

Instructions for Small Business Property Tax Exemption Claim Under MCL 211.9o (Form 5076)

MCL 211.9o provides for a personal property tax exemption for “eligible personal property.” This is commonly referred to as the Small Business Taxpayer Exemption. MCL 211.9o defines “eligible personal property” as meeting all of the following criteria:

- The personal property must be classified as industrial personal property or commercial personal property as defined in MCL 211.34c or would be classified as industrial personal property or commercial personal property if not exempt and
- The combined true cash value of all industrial personal property and commercial personal property owned by, leased by or in the possession of the owner or a related entity claiming the exemption is less than \$180,000 in the local tax collecting unit and
- The property is not leased to or used by a person that previously owned the property or a person that, directly or indirectly controls, is controlled by, or under common control with the person that previously owned the property.

Personal Property Valued Less than \$80,000

In order to claim an exemption for personal property valued less than \$80,000, this form **must be filed with the local unit (City or Township) where the personal property is located no later than February 20, 2025 (postmark is acceptable)**. This form IS NOT to be mailed to the Michigan Department of Treasury or the Michigan State Tax Commission. **Please contact the local unit where the personal property is located for their mailing address.** Late filed forms may be filed directly with the local unit March Board of Review prior to the closure of the March Board of Review. Taxpayers must contact the local unit directly to determine the March Board of Review dates.

Taxpayers must appear in person or have a representative appear on their behalf in order to late file with the March Board of Review.

Once the exemption is granted for personal property valued at less than \$80,000, the taxpayer will continue to receive the exemption until they no longer qualify for the exemption. Once they no longer qualify, the taxpayer is required to file a rescission form and a personal property statement no later than February 20th of the year that the property is no longer eligible. Failure to file the rescission form will result in significant penalty and interest as prescribed in MCL 211.9o.

This form will exempt property owned only by the entity filing the form. If personal property is leased to or used by an entity other than the property’s owner, the owner of that personal property must file the form for that property, not the lessee or the user. The owner may file the form and claim the exemption only if the True Cash Value of all of the commercial or industrial personal property located within the local tax collecting unit that is owned by, leased to, or in the possession of the owner or a related entity was less than \$80,000 on December 31, 2024.

This form must be filled out in its entirety. Failure to fill out the form completely can be cause for denial of the exemption. Taxpayers should pay particular attention to including contact information, including phone number and email address.

Once an exemption is granted for personal property valued at less than \$80,000, taxpayers are not required to file a “Personal Property Statement” (Form 632) in the year they are claiming the exemption.

Personal Property Valued Greater than or Equal to \$80,000 but Less than \$180,000

In order to claim an exemption for personal property with a combined true cash value equal to or greater than \$80,000 and less than \$180,000, this form along Form 632 Personal Property Statement must be filed **ANNUALLY** with the local unit (City or Township) where the personal property is located no later than February 20 of each year (postmark is acceptable). If February 20 is a Saturday, Sunday, or legal holiday, this form and accompanying personal property statement must be filed the next day that is not a Saturday, Sunday, or legal holiday of that year. This form **IS NOT** to be mailed to the Michigan Department of Treasury or the Michigan State Tax Commission. **Please contact the local unit where the personal property is located for their mailing address.** Late filed forms may be filed directly with the local unit March Board of Review prior to the closure of the March Board of Review. Taxpayers must contact the local unit directly to determine the March Board of Review dates.

NOTICE: Questions regarding this form should be directed to the assessor of the city or township where the personal property is located. This form is issued under the authority of Public Act 206 of 1893. Additional detailed information on the Small Business Taxpayer Personal Property Exemption can be found at www.michigan.gov/statetaxcommission.