITIONAL) | ME | 11/17/2000 | New | 2000 | 36,892.77 | |
| 002366 | LIFT – MINI SCISSORS UPRIGHT MX19 | ME | 11/01/2000 | New | 2000 | 9,250.00 | |
| 002548 | PRUNING STIK-ASSEMBLY EQUIPMENT | ME | 11/01/2000 | New | 2000 | 23,416.23 | |
| 002549 | PRUNING STIK-ASSEMBLY EQUIPMENT | ME | 11/01/2000 | New | 2000 | 23,416.23 | |
| 002388 | RACKING INDUSTRIAL DIV | ME | 10/01/2000 | New | 2000 | 2,850.57 | |
| 002389 | WAREHOUSE RACKING FROM ODC MOVE | ME | 06/01/2000 | New | 2000 | 93,813.77 | |
| 002594 | HYDROTEK PRESSURE WASHER HX21004E4 | ME | 05/01/2000 | New | 2000 | 4,003.73 | |
| 002547 | ELECTRO MAGNETIC DRILL | ME | 04/01/2000 | New | 2000 | <u>1,444.24</u> | |
| | | | | | | Acquisition Date = 2000 | \$ 196,150.04 |
| Acquisition Date = 1999 | | | | | | | |
| 002630 | RACKING – ADD'L PALLET RACKS AND DECKING AT DC | ME | 12/01/1999 | New | 1999 | \$ 7,321.70 | |
| 002546 | METAL SHEAR | ME | 11/01/1999 | New | 1999 | 2,210.23 | |
| 002550 | ENGINE LATHE W/STEEL BODY & DIGITAL READOUT | ME | 09/30/1999 | New | 1999 | 17,396.91 | |
| 002358 | FORKLIFT – CATERPILLAR MODEL EP20T 4000# ELECTRIC 36 VOLTS | ME | 09/01/1999 | New | 1999 | 22,613.04 | |
| 002632 | STRETCH WRAP MACHINE-MODEL #WLP-750 REF FA#438 (WULFTEC) | ME | 09/01/1999 | New | 1999 | 7,455.00 | |
| 002633 | RAMP FOR STRETCH WRAP MACHINE REF FA#437 | ME | 09/01/1999 | New | 1999 | 505.88 | |
| 002612 | REF 2805-MODIFICATION TO FLOW RACK SYSTEM | ME | 04/01/1999 | New | 1999 | 4,019.57 | |
| 002613 | 1280 BINS – GREY 202 PLASTIC STACKING CONTAINER | ME | 04/01/1999 | New | 1999 | 8,977.84 | |
| 002629 | CASE SEALER-TOP & BOTTOM BELT DR RANDOM SEALER O/N 700R | ME | 04/01/1999 | New | 1999 | 9,100.66 | |
| 002545 | PULLER SET – SNAP ON | ME | 02/01/1999 | New | 1999 | <u>2,401.29</u> | |
| | | | | | | Acquisition Date = 1999 | \$ 82,002.12 |
| Acquisition Date = 1998 | | | | | | | |
| 002544 | HYDRAULIC PRESS – ENEPAC | ME | 12/01/1998 | New | 1998 | \$ 2,363.31 | |
| 002543 | GLENNON STRAPPING MACHINE | ME | 04/01/1998 | New | 1998 | 1,700.00 | |
| 002542 | FORKLIFT – TOYOTA RAIDER | ME | 03/01/1998 | New | 1998 | <u>19,762.26</u> | |
| | | | | | | Acquisition Date = 1998 | \$ 23,825.57 |
| Acquisition Date = 1997 | | | | | | | |
| 002359 | DRYER-ZEKAS AIR DRYER 400SE 3PH/460V HEATSINK | ME | 08/01/1997 | New | 1997 | \$ 6,925.45 | |
| 002449 | FORKLIFT – CATERPILLAR NOR30P | ME | 07/01/1997 | New | 1997 | 30,274.28 | |
| 002452 | ALGUS SEALER #518 – 8 STATION ROTARY BLISTER SEALER REF: 4519 | ME | 07/01/1997 | New | 1997 | 45,600.00 | |
| 002622 | RADIO-MOTOROLA SP50 UHF WALKIE TALKIE W/SPARE BATTERY PACK | EL | 06/01/1997 | New | 1997 | 548.60 | |
| 002623 | RADIO-MOTOROLA SP50 UHF WALKIE TALKIE W/SPARE BATTERY PACK | EL | 06/01/1997 | New | 1997 | <u>548.00</u> | |
| | | | | | | Acquisition Date = 1997 | \$ 83,896.93 |
| Acquisition Date = 1996 | | | | | | | |
| 002447 | CABINET-ROUSSEAU | ME | 12/01/1996 | New | 1996 | \$ 1,394.60 | |
| 002448 | CABINET-ROUSSEAU | ME | 12/01/1996 | New | 1996 | 1,394.59 | |
| 002585 | STRETCH WRAP MACHINE-LANTECH AUTOMATIC Q200 | ME | 12/01/1996 | New | 1996 | 7,420.16 | |
| 002614 | CONVEYORS-GRAVITY ROLLER 12 10' LONG AND 25' LONG WITH SUPPORTS | ME | 12/01/1996 | New | 1996 | 2,475.03 | |
| 002541 | SWEeper/SCRUBBER – TENNENT 515SS | ME | 11/01/1996 | New | 1996 | 28,508.21 | |
| 002590 | STRETCH WRAP MACHINE MODEL #Q300 LANTECH | ME | 09/01/1996 | New | 1996 | 9,574.35 | |
| 002610 | ROLLER CONVEYOR SYSTEM – HYTROL M#852043 | ME | 09/01/1996 | New | 1996 | 2,826.19 | |
| 002611 | FLOW RACK-ORDER PICKING SYSTEM-INTERLAKE-VISTA GREEN REF #3579 | ME | 08/01/1996 | New | 1996 | <u>29,319.49</u> | |
| | | | | | | Acquisition Date = 1996 | \$ 82,912.62 |
| Acquisition Date = 1995 | | | | | | | |
| 002540 | PORTA-HOG | ME | 08/01/1995 | New | 1995 | \$ 4,657.00 | |
| 002551 | LIFT TRUCK – ET200 NISSAN ELECTRIC | ME | 08/01/1995 | New | 1995 | 9,389.50 | |
| 02626 | BOX TAPER-3M TAPE MACHINE RANDOM CASE SEALER | ME | 08/01/1995 | New | 1995 | 7,314.00 | |
| 002538 | FLOOR SCALE – END OF AISLE J | ME | 04/01/1995 | New | 1995 | 4,724.78 | |
| 002539 | FLOOR SCALE – SHIPPING | ME | 04/01/1995 | New | 1995 | <u>2,104.73</u> | |
| | | | | | | Acquisition Date = 1995 | \$ 28,190.01 |
| Acquisition Date = 1994 | | | | | | | |
| 002451 | ALLOYD-2 STATION PACKAGING MACHINE 2SC (1428) | ME | 07/01/1994 | New | 1994 | \$ 11,360.00 | |
| 002537 | F-20 MACHINE | ME | 12/01/1994 | New | 1994 | 8,416.19 | |
| 002535 | ELEC PALLET TRUCK | ME | 03/01/1994 | New | 1994 | 4,674.71 | |
| 002536 | ELEC PALLET TRUCK | ME | 03/01/1994 | New | 1994 | <u>4,331.83</u> | |
| | | | | | | Acquisition Date = 1994 | \$ 28,782.73 |
| Acquisition Date = 1993 | | | | | | | |
| 002534 | GRIP HEATER WITH SUPPLY HOPPER | ME | 04/01/1993 | New | 1993 | <u>\$ 926.29</u> | |
| | | | | | | Acquisition Date = 1993 | \$ 926.29 |
| Acquisition Date = 1992 | | | | | | | |
| 002364 | COMPRESSOR – SULLAIR MODEL 10-25 25HP AIR COMPRESS | ME | 04/01/1992 | New | 1992 | <u>\$ 10,388.64</u> | |
| | | | | | | Acquisition Date = 1992 | \$ 10,388.64 |
| Acquisition Date = 1990 | | | | | | | |
| 002533 | DUMPSTER – SELF DUMP HOPPER – GALBREATH H150 (RED OXIDE) HEAVY | ME | 06/01/1990 | New | 1990 | <u>\$ 716.45</u> | |
| | | | | | | Acquisition Date = 1990 | \$ 716.45 |
| Acquisition Date = 1989 | | | | | | | |

