

Online Filing

Multiple Locations

The City of Boston Assessing Department – Personal Property has consolidated businesses with multiple locations. This allows the taxpayer/preparer to file one return a year and make one payment for each quarter.

If the taxpayer/preparer adds a location identifier such as the street name or a store number to each asset we will be able to send taxpayer/preparer a copy of the results. Creating a pivot will show taxpayer/preparer the value for each location for accounting purposes.

Multiple Locations

Using the Excel Template add the location for each asset

	Your Unique Asset ID	Own, Lease or Leased to Own	Lessor Name	Description with Number of Units	Nature of Use OR Location	Make/Model OR Location	Quantity	Year of Purchase	Purchase Price	Total Purchase Price (Quantity X Purchase Price)	Estimated Market Value
		Own, Lease, Leased to Own		50 Character Limit: includes periods, commas, spaces etc			Whole Number Only	YYYY	Whole Number Only	DO NOT FILL/AUTOMATIC CALCULATION	Whole Number Only
1:		Own		ComputersDECISIONPT/DS9808-DL Sc	Machinery	Newbury	1	2013	\$500	\$500	\$500
2:		Own		ComputersCROSSCOM / De-install - Re	Machinery	Newbury	1	2013	\$500	\$500	\$500
3:		Own		ComputersCreate Scanner Finals	Machinery	Newbury	1	2013	\$719	\$719	\$719
4:		Own		ComputersCreate Scanner Finals	Machinery	Newbury	1	2013	\$153	\$153	\$153
5:		Own		ComputersPOS EQUIPMENT	Machinery	Newbury	1	2002	\$921	\$921	\$921
6:		Own		ComputersPOS EQUIPMENT	Machinery	Newbury	1	2001	\$22,610	\$22,610	\$22,610
7:		Own		ComputersIS - TRAFFIC COUNTERS	Machinery	Newbury	1	2001	\$212	\$212	\$212
8:		Own		ComputersPOS FIXTURES	Machinery	Newbury	1	2001	\$1,579	\$1,579	\$1,579
9:		Own		ComputersDECISIONPT / DS9808-DL Sc	Machinery	Faneuil	1	2013	\$250	\$250	\$250
10:		Own		ComputersCreate Scanner Finals	Machinery	Faneuil	1	2013	\$1,031	\$1,031	\$1,031
11:		Own		ComputersCreate Scanner Finals	Machinery	Faneuil	1	2013	\$178	\$178	\$178
12:		Own		ComputersIS - POS EQUIPMENT	Machinery	Faneuil	1	2004	\$4,789	\$4,789	\$4,789
13:		Own		ComputersIS - POS EQUIPMENT	Machinery	Faneuil	1	2003	\$27,730	\$27,730	\$27,730
14:		Own		ComputersIS - TRAFFIC COUNTER	Machinery	Faneuil	1	2003	\$661	\$661	\$661
15:		Own		ComputersPOS Bulk Release	Machinery	Boylston	1	2012	\$12,777	\$12,777	\$12,777
16:		Own		Computers1185 POS Installation cost	Machinery	Boylston	1	2012	\$1,211	\$1,211	\$1,211
17:		Own		Computers1185 New Store Request C	Machinery	Boylston	1	2012	\$27	\$27	\$27
18:		Own		Computers1185 Prodcop 2012 New Std	Machinery	Boylston	1	2012	\$1,169	\$1,169	\$1,169
19:		Own		ComputersAT1185 N5018961 Mediatr	Machinery	Boylston	1	2012	\$328	\$328	\$328
20:		Own		ComputersStore 1185 43248	Machinery	Boylston	1	2012	\$342	\$342	\$342
21:		Own		ComputersP# PRO8T2 APC Surge Prote	Machinery	Boylston	1	2012	\$55	\$55	\$55
22:		Own		ComputersMS-4407-I000R -Kit	Machinery	Boylston	1	2012	\$669	\$669	\$669
23:		Own		ComputersL4150 010338-005R	Machinery	Boylston	1	2012	\$1,058	\$1,058	\$1,058

