

**RAILROAD COMPANY PROPERTY TAX  
INFORMATION UPDATE  
RSA 82**

DUE ON OR BEFORE MAY 1, 2011

<b>STEP 1 OWNERSHIP INFORMATION</b>	NAME OF RAILROAD COMPANY (TRADE NAME)	IF AMENDED RETURN, CHECK HERE <input type="checkbox"/>
	NAME OF OWNERSHIP (IF OTHER FROM NAME OF RAILROAD)	FEDERAL EMPLOYER IDENTIFICATION NUMBER
	PARENT COMPANY (IF RAILROAD DOES NOT FILE A FEDERAL TAX RETURN)	FEDERAL EMPLOYER IDENTIFICATION NUMBER
	BILLING ADDRESS	
	CITY/TOWN, STATE, ZIP CODE	
	CONTACT PERSON	PHONE NUMBER
	E-MAIL ADDRESS	FAX NUMBER
<b>STEP 2 ANTICIPATED CHANGES</b>	Describe events or circumstances (either past or projected; internal or external to your business; and market-related) that have significantly impacted your income, expenses or operations. Attach additional sheets if necessary.	
<b>STEP 3 COMPANY ASSET INFORMATION</b>	ACCOUNTING PERIOD ENDING (CHECK ONE) DECEMBER 31, 2010 <input type="checkbox"/> OR MARCH 31, 2011 <input type="checkbox"/>	
	<b><u>EVERYWHERE AND NEW HAMPSHIRE</u></b>	
	1. Total Original Cost Everywhere	\$
	2. Total Original Cost in New Hampshire	\$
	3. Total Net Book Value Everywhere	\$
	4. Total Net Book Value in New Hampshire	\$
	CAPITAL STRUCTURE BREAKDOWN	
	1. Long-term Debt	\$
	2. Preferred Stock	\$
	3. Common Equity	\$
	4. Current Liabilities	\$
5. Total Capital	\$	

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<b>STEP 4 ORIGINAL COST &amp; DEPRECIATION BY CATEGORY</b>	1. Cost of "Road"	\$	7. Depreciation of "Road"	\$
	2. Cost of "Equipment"	\$	8. Depreciation of "Equipment"	\$
	3. Cost of "General Expenses"	\$	9. Depreciation of "General Expenses"	\$
	4. Cost of "Capitalized Leased Equipment"	\$	10. Depreciation of "Capitalized Leased Equipment"	\$
	5. Cost of "Materials & Supplies"	\$	11. Cost of "Construction Work In Progress"	\$
	6. Cost of "All Other Assets"	\$	12. Deprec./Amort of "All Other Assets"	\$

<b>STEP 5 OPERATING LEASES</b>	5(a) Did this railroad make any user Rent, Fee, Lease and/or Operating Payments to the State of New Hampshire, Department of Transportation (RSA 228) for Trackage Rights and/or Equipment use during this period? YES <input type="checkbox"/> NO <input type="checkbox"/>			
	If yes, fill in the following for New Hampshire based payment amounts:			
	Amount paid, freight based	\$	Amount paid, ticket based	\$
	Amount paid, equipment based	\$	Amount paid, other based	\$
	TOTAL Payments to NH DOT	\$		
	5(b) TOTAL Lease based payments <u>other than</u> NH DOT	\$		

<b>STEP 6 REVENUE SOURCES</b>	Approximate percent (%) of revenue by source of activity type (check all that apply):		
	Freight _____% <input type="checkbox"/>	Passenger _____% <input type="checkbox"/>	Tourist _____% <input type="checkbox"/>
	Repair _____% <input type="checkbox"/>	Other _____% <input type="checkbox"/>	