| | | | | | | |
|--------------------------------|--|----|------------|-------------------|--------------------------------|------------------------|
| 002636 | TAPE MACHINE – 3M-MATIC TAPE MACHINE 22A ADJUSTABLE | ME | 02/01/1989 | New | 1989 | <u>\$ 4,336.00</u> |
| | | | | | Acquisition Date = 1989 | \$ 4,336.00 |
| Acquisition Date = 1984 | | | | | | |
| 002532 | WELDER – DIAL ARC | ME | 09/21/1984 | New | 1984 | <u>\$ 2,707.27</u> |
| | | | | | Acquisition Date = 1984 | \$ 2,707.27 |
| Acquisition Date = 1981 | | | | | | |
| 002363 | BRIDGEPORT MILLING MACHINE REF: REBUILD #4549 | ME | 03/01/1981 | New | 1981 | <u>\$ 7,795.74</u> |
| | | | | | Acquisition Date = 1981 | \$ 7,795.74 |
| Acquisition Date = 1979 | | | | | | |
| 002362 | DIG READOUT – DIGITAL SYSTEM FOR BRIDGEPORT SERIES 1. 42 TABLE | ME | 08/01/1979 | New | 1979 | <u>\$ 1,515.00</u> |
| | | | | | Acquisition Date = 1979 | \$ 1,515.00 |
| Acquisition Date = 1978 | | | | | | |
| 002635 | HARDNESS TESTER – MODEL 3-YR-PL ROCKWELL MOTORIZED W/ACCESSORIES | ME | 07/01/1978 | New | 1978 | <u>\$ 2,630.97</u> |
| | | | | | Acquisition Date = 1978 | \$ 2,630.97 |
| | | | | Class = ME | | \$ 1,795,560.23 |

