

Business Property Statements E-Filing FAQs

Q: Do I have to E-file?

A: No. You are more than welcome to continue paper filing, however we recommend that you e-file for your convenience of not having to mail anything to the county and running the risk of any issues with the forms being delivered.

Q: Will you be sending me a paper property statement or do I have to print it out?

A: Either way is possible. You have the option to print one out through the website given to you in the letter mailed, or we can mail you one today with a return envelope. Please contact us if you would like us to send the business property statement. Please note, we will send to the address on file. If the address is not updated, you will be asked to fill out a change of address form.

Q: How do I print one out on the website?

A: You can go to the Kings County website or the E-filing website.

E-Filing website (recommended): Input your information to login. Click on 'I Prefer to Paper File' → 'To Create a Property Statement for paper filing', This will generate the form with your information to pop up in PDF format. If the address is incorrect, please cross it out and write down your updated address on the form.

KC website: under Departments → Assessor/Clerk/Recorder → Assessor → Business Equipment and Property Information towards the bottom of the page. Please make sure to include your assessment number on the form.

Q: What information do I need to login?

A: You need your assessment number, your BIN (Business Identification Number), and your form ID all located at the top right of the letter you received.

Q: I have multiple locations/businesses, do I use the same information for all of them?

A: No, each assessment number has its own login information. You should receive one letter for each business with their own login information.

Q: I lost my E-Filing paperwork, can you give me the information needed to login over the phone?

A: Do you think that it was lost in a safe place? For example, your home or in your office?

Yes: Please contact our office. We can resend the form to you via mail at the address on file or e-mail.

Please note: We will need to verify you in order to send via e-mail.

No: Please contact our office so that an Auditor-Appraiser can reset your BIN and resend you a new form to the address on file, for your security.

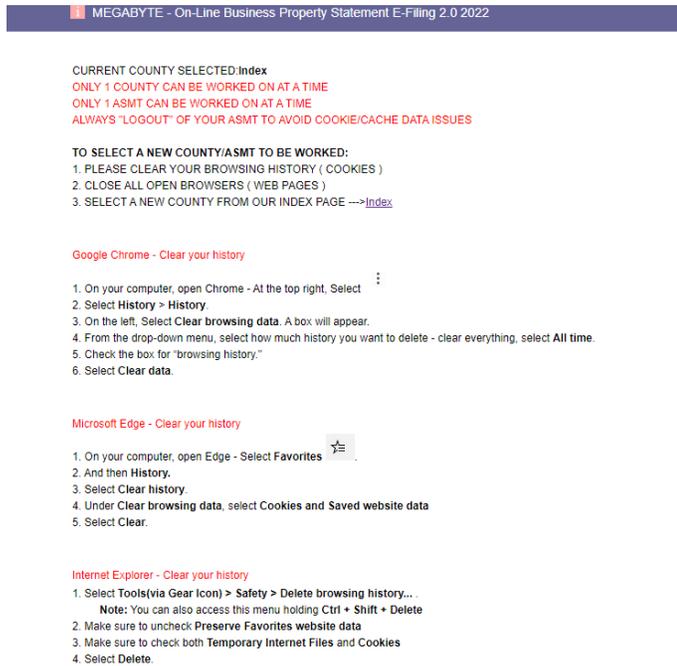
Q: I cannot seem to continue, what do I do?

A: Look for any boxes outlined in red or with an asterisk (*) that should be filled in. Anything with a comment box  needs a description of the equipment that is included. **Please give as much detail as possible** (for example year, make, model, cost if more than one piece of equipment is included in the total amount).

Q: The link is not working when I type it in my browser.

A: Please click on this link or copy and paste in your browser <https://obpfm.mptswb.com/OBPFN/OBPF/Kings>
You can also go to the assessor website, on our Business Equipment and Property tab for the direct link.

Q: When I go to the website, I see this page and cannot login?



A: Please follow the instructions on the page depending on the type of browser that you are using. You will need to clear your browsing history. Once you do so, you click on the index link to go back to the main page and try again. That should fix the issue.

Q: I just filed my business property statement online, and I realized I made a mistake and/or forgot to attach a form. What can I do?

A: Please contact us. We can reactivate your assessment number in our system so that you can re-submit your form.

After May 7th, 2024: a 10% penalty pursuant to Revenue and Taxation Code Section 463 will apply.

After May 14th, 2024: The website will no longer be available after May 14th, 2023, 11:59 PM. Therefore, you will have to submit a paper statement.

Q: This is my first time ever filing a property statement. Can you walk me through what I need to do?

A: There are instructions on how to fill out the form when you first login and at the top of the page where you see your information. Unfortunately, we are not allowed to tell you where to put your information. The instructions are also on the Kings County Website under Departments → Assessor/Clerk/Recorder.

If you are still having trouble, please contact us. We will try to help you as much as we can.

Q: I have a lot of equipment that was added and deleted. Do I have to put every single one in here?

A: You have to report all the equipment that was added/deleted. However, you have the option to add an attachment if that is easier for you (in Excel format, if possible). To add an attachment, click on the attachment tab towards the top and browse your computer to add the attachment.

Q: I just finished E-Filing, is there anything else I need to do?

A: No, we will be able to see that you submitted your property statement on our end within 48 hrs. If you haven't done so already, we recommend you save a submitted copy for your records, located on the confirmation screen.

Q: How do I contact the assessor's office?

A: You can contact us via phone or email. Our office hours are 8:00 AM to 5:00 PM Monday through Friday, except holidays.

To contact us by phone, please call us at 559-852-2486. Please have your assessment/account number ready.

To contact us by e-mail, please e-mail us at Assessor@co.kings.ca.us. For a faster response, please add ATTN: E-Filing in your subject and include your assessment number in your email. **Do not include your BIN number!**