ROBERT MENVIELLE
ASSESSOR

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www.co.imperial.ca.us/assessor

March 2, 2020

Dear Property Statement Filer,

Electronic filing (e-file) of property statements is available in Imperial County. If you are not already using e-file, I encourage you to review the information in these letters to learn more about it. Official property statement forms are no longer automatically mailed to filers. This letter is the only notice that you will receive. Please read this entire letter to understand your 2020 filing options and filing dates.

Included in the envelope is a separate letter that contains your business account number and a Business Identification Number (BIN#) needed to e-file your annual property statement. Banks, insurance companies and financial corporations that normally report their fixtures on a separate schedule can e-file form BOE-571-L along with Alternate Schedule A, form BOE-571-LA on the e-SDR network. You can access e-SDR at either www.calbpsfile.org or https://www.co.imperial.ca.us/assessor/.

Businesses with multiple locations in California (recommended for 20 or more locations) have the option to e-file using the Standard Data Record (SDR) e-file network. SDR allows filers to upload multiple property statements at one time. SDR has specific programing and software requirements. Instructions for using the SDR e-file option are available at http://public.calbpsfile.org.

If you prefer to file a traditional paper form, you have two options. Fillable forms are available on the Assessors' web page. To utilize these forms go to https://www.co.imperial.ca.us/assessor/ click on Forms, then the Personal Property tab to find the specific form link. Fillable forms can be completed online and mailed to the Assessor. Official Property Statements are available upon request from the Assessor by calling (442) 265-1300 or sending an e-mail request to Assessor@co.imperial.ca.us.

Filing dates for both e-filers and paper filers are as follows:
April 1, 2020: Business property statements are due.
May 7, 2020: Final day to file business property statements without a 10% late penalty.
May 31, 2020: Last day to amend a timely filed property statement without a 10% penalty.

If you have, property assessment questions or need additional information to complete and file your property statement, please call (442) 265-8805 or e-mail BusinessProperty@co.imperial.ca.us.

Sincerely,

Robert Menvielle
Imperial County Assessor