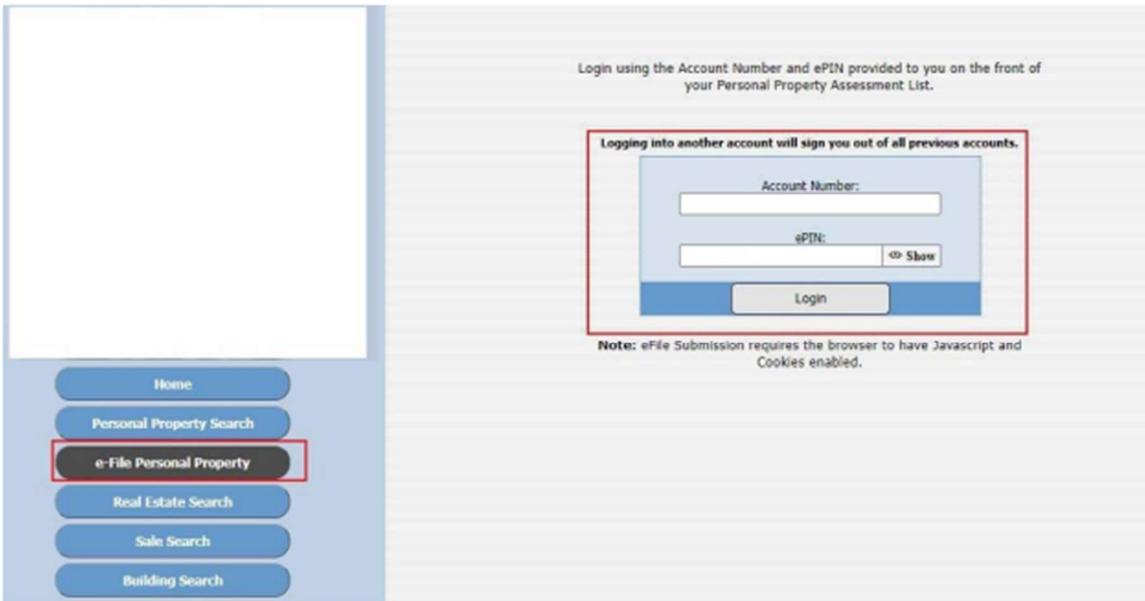


## Steps on How to E-file Online

**\*\*IMPORTANT NOTE: If you close out of the webpage before submitting, your changes will not be saved at all and you will need to start over again\*\***

1. Go to the county website, click on e-file Personal Property, and enter your Account Number and ePin (if you do not have an account number or ePin you will need to contact the Assessor's office).



Login using the Account Number and ePIN provided to you on the front of your Personal Property Assessment List.

Logging into another account will sign you out of all previous accounts.

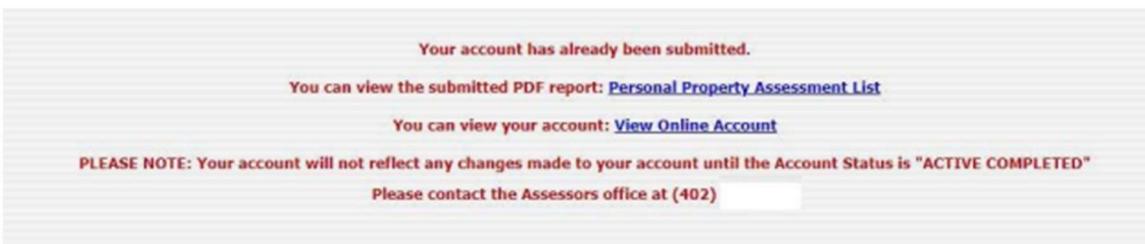
Account Number:

ePIN:  [Show](#)

Login

Note: eFile Submission requires the browser to have Javascript and Cookies enabled.

If someone has already filed for your account, you should see this message and will need to contact the Assessor's office.



Your account has already been submitted.

You can view the submitted PDF report: [Personal Property Assessment List](#)

You can view your account: [View Online Account](#)

PLEASE NOTE: Your account will not reflect any changes made to your account until the Account Status is "ACTIVE COMPLETED"

Please contact the Assessors office at (402) [redacted]

The following screen will appear if the account has not been filed yet.

2. Make sure the account information is correct and click Yes.

Account Number:  
 Class:  
 Owner Name:  
 Property (Situs)  
 Address:  
 Mailing Address:

Is this the correct account?

