

**Annual Report and Personal Property Return as of January 1<sup>st</sup> Due by April 15<sup>th</sup>**

STATE OF MARYLAND, DEPARTMENT OF ASSESSMENTS AND TAXATION, PERSONAL PROPERTY DIVISION  
 P.O. Box 17052, Baltimore, Maryland 21297-1052 • www.dat.maryland.gov • (410) 767-1170 • (888) 246-5941 within Maryland •  
 sdatt.persprop@Maryland.gov

**2017**

**Form 1**  
**Page 1 of 3**

Date Received  
 by Department

CHECK ONE

Type of Business	Dept. ID Prefix	Filing Fee	Type of Business	Dept. ID Prefix	Filing Fee
<input type="checkbox"/> Domestic Stock Corporation	(D)	\$300	<input type="checkbox"/> Domestic Limited Liability Company	(W)	\$300
<input type="checkbox"/> Foreign Stock Corporation	(F)	\$300	<input type="checkbox"/> Foreign Limited Liability Company	(Z)	\$300
<input checked="" type="checkbox"/> Domestic Non-Stock Corporation	(D)	- 0 -	<input type="checkbox"/> Domestic Limited Partnership	(M)	\$300
<input type="checkbox"/> Foreign Non-Stock Corporation	(F)	- 0 -	<input type="checkbox"/> Foreign Limited Partnership	(P)	\$300
<input type="checkbox"/> Foreign Insurance Corporation	(F)	\$300	<input type="checkbox"/> Domestic Limited Liability Partnership	(A)	\$300
<input type="checkbox"/> Foreign Interstate Corporation	(F)	- 0 -	<input type="checkbox"/> Foreign Limited Liability Partnership	(E)	\$300
<input type="checkbox"/> SDAT Certified Family Farm	(A,D,M,W)	\$100	<input type="checkbox"/> Domestic Statutory Trust	(B)	\$300
<input type="checkbox"/> Real Estate Investment Trust	(D)	\$300	<input type="checkbox"/> Foreign Statutory Trust	(S)	\$300

Name of Business INTERNATIONAL COSTUMERS GUILD, INC.

JEANINE SWICK TREASURER

Mailing Address

113 TOWNSEND HARBOR RD

LUNENBURG, MA 01462-1818

Note: Please include an e-mail address in order to receive important reminders from the Maryland Department of Assessments and Taxation.

E-mail Address

Check here if this is a change of mailing address

MD DEPARTMENT ID NUMBER ID PREFIX <b>D</b> <b>02910271</b>		FEDERAL EMPLOYER IDENTIFICATION NUMBER - <b>521656188</b>	
DATE OF INCORPORATION OR FORMATION 11/28/1989	STATE OF INCORPORATION OR FORMATION MD	FEDERAL PRINCIPAL BUSINESS CODE _____	
TRADING AS NAME _____			

**SECTION I**

- A. Is any business conducted in Maryland? No Date began: \_\_\_\_\_  
 (Yes or No)
- B. Nature of business conducted in Maryland: \_\_\_\_\_
- C. Does the business own, lease or use personal property located in Maryland? No If No, skip SECTION II.  
 (Yes or No)

**ONLY CORPORATIONS COMPLETE ITEM D**

D. Names and addresses of officers and names of directors (type or print):

Names		ADDRESSES	
President	PHIL GUST	86 INYO PL, REDWOOD CITY, CA 94061	
Vice President	RAE BRADBURY-ENSLIN	P.O. BOX 548, BARRINGTON, NH 03825	
Secretary	KATHE GUST	86 INYO PL, REDWOOD CITY, CA 94061	
Treasurer	JEANINE SWICK	113 TOWNSEND HARBOR RD, LUNENBURG, MA 01462	

Names		Names	
HENRY OSIER		JUDY MITCHELL	
ELAINE SIMS		BYRON CONNELL	
BRUCE MAI		TASHA CADY	
PIERRE PETTINGER			

INCLUDE MD DEPARTMENT ID NUMBER ON CHECK PLEASE STAPLE CHECK HERE

ID PREFIX **D** **02910271**  
 Type or Print MD Department ID Number Here

**BUSINESS TANGIBLE PERSONAL PROPERTY LOCATED IN MARYLAND**

EACH QUESTION MUST BE ANSWERED—SEE INSTRUCTIONS

**2017**

Form 1  
continued  
Page 2 of 3

**SECTION II**

ROUND CENTS TO THE NEAREST WHOLE DOLLAR

**A. IMPORTANT:** Show the exact physical location(s) of all personal property owned and used in the State of Maryland, including county, town, and street address (PO Boxes are not acceptable). This assures proper distribution of assessments. If property is located in two or more jurisdictions, provide a breakdown for each location by completing additional copies of Section II (Pages 2 and 3 of Form 1). For 5 or more locations, please include the information per location in an electronic format (see Form 1 Instructions).

