

BUSINESS PERSONAL PROPERTY RETURN
MARYLAND STATE DEPARTMENT OF ASSESSMENTS AND TAXATION BUSINESS
SERVICES DIVISION P.O. BOX 17052 Baltimore, Maryland 21297-1052

2025
Form 2
Due April 15th

Date Received
by Department

SECTION I – ALL ENTITIES COMPLETE - ☐ CHECK HERE IF THIS IS AN AMENDED RETURN

1. Check One:

☐ **SOLE PROPRIETORSHIP** ☐ **GENERAL PARTNERSHIP**

2. NAME OF OWNER

3. MAILING ADDRESS

☐ Check here if this is a change of mailing address

4. DEPARTMENT ID NUMBER

Required in order to correctly credit your account

L

5. FEDERAL EMPLOYER IDENTIFICATION NUMBER

(9-digit number assigned by the IRS)
Required for interagency reporting

6. NATURE OF BUSINESS:

7. TOTAL GROSS SALES

NUMBER OF WORKERS ASSOCIATED WITH THIS BUSINESS

Employer Obligations - [Supplemental Employer Questions](#)

Include an email address below to receive important reminders from the Department of Assessments and Taxation

SECTION II – ALL ENTITIES COMPLETE

A. PLEASE PROVIDE THE ACTUAL, PHYSICAL LOCATION OF ALL PERSONAL PROPERTY IN MARYLAND.

P.O. Boxes are not acceptable. ☐ Check here if this is a change of location.

Street Address/Suite No.

City/Town, County & Zip Code

B. Is any business conducted in Maryland ☐ Yes ☐ No

C. Fiscal year start date: _____ Fiscal year end date: _____

D. Does the business own, lease, or use personal property located in Maryland? ☐ Yes ☐ No

E. Does the business own, lease, or use personal property, including inventory, located in Maryland with a total Original cost of \$20,000 or more? ☐ Yes ☐ No

Note: If you answered “No” and you reported property on the previous year’s return or received an assessment, you must complete Section IV to report the sale, transfer, or disposal of property in 2024. Otherwise, you may proceed to the signature section on page 3. By answering no and signing, you are attesting that the business personal property of this entity has a total original cost that is less than \$20,000 on January 1, 2025.

Sign or initial here _____ Required

F. Does the business own any fully depreciated and/or expensed personal property located in Maryland? ☐ Yes ☐ No

G. If yes, is that property reported on this return? ☐ Yes ☐ No

H. Has the business disposed of assets or transferred assets in or out of Maryland during the prior year? ☐ Yes ☐ No

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If you answered yes to Question G, in Section II, please comment in remarks and/or complete Form SD-1, Supplemental Details.

REMARKS:

SECTION III - ALL BUSINESS ENTITIES COMPLETE

1. Please provide the original cost by year of acquisition. For any furniture, fixtures, tools, machinery and/or equipment not used for manufacturing or research & development:

Year Acquired	A	B	C	D	E	F	G	Total Cost
2024								
2023								
2022								
2021								
2020								
2019								
2018								
2017 & Prior								
Totals A-G columns								

Describe property identified in B - G above:

2. Commercial Inventory – Furnish amounts from your most recent Maryland Income Tax Return.

Note: Businesses that need a Trader's License must report commercial inventory here.

Average Monthly Inventory \$ _____

Opening Inventory date _____ Amount \$ _____

Closing Inventory date _____ Amount \$ _____

3. Supplies Average Cost \$ _____

4. Manufacturing and/or Research and Development (R&D) \$ _____

Department ID L_____

5. Tools, machinery, and/or equipment used for manufacturing or research and development:

State the original cost of the property by year of acquisition. Include all fully depreciated property and property expensed under IRS rules. If this business is engaged in manufacturing / R&D, and is claiming such an exemption for the first time, **a manufacturing / R&D exemption application must be submitted within 6 months after the date of the first assessment notice for the taxable year that includes the manufacturing / R&D property.** Visit the website <https://dat.maryland.gov> for an application.

If the property is located in a taxable jurisdiction, a detailed schedule by depreciation category should be included to take advantage of higher depreciation allowances.

Year Acquired	A	C	D	Year Acquired	A	C	D
2024				2020			
2023				2019			
2022				2018			
2021				2017 & prior			

Total Cost
\$

6. Vehicles with interchangeable Registration and/or Unregistered vehicles: (dealer, recycler, finance company, **special mobile equipment**, and transporter plates) and unregistered vehicles should be reported here. See specific instructions

Year Acquired	Original Cost	Year Acquired	Original Cost
2024		2022	
2023		2021 & prior	

Total Cost
\$

7. Non-farming livestock:

Book Value \$	Market Value \$
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8. Other personal property: (including Qualified Data Center personal property, see instructions for more information)

File separate schedule giving a description of property, original cost and the date of acquisition.

Total Cost
\$

9. Property owned by others and used or held by the business or lessee or otherwise:

File separate schedule showing names and addresses of owners, lease number, description of property, installation date and separate cost in each case.

Total Cost
\$

10. Property owned by the business, but used by others as lessee or otherwise:

File separate schedule showing names and addresses of lessees, lease number, description of property, installation date and original cost by year of acquisition for each location. Schedule should group leases by county where the property is located. Manufacturer lessors should submit the retail selling price of the property not the manufacturing cost.

Total Cost
\$

Taxpayer's Signature

Date

Phone Number and E-mail Address

Preparer's Signature

Date

Phone Number and E-mail Address

Name and Address of Preparer

Please **sign** and mail the return to
Maryland State Department of Assessments and Taxation
Business Personal Property Division
P.O. Box 17052
Baltimore Maryland 21297-1052

If you have questions or comments contact the
Business Personal Property Division
Phone: 410-767-1170, 888-246-5941 within Maryland
Email: SDAT.PersProp@Maryland.gov

DEPARTMENT ID # (required): _____

BUSINESS PERSONAL PROPERTY RETURN SUPPLEMENTAL DETAILS (SECTION IV)

Beginning Month/Day/Year									End Month/Day/Year	
Types of Property	Balance at Beginning of Period		Acquisitions During Period		Transfers IN During Period		Transfers OUT & DISPOSALS During Period		Balance at the End of Period	
	Within Maryland	Total	Within Maryland	Total	Within Maryland	Total	Within Maryland	Total	Within Maryland	Total
1. Inventory										
2. Land										
3. Buildings										
4. Leasehold Improvements										
5. Furniture & Fixtures										
6. Tools, Machinery & Equipment for Manufacturing or Research & Development (Exempt)										
7. Tools, Machinery & Equipment (Non-Exempt)										
8. Transportation Equipment (Registered)										
9. Transportation Equipment (Not Registered & Interchangeable Registrations)										
10. Leased Property										
11. Other (ex. Fully depreciated or Expensed)										
12. Exempt Personal Property *See Below										

*** EXEMPTION CLAIMED**

Type of Organization

Type of Property

☐ Charitable/Educational☐ Vehicles (Registered)☐ Vessels (under 100 ft.)☐ Religious☐ Aircraft☐ Farming Implements (Farmers Only)☐ Veterans☐ Rental Heavy Equipment☐ Other _____☐ Other _____

Specify

Specify

TRANSFERS	Date of transfer:	Location where transferred? Address, City & State		
DISPOSALS	Date of disposal:	Manner of disposal? (Sale, junked, donation, etc.)	Name of buyer? (For Sales Only)	