If you click No you will get a message and will need to contact the Assessor's office.

**Since the Account Number provided was incorrect, please contact the assessors office.**  
**Please contact the Assessors office at (402) \_\_\_\_\_**

3. you will see the following screen if the information is correct.

Owner Name:  
 Account Number:  
 Class:  
 Physical (Property) Address:  
 Mailing Address:

**Please set either a phone or an email (or both)**  
 Phone: +1 \_\_\_\_\_ \*Phone Number OR Email is required  
 Email: \_\_\_\_\_ \*Phone Number OR Email is required  
 Verify Email: \_\_\_\_\_

**Please make sure to attach a document or check the opt out option below**  
 Attach Document(s)  No file chosen \*required. File must be in JPG, PNG or PDF format and smaller than 8MB.

					Item List		
Edit	Delete?	Qty	Acq. Year	Acq. Cost	Class	Recovery	Description
<input type="checkbox"/>	<input type="checkbox"/>	1	2023	\$16,250	Commercial	3 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2023	\$2,492,039	Commercial	7 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2022	\$149,073	Commercial	3 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2022	\$38,347	Commercial	7 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2022	\$443,907	Commercial	5 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2021	\$2,112,241	Commercial	5 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2021	\$1,381,705	Commercial	3 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2020	\$21,690	Commercial	7 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2020	\$185,384	Commercial	3 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2020	\$2,478,309	Commercial	5 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2019	\$3,735,407	Commercial	5 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
<input type="checkbox"/>	<input type="checkbox"/>	1	2019	\$1,248,699	Commercial	7 yr	COMMERCIAL AND INDUSTRIAL PROPERTY

**If an item does not appear in the list, press the Add button to add the item.**

You can change the physical/ mailing address of the account if necessary.

Physical (Property) Address: [EDIT PHYSICAL ADDRESS](#)

Mailing Address: [EDIT MAILING ADDRESS](#)

4. \*\*\*\*If you have no edits to your items, skip to step 5.\*\*\*\*

If you need to add an item, press the Add button. A pop-up screen will appear where you can enter the details.

Item List							
Edit	Delete?	Qty	Acq. Year	Acq. Cost	Class	Recovery	Description
		1	2020	\$23,500	Agricultural	7 yr	AG CHEM 854 SPRAYER
		1	2020	\$6,100	Agricultural	7 yr	FRONT END LOADER
		1	2020	\$1,583	Agricultural	7 yr	FUEL TANK
		1	2020	\$1,750	Agricultural	7 yr	HEAD CART
		1	2020	\$27,000	Agricultural	7 yr	JD 1760 PLANTER
		1	2020	\$17,474	Agricultural	7 yr	JD 6 ROW CORN HEAD
		1	2020	\$58,526	Agricultural	7 yr	JD 9570 COMBINE
		1	2020	\$1,545	Agricultural	7 yr	NEPTUNE FERT PUMP
		1	2020	\$422	Agricultural	7 yr	ROTARY HOE
		1	2019	\$9,264	Agricultural	5 yr	AUTO STEER
		1	2018	\$30,250	Agricultural	7 yr	1996 NH 8670 2WD TRACTOR
		1	2018	\$5,100	Agricultural	7 yr	2 TOTE SEED TENDER
		1	2015	\$3,000	Agricultural	7 yr	4WHEELER
		1	2015	\$920	Agricultural	7 yr	EQUIPMENT
		1	2015	\$10,499	Agricultural	7 yr	MOWER
		1	2015	\$3,994	Agricultural	7 yr	SCALE

If an item does not appear in the list, press the Add button to add the item.

[Add](#) [Done Editing](#) [Cancel](#)

**Edit** ✕

Class:

Item Group:

Quantity:

Acquisition Year:

Acquisition Cost:

Description:

Recovery Schedule:

[Save](#) [Cancel](#)

If you no longer have an item, press the red X, and a pop-up screen will appear.

		Item List					
Edit	Delete?	Qty	Acq. Year	Acq. Cost	Class	Recovery	Description
		1	2022	\$20,000	Agricultural	5 yr	TRACTOR

**Edit** ✕

---

Date no longer Owned (sold, scrapped, lost, traded, etc):

(format: mm/dd/yyyy)

---

If you find a mistake in the information and need to make a change, press the Edit button, and a pop-up screen will appear.

