GENERAL INSTRUCTION SHEET

1. This report must be completed in proper form (typed or legibly printed), and must be **filed with the Comptroller of the Treasury on or before April 1, 2019**. **A copy should be retained in your files for future reference**. Failure to file a tax report could result in an audit under T.C.A. 67-5-1320.

2. **ROUND ALL DOLLAR FIGURES TO WHOLE DOLLARS**!

3. **NO SHEET OR SECTION SHOULD BE LEFT BLANK**. If a sheet or section does not apply to your company, indicate by placing the words "**inapplicable**" or "**none**".

INCOMPLETE REPORTS WILL BE RETURNED!

4. Furnish the Comptroller of the Treasury with a **COMPLETE** copy of the **FEDERAL ENERGY REGULATORY COMMISSION REPORT.**

5. The Comptroller of the Treasury requires certain information pertaining to the company's organization, legal status, and operation. **Pages 1 & 1A** should be completed very carefully. If a particular statement or question does not apply to your company, place the words **"inapplicable"** or **"none"** in the appropriate blank(s). **Do not leave any of the statements or questions on Pages 1 & 1A blank unless instructed to do so.**

6. **Page 2** requires the Gross and Net Investment in System and Tennessee plant and property. This property is to be separated as to Distributable and Localized property. Under the heading "Localized," include all other property, plant, and equipment. **Page 2** also requires information pertaining to the average Market Price of Common and Preferred Stock.

7. **Page 2A** requires a listing of equipment leased and/or used by your company. Leased equipment refers to personal property obtained through an operating lease. Used property refers to personal property not under a lease agreement and not owned by you but in your possession.

8. **Page 3** requires a summary of all Tennessee plant and property by counties, cities, and special school districts. **PLEASE NOTE:** Gross Investment in pipeline is considered **real** property and should be placed in the appropriate column. Please refer to the notes at the bottom of the page.

9. **Page 4** requires a breakdown of your Tennessee plant, property, and equipment by county, city, and special school district. Complete **Page 4** in accordance with the instructions at the top of the page.

10. **Page 5** requires a listing of all purchases and sales of Tennessee real property **(including telecommunications towers)** occurring during the year 2018.

11. **Page 6** requires a listing of all properties receiving tax incentives such as Pilot Agreements (PILOT) or property leased from an Industrial Development Board (IDB). Report each separate agreement subject to these incentives by populating each column with the pertinent data.

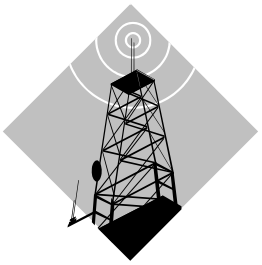
12. **Page 7** requires a listing of all real property under construction. This listing will include all real property currently under construction or construction expected to be completed by September 1 of this year. Be sure to include the county and city where located, map reference and property owner, description of improvement, and the construction cost.

13. **NO SHEET OR SECTION SHOULD BE LEFT BLANK. IF A SHEET OR SECTION DOES NOT APPLY TO YOUR COMPANY, INDICATE SO IN ACCORDANCE WITH INSTRUCTION #5.**

14. **IT IS IMPERATIVE THAT THE REPORT BE SIGNED. IF NOT, THE REPORT WILL BE RETURNED.**

15. **Submit any additional information, schedules, etc., on LETTER SIZE PAPER (8.5" x 11").**

STATE OF TENNESSEE
2019
AD VALOREM TAX REPORT



COMPANY NAME _____

STREET _____ CITY _____ STATE _____ ZIP CODE _____
(PRINCIPLE OFFICE INFORMATION)

STREET _____ CITY _____ STATE _____ ZIP CODE _____
(PRINCIPLE OFFICE INFORMATION IN TENNESSEE)

PHONE NUMBER ( ) _____ FAX NUMBER ( ) _____

COMPANY WEB SITE _____

Visit our website at:
www.comptroller.tn.gov/sap

MAIL REPORT TO:

COMPTROLLER OF THE TREASURY
OFFICE OF STATE ASSESSED PROPERTIES
Cordell Hull Building
425 Fifth Avenue North
Nashville, TN 37243-3400
(615) 741-0140 FAX (615) 741-0142