(County)

(Address, Number and Street) (Zip Code)

**Check here if this location has changed from the prior year return.**

(Incorporated Town)

Is the property located inside the limits of an incorporated town? (Yes or No)

① **Furniture, fixtures, tools, machinery and equipment not used for manufacturing or research and development.** State the original cost of the property by year of acquisition and category of property as described in the Depreciation Rate Chart on page 4. Include all fully depreciated property and property expensed under IRS rules.

Columns B through G require an explanation of the type of property being reported. Use the lines provided below. If additional space is needed, provide a supplemental schedule. Failure to explain the type of property will result in the property being treated as Category A property (see instructions for example).

Year Acquired	ORIGINAL COST BY YEAR OF ACQUISITION							TOTAL COST
	A	B	SPECIAL DEPRECIATION RATES (SEE PAGE 4)			F	G	
			C	D	E			
2016								
2015								
2014								
2013								
2012								
2011								
2010								
2009 & prior								
TOTAL COST COLUMNS A-G →								<b>0</b>

DESCRIBE B through G PROPERTY HERE:

② **Commercial Inventory.** Furnish an average of 12 monthly inventory values taken in Maryland in prior year at cost or market value of merchandise and stock in trade. Include products manufactured by the business and held for retail sale and inventory held on consignment. (Do not include raw materials or supplies used in manufacturing.) Note: LIFO prohibited in computing inventory value.

Average Commercial Inventory \$ \_\_\_\_\_

Furnish from the latest Maryland Income Tax return:  
 Opening Inventory - Date \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 Closing Inventory - Date \_\_\_\_\_ Amount \$ \_\_\_\_\_

**Note: Businesses that need a Trader's License must report commercial inventory here.**

③ **Supplies.** Furnish the average cost of consumable items not held for sale (e.g., contractor's supplies, office supplies, etc.)

Average Cost \$ \_\_\_\_\_

④ **Manufacturing/Research and Development (R&D) Inventory.** Furnish an average of 12 monthly inventory values taken in Maryland during prior year at cost or market value of raw materials, supplies, goods in process and finished products used in and resulting from manufacturing/R&D by the business. (Do not include manufactured products held for retail sale.)

Average Manufacturing/R&D Inventory \$ \_\_\_\_\_

Furnish from the latest Maryland Income Tax return:  
 Opening Inventory - Date \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 Closing Inventory - Date \_\_\_\_\_ Amount \$ \_\_\_\_\_

5 Tools, machinery and equipment used for manufacturing or research and development: State the original cost of the property by year of acquisition. Include all fully depreciated property and property expensed under IRS rules. If this business is engaged in manufacturing / R&D, and is claiming such an exemption for the first time, a manufacturing / R&D exemption application must be submitted within 6 months after the date of the first assessment notice for the taxable year that includes the manufacturing / R&D property. Visit www.dat.maryland.gov for an application.

If the property is located in a taxable jurisdiction, a detailed schedule by depreciation category should be included to take advantage of higher depreciation allowances.

Table with 4 columns: Year Acquired, Original Cost, Year Acquired, Original Cost. Rows for years 2016, 2015, 2014, 2013.

TOTAL COST \$ 0

6 Vehicles with Interchangeable Registration (dealer, recycler, finance company, special mobile equipment, and transporter plates) and unregistered vehicles should be reported here. See specific instructions.

Table with 4 columns: Year Acquired, Original Cost, Year Acquired, Original Cost. Rows for years 2016, 2015.

TOTAL COST \$ 0

7 Non-farming livestock \$ (Book Value) \$ (Market Value)

8 Other personal property TOTAL COST \$ 0
File separate schedule giving a description of property, original cost and the date of acquisition.

