

JOSEPH E. HOLLAND
County Clerk, Recorder and Assessor
Registrar of Voters

JIM MCCLURE
Asst. County Clerk, Recorder and Assessor



105 E. Anapamu St. 2nd Floor
Santa Barbara, CA 93101

Mailing Address
PO Box 159
Santa Barbara, CA 93102-0159

COUNTY CLERK, RECORDER AND ASSESSOR

MEMORANDUM

Date: February 2012

To: Business Property Owners and Agents

The process for filing your annual 2012 Business Property Statement 571-L (BPS) has changed. In order to make it easier for you to file, Santa Barbara County has enhanced its online Business Property Statement E-Filing System. **You will no longer receive a paper copy of the official form.** Instead, you must access our e-filing system using the unique password that was provided in the letter you received from the County Assessor in February 2012. Once you enter the system you will have the option of filing the form online or printing the official form for mailing or electronic upload.

Benefits to E-Filing:

- **Quick and Easy:** Historical cost information is displayed if your property number is unchanged.
- **Accuracy:** Totals are automatically calculated. Data is legible.
- **Convenient:** File anytime. Save work in progress prior to submittal.
- **Record Keeping:** Confirmation numbers generated. Ability to print or save copy of completed form.
- **Safe and Secure:** The safety and security of taxpayer information is ensured.

To access the online Business Property Statement E-Filing System, go to www.SBCAssessor.com. You may find E-Filing shortcuts in the 'Quick Links' section. Otherwise, select 'Assessor', 'Business Properties,' then click on E-Filing.

OFFICIAL REQUEST FOR INFORMATION - FILING DEADLINES

This is an official request for information made under Revenue & Taxation Code (Code) Section 441. Filing deadlines for both electronic and hard copy submissions are established in code sections 441(b) and 463. **No filing extensions will be granted.**

STATEMENT DUE DATE AND LATE FILING (PENALTY) DATE

April 1.....Business Property Statements Are Due.

May 7.....Last Day Before 10% Penalty is Applied to Late Filed Statements.

If you have questions, please call (805) 568-2550, Monday - Friday, 8:00 a.m. to 5:00 p.m.
Thank you.