****This report must be filed with this office by April 1, 2019****

1. Company Name _____

2. Principal Office Location _____
Number & Street

_____ City _____ State _____ Zip

3. Is Company _____ **INDIVIDUAL?** _____ **PARTNERSHIP?** _____ **CORPORATION?**
_____ **COOPERATIVE?** _____ **OTHER?**

4. If a **CORPORATION** or **OTHER** similar enterprise, supply the following information:

Under laws of what state organized _____ Date organized _____

5. Name & address of **PRESIDENT, OWNER, OR PARTNER** _____
Name

_____ Position/Title _____ Number & Street _____ City _____ State _____ Zip

6. Name & address of **GENERAL MANAGER** _____
Name

_____ Number & Street _____ City _____ State _____ Zip

7. GROSS Investment in SYSTEM plant and property December 31, 2018 $ _____

8. NET Investment in SYSTEM plant and property December 31, 2018 $ _____

9. SYSTEM GROSS Revenue (Income) for year ended December 31, 2018 $ _____

10. SYSTEM NET OPERATING Revenue (Income) for year ended December 31, 2018 $ _____

11. Amount of LOANS FROM FEDERAL AGENCIES, if any $ _____

12. Indicate stock & debt of company:

	Amount Authorized	No. of Shares or Amount Issued	Book or Par Value	Market or Cash Value
Preferred Stock				
Common Stock				
Bonds				
Other Long-Term Debts				

13. State surplus at beginning of 2018 $ _____ End of 2018 $ _____

14. State amount of dividends paid for the year 2018: Preferred $ _____ Common $ _____

15. State exact dollar amount of FEDERAL INCOME TAX ACTUALLY PAID OR OWED FOR 2018 as reported on your Federal Income Tax Return $ _____

16. State ACTUAL CASH or MARKET VALUE of all Tennessee plant and property as of January 1, 2019 $ _____

17. State NET additions (additions less retirements) to Tennessee plant and property for:
2017 $ _____ 2018 $ _____

18. Total number of subscribers in Tennessee _____

19. Does your company operate solely (100%) in Tennessee? _____ YES _____ NO

If you checked "YES" it will not be necessary to complete questions 20-27.
If you checked "NO" **you must** complete questions 20-27.

20. GROSS Investment in Tennessee plant and property December 31, 2018 $ _____

21. NET Investment in Tennessee plant and property December 31, 2018 $ _____

22. TENNESSEE GROSS Revenue (Income) for year ended December 31, 2018 $ _____

23. TENNESSEE NET OPERATING Revenue (Income) for year ended December 31, 2018 $ _____

24. Percent of TENNESSEE GROSS Investment as compared to SYSTEM GROSS Investment in plant and property December 31, 2018 _____ %

25. Percent of TENNESSEE NET Investment as compared to SYSTEM NET Investment in plant and property December 31, 2018 _____ %

26. Percent of TENNESSEE GROSS Revenue (Income) as compared to SYSTEM GROSS Revenue (Income) for year ended December 31, 2018 _____ %

27. Percent of TENNESSEE NET OPERATING Revenue (Income) as compared to SYSTEM NET OPERATING Revenue (Income) for year ended December 31, 2018 _____ %

28. Does your company or its parent holding company file the following? **Check all that apply:**

_____ a. SEC Form 10-K
_____ b. FCC Form M
_____ c. Annual report to stockholders
_____ d. FERC Form 1
_____ e. FERC Form 2
_____ f. FERC Form 2A
_____ g. FERC Form 6

File one copy of each of the items checked in item 28 with the Comptroller of the Treasury, Office of State Assessed Properties.

29. What was the date of your last rate case? _____ Was the case heard by a state PSC or a federal entity? _____ What was the return on equity granted? _____ %

30. Special questions regarding this report should be directed to:

NAME: _____

TITLE: _____

ADDRESS: _____
Number & Street

_____ City _____ State _____ Zip

PHONE NUMBER: ( ) _____

FAX NUMBER: ( ) _____

E-MAIL ADDRESS: _____

TOTAL INVESTMENT IN SYSTEM AND TENNESSEE PLANT AND PROPERTY

PROPERTY	System Gross Investment* Dec. 31, 2018	System Net Investment* Dec. 31, 2018	Tennessee Gross Investment* Dec. 31, 2018	Tennessee Net Investment* Dec. 31, 2018
DISTRIBUTABLE:				
Pipeline & Appurtenances	$	$	$	$
LOCALIZED:				
All Other Property, Plant and Equipment	$	$	$	$
TOTAL INVESTMENT	$	$	$	$

NOTES: **(1) Gross Investment figures should be original cost before depreciation.**

(2) Net Investment figures should be original cost less depreciation reserve assignable to the property on the basis of the company's FERC approved depreciation rates.