9 Property owned by others and used or held by the business as lessee or otherwise. . . TOTAL COST \$ 0
File separate schedule showing names and addresses of owners, lease number, description of property, installation date and separate cost in each case.

10 Property owned by the business but used or held by others as lessee or otherwise. . . TOTAL COST \$
File separate schedule showing names and addresses of lessees, lease number, description of property, installation date and original cost by year of acquisition for each location. Schedule should group leases by county where the property is located. Manufacturer lessors should submit the retail selling price of the property not the manufacturing cost.

SECTION III This Section must be completed.

A. Total Gross Sales, or amount of business transacted during prior year in Maryland: \$ 0
If the business has sales in Maryland and does not report any personal property, explain how the business is conducted without personal property. If the business is using the personal property of another business, provide the name and address of that business.

B. If the business operates on a fiscal year, state beginning and ending dates: 01/01/2015 12/31/2015

C. If this is the business' first Maryland personal property return, state whether or not it succeeds an established business and give name: No

D. Does the business own any fully depreciated and/or expensed personal property located in Maryland? yes x no
If yes, is that property reported on this return? yes no

E. Does the submitted balance sheet or depreciation schedule reflect personal property located outside of Maryland? yes x no
If yes, reconcile it with this return.

F. Has the business disposed of assets or transferred assets in or out of Maryland during the prior year? yes x no
If yes, complete Form 4C (Disposal and Transfer Reconciliation).

PLEASE READ IMPORTANT REMINDERS ON PAGE 4 BEFORE SIGNING

I declare under the penalties of perjury, pursuant to Tax-Property Article 1-201 of the Annotated Code of Maryland, that this return, including any accompanying schedules and statements, has been examined by me and to the best of my knowledge and belief is a true, correct and complete return.

NAME OF FIRM, OTHER THAN TAXPAYER, PREPARING THIS RETURN

PRINT OR TYPE NAME OF CORPORATE OFFICER OR PRINCIPAL OF OTHER ENTITY TITLE

X SIGNATURE OF PREPARER DATE

X SIGNATURE OF CORPORATE OFFICER OR PRINCIPAL DATE

PREPARER'S PHONE NUMBER E-MAIL ADDRESS

BUSINESS PHONE NUMBER E-MAIL ADDRESS

**2017**

Form 4A

STATE OF MARYLAND  
DEPARTMENT OF ASSESSMENTS AND TAXATION  
PERSONAL PROPERTY DIVISION  
www.dat.maryland.gov  
SDAT.PersProp@Maryland.gov  
(410) 767-1170 · (888)246-5941 within Maryland  
MRS 1-800-735-2258 TT/VOICE

# Balance Sheet

Name of Business International Costumers Guild, IncMaryland Department  
ID Number**D** 0 2 9 1 0 2 7 1

	Beginning of Period			End of Period		
	01	01	2016	12	31	2016
	month	day	year	month	day	year
	WITHIN MARYLAND	TOTAL*		WITHIN MARYLAND	TOTAL*	
<b>ASSETS</b>						
<b>CURRENT ASSETS</b>						
1. Cash	0	0	0	0	0	0
2. Marketable Securities	0	0	0	0	0	0
3. Accounts Receivable	0	0	0	0	0	0
4. Inventory	0	0	0	0	0	0
5. Other Current Assets	0	0	0	0	0	0
<b>PROPERTY, PLANT AND EQUIPMENT</b>						
6. Land	0	0	0	0	0	0
7. Buildings	0	0	0	0	0	0
8. Leasehold Improvements	0	0	0	0	0	0
9. Equipment	0	0	0	0	0	0
10. SUBTOTAL Property, Plant and Equipment	0	0	0	0	0	0
11. Accumulated Depreciation (Negative Number)	0	0	0	0	0	0
12. Net Property, Plant and Equipment	0	0	0	0	0	0
<b>INTANGIBLE AND OTHER ASSETS</b>						
13. Intangible	0	0	0	0	0	0
14. Other (provide schedule)	0	0	0	0	0	0
15. TOTAL ASSETS	0	0	0	0	0	0
<b>LIABILITIES AND EQUITY</b>						
<b>CURRENT LIABILITIES</b>						
16. Accounts Payable	0	0	0	0	0	0
17. Other Current Liabilities	0	0	0	0	0	0
<b>LONG TERM LIABILITIES AND EQUITY</b>						
18. Mortgage, Notes, Bonds Payable	0	0	0	0	0	0
19. Other Long Term Liabilities	0	0	0	0	0	0
20. Capital Stock	0	0	0	0	0	0
21. Paid in or Capital Surplus	0	0	0	0	0	0
22. Retained Earnings	0	0	0	0	0	0
23. Other	0	0	0	0	0	0
24. TOTAL LIABILITIES AND EQUITY	0	0	0	0	0	0

\*Omit TOTAL columns when all assets are located in Maryland.

