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SENIOR LEAD
NM CERTIFIED APPRAISER

TANNER SOLOMON
NM CERTIFIED APPRAISER

VICTORIA ASTORGA
APPRAISER I

VACANT
APPRAISER TECH

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JESSE LUCERO
COUNTY ASSESSOR

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LINDA L. GALLEGOS
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CUSTOMER SERVICE
SPECIALIST II

VACANT
CUSTOMER SERVICE
SPECIALIST I

CASSIE KNOTEN
CAMA SPECIALIST

February 25, 2026

RE: Business Personal Property Rendition and Forms

Dear Account Holder:

The Torrance County Assessor's office, in an effort to update and maintain current and accurate information on all of our property accounts, are requesting that you complete and send back the enclosed Business Personal Property rendition form for personal property including farm/ranch equipment, if any, before the last day of February 2026. New Mexico state statute (Section 7-36-33 NMSA 1978) mandates that certain tangible personal property owned by a person is subject to valuation and taxation under the Property Tax Code (Articles 35-38 of Chapter 7 NMSA 1978) per NMSA 7-36-8 Subsection B.

The following tangible property owned by a person is subject to valuation and taxation: "property that is used, produced, manufactured, held for sale, leased, or maintained by a person for purposes of the person's profession, business or occupation, and for which the owner has claimed a deduction for depreciation for federal income tax purposes during any federal income taxable year occurring whole or in part during the twelve months immediately preceding the current tax year."

If you have any questions concerning the rendition/reporting process or in completing the form, please feel free to contact our office at (505) 544-4300.

Respectfully,

Linda L. Gallegos
Chief Deputy Assessor

/llg



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NEW MEXICO BUSINESS PERSONAL PROPERTY REPORT

This is an Official Request and a response is required.
Deadline for response is the last day of February 2026

Business Name Below

School District:

Account Number:

The following must be completed

Name of business owner *	Business start date *
Mailing Address *	Phone #
	Business ID/License #
	NM Federal ID #
MAILING ADDRESS _____	
Change OR Correction _____	

Contact Person* _____

Phone #* _____

Fax # _____

Physical location of business* _____

Type of Business* _____

(ie. Retail, oil & gas, fast food, restaurant, hair salon, construction, etc.)

Does business report to NM State Assessment Bureau? ☐ YES, CAB# _____ ☐ NO

Does business have leased equipment? ☐ YES, see back for instructions ☐ NO

Transfer of Ownership

Name of Buyer _____ Phone # _____

Mailing address _____ *Date of Closing/Sale: _____

City, State, Zip _____

Active Business no longer depreciating assets

_____ possesses no business personal property for which the owner has claimed a deduction for depreciation for federal income tax purposes during any federal income taxable year occurring in whole or in part during twelve months immediately preceding the first day of the property tax year (January 1).

Signature of Owner/Agent* _____ Date* _____





PERSONAL PROPERTY STATEMENT

This form must be completed in accordance with the New Mexico Property Tax Statutes.
Return to Torrance County Assessor at the address below by **February 28, 2026.**

ITEM DESCRIPTION	PURCHASE PRICE	DATE	BOOK VALUE
OFFICE FURNITURE, FIXTURES, MACHINES, AND MISC. EQUIPMENT	_____	_____	_____
COPIERS, DUPLICATORS, FAX MACHINES	_____	_____	_____
COMPUTERS, SOFTWARE, & PERIPHERALS	_____	_____	_____
STORE, RESTAURANT & MOTEL EQUIPMENT, ETC	_____	_____	_____
CONTRACTORS EQUIPMENT	_____	_____	_____
OTHER-LIST BELOW OR ATTACH LISTING			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

* New Mexico Statutes require the actual date of acquisition or construction.

** Calculate the book value on a straight-line basis.

DO NOT USE ACRS, MACRS OR ANY OTHER TYPE OF DEPRECIATION.

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