Section 3 – FURNITURE AND EQUIPMENT TOTAL

\$ 2,607,819.09

Personal Property Rendition

EXHIBIT A

ITEM 5 – LEASEHOLD IMPROVEMENTS

Class = L1

Acquisition Date = 2011

| | | | | | | |
|--------------------------------|---|----|-----------|-----|------|---------------------|
| 002607 | INSTALLATION OF AIR PIPING-LABOR, MATERIALS | L1 | 0101/2011 | New | 2011 | \$ 25,893.01 |
| 2651 | COMPUTER ROOM FOR PICK TO LIGHT LINE | L1 | 0101/2011 | New | 2011 | <u>8,893.00</u> |
| Acquisition Date = 2011 | | | | | | \$ 34,786.01 |

Acquisition Date = 2010

| | | | | | | |
|--------------------------------|---------------------------------------|----|------------|-----|------|---------------------|
| 002433 | SECURITY, FIRE ALARM & ACCESS CONTROL | L1 | 11/01/2010 | New | 2010 | \$ 45,584.00 |
| 002439 | CABELING FOR SOUTHAVEN BUILDING | L1 | 11/01/2010 | New | 2010 | <u>46,084.22</u> |
| Acquisition Date = 2010 | | | | | | \$ 91,668.22 |

Class = L1

\$ 126,454.23

Grand Total **\$2,734,273.32**

Instructions:

- **(Verify that your application is complete with required documents, appropriately signed, and includes the attachments)**
- Provide **(3)** original signed copies addressed to the DeSoto County Board of Supervisors at the following address:

Vanessa Lynchard
Director, Administrative Services
DeSoto County Board of Supervisors
365 Loshier Street, Suite 300
Hernando, MS 38632
662-429-1462

- Provide three (3) original signed copies addressed to the Mayor and Board of Aldermen at the following address:

City of Hernando
Katie Subia
475 West Commerce St
Hernando, MS 38632

Send a copy of each application to the following:

Tax Advisory Committee
DeSoto Council
316 W Commerce Street
Hernando, MS 38632
662-429-4414

