February 18, 2022

RE: Business Personal Property

Dear Kennebunkport Business Owner,

It’s that time of year to update your Business Personal Property listing. For your convenience, I have enclosed a copy of your property card showing the items you are currently being assessed for.

Please make note any of any additions, deletions or if there are no changes, and return the card to the office on or before **May 1, 2022**. If more convenient, you can scan the card with any changes along with the **signed** BETE application (if applicable) and email it to [bnolette@kennebunkportme.gov](mailto:bnolette@kennebunkportme.gov).

Any leased items will be assessed to the lessor, unless there is a specific agreement that states that you are responsible for the property tax. Business Personal Property is tangible property located at the business. Pursuant to Title 36 Section 706, a declaration of personal property is required to be filed each year.

If you have applied for the Business Equipment Tax Exemption (BETE) in the past, a new application is enclosed. This **must be filed yearly** to continue to receive the exemption, failure to complete the application will result in the loss of the exemption. **Please sign and return the enclosed BETE application form.**

The State of Maine offers two (2) tax relief programs for business owners by reducing your tax burden or reimbursing what you’ve paid. They are:

* **Business Equipment Tax Exemption (BETE)**
* **Business Equipment Tax Reimbursement Program (BETR)**

For more information regarding these programs, go to: <https://www.maine.gov/revenue/taxes/tax-relief-credits-programs/property-tax-relief-programs/business-equipment-tax-programs>

I appreciate your cooperation and encourage you to contact this office at 967-1603, if you need assistance.

Sincerely,

***Becky R. Nolette, CMA***

Becky R. Nolette, CMA

bnolette@kennebunkportme.gov

Assessor