



North Carolina Department of Revenue

Michael F. Easley
Governor

Reginald S. Hinton
Secretary

January 25, 2008

MEMORANDUM

TO: Users of Appraisal Manual

FROM: Kirk F. Boone, PPS
Property Valuation Specialist II
Property Tax Division

RE: 2007 Edition of the Personal Property Appraisal and Assessment Manual

Our office is pleased to provide the 2007 edition of the Personal Property Appraisal and Assessment Manual on our Department of Revenue website! This is also the textbook used in our week long Personal Property Appraisal and Assessment Course. We have intentionally removed the solution pages to the case problems as a matter of policy. In addition, the supporting materials in Section 9 of the manual are not included, but are available upon request. These documents are primarily sample copies of generic letters of correspondence between various counties and their respective taxpayers. We have, however, provided an electronic link in Section 9 to our website location of the 2007 Cost Index and Depreciation Schedules. In order to complete some of the case problems, the use of this document is necessary.

If you have any questions concerning the contents of this manual, please contact Kirk Boone, Dave Duty, or Gregg Martin at 919-733-7711.