<b>STEP 7 BREAK- DOWN OF TRACKAGE</b>	<b>BREAKDOWN OF TOTAL MILES OF TRACKAGE</b>			
	1 TOTAL MILES OF TRACK OWNED BY COMPANY EVERYWHERE .....	1		
	2 TOTAL MILES OF TRACK OWNED BY COMPANY IN NEW HAMPSHIRE .....	2		
	3 TOTAL MILES OF TRACK LEASED BY COMPANY EVERYWHERE .....	3		
	4 TOTAL MILES OF TRACK LEASED BY COMPANY IN NEW HAMPSHIRE .....	4		
	<b>BREAKDOWN OF TRACKAGE BY CITIES/TOWNS IN NEW HAMPSHIRE</b> (Nearest 100th of a mile - eg: 34.07)			
	<b>Town/City in New Hampshire</b> (attach list as may be needed)	<b>Track Miles Owned</b> by this Company	<b>Track Miles Leased</b> from the State of NH	<b>Track Miles Leased</b> from other Companies

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STEP 8 REVENUE EVERYWHERE	REVENUE, RAILROAD ONLY	2008	2009	2010
	1. Freight			
	2. Passenger			
	3. Tourist			
	4. Repair			
	5. Rental (Describe)			
	6. Other (Describe)			
	<b>7. TOTAL RAILROAD REVENUE:</b>			

STEP 9 EXPENSES EVERYWHERE	EXPENSES, RAILROAD ONLY	2008	2009	2010
	Do <b>NOT</b> "double-count" expenses. No expense should be included in more than one category.			
	1. Operating/Maintenance Expenses *			
	2. Depreciation Expense			
	3. Amortization Expense			
	4. Interest Expense			
	5. Taxes Other Than Income Taxes			
	6. Property Taxes			
	7. Income Taxes – Federal			
	8. Income Taxes – State			
	9. Income Taxes – Other			
	10. Other (Describe)			
	11. Other (Describe)			
	12. Other (Describe)			
	13. Other (Describe)			
<b>14. TOTAL RAILROAD EXPENSES:</b>				

\* A Detailed Summary Attachment **is REQUIRED**, refer to Step 10, Attachment Checklist

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STEP 10 ATTACHMENT CHECKLIST	DOCUMENTATION ATTACHMENTS	
		*(ATTACHED YES/NO)
	1. "Operating Expense" Detailed Summary	
	2. "Maintenance Expense" Detailed Summary	
	3. "Taxes Other than Income Taxes" Detailed Summary	
	4. Balance Sheet	
	5. Income Statement	
	6. Other -	
	7. Other -	
8. Other -		

\* - Provide the status of the Documentation Attachments. If not included with this submission, indicate when the documents will be made available.

**CERTIFICATION:** I hereby certify, under penalties of perjury, that the information provided on the accompanying pages is correct and accurate to the best of my belief and knowledge, and that I am authorized to submit this report on behalf of the railroad property owner and/or operator named herein.

\_\_\_\_\_  
SIGNATURE (IN INK)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT SIGNATORY NAME & TITLE

MAIL TO:	NH DRA PROPERTY APPRAISAL DIVISION ATTN: UTILITY APPRAISAL PO BOX 487 CONCORD, NH 03302-0487
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**WHO SHOULD FILE:**

Rev 1502.02 Form PA-22, Railroad Company Property Tax Information Update.

(a) Railroad companies shall annually, by May 1, complete and file Form PA-22, "Railroad Company Property Tax Information Update" to reflect the company's status as of April 1 of the current taxable year.

**DEFINITIONS RSA 82:1**

Rev 1501.07 "Railroad company" means every corporation, company association, joint stock association, partnership and person, their lessees, trustees, or receivers appointed by any court, owning or operating any railroad for common carriage of passengers or freight or carrying on a public express business for compensation over the line of any railroad. It also includes all bridges and other structures owned, leased or used.

Rev 1501.09 "Taxable year" means the period beginning April 1 and ending March 31 of the subsequent calendar year, or any part thereof.

**WHEN TO FILE**

This report is due on or before May 1 following the tax period end date.

**NEED HELP?**

Call the Property Appraisal Division at (603) 271-2687, M-F, 8:00 am - 4:30 pm. All written correspondence to the Department should include the taxpayer name, federal employer identification number, name of the contact person, and a daytime telephone number.

