



Governmental Leasehold Intangible Personal Property Tax Return For Year: 2018

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Rule 12C-2.0115 Florida Administrative Code Effective 01/16



FEIN : SSN (if no FEIN) : Business Partner # : Contract Object # :

Handwritten Example and Typed Example boxes with numbers 0-9 and instruction 'Use black ink.'

Mail return and check payable to: FLORIDA DEPARTMENT OF REVENUE 5050 W TENNESSEE ST TALLAHASSEE FL 32399-0100

The Florida Legislature has provided that all leasehold estates, or any possessory interest created thereby, in property of the United States, the State of Florida, or any of its political subdivisions, municipalities, agencies, authorities, or other governmental units, are to be taxed as intangible personal property if the leased property is undeveloped or predominately used for a residential or commercial purpose, and rental payments are due in consideration of the leasehold estate or possessory interest.

If the calculated tax due is less than sixty dollars (\$60), no payment is required. However, the taxpayer should file this return without payment so the Department is aware that no tax is owed and will not take collection action(s) regarding this filing period.

Our records are computerized and all information is maintained by account number. Your account number is your Social Security Number (SSN) or Federal Employer Identification Number (FEIN). Please refer to these numbers in all correspondence. Show your correct number on your return. Social security numbers are used by the Florida Department of Revenue as unique identifiers for the administration of Florida's taxes.

HOW TO COMPUTE THE TAX

- Line 1 Annual Rental Payment - To compute the value of your leasehold estate, determine the amount of annual market rent for the property and enter the amount on Line 1.
Line 2 Valuation Factor - Enter on Line 2 the valuation factor for the years remaining on the lease, from the Valuation Factor Table. Also, enter the number of years remaining on the lease in the space provided.
Line 3 Taxable Amount - Multiply the annual rental payment on Line 1 by the valuation factor on Line 2 and enter the result on Line 3.
Line 4 Tax Due - Multiply the amount on Line 3 by .0005 (\$0.50 tax for each \$1,000 value) and enter the result on Line 4. If Line 4 is less than \$60, no payment is due.
Line 5 Discount - You may claim a discount for early payment. Consult the FILING DATE section on Page 3.
Line 6 Penalty and Interest (refer to details on Page 3) - Line 6a. For returns filed after the due date, enter penalty amount due with the tax payment for delinquency and late-filing penalties. Line 6b. For taxes paid after the due date, enter interest due with the late-filed tax payment. Total the amounts on Line 6a and Line 6b and enter the sum on Line 6.
Line 7 Total Payment Due - For returns filed on or before the due date, subtract Line 5 from Line 4 and enter the result on Line 7. For returns filed after the due date, add Line 4 plus Line 6 and enter the result on Line 7.
Line 8 Less Amount Paid with Extension - Enter any amount paid with an extension on Line 8.
Line 9 Payment Due - Subtract amount on Line 8 from Line 7 and enter result on Line 9.

DO NOT DETACH COUPON

Governmental Leasehold Intangible Personal Property Tax Return

HD/PM Date: / /

US DOLLARS

DR-601G R. 01/16

FEIN and SSN (if no FEIN) input fields

DR-601G

Table with 9 rows for tax calculations and 10 columns for digits. Includes labels like 'Annual Rental Payment', 'Valuation Factor', 'Taxable Amount', 'Tax Due', 'Discount', 'Penalty and Interest', 'Total Payment Due', 'Less Amount Paid with Extension', and 'Payment Due'.

Under penalties of perjury, I declare that I have read the foregoing tax return and that the facts stated in it are true.

Signature of taxpayer, Date, Title, and Phone number (include area code) fields

9100 0 20180131 0018015031 2 999999999 0000 0



Taxpayer Name: _____
County Property Identification Number: _____
County Where Property Located: _____

Telephone Number: (_____) _____
Area Code
FEIN _____
SSN (if no FEIN): _____

Schedule A

Factors for valuation of each leasehold estate. Complete this supplemental schedule and mail with your return.

