
STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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TO: All Bus Companies
FROM: Barry Wood, Assessment Division Director
RE: Special Instructions for filing Annual Report UD-45
DATE: January 14, 2016

SPECIAL INSTRUCTIONS FOR BUS COMPANIES

PLEASE NOTE: This memorandum is simply intended to be informative and does not take the place of Indiana law. In the event any part of this memorandum conflicts with Indiana law, Indiana law governs.

Before completing Schedule A, all bus companies shall complete Schedule A-8 - Passenger Bus Schedule.

Instructions for Completing Schedule A-8

List all buses and other mobile equipment your company owns, holds, possesses or controls in the operation of your bus company. Please complete all columns of this schedule. Valuations are to be shown in the same manner and on the same basis as in prior years. Carriers having more than one bus acquired in the same year and of the same make, model, and year of manufacture, may group and report the total valuation of such equipment on the same line. If buses are of the same make, model and year of manufacture, but are acquired in a year different than the year of manufacture, they must be reported on separate lines in the yearly order of acquisition.

The total true tax value of the buses shall not be less than thirty percent (30%) of the total cost of buses. Multiply Line 21, Column D by thirty percent (30% or .30) and enter the result on Line 22, Column D. Line 23, Column F (true tax value of buses) shall be the greater of Line 22, Column D or Line 21, Column F. Carry the Indiana True Tax Value shown on Line 31 of Schedule A-8 to Line 40 of Schedule A.

Schedule A - Computation of Assessment

The Schedule A is used to compute the true tax value of the utility company's property. Since the utility plant used by bus companies consists of its buses and other mobile equipment, bus companies **need to enter values only on Lines 40, 42, and 43.**

Schedule A-2 - Leased Property

Report all property that is held, possessed, or controlled but not owned. This would include all leased buses and other mobile equipment. The value shown should already be included on Schedule A-8.

Your cooperation with the Department of Local Government Finance in completing the Annual Report (Form UD-45) at the earliest possible date will be greatly appreciated. If you have any questions, please contact Marlo Hayden at (317) 232-3756 or mhayden@dlgf.in.gov or Julie Waddell at (317) 232-3765 or jwaddell@dlgf.in.gov.