**FORMS**

To obtain forms please call the forms line at (603) 271-2192, call the Property Appraisal Division at (603) 271-2687, or visit our website at [www.nh.gov/revenue](http://www.nh.gov/revenue).

**ADA COMPLIANCE**

Individuals who need auxiliary aids for effective communications in programs and services of the New Hampshire Department of Revenue Administration are invited to make their needs and preference known. Individuals with hearing or speech impairments may call TDD Access: Relay NH 1-800-735-2964.

**STEP 1**

**Ownership Information:** There are three fields associated with how the railroad is identified/named. "Name of the Railroad/Trade Name": is the common or legal trade name. "Name of Ownership": The name of the legal ownership of the railroad, if different than name of the Railroad or Trade Name. "Parent Company": In instances where the Railroad is a subsidiary of a larger parent company that files consolidated tax returns that include the railroad, provide the name of the parent company. "FEIN": Provide either the Federal Employer Identification Number (FEIN) or the Social Security Number that applies. NOTE: a valid identification number MUST be entered. List the contact person, the phone number, the fax number and an e-mail address.

**STEP 2**

**Anticipated Changes:** Provide any information known to the taxpayer that was responsible for any significant changes in the railroad's operations or performance in the prior year, OR those issues that are anticipated to impact the railroad's operations or performance in the next one to three years. These issues may be specific to the entity, or associated with broad market-related factors. Examples might include extensive operational downtime due to unusual repair/maintenance issues, or an expiring contract agreement.

**STEP 3**

**Company Asset Information:** Provide the detailed information as requested. Accounting Period: Indicate whether the information provided reflects accounting information ending on December 31, or March 31. If the data provided represents LESS than a 12-month history indicate on the form and provide a written explanation.

"Total Original Cost Everywhere": represents the accounting basis for all Railroad Assets, prior to any depreciation and amortization, and excludes all non-railroad assets. This field captures the tangible and intangible assets located "everywhere", implying assets located inside and outside of New Hampshire, and refers to the accounting cost basis, which is updated annually.

"Total Original Cost New Hampshire": represents the accounting basis for all Railroad Assets, prior to any depreciation and amortization, and excludes all non-railroad assets. This field captures the tangible and intangible assets located exclusively in New Hampshire, and refers to the accounting cost basis, which is updated annually.

"Total Net Book Value Everywhere": represents "Total Original Cost Everywhere" LESS depreciation and amortization, and excludes all non-railroad assets. This field captures the tangible and intangible assets located "everywhere", implying assets located inside and outside of New Hampshire.

"Total Net Book Value New Hampshire": represents "Total Original Cost New Hampshire" LESS depreciation and amortization, and excludes all non-railroad assets. This field captures the tangible and intangible assets located exclusively in New Hampshire.

"Capital Structure Breakdown": Identify the applicable components as listed. Data should be consistent with tax forms and/or financial statements. Include notes if necessary, and provide explanation for inconsistencies with supporting documentation or generally accepted accounting principles.

**STEP 4**

**Original Cost and Depreciation By Category:** Enter the cost and depreciation/amortization information. This field captures the tangible and intangible assets located "everywhere", implying assets located inside and outside of New Hampshire. Use the "Cost of All Other Assets" category to identify all other assets, tangible and intangible, not accounted for under the other categories. Provide any Depreciation or Amortization associated with the "Cost of All Other" category, along with an explanation pertaining to the assets. Information in this step should be consistent with the Company Asset Information of Step 3.

"Construction Work in Progress (CWIP)": represents a temporary balance sheet account that tracks all costs associated with construction, fabrication, and capital equipment purchases. Costs remain in CWIP until the construction of the asset is completed, at which time the capitalization and depreciation process begins.

"Materials and Supplies": represents the cost of materials and supplies, used directly or indirectly in manufacturing goods as part of cost of goods sold.

