

E-File Detailed Instructions

Go to <http://gentry.missouriassessors.com>

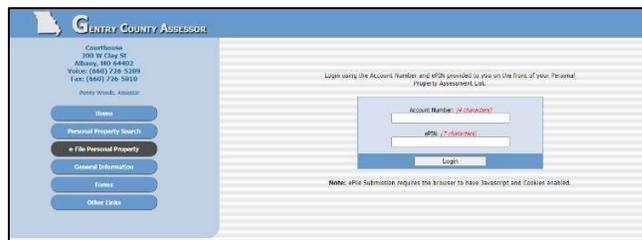
The page below will open when you type in web address above.



Click on “e-File Personal Property” button and the screen below will open.



Please Read and Agree to the above Disclaimer.



At this point, you will need your account number and E-Pin number to continue. Those numbers can be found on your Assessment Sheet in the upper right corner.

ASSESSMENT LIST - GENTRY COUNTY - 2021

Website: gentry.missouriassessors.com
Account #: 0000
E-PIN: 1X1P6X3

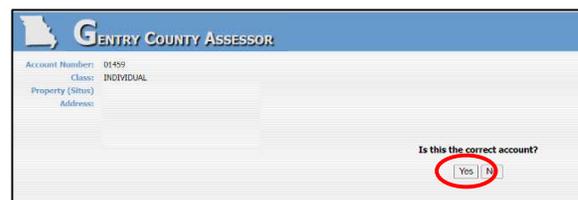
AVOID PENALTY - RETURN BEFORE MARCH 1, 2021
TO: GENTRY COUNTY ASSESSOR, 200 W. CLAY, ALBANY, MO. 64402
If you have questions, call 660-726-5289
IF NAME AND ADDRESS ARE NOT CORRECT, PLEASE MAKE CHANGES BELOW.

IMPORTANT
Do you live within the city limits? Yes ___ No ___
Have you moved out of the county? Yes ___ No ___
Date moved: _____
Remove name from tax roll _____
Nothing to assess _____
ADDRESS CHANGE? YES ___ NO ___

IMPORTANT: Listed below are the items which appeared on your last assessment list. DRAW A LINE THROUGH ANY ITEMS YOU DID NOT OWN ON JANUARY 1, 2021, AND LIST ANY NEW ITEMS NOT SHOWN IN THIS SECTION IN THE APPROPRIATE AREAS BELOW. If the description of an item is incorrect, draw a line through the item and re-list in the appropriate area below or on back of form. If, after viewing the list below, there are no changes – mark no changes. When form is complete, sign and date the back of form & return to the Assessor's Office.

CHECK LIST BELOW CAREFULLY To assist in arriving at a fair & equal assessment

After you have logged into your account, you will be asked to confirm that it is your account. Select YES



Here, you are asked if any changes are needed, this is for everything including address changes to adding and removing items.

This screenshot shows the top portion of the 'Add' dialog box. The 'New Type' dropdown menu is currently set to '* Choose A Type *'. The background shows a list of vehicle items with columns for Description and Motorcycle / ATV.

This screenshot shows the 'Add' dialog box with the 'New Type' dropdown menu open. The menu lists the following options: '* Choose A Type *', '* Choose A Type *', Auto/Pickups/SUV, Boat, Business Equip, Bus-School, Camper, Dock, Farm Machinery, Grains, Heavy Equipment, Livestock, Manufactured Home, Motor, Motorcycle / ATV, Recreational Vehicle, Trailers, Trucks (not Pickups), and '* Other *'. The background shows a list of vehicle items with columns for Description and Motorcycle / ATV.

Select Save

This screenshot shows the 'Add' dialog box with the 'New Type' dropdown menu set to 'Auto/Pickups/SUV'. The form contains the following fields:

- Acquire Date: 12/15/2020
- VIN: * ASFASDFAFKALGKL23324
- Year: * 2020
- Make: * FORD
- Model: * EXP
- Body: EXP
- Do you lease this car? * No
- Lease Holder name/address: [Empty text field]

 A red asterisk indicates required fields. At the bottom, the 'Save' button is circled in red, and the 'Cancel' button is also visible. A note at the bottom states: 'Pressing tab or clicking in the next box after typing the VIN should cause vehicle information to autopopulate, when applicable.'