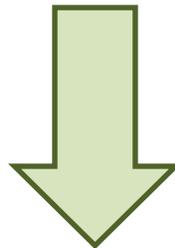
Assets will appear as usual

New	Your Unique Asset ID	Owned, Lease or Leased to Own Owned, Lease or Leased to Own	Description with Number of Units	Lessor Name Address, phone, email if available	Nature of Use	Make/Model Δ	Quantity	Year of Purchase YYYY	Purchase Price Whole Number Only	Total Purchase Price Qty x Price	Estimated Market Value Whole Number Only
Delete		Owned	Computers MS-4407-I000R -Kit		Machinery	Boylston	1	2012	\$669	\$669	\$0
Delete		Owned	Computers L4150 010338-005R		Machinery	Boylston	1	2012	\$1,058	\$1,058	\$0
Delete		Owned	Computers AT1185 N5018961 Mediatrix Relocation		Machinery	Boylston	1	2012	\$328	\$328	\$0
Delete		Owned	Computers Store 1185 43248		Machinery	Boylston	1	2012	\$342	\$342	\$0
Delete		Owned	Computers P# PR08T2 APC Surge Protectos		Machinery	Boylston	1	2012	\$55	\$55	\$0
Delete		Owned	Computers POS Bulk Release		Machinery	Boylston	1	2012	\$12,777	\$12,777	\$0
Delete		Owned	Computers 1185 POS Installation costs		Machinery	Boylston	1	2012	\$1,211	\$1,211	\$0
Delete		Owned	Computers 1185 New Store Request CRS Licensing		Machinery	Boylston	1	2012	\$27	\$27	\$0
Delete		Owned	Computers 1185 Prodco 2012 New Store Installs		Machinery	Boylston	1	2012	\$1,169	\$1,169	\$0
Delete		Owned	Computers DECISIONPT / DS9808-DL Scanner / ATS		Machinery	Faneuil	1	2013	\$250	\$250	\$0
Delete		Owned	Computers Create Scanner Finals		Machinery	Faneuil	1	2013	\$1,031	\$1,031	\$0
Delete		Owned	Computers Create Scanner Finals		Machinery	Faneuil	1	2013	\$178	\$178	\$0
Delete		Owned	Audio Visual			Faneuil	1	2014	\$250	\$250	\$0
Delete		Owned	Computers IS - POS EQUIPMENT		Machinery	Faneuil	1	2004	\$4,789	\$4,789	\$0
Delete		Owned	Computers IS - POS EQUIPMENT		Machinery	Faneuil	1	2003	\$27,730	\$27,730	\$0
Delete		Owned	Computers IS - TRAFFIC COUNTER		Machinery	Faneuil	1	2003	\$661	\$661	\$0
Delete		Owned	Computers POS FIXTURES		Machinery	Newbury	1	2001	\$1,579	\$1,579	\$0
Delete		Owned	Computers POS EQUIPMENT		Machinery	Newbury	1	2002	\$921	\$921	\$0

If the taxpayer/preparer requires a break down for
individual locations for accounting purposes
contact us via email

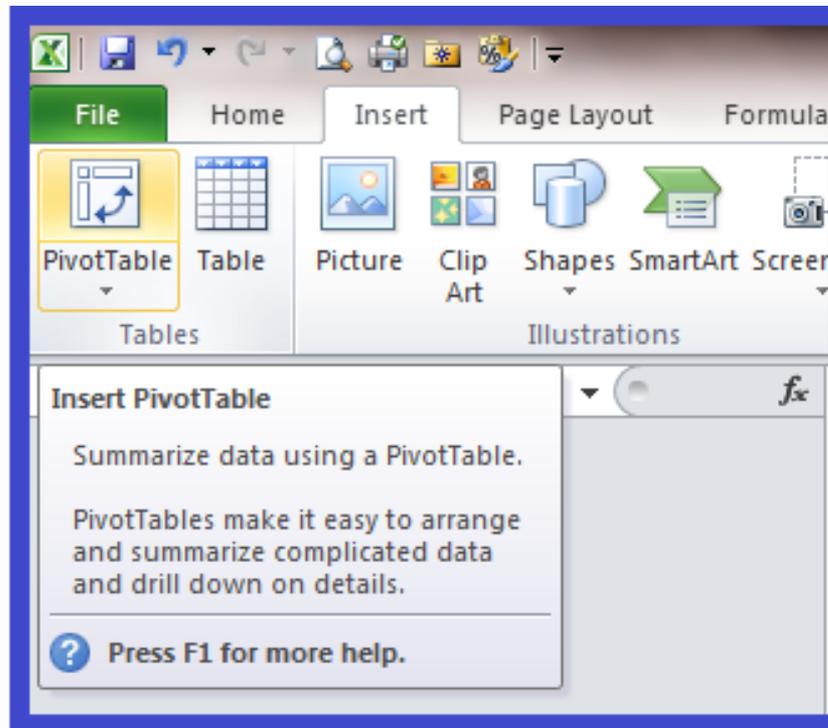
personalproperty@boston.gov

Starting as early as December we will send an
excel file similar to the following...