This form was printed from the DAT website.

# Depreciation Schedule

PROPERTY IN MARYLAND AS OF 12/31/2016

2017

Form 4B & 4C

	TOTAL COST	DEPRECIATION THIS YEAR	ACCUMULATED DEPRECIATION	BOOK VALUE
1. Land	0			0
2. Building	0	0	0	0
3. Leasehold Improvements	0	0	0	0
4. Transportation Equipment (Registered) <sup>A</sup>	0	0	0	0
5. Transportation Equipment (Not Registered and Interchangeable Registrations)	0	0	0	0
6. Furniture & Fixtures	0	0	0	0
7. Machinery & Equipment	0	0	0	0
8. Other (Specify)	0	0	0	0
9. Totals: <sup>B</sup>	0	0	0	0

10. Expensed Property <small>(Not Reported on Depreciation Schedule)<sup>C</sup></small> 11. Exempt Personal Property <sup>D</sup> <small>(Included in line 9 above and not reported on the return.)</small>	0			
EXEMPTION CLAIMED				
Type of Organization <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Educational <input type="checkbox"/> Veterans <input type="checkbox"/> Other <small>SPECIFY</small>	<input type="checkbox"/> Vehicles (Registered) <input type="checkbox"/> Aircraft <input type="checkbox"/> Rental Heavy Equipment <sup>E</sup>	Type of Property <input type="checkbox"/> Boats (under 100 ft.) <input type="checkbox"/> Farming Implementations (Farmers Only) <input type="checkbox"/> Other <small>SPECIFY</small>		

- A. Vehicles with Interchangeable Registrations (dealer, recycler, finance company, special mobile equipment, and transporter plates) are to be reported on line 5.
- B. Total line must equal Line 10 on the Balance Sheet Form 4A.
- C. Include all expensed property located in Maryland not reported on the Depreciation Schedule Form 4B.
- D. If exempt property is owned check the appropriate boxes under line 11. Exempt organizations need to provide written justification for the claimed exemption with the return. Organizations required to file IRS Form 990 should also submit a copy of the latest available filing.
- E. For Rental Heavy Equipment Only – An entity must meet all of the following provisions: 1) largest segment of its total receipts is from the short-term lease or rental of heavy equipment at retail without operators; 2) it must be defined under Code 532412 of the North American Industry Classification System; 3) the property must meet the definition of heavy equipment property in § 9-609(D)(5) of the Political Subdivisions Article and 4) the lease or rental of the heavy equipment property is for a period of 365 days or less.

## DISPOSAL AND TRANSFER RECONCILIATION

	BALANCE January 1, 2016	ACQUISITIONS during 2016	TRANSFERS IN during 2016	*TRANSFERS OUT & DISPOSALS during 2016	BALANCE January 1, 2017
1. Furniture, Fixtures, Tools Machinery and Equipment	0	0	0	0	0
2. Motor Vehicles	0	0	0	0	0
3. Manufacturing/R&D Equip.	0	0	0	0	0
4. Leased Property	0	0	0	0	0
5. Totals	0	0	0	0	0

This section must be completed by those businesses which transferred or disposed of personal property located in Maryland during the prior year. Property "Transferred In" from locations outside Maryland, property acquired and property "Disposed Of" or "Transferred Out" during the prior year must be reported above and reconciled with the totals from last year's return.

\* If transfers out and disposals made during the prior year are more than \$200,000 or greater than 50% of the total property reported as of January 1<sup>st</sup> of the prior year, complete the information below.

TRANSFERS	Date of transfer:	Location where transferred?
		City: _____ State: _____
DISPOSALS	Date of disposal:	Manner of disposal? (sale, junked, donation, etc.)
		Name of buyer? (For Sales Only)