



State of Utah

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Governor

GREG BELL  
Lieutenant Governor

## Utah State Tax Commission

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Commissioner

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Executive Director

January 1, 2014

### INSTRUCTIONS FOR FILING 2014 PROPERTY TAX ANNUAL RETURN

#### RAILROAD COMPANIES

Enclosed is a copy of the property tax Annual Report for the 2014 assessment year. This report is designed for use with the *Surface Transportation Board R-1 or R-3 Report*. If you are required to file an *R-1 or R-3 Report*, please provide a copy of the appropriate completed *Surface Transportation Board Report* and completed property tax Annual Report. If you do not file with the Surface Transportation Board, complete and return the property tax Annual Report. A form is included to facilitate the exclusion of motor vehicles.

In compliance with Financial Accounting Standard 142 or 144, please provide any asset impairment studies, reports, or appraisals performed for, in behalf of, or by you or any parent, subsidiary, or affiliate related to any assets included in any reports to the Utah State Tax Commission.

Please include the following information required to complete the assessment:

- Your 2014 annual report to stockholders, including annual reports of the respondent's parent company and audited financial reports of the respondent to its parent company.
- *Form 10-K*, if you are required to file one with the SEC.
- Projections of cash flows, net income, operating expenses, deferred income taxes, capital expenditures, gross revenues, depreciation expense, interest on indebtedness and cost of capital (both debt and equity) for your system in 2014.
- A reconciliation of *R-1 Schedule 201 Results of Operations* to the income statement reported to stockholders for calendar year 2013.
- The name, telephone and fax number, and e-mail address of the person(s) to contact regarding these reports.

We categorize properties by serial number with section, township, range and acreage whenever possible. If you have further information concerning acreage, or have company cross reference numbers, please add these to the Return of Assessment. Also include complete address, UTM and/or survey coordinates in the property description. Please edit property descriptions and insert cost figures. We need complete legal descriptions for all land and complete addresses including city, state, and zip code for all personal property.

Please note that we now use the same tax area codes the counties use. It is important to include the county number (01 – 29), county tax area number and the tax area extension number according to our nomenclature. Go to: <http://propertytax.utah.gov/generalinformation/county-information> for a list of counties and their respective number.

Please report construction work in progress by individual property. To properly apportion the operating properties of your company, it is essential you submit to us by location, according to our nomenclature, the cost of personal property materials and supplies.

Use red ink to indicate deletions or additions made during the year 2013. Please include the cost of any new acquisitions and their complete legal description on the Return of Assessment/New Additions form. This form is to be used to report new acquisitions only, not to report changes to existing properties. Please adhere to our nomenclature if more tax areas are added.

Utah Code Annotated, 1953, 59-2-202 requires all taxpayers subject to assessment by the Utah State Tax Commission to furnish **both the Annual Report and the Return of Assessment**, accompanying this letter, on or before March 1, 2014. The Commission may allow a short extension of time to file if good cause exists to extend the filing deadline. Extensions will not exceed 30 days and written requests will be considered only if received prior to March 1, 2014. Please refer to the Notice included in the Annual Report.

Unless an extension has been approved, if **either the Annual Report or the Return of Assessment** is incomplete and/or received after March 1, 2014, it will not be considered timely filed and may be subject to a penalty. For failure to furnish both statements as required, or other information considered necessary to determine valuations for assessment purposes or for the apportionment of the assessment, the statute noted above provides for a penalty of 10% of the estimated tax due but not less than \$100, up to a maximum of \$50,000.

If you have any questions regarding the above, please contact the Property Tax Division at (801) 297-3600.