CAPITAL STOCK

	Outstanding Per Balance Sheet 12/31/2018		Market Price** Average Price Per Share			Amount of Dividend Paid Per Share		
Class and Series of Stock	**Shares**	**Amount**	**2016**	**2017**	**2018**	**2016**	**2017**	**2018**

****AVERAGE MARKET PRICE FOUND BY AVERAGING HIGH & LOW MONTHLY SALES.**

LEASED EQUIPMENT

This schedule should include all operating equipment located in Tennessee that is leased or used by your company.

Type of Equipment	No. Of Units	Total Annual Amount of Rent	Age Of Units	Annual Depreciation Rate	Lease Expiration Date	Owner	Tax Liability Lessor or Lessee	Original Cost	Accumulated Depreciation	Depreciated Cost	Location (County & City)
		$						$	$	$	

Summary of Tennessee Property
BY COUNTIES, CITIES, AND SPECIAL SCHOOL DISTRICTS

Name of County, City & Special School District		Gross Investment in Pipeline (Inc. CWIP @ 100%)		Gross Investment In Land		Gross Investment In Structures		Personal Property CWIP @ 15% of Cost		Gross Investment/ Pumping, Storage, & Metering Stations and Equipment		Gross Investment in Furniture, Fixtures, Equipment, Automobiles, Materials & Supplies		Gross Investment
County	Cities/SSD	Outside Cities	Inside Cities	Outside Cities	Inside Cities	Outside Cities	Inside Cities	Outside Cities	Inside Cities	Outside Cities	Inside Cities	Outside Cities	Inside Cities	TOTAL
								EXAMPLE						
Williamson		$5,000,000		$500,000		$10,000,000		$2,000		$500,000		$100,000		$16,102,000
	Franklin		$2,000,000		$200,000		$0		$0			$50,000		$2,250,000
	9th SSD		$2,000,000		$1,000,000		$200,000		$2,500					$3,202,500
GRAND TOTAL		$	$	$	$	$	$	$	$	$	$	$	$	$

(1) Please indicate the name of each City and Special School District where you have property and place them in the appropriate block under the name of the county in which they are located. SEE EXAMPLE.
(2) County figures should reflect the Gross Investment in all property located **OUTSIDE** corporate city.
(3) City figures should reflect the Gross Investment in all property located **INSIDE** corporate city limits.
(4) The Special School District figures should reflect the Gross Investment in all property located therein. Figures for Special School Districts should be shown in parenthesis and should not be included in the Grand Total as these figures will be reflected in the County.

PROPERTY SHEET

NOTES: (1) One sheet should be completed for each county and include ALL property EXCEPT that located within the corporate limits of cities. (2) One sheet should be completed for each INCORPORATED CITY and include ALL property therein. (3) One sheet should be completed for each SPECIAL SCHOOL DISTRICT and include ALL property located therein.

County _____ City or Special School District _____

DISTRIBUTABLE PROPERTY

Size of Pipeline	Miles of Pipeline	Gross Investment December 31, 2018	Cash Value Jan. 1, 2019
		$	$
Distributable Construction Work In Progress		$	$
Total Distributable Property		$	$

LOCALIZED PROPERTY

A. Land:

Acres	Location	Year Acquired	Purchased From	Deed Book	Page No.	Gross Investment Dec. 31, 2018	Cash Value Jan. 1, 2019
						$	$
					Total	$	$

B. Structures:

Kind & Type of Structure	Location	Year Constructed/Acquired	Gross Investment Dec. 31, 2018	Cash Value Jan. 1, 2019
			$	$
		Total	$	$

C. Pumping, Metering, & Storage:

	Gross Investment-Dec 31, 2018	Cash Value-Jan. 1, 2019
Pumping Stations	$	$
Metering Stations		
Storage Tanks		
Miscellaneous Equipment		
Total	$	$

