



Office of the Assessor  
 155 Heritage Way  
 Juneau AK 99801  
 BPP.Office@juneau.gov

| Business Personal Property<br>Account Closure Form |  |
|--|--|
| Assessment Year                                    |  |
| Account Number                                     |  |
| Business Name                                      |  |

If your business closed or ceased conducting business in the City & Borough of Juneau within the past year you may still owe taxes. In addition to this closure form, please complete the declaration form provided to you by the Assessor's office. Be sure to answer every question to the best of your ability & sign & date at the bottom.

| FILER CONTACT INFORMATION |  |                   |  |
|---------------------------|--|-------------------|--|
| Filer Name                |  | Filer Email:      |  |
| Primary Phone:            |  | Secondary Phone:  |  |
| Mailing Address:          |  | Property Address: |  |
|                           |  |                   |  |
|                           |  |                   |  |

| CLOSURE INFORMATION  |            |                |                 |
|--|------------|----------------|-----------------|
| When did your business close or cease conducting business in the City and Borough of Juneau?   |            |                |                 |
| Did you sell your business as a whole?   |            | [ ] Yes [ ] No |                 |
| If yes, who is the new owner?  |            | _____          |                 |
| Did you sell individual Business Personal Property to another company?   |            | [ ] Yes [ ] No |                 |
| If yes, please describe transactions below:  |            |                |                 |
| Item Description and Condition   | Sale Price | New Owner Name | New Owner Phone |
|  |            |                |                 |
|  |            |                |                 |
|  |            |                |                 |
|  |            |                |                 |
| Certification:   |            |                |                 |
| I, _____ (print name) hereby declare, subject to the penalties imposed by the City and Borough of Juneau Ordinance (CBJ), 15.05.060(f) that the information provided on this form is true and correct to the best of my knowledge. |            |                |                 |
| Signature  |            | Date:          |                 |

**PLEASE REMEMBER TO CLOSE YOUR SALES TAX ACCOUNT**

| Contact Us: CBJ Assessor's Office              |                       |   |   |
|--|-----------------------|---|---|
| Phone:   | Email:                | Website:  | Physical Location                           |
| Phone # (907) 586-5215<br>Fax # (907) 586-4520 | BPP.Office@juneau.gov | <a href="http://www.juneau.org/finance">http://www.juneau.org/finance</a> | 155 Heritage Way Rm. 114<br>Juneau AK 99801 |