

How to electronically file Personal Property Reporting Forms.

1. [Click here](#) for the Personal Property Search page.
2. Locate your account by;
 - a. Owner Name
 - b. Location Address
 - c. Account Number
3. Once you are at your account you will see four choices. Make sure you choose the correct form for the specific account you have selected.

- a. Business/Industrial Personal Property Accounts

☐ Personal Property Business Form

Personal Property Business

- b. Aircraft Accounts

☐ Personal Property Aircraft Form

Personal Property Aircraft

- c. Marine Accounts

☐ Personal Property Marine Form

Personal Property Marine

- d. Freeport Inventory Accounts

☐ Freeport Inventory Application

Freeport Inventory Application

4. Answer questions, sign and submit form.
5. **Important:** *To confirm your application, for your records download the submitted document or select to receive a confirmation email with the submitted document.*
6. New businesses, marine and aircraft owners can select the appropriate form at the top of the Personal Property search page, complete and submit.

Currently Business and Industrial accounts are required to upload Schedule A. In the future, Schedule A will be pre-populated through a secure user name and password process thus eliminating the need to complete Schedule A and then upload. Stay tuned for this streamlined feature in the near future.

We hope this is easy and helpful for you. If you have questions and/or suggestions please let us know. You can communicate with us at nicole.griffin@hallcounty.org.