1. a. Name the governmental unit owning the property. _____
 b. To what governmental agency is the consideration or "rent" paid? _____
 c. Physical location of governmental property occupied (street, city, ZIP). _____
2. What is the legal description of the property? _____
3. a. Describe the property occupied. _____
 b. Describe the improvements belonging to the governmental unit. _____
4. a. Have you made improvements to this property? () yes () no
 b. Describe those improvements. _____
- c. Do your improvements become the property of the governmental unit owning the location? () yes () no
 d. What is your estimate of the value of improvements you have made to this property? \$ _____
5. a. Describe your use of this property or the type of activity conducted at this location, and the number of years you have been at this location. _____
 b. How long do you intend to occupy the property? _____
6. a. Is there a written agreement between you and the governmental unit owning the property? () yes () no
 b. Is this agreement recorded in the official records of the county? () yes () no
 c. If so, what is the official record book and page number where recorded? _____
7. a. Does the governmental entity that owns the property share in the profit as a form of rent? () yes () no
 b. If so, what is the basis or formula used to determine the percentage or amount payable to the governmental unit? _____
8. a. What is the term of your lease (in years)? _____
 b. How many years remaining as of January 1 of this tax year? _____
9. What is the amount actually paid for the privilege of using this property? _____
10. What is the basis for determining the amount of the rent stated in your lease agreement? _____
11. Is this consideration or "rent" paid weekly, monthly, yearly, or other? _____
12. Does the rent include payments for improvements? () yes () no
13. a. Do you file a tangible personal property tax return with the county property appraiser? () yes () no
 b. What county(ies)? _____

Location address (if different than mailing address):

Street Address _____

City _____ State _____ ZIP _____ County _____

Telephone Number: (_____) _____

Indicate changes to mailing address below:

Name _____

Street Address _____

City _____ State _____ ZIP _____ County _____

Telephone Number: (_____) _____

Instructions

GENERAL INFORMATION

Florida law classifies a lessee's interest in property leased from a governmental unit as intangible property, where the lessee makes rental payments in consideration of the leasehold estate or possessory interest, whether the leased property is undeveloped or is used for a residential or a commercial purpose.

A leasehold interest created by an original lease for 100 years or more, regardless of renewal options, is considered as creating an ownership right in the leased property and the property will not be classified as intangible property. Property financed, acquired or maintained using funds resulting from the issuance of bonds by Florida industrial development authorities or research and development authorities under Parts II, III, or V of Chapter 159, Florida Statutes (F.S.), is considered to be owned and the lessee's interest is not classified as intangible property.

A lessee of governmental property will be exempt from annual intangible tax, provided the lease contract requires that the lessee provide space on the leasehold estate for use by a governmental entity.

Lessees leasing property classified as agricultural land or land used exclusively for noncommercial public recreational purposes, or leasing property used for a governmental, municipal, or public purpose or function as defined in section 196.012(6), F.S., and lessees qualified as an organization which uses the property for literary, scientific, religious or charitable purposes, are not subject to intangible tax on their leasehold interest.

If no rental payments are due under the agreement creating a leasehold estate, the leasehold estate is taxed as real property, not as intangible property. Personal property, buildings or other real property improvements owned by a lessee are assessed under Ad Valorem tax provisions, not as intangible property.

Taxpayers with more than one lease MUST FILE a separate return for each location.

WHO MUST FILE

Every lessee of governmental property used for a residential or commercial purpose, or that is undeveloped, is subject to the intangible tax each year on the value of the leasehold estate on January 1 of each tax year, if rental payments are due in consideration for the leasehold estate.

If the 1/2 mill (\$.50 per \$1000 value) annual tax levy on the value of the leasehold estate results in a tax of sixty dollars (\$60) or more, the lessee is required to file this return (Form DR-601G) and pay the tax.

If the tax due is less than sixty dollars (\$60), the taxpayer should file this return without payment of the tax so the Department is aware that no tax is owed and will not take collection action(s) regarding this filing period.

FILING DATE

The *Governmental Leasehold Intangible Personal Property Tax Return* (Form DR-601G) covering the leasehold estate is due January 1 and late after June 30. Returns not filed and taxes not paid by this date are delinquent. The date of postmark or date delivered to the Department is considered the date of payment.

A **discount** may be claimed for early filing provided payment is postmarked on or before the last day of the month of one of the following filing periods: January - February 4%; March 3%; April 2%; May 1%; June 0%

Example: \$64.33 (tax) X .04 (January discount) = \$ 2.57 (discount allowed)

EXTENSION OF TIME

A request for an extension of time for filing may be submitted for review. Form DR-602G must be received by the Department on or before June 30 of the tax year.

PENALTY

The return, with full payment of tax, must be postmarked **no later than** June 30 of the applicable tax year to avoid penalty. If June 30 falls on a Saturday, Sunday, or a legal state or federal holiday and the return is postmarked or delivered to the Department on the next workday, it is considered timely.

Delinquency penalty is assessed on tax not paid by June 30. The penalty rate is 10% per month or portion of a month, not to exceed a maximum of 50% of the tax due.

Specific late filing penalty is assessed on tax returns postmarked after June 30. The penalty rate is 10% per month or portion of a month until the return is filed, not to exceed a maximum of 50% of the tax due.

The combined total of the delinquency penalty and specific late filing penalty will not exceed 10% per month or portion of a month, not to exceed a maximum of 50% of the tax due.