- Contact the DeSoto Council to assist in scheduling meetings with the appropriate government bodies and present the request. It is *required* that a company management representative be present when the request is presented to the Tax Advisory Committee, the DeSoto County Board of Supervisors and respective municipal boards.
- If the applicant company is not currently a member of the DeSoto Council, a completed membership application form must be returned with exemption request.
- The earlier you file your request after completion of the project, the better. **(Incorrect or incomplete applications will be returned and cannot be filed until corrections are made).** Delay in filing may result in tax liability for the current year. Exemptions are not effective until approved by both governing bodies (DeSoto County Board of Supervisors & City Board of Aldermen, if applicable).
- In the event that accurate reporting does not occur, the exemption may be revoked.
- If you have any questions, please contact Jim Flanagan at the DeSoto Council at (662) 429-4414, fax (662) 429-0952, or email jflanagan@desotocounty.com, or you may call Allison Culver at the Tax Assessor's Office at (662) 429-1335 or email aculver@desotocountymys.org

The applicant company accepts all responsibility for the preparation and filing of the ad valorem tax exemption and Free Port Warehouse application and respective board presentation and approval process at both the city and county level. The DeSoto Council only serves in an advisory role and thus accepts no responsibility in the tax process.

The DeSoto Council strongly recommends that each applicant company consult and utilize its own legal counsel for the tax exemption application, presentation and approval process. The DeSoto Council will provide referrals of recommended attorneys for this purpose to applicant companies upon request.

GUIDELINES FOR TAX ADVISORY COMMITTEE

DeSoto County, Mississippi

Type of Exemption(s) Requested

Ad Valorem: Real _____, Personal _____

Free Port Warehouse _____

Company: _____ Date: _____

Local Mailing Address: _____

Physical Address: _____

Local Contact Name/Title: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Corporate Headquarters (or Division) Address, Telephone, Contact Name: _____

DESCRIPTION OF COMPANY PROCESS/PRODUCT*: _____

***To determine eligibility according to state statute**

WORKFORCE:

Number of Employees _____ FTE's _____ Temp _____ Part-Time _____

Full Time Hourly _____ Full Time Salaried _____

Number of employees anticipated after 2 years _____

Percentage of employees that live in Desoto County: Salaried _____ Hourly _____

Plans to recruit in DeSoto County: _____

Average Hourly Wage (with benefits) \$ _____ Fringe Benefits/Wage _____ %

Minimum base hourly wage (with benefits) should be not less than 165% of minimum wage

*(Note % can be revised according to minimum wage increases.)

Estimated Annual Payroll \$ _____

Attached Description of Benefit Package: _____

Employee Training/Education Opportunities Offered: _____

Does Company currently have union representation: _____

If so, name of union and any strike activity within the past 5 years _____

Does company anticipate union organization in DeSoto County? _____

CAPITAL INVESTMENT:

Amount of capital investment for project: Real Property - \$ _____

Personal Property - \$ _____

Minimum capital investment to be met to be considered:

| | |
|-------------------------|-------------------|
| 5-25 current FTE | \$300,000 |
| 26+ current FTE | \$500,000+ |

PROPERTY:

Current square footage of building: _____ Square footage expansion _____

Building Owned _____ Leased _____ Length of Lease/Options _____

Leasees can qualify for personal property tax exemptions for the length of their real property lease, including options to extend. Exemption cannot exceed 10 years.

LOCAL ECONOMY:

Purchases planned or made locally for goods and services: _____

TRANSPORTATION:

Modes of shipping, receiving: _____

Highways Used: _____

COMPANY OPERATIONS:

Locally owned: _____ Division of Corporation: _____

Type of Industry (SIC) Code _____

Products produced _____

Products distributed _____

Other process (ie., Data and Information Processing, Back Office Operation) _____

Market Area: _____

Estimated Annual Sales: \$ _____

Key site criteria driver(s) to locate/expand in DeSoto County: _____

COMMUNITY INVOLVEMENT:

Are you or do you plan to be a member of the DeSoto Council? _____

MEMBERSHIP DUES WILL BE REQUIRED TO BE KEPT CURRENT ANNUALLY.

Are there any specific charitable organizations or causes that you or your corporate headquarters participate in and please list: _____

DeSoto County Tax Assessor's Oversight: According to State Statute 27-1-17, The County Tax Assessor may require any person, firm or corporation having any person or persons in their employ, to deliver to him in his official capacity a list of all such person or employees, showing the names, ages, sex, and residence, if such information is available in the records of the reporting person, firm or corporation.

The applicant company accepts all responsibility for the preparation and filing of the ad valorem tax exemption and Free Port Warehouse application and respective board presentation and approval process at both the city and county level. The DeSoto Council only serves in an advisory role and thus accepts no responsibility in the tax process.