		Item List					
Edit	Delete?	Qty	Acq. Year	Acq. Cost	Class	Recovery	Description
		1	2023	\$1,848	Commercial	5 yr	2021 LAND PRIDE AP-HD74LLT BUCKET
		1	2023	\$76,974	Commercial	5 yr	2023 KUBNOTA SVL75-3 COMPACT TRACK
		1	2023	\$361,735	Commercial	7 yr	DY40X52R CONCRETE PUMP
		1	2023	\$4,000	Commercial	5 yr	WELDER
		1	2022	\$73,834	Commercial	5 yr	T770 BOBCAT
		1	2020	\$3,687	Commercial	5 yr	CONCRETE BREAKER

**Edit** ✕

---

Class:

Item Group:

Quantity:

Acquisition Year:

Acquisition Cost:

Description:

Recovery Schedule:

---

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**5. \*\*\*\*Whether or not you have edits, you must enter a phone number or email address. Also, a depreciation schedule is mandatory. You cannot proceed to the signature page without attaching a copy.**

**Please set either a phone or an email (or both)**

Phone: +1   *\*Phone Number OR Email is required*

Email:  *\*Phone Number OR Email is required*

Verify Email:

**Please make sure to attach a document or check the opt out option below**

Attach Document(s)  No file chosen *\*required. File must be in JPG, PNG or PDF format and smaller than 8MB.*

Attach Federal Depreciation Worksheet in jpg and pdf format only

**\*\*You can only upload 1 document or image, if you have more than 1 page to upload, combine them into one document and then upload.**

**When you are finished editing your items or have no changes to make, press the Done Editing button, and you will be directed to the next screen.**

Item List							
Edit	Delete?	Qty	Acq. Year	Acq. Cost	Class	Recovery	Description
		1	2023	\$1,848	Commercial	5 yr	2021 LAND PRIDE AP-HD74LLT BUCKET
		1	2023	\$76,974	Commercial	5 yr	2023 KUBNOTA SVL75-3 COMPACT TRACK
		1	2023	\$361,735	Commercial	7 yr	DY40X52R CONCRETE PUMP
		1	2023	\$4,000	Commercial	5 yr	WELDER
		1	2022	\$73,834	Commercial	5 yr	T770 BOBCAT
		1	2020	\$3,687	Commercial	5 yr	CONCRETE BREAKER

If an item does not appear in the list, press the Add button to add the item.

6. You will need to type in your first and last name in the box and click Submit

**Please review all changes to ensure everything is correct.**

I affirm that the information I am providing is true to the best of my knowledge and belief.  
I understand that once I enter my digital signature and click "Submit" that my Personal Property Assessment List has been filed and I cannot make further changes online.

Type your first and last name

Account Number:  
Class:  
Owner Name:  
Site Address:  
Mailing Address:  
Phone:  
Document Attached:

Item Summary						
Items						
Operation	Qty	Acquisition Year	Acquisition Cost	Class	Recovery	Description
unchanged	1	2021	\$7,800	Agricultural	7 yr	ROLLER HELL
unchanged	1	2021	\$104,000	Agricultural	7 yr	WINDROWER 3D
unchanged	1	2020	\$5,196	Agricultural	5 yr	DRILL MONITOR
unchanged	1	2020	\$3,300	Agricultural	5 yr	3D 43 CORNHED
unchanged	1	2020	\$34,000	Agricultural	5 yr	3D DRILL
unchanged	1	2020	\$15,000	Agricultural	5 yr	KINZE PLANTER
unchanged	1	2019	\$20,000	Agricultural	5 yr	BALE PROCESSOR
unchanged	1	2017	\$108,639	Agricultural	7 yr	R230 CASE COMBINE
unchanged	1	2017	\$76,000	Agricultural	7 yr	MACEON DRAPER HEAD
unchanged	1	2016	\$51,000	Agricultural	7 yr	TRACTOR-DHC 7240

7. Once you have submitted, you will get this pop up and you can Save/Print the document for your records.

**Thank You for your submission**

Thank you for your online submission of the Personal Property Assessment List.

**Digital Signature:** 8ea65da7bc9c3e1da41f3de241f4751b

If you have any additional questions or concerns,  
please contact the assessor's office at (402)

**Please print or save this PDF for your records:**

If you have issues viewing the PDF, [you might need to install the Adobe PDF Viewer.](#)