D. Furniture, Fixtures, Equipment, Automobiles, Materials & Supplies, and Other General Equipment

$ _____ $ _____

E. Localized Construction Work in Progress (Gross Cost) - **Please attach a separate sheet identifying and describing the assets reported under this section**

Personal @ 15%	$	$
Real @ 100%	$	$
Total Localized Property	$	$
Total Property: County-City-SSD	$	$

PURCHASES AND SALES OF TENNESSEE PROPERTY

List all purchases and sales of Tennessee real property (including Telecommunications Towers) that occurred during the year 2018. Give all applicable information for each transaction separately. (You may copy pages as needed) Please **attach a copy of the warranty deed or sales contract.**

PURCHASES

Date of Purchase: _____

County/City: _____

Assessor's Tax Map & Parcel Number: _____

Purchase Price: _____

Physical Address: _____
Number & Street

_____ _____ _____
City State Zip

Description of Property: _____

Grantor (seller): _____

Type of Improvement: _____

SALES

Date of Sale: _____

County/City: _____

Assessor's Tax Map & Parcel Number: _____

Sale Price: _____

Physical Address: _____
Number & Street

_____ _____ _____
City State Zip

Description of Property: _____

Grantee (buyer): _____

Type of Improvement: _____

INDUSTRIAL DEVELOPMEMT BOARD

Please report on this form any Industrial Development Board (IDB) or similar tax abatements information for personal and real property leased by your company. Please include scanned or paper copies of any similar agreements with city or counties for the referenced properties.

Owner Name	Lessee Name	Property Address	County Name	City Name	Estimated Value	Lease Date	Lease Terms

REAL PROPERTY UNDER CONSTRUCTION

Tennessee Code Annotated 67-5-503 provides that, "If after January 1 and before September 1 of any year, an improvement or new building is completed and ready for use or occupancy…the assessor of property shall make or correct the assessment of such property, on the basis of the value of the improvement at the time of its completion…"

List all real properties under construction or properties that **will be** completed by September 1, 2019.

County and City	Property Owner and Map Reference	Description of Improvement	Construction Cost
			$

OUT OF BUSINESS

IF COMPANY HAS GONE OUT OF BUSINESS
THIS FORM MUST BE PROPERLY FILLED OUT, SIGNED, NOTARIZED AND RETURNED TO:
COMPTROLLER OF THE TREASURY
OFFICE OF STATE ASSESSED PROPERTIES
CORDELL HULL BUILDING
425 FIFTH AVENUE NORTH
NASHVILLE, TN 37243-3400

I, _____, on this _____ day of _____, 20___declare that, to the best of my knowledge and belief, the information herein is true, correct, and complete.

- **Company Name** _____
- **Date operation ceased business** _____
- **Date of insurance cancellation** _____
  (Attach copy of insurance cancellation)
- **Date of cancellation (US DOT Number)** _____
- **Date of cancellation (FMCSA)** _____
  (You can log onto their website using their Pin# and cancel online or call (615)781-5781)
- **Date of cancellation (MC Number)** _____
  (If FMSCA is not notified by the insurance company when the insurance is terminated, the company will still appear as active in SAFER. Please ensure Motor Carrier Authority cancellation, *or your company **will still** be assessed by the Office of State Assessed Properties)*
- **How and when were assets disposed** _____
  (If sold, name and address of buyer) _____
  _____
  _____

NOTARY ACKNOWLEDGEMENT

STATE OF _____
COUNTY OF _____

_____
COMPANY OFFICIAL SIGNATURE

_____
DATE

Sworn to and subscribed before me on this _____day of _____, 20____

_____
NOTARY

NOTARY SEAL

_____
COMMISSION EXPIRES

DATE: _____

I, _____, being the OWNER, PRESIDENT, SECRETARY, AND/OR PARTNER OF _____, do hereby swear and affirm that the foregoing Ad Valorem Tax Report for the year two thousand nineteen has been prepared from <u>only</u> the original books, papers, and records of said respondent under my direction in accordance with Tennessee Code Annotated, §67-5-1316, and is true and correct to the best of my knowledge and belief.

_____
NAME

_____
OFFICIAL CAPACITY