

BERKELEY COUNTY ASSESSOR'S OFFICE
400 West Stephen Street, Suite 208
Martinsburg, WV 25401
Telephone: (304) 264-1904 Fax: (304) 262-8484

Personal Property Authorization Form

We will require a valid ID for both Taxpayer & Taxpayer Representative.

I (Taxpayer): _____ give permission
for (Taxpayer Rep): _____ to act on
my behalf in handling all matters with my Personal Property Account.

Taxpayer's Current
Mailing Address:

Taxpayer's Phone #:

Taxpayer Signature: _____

Date: _____

Taxpayer Representative Signature: _____

Date: _____

In order to generate your bills, we will need to know what vehicles (year, make, model & vin) you had previously and have currently.

Note: If you had or have any boats, campers, utility trailers etc. we will also need model #, series & size.

*****SEE REVERSE SIDE OF PAPER TO LIST VEHICLE INFORMATION*****

The following tax year bills below are what you are currently missing.

In order to generate your bills, we will need to know what vehicles (year, make, model & vin) you had as of the following dates listed.

Note: If you had any boats, campers, utility trailers etc. we will also need model #, series & size.

PLEASE PRINT CLEARLY

___2023___ bill based on what vehicles you had July 1st ___2022___

_____	_____
_____	_____
_____	_____

___2022___ bill based on what vehicles you had July 1st ___2021___

_____	_____
_____	_____
_____	_____

___2021___ bill based on what vehicles you had July 1st ___2020___

_____	_____
_____	_____
_____	_____

___2020___ bill based on what vehicles you had July 1st ___2019___

_____	_____
_____	_____
_____	_____

___2019___ bill based on what vehicles you had July 1st ___2018___

_____	_____
_____	_____
_____	_____