The DeSoto Council strongly recommends that each applicant company consult and utilize its own legal counsel for the tax exemption application, presentation and approval process. The DeSoto Council will provide referrals of recommended attorneys for this purpose to applicant companies upon request.

AD VALOREM TAXES

Application of _____

For exemption from ad valorem taxes for

A period of _____ years as authorized by

Section 27-31-101, et seq., of the Mississippi Code of 1972, as amended.

3 (Originals) **TO THE** DeSoto County Board of Supervisors of DeSoto County, Mississippi

3 (Originals) **TO THE** Mayor and Board of Aldermen of Hernando, Mississippi

1. _____ files this application in triplicate for exemption from ad valorem taxation, and respectfully represents unto his Honorable Board as follows:
2. Applicant, _____ is a [corporation/partnership/LLC] and domiciled in the City of _____, _____ County, Mississippi.
3. Applicant is now operating as a **(specify product type)** _____ manufacturing/distribution type of industry within the City of _____, _____ County, Mississippi, which factory is a bona fide (____new____expanded) enterprise of public utility within the meaning of Section 27-31-101 et seq., and related Sections of the Mississippi Code of 1972, as amended, and is eligible for the exemption granted by the above mentioned section by specific enumeration, namely (manufacturing/distribution) _____.
4. That said enterprise was completed on the _____ day of _____, 20_____. within the meaning of the applicable statutes of the State of Mississippi, and therefore, the exemption hereby claimed should commence on said date.
5. That said (____new____expanded) enterprise will provide approximately _____ new jobs with an estimated annual payroll of \$ _____.
6. That said exemption of the tangible property described in "Exhibit A" should be granted for a period of _____ years from said date of completion.
7. That the true value of all property to be exempted is _____ dollars, as shown in an itemized list attached hereto as "Exhibit A" and made a part hereof.

PRAYER

WHEREFORE, Applicant prays that this Board enter a finding that applicant's factory is in fact a (_____new_____expanded) enterprise of public utility, and that the same was completed on the _____day of _____, 20_____, within the meaning of the applicable laws of Mississippi; and

That applicant be granted an exemption from ad valorem taxation except *Education County Levy, Road and Bridge and Debt Service; Municipal Parks, Library and Bonded Debt taxes, and State Mandated County Levies*, as provided by law, for a period of _____years beginning on the _____day of _____, 20_____, upon all of the tangible property described in "Exhibition A" attached hereto and made a part hereof, used in, or necessary to the operation of the applicant's facility in the City of Hernando, DeSoto County, Mississippi; and

That this Board approve this application by an order resolution spread upon its minutes, declaring that such property is exempt from all ad valorem taxation, except *Education County Levy, Road and Bridge and Debt Service; Municipal Parks, Library and Bonded Debt Taxes, and State Mandated County Levies*, for a period of _____years and forward an original of this application and a certified transcript of such approval to the Mississippi Department of Revenue and upon approval of such application by the said Mississippi Department of Revenue and certification of its approval, the Board will enter a final order on its minutes granting the exemption herein prayed.

Respectfully submitted, this _____day of _____, 20_____.

Applicant

BY: _____

Title

ATTEST: _____

INSTRUCTIONS FOR FILING FREE PORT WAREHOUSE TAX EXEMPTION REQUESTS IN DESOTO COUNTY, MISSISSIPPI

1. Application for Freeport tax exemptions should be filed upon completion of your location or expansion. The exemption must be approved and license issued by the Desoto County Board of Supervisors and municipal body in which the business is located prior to **January 1** of the year in which the exemption is requested, with year end reports submitted to the Tax Assessor office by **March 31st**.