INTEREST

If the tax is not paid by June 30, you owe interest on the amount of tax due. Florida law provides a floating rate of interest for late payments of tax due. Interest rates, including daily rates, are published in Tax Information Publications that are updated semiannually on January 1 and July 1 each year and posted online at: floridarevenue.com/taxes/tips.

OVERPAYMENTS OF TAX

If you have overpaid your tax and want a refund of the overpayment, you must submit an *Application for Refund* (Form DR-26). The *Application for Refund* must be submitted within three (3) years of the date the tax was paid. The Department cannot process a claim for refund without this form. Filing an amended return does not qualify as a claim for refund.

If you have any questions, please call Refunds at 850-617-8585 or write to: Florida Department of Revenue, Refunds, PO Box 6470, Tallahassee, FL 32314-6470.

AMENDED RETURNS/UNDERPAYMENTS OF TAX

If you discover that intangible property was undervalued on, or omitted from, your tax return, you should file an amended return. The amended return is to be completed in its entirety, as if it was an original filing. Pay only the additional tax due. If the return is postmarked after June 30, you will be subject to penalty and interest. Explain by separate letter, attached to the amended return, whether the property was undervalued or omitted.

VALUATION OF LEASEHOLD ESTATE

The just value of a lessee's leasehold estate or possessory interest to be reported on the return is determined by the rent payments for the remaining term of the lease, at the Federal Reserve - Atlanta - discount rate on the last business day of the previous year, plus one (1) percent.

**Tax information and forms are available online at: floridarevenue.com
For assistance, call Taxpayer Services at 850-488-6800, Monday through Friday, excluding holidays.**

Valuation Factor Tables determined annually by the Department based on that discount rate, plus one (1) percent, are published in Taxpayer Information Publications on the Department's website at floridarevenue.com/taxes/tips. The Valuation Factor Table for the tax year indicated on the front page of this tax return is provided below.

Nominal or token payments are not used to value the lessee's interest. In such cases, the fair market rental for the leased property is the amount to be valued. If lease rental payments are based on some factor, such as a percentage of sales or profits, the average annual rental actually paid for a period not to exceed the previous five years should be used, provided the amount is not nominal or significantly less than fair market rental. If the average amount is a nominal or token amount, the lease rental payment to be valued shall be the fair market rental for the property. Market rent is the amount which would be paid annually

for use of a property in the open market, as indicated by current rentals being paid for comparable property. This should be net rent to the owner or lessor after allowance for taxes, insurance or other expenses specifically itemized as part of the rental payment. Do not deduct any such payments that you as the user make.

The period for which the lease payments should be valued is the number of years remaining under the lease on January 1 of the tax year, exclusive of renewal options. The year in which the lease expires should be considered a full year for the purpose of determining the number of years remaining under the lease agreement. If, on January 1 of the tax year, less than one year remains under the lease agreement, the value is determined as if a full year remained and is then prorated for the number of months remaining under the lease agreement.

Valuation Factor Table - 2018 (3.00%)					
YEARS REMAINING	FACTOR	YEARS REMAINING	FACTOR	YEARS REMAINING	FACTOR
1	0.9709	34	21.1318	67	28.7330
2	1.9135	35	21.4872	68	28.8670
3	2.8286	36	21.8323	69	28.9971
4	3.7171	37	22.1672	70	29.1234
5	4.5797	38	22.4925	71	29.2460
6	5.4172	39	22.8082	72	29.3651
7	6.2303	40	23.1148	73	29.4807
8	7.0197	41	23.4124	74	29.5929
9	7.7861	42	23.7014	75	29.7018
10	8.5302	43	23.9819	76	29.8076
11	9.2526	44	24.2543	77	29.9103
12	9.9540	45	24.5187	78	30.0100
13	10.6350	46	24.7754	79	30.1068
14	11.2961	47	25.0247	80	30.2008
15	11.9379	48	25.2667	81	30.2920
16	12.5611	49	25.5017	82	30.3806
17	13.1661	50	25.7298	83	30.4666
18	13.7535	51	25.9512	84	30.5501
19	14.3238	52	26.1662	85	30.6312
20	14.8775	53	26.3750	86	30.7099
21	15.4150	54	26.5777	87	30.7863
22	15.9369	55	26.7744	88	30.8605
23	16.4436	56	26.9655	89	30.9325
24	16.9355	57	27.1509	90	31.0024
25	17.4131	58	27.3310	91	31.0703
26	17.8768	59	27.5058	92	31.1362
27	18.3270	60	27.6756	93	31.2002
28	18.7641	61	27.8404	94	31.2623
29	19.1885	62	28.0003	95	31.3227
30	19.6004	63	28.1557	96	31.3812
31	20.0004	64	28.3065	97	31.4381
32	20.3888	65	28.4529	98	31.4933
33	20.7658	66	28.5950	99	31.5469
				100	31.5989