For additional definitions or accounting parameters refer to the Uniform System of Accounts for Railroads as recognized by the Surface Transportation Board, of the U.S. Department of Transportation.

**STEP 5**

**Leases, State of New Hampshire:** 5(a) Provide the information pertaining to Rents, Fees, Lease and/or Operating Payments made to the State of New Hampshire Department of Transportation.

5(b) Provide the "TOTAL Lease based Payments Other Than NH DOT" pertaining to Rents, Fees, Lease and/or Operating Payments **OTHER THAN** those made to the State of New Hampshire Department of Transportation.

**STEP 6**

**Revenue Sources:** Provide the information pertaining to the approximate percent (%) of total railroad revenue by activity type for the following categories: Freight, Passenger, Tourist, Repair, and Other.

**STEP 7**

**Breakdown of Trackage:** Enter the breakdown of total miles of trackage for the following categories. Line 1: Enter the total miles of track **OWNED** by the company "Everywhere", implying assets located inside and outside of New Hampshire. Line 2: Enter the total miles of track **OWNED** by the company located exclusively in "New Hampshire". Line 3: Enter the total miles of track **LEASED** by the company "Everywhere", implying assets located inside and outside of New Hampshire. Line 4: Enter the total miles of track **LEASED** by company located exclusively in "New Hampshire".

Enter the breakdown of track miles located in cities/towns of New Hampshire under the following categories: "Track Miles Owned By This Company", "Track Miles Leased From The State of NH", and "Track Miles Leased from Other Companies".

**STEP 8**

**Revenue Everywhere:** Enter the revenue information requested, as applicable for the periods listed. The data requested is for Gross Revenues, Railroad Only, Everywhere – both inside and outside of New Hampshire.

**STEP 9**

**Expenses Everywhere:** Enter the expense information requested, as applicable for the periods listed. The data requested is for **Total Expenses, Railroad Only, Everywhere** – both inside and outside of New Hampshire. It is imperative that expenses associated with a particular line item are NOT duplicated in another. Therefore, the summation of all the individual expenses should equal the "Total Railroad Expenses" entry at the bottom. Provide detailed attachments as required. Refer to STEP 10, Attachment Checklist Instructions for additional explanation.

"Interest Expense" should include all interest associated with long-term debt, including funds provided by: institutional lenders, shareholders, related entities, bonds, and others.

"Income Taxes", include all income taxes paid for the period, as reported on Federal and State income tax returns. Do not provide imputed or estimated taxes, only those actually paid and attributable to the period associated with this return. You may attach additional schedules, which explain your policy and calculations for allocated or imputed amounts, but DO NOT include them in these lines.

NOTE: Operating Revenue and Operating Expenses are amounts attributable to the Railroad. If your business has mixed revenue and/or mixed expenses attributable to NON-RAILROAD operations, you must provide a detailed explanation identifying how Cost Allocation was accomplished, or reports that segregate the Railroad and Non-Railroad Expenses.

**STEP 10**

**Attachment Checklist:** Requested/required Documentation Attachments are necessary so that a reliable appraisal can be completed. Items, such as Property Taxes, imbedded in a general category may significantly impact appraisal results. Therefore, you must submit documentation with sufficient detail clarifying expenses for accounts such as: Operating Expenses, Maintenance Expenses, and Taxes Other Than Income Taxes.

Supporting documents must also provide adequate details so that we can ensure that expense accounts in Step 9 are not duplicated under multiple categories. Accounts, such as Miscellaneous, must include explanations or itemization with additional detail.

It is not necessary to submit all of the listed attachments, if they contain identical material. For example: if a tax return submitted contains a balance sheet pertaining solely to the Railroad, then an additional balance sheet is not required for submission. However, if a tax return pertains to both Railroad and Non-Railroad income and expenses, then an Income Statement and Balance Sheet must be submitted with Railroad only details.

**CERTIFICATION:** An authorized individual of the company must sign and date this form, in ink, before mailing. Also, include the title of the person signing.