



Landowner's Centrally Assessed Property Tax Registration

→ If this land is a divided interest, each divided interest owner must fill out a separate PT-69L.

→ Attach a copy of the deed to this registration.

General Instructions

- Read the instructions carefully. Type or print clearly. Incomplete or illegible registration forms will be rejected.
- Mail or fax the completed form to the Property Tax Division (address and fax number at right).
- Allow us 15 business days to process this form.
- Contact the proper city or county for business licensing requirements.

Utah State Tax Commission
Property Tax Division
210 North 1950 West
Salt Lake City, UT 84134-3310
801-297-3600
1-800-662-4335
Fax: 801-297-3573
email: natres-proptax@utah.gov
utilitymail@utah.gov
Web: propertytax.utah.gov

Section 1 – Land Owner Information

1a. Organizational Structure Must check one, if applicable.

Individual

- Sole Proprietor
 Individual

Government

- Federal
 State
 Tribal
 Political Subdivision

Corporation

- C Corp
 S Corp
(Attach copy of
IRS approval letter)
 Non-profit

Partnership

- General
 Limited
 Limited Liability

LLC/Trust

- LLC Low Profit LLC
Check the return the LLC files with the IRS
 Corp. Part.
 Single Member LLC
Check the return the LLC files with the IRS
 Indiv. Corp. Part.
 Trust
Check the return the Trust files with the IRS
 Fiduc. Corp. Part.

1b. Social Security Number (SSN)

(for owner listed in 1c; required for individual sole proprietor)

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Federal Employer Identification Number (EIN)

(for owner listed in 1c; required for all entities other than sole proprietor)

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1c. Name of Land Owner As Shown on Deed If jointly owned, primary contact name				Daytime phone number	Cell phone number
Owner's street address					Year organized (if a business)
City	County	State	Foreign country (if not U.S.)	ZIP Code	
Email address					

1d. DBA/Business Name of Land Owner

 If applicable

Physical street address of business (P.O. Box not acceptable)				Business phone number	Fax number
City	County	State	Foreign country (if not U.S.)	ZIP Code	

1e. Land Owner Mailing Address

				Email address	
City	State	ZIP Code	Foreign country (if not U.S.)	Contact phone number	

USTC Use Only

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Section 2 – Joint Interest Holders

If land is owned jointly, list the joint owners below. Attach additional sheets if you need more space.

Name of interest holder	Email address	Phone Number
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Section 3 – Authorized Signature

Under penalty of perjury, I declare that, to the best of my knowledge, the information on this application is true, correct and complete.

Sign Here: _____ Title: _____

Print Name: _____ Date: _____

Reminders

- Use this form to register for your landowner’s centrally assessed property taxes with the Utah State Tax Commission.
- Use form PT-69 to register for your centrally assessed property taxes.
- Use form PT-69C to close or change your business name or address.
- Please attach *Power of Attorney*, if applicable.

If you need an accommodation under the Americans with Disabilities Act, email taxada@utah.gov, or call 801-297-3811 or TDD 801-297-2020. Please allow three working days for a response.