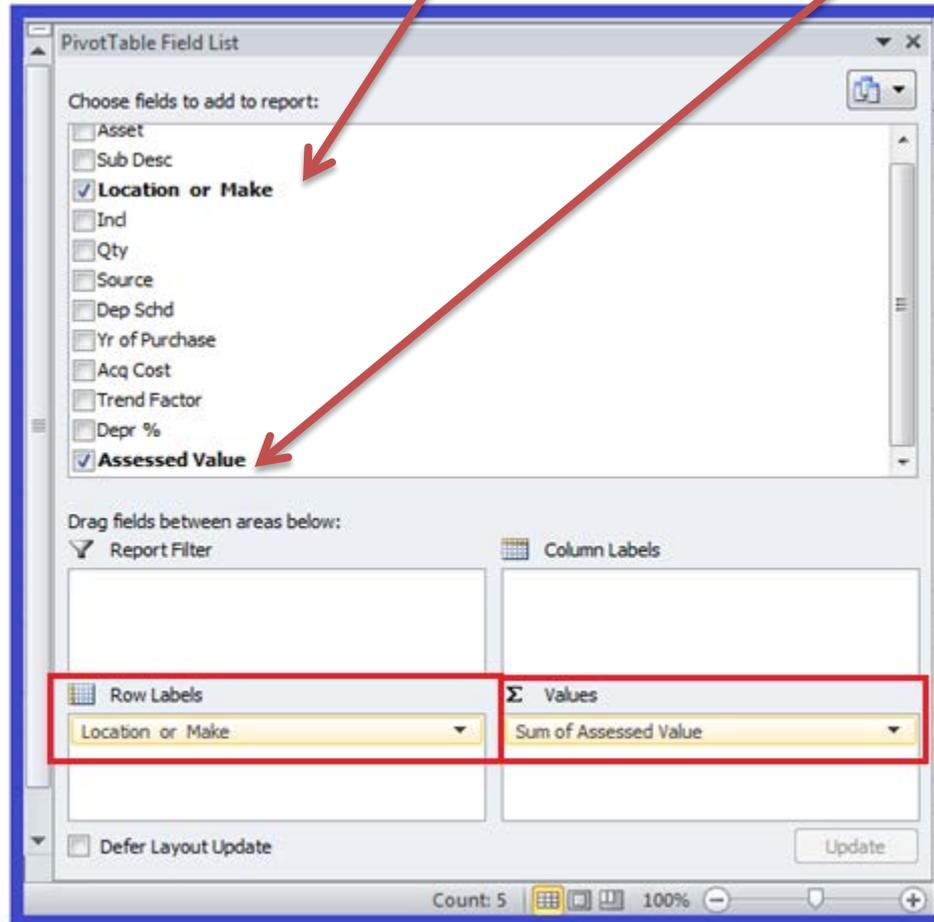


	A	B	C	D	E	F	G	H	I	J	K	L
1	Asset	Sub Desc	Location or Make	Incl	Qty	Source	Dep Schd	Yr of Purchase	Acq Cost	Trend Factor	Depr %	Assessed Value
2	SYS-AL-A - Alarm System	Alarm	800 Boylston 174	Checked	1	TAB - Table Entry	10	2014	\$0	1.00000000	8.00	2530
3	SYS-AL-A - Alarm System	Alarm	800 Boylston 1535	Checked	1	TAB - Table Entry	10	2014	\$0	1.00000000	8.00	2530
4	SYS-AL-A - Alarm System	Alarm	200 State St A-4	Checked	1	TAB - Table Entry	10	2014	\$0	1.00000000	8.00	2530
5	SYS-AL-A - Alarm System	Alarm	118 Newbury	Checked	1	TAB - Table Entry	10	2014	\$0	1.00000000	8.00	2530
6	SYS-AL-A - Alarm System	Alarm	111 Faneuil Hall	Checked	1	TAB - Table Entry	10	2014	\$0	1.00000000	8.00	2530
7	EQM-AV-A - Audio Visual Equipment	Audio Visual	800 Boylston 174	Checked	1	TAB - Table Entry	10	2007	\$0	1.00000000	70.00	9000
8	EQM-AV-A - Audio Visual Equipment	Audio Visual	800 Boylston 1535	Checked	1	TAB - Table Entry	10	2007	\$0	1.00000000	70.00	9000
9	EQM-AV-A - Audio Visual Equipment	Audio Visual	200 State St A-4	Checked	1	TAB - Table Entry	10	2007	\$0	1.00000000	70.00	9000
10	EQM-AV-A - Audio Visual Equipment	Audio Visual	118 Newbury	Checked	1	TAB - Table Entry	10	2007	\$0	1.00000000	70.00	9000
11	EQM-AV-A - Audio Visual Equipment	Audio Visual	111 Faneuil Hall	Checked	1	TAB - Table Entry	10	2007	\$0	1.00000000	70.00	9000
12	MSC-CP-B - Misc. Computer Equipment	Computers MC70's & Cradle	800 Boylston 1535	Checked	1	FOL - Form of List	05	2013	\$1,758	0	31.00	1210
13	MSC-CP-B - Misc. Computer Equipment	Computers POS Bulk	800 Boylston 1535	Checked	1	FOL - Form of List	05	2013	\$520	0	31.00	360
14	MSC-CP-B - Misc. Computer Equipment	Computers POS Bulk	800 Boylston 1535	Checked	1	FOL - Form of List	05	2013	\$9,972	0	31.00	6880
15	MSC-CP-B - Misc. Computer Equipment	Computers POS Licenses	800 Boylston 174	Checked	1	FOL - Form of List	05	2012	\$898	0	48.00	470
16	MSC-CP-B - Misc. Computer Equipment	Computers1185 New Store Request CRS Licensing	800 Boylston 174	Checked	1	FOL - Form of List	05	2012	\$27	0	48.00	10
17	MSC-CP-B - Misc. Computer Equipment	Computers1185 POS Installation costs	800 Boylston 174	Checked	1	FOL - Form of List	05	2012	\$1,211	0	48.00	630
