



MEMORANDUM

TO: Railroads and Other Public Service Corporations

FROM: Jeff Foreman, Director
Exemptions & Public Utilities Bureau

DATE: January 9, 2015

RE: Changes to Annual Filing Requirements for Centrally Assessed Properties

Please note the following changes to the filing processes for centrally assessed taxpayers beginning with reporting year 2015:

1. Any documents required under Miss. Code Ann. Section 27-35-301 through Section 27-35-341 can now be submitted on letter size paper/format.
2. Electronic Filing – Beginning with the Annual Report filings due by the first Monday in April, the Mississippi Department of Revenue will **require** the following documents to be filed electronically:
 - State of Mississippi Ad Valorem Tax Reports (found here -> <http://www.dor.ms.gov/taxareas/property/forms.html>).
 - Additionally, every schedule relevant to your specific company/industry found here should be completed in its entirety. We will accept reproduced forms, as long as the forms are in the same format and include identical information. Directions to “See Attachment” will not be sufficient to meet these requirements.
 - Any other documentation required under Miss. Code Ann. Section 27-35-303(1), including, but not limited to, SEC Form 10-K, FCC Form M, FERC Form 1, FERC Form 2, FERC Form 2A, FERC Form 6, STB Form R-1 and Annual Reports to Stockholders.
 - Any other documentation submitted for consideration by the Department, including, but not limited to, capitalization rate studies, opinions of value, third-party appraisals, etc.
 - In addition to the hardcopies of your company’s Apportionment of Assessed Value, required under Miss. Code Ann. Section 27-35-309(2)(b), due by August 1st annually, we will now also require an electronic version be submitted. Both the hardcopies and electronic version should be in letter size.
 - **All filings should be submitted via email to pscreports@dor.ms.gov .** There is a file attachment size restriction of 20mb. If you experience problems, please let us know.
3. Itemized Property Listing – Beginning in 2015, the Department will require the filing of a schedule (in electronic spreadsheet format) to include a list of property owned and operated by the submitting company. This listing shall include:
 1. Asset
 2. Asset Description
 3. Regulatory Agency Asset Code
 4. IRS Pub. 946 – Table B-2 Asset Class
 5. Original Cost
 6. Total Accumulated Depreciation
 7. Book Value
 8. State (Location of Asset)
 9. County (Location of Asset)
 10. Acquisition Date
 11. Estimated Project Closure Date (for CWIP)

This information will be used to audit the company’s allocation factor to Mississippi, apportionment to counties and to compute a Replacement Cost New Less Depreciation indicator of value for the reporting company. In addition, you may submit any adjustments to this RCNLD you feel are warranted and we will take them under consideration.