

**BUSINESS PERSONAL PROPERTY NEW ACCOUNT REQUEST FORM**

- Submit this form to request a **NEW ACCOUNT NUMBER** for a new business or to add a new location to an existing business.
- If you are requesting new account numbers for multiple locations with the same DBA name, please attach a supplemental listing of all physical locations.
- New businesses must provide a complete asset listing with this request form.
- This form does not replace the annual reporting form (Arizona Business/Agriculture Property Statement).
- Existing businesses with an active account number should contact the Business Personal Property unit to request a replacement copy of your Arizona Business/Agriculture Property Statement.

**PLEASE COMPLETE ALL FIELDS:**

CONTACT NAME	CONTACT EMAIL
CONTACT PHONE: _____	BUSINESS WEBSITE: _____
FEIN #: _____	NAICS CODE: _____
	TYPE OF BUSINESS: _____
DATE STARTED AT THIS LOCATION: DAY: _____ MONTH: _____ YEAR: _____	
LEGAL ENTITY NAME: _____	
DBA NAME: _____	
CARE OF NAME: _____	
MAILING ADDRESS: _____	SUITE: _____
CITY: _____	STATE: _____ ZIP CODE: _____
LOCATION ADDRESS: _____	SUITE: _____
CITY: _____	ZIP CODE: _____

Please direct questions or concerns to the Maricopa County Assessor's Office Personal Property unit.

**Phone:** 602-506-3386  
**Mail:** MARICOPA COUNTY ASSESSOR'S OFFICE  
 301 W JEFFERSON ST PHOENIX, AZ 85003  
**Email:** ASR-BPP-PUBASST@Maricopa.gov

**Email completed forms and any supporting information to ASR-BPP-PUBASST@Maricopa.gov.**