



State of Utah

GARY R. HERBERT  
Governor

GREG BELL  
Lieutenant Governor

## Utah State Tax Commission

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Commissioner

MICHAEL J. CRAGUN  
Commissioner

ROBERT P. PERO  
Commissioner

BARRY C. CONOVER  
Executive Director

January 1, 2014

### INSTRUCTIONS FOR FILING 2014 PROPERTY TAX ANNUAL RETURN

#### AIR CARRIER COMPANIES

Please find the enclosed Annual Property Tax Return for Centrally Assessed Air Carrier Companies (Annual Return) for the 2014 assessment year (year ended December 31, 2013).

The Annual Return for Air Carrier Companies consists of the following parts:

1. Annual Report of Air Carrier Companies (Annual Report)
2. Annual Return – Taxpayer Statement Air Line (Taxpayer Statement)

Utah Code Annotated, 1953, 59-2-202 requires all taxpayers subject to assessment by the Utah State Tax Commission to furnish both the **Annual Report** and **Taxpayer Statement** on or before March 1<sup>st</sup>, 2014.

Unless an extension has been approved, if either the Annual Report or the Taxpayer Statement is incomplete and/or received after March 1st, it will not be considered timely filed and may be subject to a penalty. For failure to furnish both statements as required or other information considered necessary to determine valuations for assessment purposes or for the apportionment of the assessment, the statute noted above provides for a penalty of 10% of the estimated tax due but not less than \$100, up to a maximum of \$50,000.

The Commission may allow a short extension of time to file if good cause exists to extend the filing deadline. Extensions will not exceed 30 days and written requests will be considered only if received prior to March 1<sup>st</sup>. Please refer to the "Notice" section included in the Annual Report.

Both the Annual Report and the Taxpayer Statement may be filed electronically via email to [utilitymail@utah.gov](mailto:utilitymail@utah.gov) or by mail to the following address:

UTAH STATE TAX COMMISSION  
PROPERTY TAX DIVISION  
210 N 1950 W  
SALT LAKE CITY, UT 84134

Please ensure that the Annual Report includes a list of all aircraft owned or operated at the end of the year. Specify whether each aircraft is owned, under capital lease or under operating lease. Please provide this information in an electronic format, if available.

It is important for air carriers to complete the “Utah Statistical Information” in the Annual Report regarding revenue ton miles and ground hours. Please review this page carefully and provide the name and telephone number of the person(s) to contact regarding these reports.

As part of your report for the year ended December 31, 2013, you are also required to file your stockholder's report, Form 10-K (if filed with the SEC), and a complete BTS Form #41. Also include a list of all data processing equipment leased to travel agencies, hotels, etc. This list should include name of the lessee, location, and type of equipment, lease term, lease payments and costs.

In compliance with Accounting Standards Codification Topics 350 and 360 (FAS 142 and FAS 144), please provide any asset impairment studies, reports, or appraisals performed for, in behalf of, or by you or any parent, subsidiary, or affiliate related to any assets included in any reports to the Utah State Tax Commission.

Additional instructions for filing the Annual Report can be found on the “Instructions for filing this report” section contained in the Annual Report. If you have any questions regarding the filing of the Annual Report or the Taxpayer Statement, please contact the Property Tax Division, Utah State Tax Commission at 801 297-3600.