



St. Tammany Parish Assessor's Office

Louis Fitzmorris
Assessor

St. Tammany Parish Justice Center
701 North Columbia Street • Covington, Louisiana 70433

DAMMON ENGINEERING INC
554 OLD SPANISH TRL
SLIDELL LA 70458-4054

1006
T4 P1



March 7, 2022

Dear Business Owner:

Enclosed is the annual Personal Property Report (LAT-5 form), **due April 15th**, as required by LA RS 47:1952A and LA RS 47:1956(2) which provide that:

"All property subject to taxation, including merchandise or stock in trade, shall be placed upon the assessment lists in the respective parishes or districts where situated. Assessments shall be made on the basis of the condition of things existing on the first day of January of each year."

"Each taxpayer shall fill out a list of his property and make oath to its correctness, in the manner and form prescribed by law, and return such list to the Assessor on or before the first day of April of each year."

Per LA RS 47:2329, if you fail to file a report when it is due, you lose the right to appeal the assessment.

If you do not file a report, we will initially assess you at an average of a like business - each year thereafter that you fail to report is increased by 15%. If you have ceased doing business in St. Tammany Parish please note the date of closure on the report, sign and return to this office. However, personal property is taxed a year in arrears, such that if your business closed this year it does not relieve you of last year's taxes or reporting obligations herein.

INSTRUCTIONS TO COMPLETE AND RETURN THE ATTACHED LAT-5 FORM ARE AS FOLLOW:

Please complete the top of the form, providing the full legal name of the business, the telephone number, the name of the owner or any other person to contact (CPA or bookkeeper responsible for completing this form), and the type of business, e.g., specify retail-men's clothing or wholesale pipe supply, rather than just retail or wholesale. **Please be certain to supply us with your email address so we may confirm receipt and provide you with any updated information.**

If you reported in 2020, there is an attachment to the LAT-5 that lists assets submitted previously. It will not be necessary to relist these items. **Please only note any additions, deletions, or corrections based upon new purchases, sales, leases or disposals.** Please sign and return both forms in the enclosed self-addressed envelope; and attach any Schedule E or depreciation schedule that you may have from your most recent tax return. You must report any assets fully depreciated for income tax purposes.

Section 1 - Inventories/Merchandise

This section is for reporting the inventory (raw materials, work in process, finished goods or supplies) or merchandise your business carries from the previous year.

-If you conduct a monthly or quarterly inventory, you will enter the dollar amount of the wholesale/retail value of the merchandise/inventory in the merchandise column for each month that you conducted inventory, and attach a copy of your inventory.

-If you only take inventory on a yearly basis, please enter the dollar amount of merchandise/inventory in the space entitled Average at the bottom of the form.



Section 2 - Furniture and Fixtures

This section is for reporting the furniture (desks, chairs, etc.) and fixtures (personal property which has been so annexed to the real estate that it is regarded as a part of the building; for example, shelving attached to the building) used in your business.

- List the year the item was purchased in the Year of Acquisition column.
- Enter the amount that was originally paid for the item at the time of purchase in the Acquisition Cost column.
- In the Description column, include a short description of the item that you are reporting.

Section 3 – Machinery and Equipment

This section is for reporting any machinery and equipment used in your business. Include items such as office machines, copiers, computers and other electronic equipment, phone systems, tractors, forklifts or other unlicensed vehicles, etc. that your business owns. (Do not include leased items. See Section 5 below for explanation.)

- List the year the item was purchased in the Year of Acquisition column.
- Enter the amount originally paid for the item at the time of purchase in the Acquisition Cost column.
- In the Description column include a short description of the item you are reporting.

Section 4 – Leasehold Improvements/Miscellaneous Property

Leasehold improvements are expenditures by a lessee to property they are leasing that improve or make the property more adaptable for the business’ use, such as lessee build-outs of leased space.

- Complete this section ONLY if you are leasing property and have made changes to that property at your cost. (Do not include improvements made at lessor’s costs.)
- Provide a description of the property in the Item column.
- List the year the item was purchased in the Year of Acquisition column.
- Enter the amount that was originally paid for the item at the time of purchase in the Acquisition Cost column.

Section 5 – Consigned Goods, Leased, Loaned or Rented Equipment, Furniture, Etc.

Attach a list of any consigned goods, leased loaned or rented equipment, furniture, etc. that you use in this business. Give the names of the companies, partnerships or individuals from whom you lease, rent, or have consigned goods, as well as the address, phone number, and contact person of the lessor.

If you need additional room in any section, please attach a list of additional items.

If you own or are affiliated with any businesses that did not receive this form or you are a CPA or bookkeeper and have any clients that did not receive a LAT-5, or have any questions including who must complete this form, please call any of our Personal Property representatives listed below between our office hours of 8:30-4:30 Monday-Friday:

Amanda McInnis	(985) 809-5534	Penny Brown	(985) 809-5537
Rhonda Davis	(985) 809-5532		

You may also visit our website (<http://stpao.org/personal-property>) for answers to frequently asked questions or email our office at: personalproperty@stpao.org.

Sincerely,

Amanda McInnis
Supervisor, Personal Property
Enclosures

LAT 5 - INVENTORY, MERCHANDISE, ETC.

2022 PERSONAL PROPERTY TAX FORM

RETURN TO:

NAME/ADDRESS (INDICATE ANY CHANGES)

ST. TAMMANY PARISH ASSESSOR
P.O. BOX 52928
SHREVEPORT, LA 71135

DAMMON ENGINEERING INC
554 OLD SPANISH TR
SLIDELL LA 70458

EMAIL _____

CONFIDENTIAL

RS 47:2327: Forms filed by a taxpayer shall be used by the assessor, the governing authority and Louisiana Tax Commission solely for the purpose of administering this statute.

