

ROBERT MENVIELLE
ASSESSOR

JACK R. DUNNAM
ASSISTANT ASSESSOR

IMPERIAL COUNTY ASSESSOR



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assessor@co.imperial.ca.us
<https://assessor.imperialcounty.org>

January 31, 2024

Dear Property Statement Filer,

This is your notice to file a 2024 BOE business property statement. Electronic filing (e-file) is now the preferred method for filing property statements. Below are *two* options on how to properly file forms 571-L and/or 571-F with our office.

Option # 1 – Online Business Property Filing (OBPF)

Included in this envelope is a separate letter that contains a secure Business Identification Number (BIN#) you will use to e-file your property statement. Refer to this letter for filing instructions. Filers who use Form 571-L Business Property Statements or Form 571-F Agricultural Property Statement can access the Online Business Property Filing (OBPF) web portal at <https://obpfm.mptsweb.com/OBPFN/obpf/imperial> or at the Assessor's website <http://assessor.imperialcounty.org>. **On the Assessor's webpage, click on the OBPF e-file icon to get started.**

Option # 2 – Paper Form Filing

If you prefer to file all paper forms, fillable forms can be found and completed at <http://assessor.imperialcounty.org/forms/>. Completed 571 forms can be printed, delivered, mailed, or emailed to our office. Forms are also available upon request by calling (442) 265-1300 or e-mailing a request to Assessor@co.imperial.ca.us.

The filing dates for both e-filers and paper form filers are as follows:

April 1, 2024: Business property statements are due.

May 7, 2024: Final day to file property statements without a 10% late penalty.

May 31, 2024: Last day to amend a timely filed property statement, without a 10% penalty.

Statements are timely filed, if submitted electronically or postmarked on the due date.

If you utilize an independent accounting service to prepare your property statement, please forward this information to them. **If you have permanently closed your business, please complete the Statement of Change Form that is printed on the back of the BIN letter included in this envelope.** A fillable version of the Statement of Change Form is also available at <https://assessor.imperialcounty.org/forms/>.

For questions related to business property statements or assistance with e-filing, please call the Assessor's Business Property information line at **(442) 265-8805**. Questions related to business property statements can also be emailed to BusinessProperty@co.imperial.ca.us.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Menvielle".

Robert Menvielle
Imperial County Assessor