



STATE TAX COMMISSION OF MISSOURI
P.O. BOX 146
JEFFERSON CITY, MO 65102-0146
(573) 751-2414 (option 3) <https://stc.mo.gov>
email: OriginalAssessment@stc.mo.gov

Instructions — Aggregate Statement of Taxable Property

Locally Assessed Market Value Schedules

The Missouri State Tax Commission (Commission) is responsible for the valuation and assessment of the distributable commercial real and personal property of Centrally Assessed Railroad and Utility Companies (CARUC), and the distributable personal property of Commercial Aircraft Owned by Airlines (CAOBA), Centrally Assessed Private Car Companies, and Commercial Aircraft Owned by Others (CAOBO) in Missouri.

For these centrally assessed entities, the Aggregate Statement of Taxable Property, including the Locally Assessed Market Value Schedules, is used by the Commission to determine the fair market value of the property as of January 1 of the current year. Instructions for the Locally Assessed Market Value Schedules are outlined below.

There are two sets of local property schedules that tie into each other:

- Locally Assessed Property Schedules: (Schedule 14 – Page 1 and Page 2, Schedule 15 – Operating and Non-operating, CWIP Real, Tangible Personal Property, and Schedule 16)
NOTE: Schedule 14, Page 2 must be signed and notarized.
- Locally Assessed Market Value Schedules: (Schedules 11, 11NCI, 12, and 12NCI)

The Locally Assessed Property Schedules essentially itemize the values on the Locally Assessed Market Value Schedules. Locally Assessed Market Value Schedules consist of four-schedules:

- Non-operating property schedules:
 - Schedule 11
 - Market value of real and personal non-operating property.
 - Schedule 11NCI is a subset of Schedule 11, meaning that Total CWIP on Schedule 11NCI will be rolled up and included in the Total reported on Schedule 11.
 - Original cost of real NCI property.
 - Assessed value real NCI property.
 - Original cost CWIP real property.
 - Original cost CWIP personal property.

- Operating property schedules:
 - Schedule 12
 - Market value of real and personal operating property.
 - Schedule 12NCI is a sub set of Schedule 12, meaning that Total CWIP on Schedule 12NCI will be rolled up and included in the Total reported on Schedule 12.
 - Original cost of real NCI property.
 - Assessed value real NCI property.
 - Original cost CWIP real property.
 - Original cost CWIP personal property.

The values reported on Locally Assessed Property Schedules must be directly reflected in the Locally Assessed Market Value Schedules. Every county where a company reports locally assessed value on the Locally Assessed Market Value Schedules must have an accompanying Locally Assessed Property Schedule.

Summary of Locally Assessed Non-operating Property

- Schedule 11:
 - Real Property – Schedule 14, Page 1, Line 13 (Market Value)
 - Personal Property – Schedule 14, Page 1, Line 14 (Market Value)
- Schedule 11NCI:
 - CWIP Personal – Schedule 14, Page 1, Line 10 (Original Cost)
 - CWIP Real – Schedule 14, Page 1, Line 13 (Original Cost)
 - Real Property:
 - New Construction and Improvements – Schedule 14, Page 1, Line 17 (Original Cost)
 - New Construction and Improvements – Schedule 14, Page 1, Line 17 (Assessed Value)

Summary of Locally Assessed Operating Property

- Schedule 12:
 - Real Property – Schedule 14, Page 1, Line 4 (Market Value)
 - Personal Property – Schedule 14, Page 1, Line 11 (Market Value)
- Schedule 12NCI:
 - CWIP Real – Schedule 14, Page 1, Line 3 (Original Cost)
 - CWIP Personal – Schedule 14, Page 1, Line 10 (Original Cost)

Real Property:

- New Construction and Improvements – Schedule 14, Page 1, Line 17 (Original Cost)
- New Construction and Improvements – Schedule 14, Page 1, Line 17 (Assessed Value)

Check the top box of all Locally Assessed Market Value Schedules if the company has zero locally assessed property in all Missouri counties. No Locally Assessed Property Schedule submission is required when a company has zero locally assessed property in Missouri.

Locally Assessed Property Schedule and Locally Assessed Market Value Schedule Due Dates

- Locally Assessed Property Schedules are due to county assessors by **April 1st**.
- County assessors certify the information on the Locally Assessed Property Schedules and send them to the county clerk, the Missouri State Tax Commission’s Original Assessment Department, and back to the companies by **April 20th**.
- Companies use the assessor certified Locally Assessed Property Schedules to finalize and complete their Locally Assessed Market Value Schedules, which are due to The Original Assessment Department by **May 1st**.

County clerks will use the information to ensure that they bill for all the property the company has in each county – operating and non-operating, locally assessed and centrally assessed.

Assistance

Contact Jeffrey Smith, Manager – Original Assessment Section, at 573-526-6403 or jeffrey.smith@stc.mo.gov for assistance.