

Dear Business Owner:

The enclosed LAT form must be completed and returned to this office no later than **April 1, 2026**, or within **45 days of receipt**. Your response is necessary to determine the fair market value of your business's personal property for assessment purposes.

If this form is not returned, your assessment will be based on the best information available. Failure to file may result in penalties, including the loss of your right to appeal the assessed value. Please provide complete and accurate information for the following items:

1. **Inventory** – Tangible personal property held for sale, in production for sale, used in the production of goods or services, or used in marketing and distribution.
2. **Consigned Merchandise** – Merchandise owned by another party. Please provide the owner's name, mailing address, and the total value of the merchandise.
3. **Leased or Rented Equipment** – Provide the name and mailing address of the owner or lessor for each item.
4. **Depreciation Schedule** – Required by law. "Same as last year" is not acceptable.
5. **Fully Depreciated Assets** – List all fully depreciated items still in use that are not shown on the depreciation schedule.

If your business was sold, closed, or all property was removed from the parish before **January 1, 2026**, please notify us in writing so we may remove your business from the tax roll.

If you need assistance completing this form, please contact our Business Personal Property Department at **985-345-6226** or email lauren@tangiassessor.com.

Thank you for your cooperation.

Please return the completed form by mail to:

15475 Club Deluxe Rd.
Hammond, LA 70403

Alternatively, submission via email is now accepted at:

LatForms@tangiassessor.com