



TO BE COMPLETED BY THE TAX AUTHORITY

Ref. No. from the list of tax returns received

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**PROPERTY TAX RETURN –  
 business premises**

**I. GENERAL INFORMATION**

(to be completed by the taxable person)

TYPE OF BUSINESS PREMISE

LOCATION: Municipality..... property ID: .....  
cadastral community; building No., building part No. (e.g. 1077-101-1)

Street..... house No..... TAX ID No. |\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|

Intended use of the business premise .....

Full name of the owner.....

Place of residence.....Postal code |\_|\_|\_|\_| name of post office.....

Contact information (telephone number, email address):.....

Information about joint owners and joint ownership shares expressed in percent.....

Are the premises used by the owner (please circle)?

- a) to carry out a business activity
- b) to be rented out to a person carrying out a business activity
- c) not for his/her own needs and rented out for the performance of a business activity

**II. BUSINESS PREMISES**

A	WORKSHOP, SHOP, OFFICE	surface area (in m <sup>2</sup> )
<small>(To be completed by the taxable person)</small>		
1		
2		
3		
4		
5		
6		
7		
A	TOTAL	

B	TECHNICAL FACILITIES	surface area (in m <sup>2</sup> )
<small>(to be completed by the taxable person)</small>		
8	local depot	
9	kitchen	
10	depository	
11	toilet facilities in business premises	
12	bathroom	
13	shop window	
14	other	
B	TOTAL	
X	TOTAL A + B	

C	ANCILLARY PREMISES	surface area (in m <sup>2</sup> )	surface area x factor	factor
		<small>(to be completed by the taxable person)</small>	<small>(to be completed by the Financial Administration)</small>	
15	balcony, open terrace, garden			0.25
16	covered terrace			0.50
17	basement of a building facility			0.50
18	woodshed - wooden			0.30
19	garages in the building			0.75
20	toilet facilities - shared			0.50
21	other – non-functional rooms			0.50
				0.30
C	TOTAL			---
X	TOTAL A + B + C			---

### III. SCORING

#### 1. BUILDING

##### I. STRUCTURE

(to be completed by the Tax Administration)

(to be completed by the taxable person)

YEAR OF CONSTRUCTION.....

No. OF SCORE POINTS:.....

THE YEAR OF RENOVATION, COMPLETION.....

No. OF SCORE POINTS:.....

(to be completed by the Financial Administration)

I	NUMBER OF SCORE POINTS I.	
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##### II. WINDOWS - DOORS

(taxable person to circle as appropriate)

(to be completed by the Tax Administration)

A	classical craftsmanship execution	
B	standard serial execution	
C	investment execution	
D	wooden or plastic blinds	
E	triple glazing	
F	natural stone window sills	

(to be completed by the Financial Administration)

II	NUMBER OF SCORE POINTS II.	
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##### III. FLOORING

(mark the appropriate entry for individual type of premises with an X)

	DESCRIPTION	PREMISES		
		rooms, studies	technical	ancillary
A	concrete or terrazzo			
B	simple wood, ship-deck, vinyl			
C	parquet - laminate, beechwood, carpeting			
D	parquet - classical (oakwood)			
E	ceramic tiles			
F	natural stone			

(to be completed by the Financial Administration)

III	NUMBER OF SCORE POINTS III.	
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##### IV. WALLS

(mark the appropriate entry for individual type of premises with an X)

	DESCRIPTION	PREMISES		
		rooms, studies	technical	ancillary
A	lime - chalk			
B	dispersion paint - non-washable wallpaper			
C	latex-based paint (sinkolit) - washable wallpaper			
D	ceramic tiles, wood - panelling up to 2 m			
E	ceramic tiles, wood - panelling more than 2 m high			
F	additional insulation	-----	-----	
G	durable treatment of the facade	-----	-----	

(to be completed by the Financial Administration)

IV	NUMBER OF SCORE POINTS IV.	
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(to be completed by the Financial Administration)

1	TOTAL SCORE POINTS 1 (I+II+III+IV).	
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## 2. INSTALLATIONS

### I. PLUMBING

(taxable person to circle as appropriate) (to be completed by the Tax Administration)

A	in the building	
B	in the bar/shop premises	
C	cold + hot water	

### II. POWER

(taxable person to circle as appropriate) (to be completed by the Tax Administration)

A	power for lighting	
B	power for lighting + powering of household appliances	

### III. HEATING

(taxable person to circle as appropriate) (to be completed by the Tax Administration)

A	installations	
B	heating station	
C	boiler room	
D	individual floors	

### IV. GAS INSTALLATIONS

(taxable person to circle as appropriate) (to be completed by the Tax Administration)

A	in the bar/shop premises	
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### V. ELEVATOR

(taxable person to circle as appropriate) (to be completed by the Tax Administration)

A	personal	
B	cargo lift	

### VI. OTHER

(taxable person to circle as appropriate) (to be completed by the Tax Administration)

A	common TV antenna	
B	telephone connection in the flat	
C	door phone	
D	ventilation - artificial	
E		
F		

### VII. COMMON AREAS

(taxable person to circle as appropriate) (to be completed by the Tax Administration)

A	bar/shop staircase	
B	bar/shop corridor	
C	shelter	
D	asphalted or paved access	
E	parking lot	
F	other	

(to be completed by the Financial Administration)

2	TOTAL SCORE POINTS 2 (I+II+III+IV+V+VI+VII).	
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**3. DEDUCTION POINTS**

(taxable person to circle as appropriate)		(to be completed by the Tax Administration)
A	basement area	
B	attic area	
C	dampness - partial	
D	dampness - predominant	
E	light - partial	
F	there is no natural lighting	

3	NUMBER OF SCORE POINTS 3	
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		(to be completed by the Financial Administration)
X	TOTAL SCORE POINTS (1 + 2 - 3)	

**COMMENTS BY THE TAXABLE PERSON:**

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**THE INFORMATION PROVIDED IN THE TAX RETURN MUST BE TRUE**

Date: .....

SIGNATURE OF THE TAXABLE PERSON and other joint owners