



DEPARTMENT OF FINANCE
Revenue Division/Personal Property Tax
P.O. Box 178, Alexandria, Virginia 22313

PERSONAL PROPERTY DISPOSITION FORM

TAXPAYER'S NAME:

Please print (LAST) (FIRST) (MIDDLE INITIAL)

This is to certify that on _____, I
(DATE)

- Moved out of the City of Alexandria.
- Sold my vehicle.
- Junked my vehicle.
- Traded my vehicle.
- Other (explain): _____
- Gave my vehicle away.

VEHICLE INFORMATION: MAKE: _____ YEAR: _____

MODEL: _____ VEHICLE I.D. NUMBER (VIN): _____

GENERAL INFORMATION: SOCIAL SECURITY NUMBER: _____

TELEPHONE: (HOME) _____ (OFFICE) _____

OLD ADDRESS: _____

NEW ADDRESS: _____

VEHICLE TAX RELIEF CERTIFICATION

Vehicle owners must certify the use of a vehicle to be either personal or business on an annual basis. Failure to certify qualifying vehicles for tax relief provided by the Personal Property Tax Relief Act of 1998 will result in the loss of the tax reduction on your tax bill.

- Vehicle is used more than 50% for business purposes
- Vehicle is used less than 50% for business purposes
- Vehicle is used for personal use only

I certify that unless otherwise indicated as business use, the vehicle(s) listed herein are for personal use.

Signature of Taxpayer

FOR OFFICIAL USE ONLY: Old Property Account Number _____

NEW PROPERTY ACCOUNT NUMBER: _____

TRANSFER OF DECAL: YES NO **IF YES, OLD DECAL #** _____