Legal Citation & Instructions: This report shall be filed with the assessor of the parish indicated by April 1st or within forty-five days after receipt, whichever is later, in accordance with RS 47:2324.

PROPERTY LOCATION: 554 OLD SPANISH TR
(E911/PHYSICAL ADDRESS)

WARD: 09S ASSESSMENT NUMBER: 224-886-5329
9012808

NAME OF BUSINESS:
OWNER OR CONTACT:

TYPE OF BUSINESS: BUSINESS OFFICE - SMALL 0
PHONE:

IMPORTANT!

- AN ITEMIZED DEPRECIATION SCHEDULE, LISTING ASSETS (INCLUDING FULLY DEPRECIATED ITEMS AND/OR EXPENSED ITEMS) SHALL ACCOMPANY THIS REPORT.
- FIRMS HAVING 10 YEAR EXEMPTIONS SHALL COMPLETE FORM LAT 5A AND ATTACH TO THIS FORM.
- BANKS ONLY: ATTACH TO THIS REPORT A LIST OF SHAREHOLDERS AND A COPY OF YOUR CONSOLIDATED REPORT OF CONDITION AND CONSOLIDATED REPORT OF INCOME AS FURNISHED TO THE OFFICE OF FINANCE INSTITUTIONS OR TO THE COMPTROLLER OF CURRENCY AS OF DECEMBER 31ST.

SHADED AREAS FOR ASSESSOR'S USE ONLY - USE ATTACHMENTS IF NECESSARY

SECTION 1 - INVENTORIES AND MERCHANDISE

METHOD OF REPORTING: LIFO FIFO COST RETAIL OTHER (EXPLAIN) _____

	MERCHANDISE	RAW MATERIALS	WORK IN PROCESS	FINISHED GOODS	SUPPLIES AND/OR GOODS USED	TOTAL
JANUARY						
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
ASSESSED VALUE				GRAND TOTAL:		
				AVERAGE:		



SECTION 2 - FURNITURE AND FIXTURES*(GROUP BY YEAR OF ACQUISITION)*

YEAR OF ACQUISITION	ACQUISITION COST	DESCRIPTION	YEAR OF ACQUISITION	ACQUISITION COST	DESCRIPTION
			15 Years or over.		
			TOTAL MARKET VALUE:		
			ASSESSED VALUE:		

SECTION 3 - MACHINERY AND EQUIPMENT *(EXCLUDE LICENSED MOTOR VEHICLES)**(GROUP BY YEAR OF ACQUISITION)*

YEAR OF ACQUISITION	ACQUISITION COST	DESCRIPTION	YEAR OF ACQUISITION	ACQUISITION COST	DESCRIPTION
			25 Years or over		
			TOTAL MARKET VALUE:		
			ASSESSED VALUE:		

SECTION 4 - LEASEHOLD IMPROVEMENTS / MISCELLANEOUS PROPERTY*(GROUP BY YEAR OF ACQUISITION)*

ITEM	YEAR OF ACQUISITION	ACQUISITION COST	DESCRIPTION
			TOTAL FAIR MARKET VALUE:
			ASSESSED VALUE:

SECTION 5 - CONSIGNED GOODS, LEASED, LOANED OR RENTED EQUIPMENT, FURNITURE, ETC.*(ATTACH LIST SHOWING NAME, ADDRESS, TYPE AND AGE OF PROPERTY, MONTHLY RENTAL)***NOTE:**

PENALTIES FOR FAILURE TO FILE THIS FORM INCLUDE WAIVER OF RIGHTS TO APPEAL YOUR ASSESSMENT AND MAY INCLUDE A MONETARY PENALTY (RS 47:1992 & 2330).

NEED ASSISTANCE? AFTER YOU REVIEW THE ENCLOSED TAX FORM AND YOU FEEL YOU NEED ASSISTANCE. PLEASE CONTACT THE ASSESSOR'S OFFICE.

SIGNATURE AND VERIFICATION

"I declare under the penalties for filing false reports (R.S. 14:125; up to 500.00 fine or imprisonment for one year or both, plus additional penalties defined in Act 2330B of the 1989 Regular Session) that this return has been examined by me and to the best of my knowledge and belief is a true, correct and complete return."

SIGNATURE OF TAXPAYER

DATE

SIGNATURE OF TAX PREPARER

DATE

PRINTED/TYPED NAME OF TAXPAYER

PRINTED/TYPED NAME OF TAX PREPARER

ST. TAMMANY PARISH ASSESSOR
701 North Columbia St.
COVINGTON, LA 70433

Date: 03/08/22

DAMMON ENGINEERING INC
554 OLD SPANISH TR
SLIDELL LA 70458

Abst. No: 9012808
Acct No.: 224-886-5329
Bs. Type: BUSINESS OFFICE - SMALL
Rpt Stat: 2

Assets reported previously.			Org.	Deletion or
Item	Yr	Other Moveable Assets	Cost	correction
001	2005	FURNITURE/FIXTURES	\$3,000	_____
002	2017	MACHINERY/EQUIPMENT	\$8,560	_____
		Total	\$11,560	_____

Enter additional items acquired in calendar year 2021, be specific.

Year	Type Item	Original
Acquired		Cost
2021	_____	_____
2021	_____	_____
2021	_____	_____
2021	_____	_____
2021	_____	_____

Please Sign: _____



