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

 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).



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



The following screen will appear if the account has <u>not</u> been filed yet.

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



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							
Acco	unt Number:							
	Class:							
Physical (Prope	rty) Address:							
Mai	ling Address:							
	ing ristics.							
		Please set eit	her a phone or a	n email (or t	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)	Choose File	No file chosen	*required. Fi	le must be in JPG. PNG or PDF fo	rmat and smaller than 8MB.		
								Item List
Edit	Delete?	Qty	Acq. Year	Acq. Cost		Class	Recovery	Description
	*	1	2023	\$16,250		Commercial	3 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
	*	1	2023	\$2,492,039		Commercial	7 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
	*	1	2022	\$149,073		Commercial	3 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
	*	1	2022	\$38,347		Commercial	7 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
	*	1	2022	\$443,907		Commercial	5 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
	*	1	2021	\$2,112,241		Commercial	5 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
	*	1	2021	\$1,381,705		Commercial	3 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
	*	1	2020	\$21,690		Commercial	7 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
	×	1	2020	\$185,384		Commercial	3 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
2	×	1	2020	\$2,478,309		Commercial	5 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
	*	1	2019	\$3,735,407		Commercial	5 yr	COMMERCIAL AND INDUSTRIAL PROPERTY
2	*	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.
								Add Done Editing Cancel

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



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.

Edit	Delete?	QEY	Acq. Year	Acq. Cost	Class	Recovery	Description
	×	1	2020	\$23,500	Agricultural	7 yr	AG CHEM 854 SPRAYER
1	×	1	2020	\$6,300	Agricultural	7 yr	FRONT END LOADER
8	×	1	2020	\$1,583	Agricultural	7 yr	FUEL TANK
1	×	1	2020	\$1,750	Agricultural	7 yr	HEAD CART
1	×	1	2020	\$27,000	Agricultural	7 yr	3D 1760 PLANTER
2	×	1	2020	\$17,474	Agricultural	7 yr	3D 6 ROW CORN HEAD
	×	1	2020	\$56,526	Agricultural	7 yr	3D 9570 COHBINE
	×	1	2020	\$1,545	Agricultural	7 yr	NEPTUNE PERT PUNP
2	×	1	2020	\$422	Agricultural	7 yr	ROTARY HOE
12	×	1	2019	\$9,354	Agricultural	5 11	AUTO STEER
2	*	1	2018	\$39,250	Agricultural	7 yr	1995 NH B670 2WD TRACTOR
1	×	1	2018	\$5,100	Agricultural	7 vr	2 TOTE SEED TENDER
1	×	1	2015	\$3,000	Agricultural	7 yr	AWAETLER
2	*	1	2015	\$920	Agricultural	7 1	EQUIPMENT
	×	1	2015	\$10.699	Autoflural	7 1	HOWER
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								Item List
Edit	Delete?	Qty	Acq. Year A	icq. Cost		Class	Recovery	Description
	×	1	2022 \$	20,000		Agricultural	5 yr	TRACTOR
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If you no longer have an item, press the red X, and a pop-up screen will appear.

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
2	×	1	2023	\$76,974	Commercial	5 yr	2023 KUBNOTA SVL75-3 COMPACT TRACI
	×	1	2023	\$361,735	Commercial	7 yr	DY40X52R CONCRETE PUMP
	×	1	2023	\$4,000	Commercial	5 yr	WELDER
2	×	1	2022	\$73,834	Commercial	5 yr	T770 BOBCAT
	×	1	2020	\$3,687	Commercial	5 yr	CONCRETE BREAKER

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tem Group:	Agricultural 🗸
Quantity:	1
Acquisition	2022
rear: Acquisition	
Cost:	20,000
Description:	TRACTOR
Recovery Schedule:	5 yr 🗸
	Save

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)	Choose File 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
2	×	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
2	×	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.
					Add Done Editing Cancel

I affirm that the	information (an providing is	true to the best of my knowled;	e and belief.	changes to	ensure everything is correct.	
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6. You will need to type in your first and last name in the box and click Submit

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:	
PDF Report to Save/Print) Return Home	
If you have issues viewing the PDF, you might need to install the Adobe PDF Viewer.	