Documents included in this package to be completed and returned are:

- Guidelines for Tax Advisory Committee
 - Application for Free Port Warehouse exemption
 - Application for Desoto Council membership
2. Please verify that your application is complete, appropriately signed and dated and includes the attachments. **Please provide three (3) original signed copies addressed to the DeSoto County Board of Supervisors and three (3) original signed copies addressed to the Board of Aldermen of the city where you are located.** (See attached list.)
 3. Contact the Desoto Council to assist in scheduling meetings with the appropriate governmental bodies and present the request. It is required that a company management representative be present when the request is presented to the Tax Advisory Committee, the DeSoto County Board of Supervisors and respective municipal board.
 4. If not currently a member of the DeSoto Council, a completed application form should be returned with exemption request.
 5. **NOTE:** The applicant will only file annual reports of inventory with the Tax Assessor indicating percentages of personal property consigned or transferred to the warehouse designated for shipment out of state. In the event that timely and accurate reporting does not occur, the exemption may be revoked.
 6. **The applicant company accepts all responsibility for the preparation and filing of the ad valorem tax exemption and Free Port Warehouse application and respective board presentation and approval process at both the city and county level. The DeSoto Council only serves in an advisory role and thus accepts no responsibility in the tax exemption process.**
 7. **The DeSoto Council strongly recommends that each applicant company consult and utilize its own legal counsel for the tax exemption application, presentation and approval process. The DeSoto Council will provide referrals of recommended attorneys for this purpose to applicant companies upon request.**

If you have any questions, please contact Jim Flanagan at the Desoto Council.
Telephone (662) 429-4414 or Fax (662) 429-0952

ROUTING OF TAX EXEMPTION REQUEST:

Please forward three (3) signed originals to:

Vanessa Lynchard
Director, Administrative Services
DeSoto County Board of Supervisors
365 Loshier Street, Suite 300
Hernando, MS 38632
662-429-1462

AND, if you are located in one of the cities, please send three (3) signed originals to the City Clerk of the appropriate municipality:

City of Hernando
Katie Subia, City Clerk
475 W Commerce St
Hernando, MS 38632
662-429-9092

City of Horn Lake
Andrea Freeze, City Administrator
3101 Goodman Rd W
Horn Lake, MS 38637
662-393-6178

City of Olive Branch
Bryan Dye, Attorney
9200 Pigeon Roost
Olive Branch, MS 38654
662-892-9229

City of Southaven
Mark Sorrell, Attorney
8710 Northwest Drive
Southaven, MS 38671
662-393-5931

Town of Walls
City Clerk
PO Box 35
Walls, MS 38680
662-781-1282

Send a copy of each application to the:

Tax Advisory Committee
DeSoto Council
316 W. Commerce Street
Hernando, MS 38632
662-429-4414

Free Port Warehouse Application for License

Warehouse Name _____

Location _____
Street City County

Mailing Address _____

Sole Owner Partnership Corporation Other

(if partnership or corporation, give name, address, and title of partners or officers)

Name Title

Name Title

Name Title

If corporation, organized under Laws of State of _____

When did you begin operating in Mississippi? _____

-CERTIFICATE-

I CERTIFY:

1. The above named business ships personal property to a final destination outside the State of Mississippi during the calendar year
2. The above named business is qualified to make application for exemption

Signed

Title

Date

**Mail to: DeSoto County Tax Assessor
365 Loshier Street, Suite 100
Hernando, MS 38632**

FREE PORT WAREHOUSE
REPORT OF INVENTORY

JANUARY 1, 20 _____

Name of Warehouse _____

Location _____ City _____ County _____

Mailing Address _____

1. Total value of personal property as of 1/1/20____. _____

2. Estimated percentage of personal property to be shipped within Mississippi. _____

3. Amount of personal property to be assessed (Multiply Item 1 times Item 2). _____

This report is prepared and filed under the terms and provisions of Section 27-31-55, Mississippi Code of 1972, as amended. It is certified that the above information is true and correct. This report is submitted on the _____ day of _____, 20 _____.

By _____

Title _____

This report shall be submitted to the **Tax Assessor** no later than **March 31st** of each year.

**DeSoto County Economic Development Council
Membership Investment Schedule**

Name: _____

Company: _____

Address (street): _____

Address (mailing): _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-Mail: _____

Signature: _____

Title: _____

| Member Investment Schedule | Annual Dues |
|---|---------------------------------|
| Industrial (Basic rate plus \$1 per employee)* | \$300 + \$1 per employee |

The DeSoto Council's fiscal year is January 1 to December 31. Members will be notified at the end of the year of their automatic renewal.

***Annual membership dues will be kept current to ensure the continued provision of property tax exemptions.**

Please return to: DeSoto Council
316 West Commerce Street
Hernando, MS 38632
Phone: 662-429-4414 Fax: 662-429-0952

Thank You For Your Investment!