18	MSC-CP-B - Misc. Computer Equipment	Computers1185 Prodc0 2012 New Store Installs	800 Boylston 174	Checked	1	FOL - Form of List	05	2012	\$1,169	0	48.00	610
19	MSC-CP-B - Misc. Computer Equipment	Computers677 POS INSTALLATION COSTS	800 Boylston 1535	Checked	1	FOL - Form of List	05	2013	\$866	0	31.00	600
20	MSC-CP-B - Misc. Computer Equipment	Computers677 POS INSTALLATION COSTS	800 Boylston 1535	Checked	1	FOL - Form of List	05	2013	\$803	0	31.00	550
21	MSC-CP-B - Misc. Computer Equipment	Computers677 POS INSTALLATION COSTS	800 Boylston 1535	Checked	1	FOL - Form of List	05	2013	\$200	0	31.00	140
22	MSC-CP-B - Misc. Computer Equipment	Computers677 PRODCO 2013 NEW STOREINSTALLS	800 Boylston 1535	Checked	1	FOL - Form of List	05	2013	\$5,121	0	31.00	3530
23	MSC-CP-B - Misc. Computer Equipment	ComputersAT1185 N5018961 Mediatrix Relocation	800 Boylston 174	Checked	1	FOL - Form of List	05	2012	\$328	0	48.00	170
24	MSC-CP-B - Misc. Computer Equipment	ComputersATS 1185 POS Cash Wrap Project MW	800 Boylston 174	Checked	1	FOL - Form of List	05	2012	\$1,842	0	48.00	960
25	MSC-CP-B - Misc. Computer Equipment	ComputersATS 1185 tel Cash Wrap Project MW	800 Boylston 174	Checked	1	FOL - Form of List	05	2012	\$965	0	48.00	500
26	MSC-CP-B - Misc. Computer Equipment	ComputersBulk store 0677RM	800 Boylston 1535	Checked	1	FOL - Form of List	05	2013	\$1,580	0	31.00	1090
27	MSC-CP-B - Misc. Computer Equipment	ComputersCreate Scanner Finals	200 State St A-4	Checked	1	FOL - Form of List	05	2013	\$227	0	31.00	160
28	MSC-CP-B - Misc. Computer Equipment	ComputersCreate Scanner Finals	200 State St A-4	Checked	1	FOL - Form of List	05	2013	\$730	0	31.00	500
29	MSC-CP-B - Misc. Computer Equipment	ComputersCreate Scanner Finals	118 Newbury	Checked	1	FOL - Form of List	05	2013	\$153	0	31.00	110

Create a pivot to find the Assessed Value for each location



Choose the **Location or Make** and the **Assessed Value**



Finished Pivot

Assessed Value for each location

Row Labels	Sum of Assessed Value
111 Faneuil Hall	22,520
118 Newbury	21,240
200 State St A-4	21,470
800 Boylston 1535	30,080
800 Boylston 174	29,040
Grand Total	124,350

If the location for each asset is not listed the information will not be available.