



INTRODUCTION TO PERSONAL PROPERTY

Presented by Lisa Brewer
Oct 7 & 8, 2025
Tumwater, WA



INTRODUCTION TO PERSONAL PROPERTY

SECTION 1

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October 7th & 8th

Tumwater

Tuesday, October 7th

8:30 – 9:00	Welcome / Introductions / Overview of Agenda
9:00 – 9:30	<i>Business Owner Quiz</i>
9:30 – 10:15	Overview of Assessment / Personal Property Defined.....
	<i>Terminology Quiz</i>
10:15 – 11:00	Fundamentals of Personal Property
	<i>Fundamentals Exercise</i>
11:00 – 12:00	Valuation of Personal Property.....
12:00 – 1:00	LUNCH
1:00 – 1:30	Valuation of Personal Property (<i>cont'd</i>)
	<i>Sample Problems #1 & #2</i>
	<i>Fixed Asset Exercise</i>
1:30 – 2:30	Capitalized Repairs / Industrial Property / CWIP / LHI.....
	<i>Capital Improvements Quiz</i>
2:30 – 3:00	Personal Property Exemptions.....
	<i>Exemption Quiz</i>
3:00 – 4:30	Valuation Guidelines
	<i>Excel Guidelines</i>
	Supplemental Valuation Guidelines
	<i>Title Company Quiz</i>

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Ellensburg

Wednesday, October 8th

8:30 – 9:00 Listing Forms / Manifest Error Corrections

9:00 – 10:30 Property Tax Advisories (PTA's).....

6.2.2011 – Property Taxability of Motor Vehicles

7.1.2009 – Sales Tax as an Element of Value

9.1.2009 – Assessment of Supplies

10.1.2009 – “True Lease” or Security Agreement

Leased Equipment Exercise

10:30 – 10:45 Distraint of Personal Property

10:45 – 11:30 Mobile Homes

11:30 – 12:00 Property Tax Resource Center (PTRC)

12:00 – 1:00 LUNCH

1:00 – 1:45 Tax Discovery / Audit Procedures / IRS Records /

Depreciation-Expense vs. Capitalization

1:45 – 3:30 Auditing

Audit Exercises – Group Discussion, handouts

3:30 – 4:30 Review / Questions & Answers.....