



478 Wheelers Farms Rd • Milford, CT 06461

## Frequently Asked Questions (FAQs)

### Returned Equipment Shipping and Handling Charge – FAQs

**Q: Why am I Being Charged for Shipping and Handling?**

**A:** Per the terms and conditions of your lease, you are responsible for returning leased equipment to Quadient upon termination of your lease contract. This includes the associated costs of returning the equipment back to our distribution center in Memphis, TN. Upon receiving your Equipment Return Authorization (ERA) from the Quadient asset return group, they can provide FedEx shipping labels (self returnable equipment) or schedule a freight carrier pickup service for equipment configurations at your request. The associated costs of providing this service are included on this invoice as “Returned Equipment Shipping Label and Handling Charge”.

**Q: What if I returned Leased Equipment using my own Carrier Services?**

**A:** If you did not receive FedEx shipping labels or freight pick up services from Quadient Leasing or Quadient for your returned equipment, please call 1.800.636.7678 or email us at the [contact us link at www.myquadient.com](mailto:contact us link at www.myquadient.com)

### Property Tax Recovery Charge – FAQs

**Note: This charge applies if you live within a state with business personal property tax.**

**Q: How often will I be invoiced for the property tax recovery charge?**

**A:** You will receive a bill for these charges after Quadient Leasing pays the property tax on your leased equipment to the local taxing jurisdiction. You can expect to see this charge on an annual basis throughout the life of your lease or more frequently depending on how often the local tax authorities assess the property tax. Quadient Leasing will not bill you until the tax has been paid to the tax authority.

**Q: What is the property tax recovery charge and why am I subject to this charge?**

**A:** Quadient Leasing, the owner of the equipment you lease, must file annual personal property tax declarations to local tax assessors. Those declarations report all business personal property on which Quadient Leasing holds title. As the title holder, Quadient Leasing is liable for personal property taxes imposed by the local tax assessors/collectors. The lease agreement you executed provides for the reimbursement of the tax and related expenses associated with the equipment you lease. Quadient Leasing pays the property tax to the collectors and recovers the tax and related expenses from equipment users (lessees) via the property tax recovery charge. Quadient Leasing process includes tracking the tax bills received from the taxing authorities, ensuring the tax bills accurately reflect the value of the equipment leased and allocating and recording the tax properly for each asset. Our process also includes ongoing discussions with tax assessors/collectors, which ensures the most accurate results.

**Q: I only had the equipment for a portion of the tax year. Will my bill be prorated?**

**A:** Because there is a due-date for filing our returns, everything that is active as of the lien date required by the state is reported, assessed and charged property taxes. There is no way for the jurisdiction or Quadient Leasing to know who terminates throughout the year. **Equipment that is terminated during the year and after the reportable lien date will not be reported as inactive until the following reporting year.** As a result, the jurisdiction calculates the property tax based on its tax rate and depreciation schedules.

**Q: I no longer have an active lease or equipment. Why am I receiving this invoice?**

**A:** Because you had the equipment in your possession for a period of the tax year and by the reportable lien date for your state. As a result, Quadient Leasing reported and then paid property taxes on the equipment and is now recovering its expenses. You are liable for all property tax charges and associated fees per your original lease contract.

**Q: Is a tax-exempt organization subject to a property tax recovery fee?**

**A:** While government entities, political subdivisions or charitable organizations (501(c)(3)) typically enjoy an exemption from property taxes, their exempt status does not extend to Quadient Leasing, the owner of the equipment they lease. Therefore, the taxing jurisdiction imposes the tax on Quadient Leasing as the owner of the property. We pay the initial tax and are now recovering our expenses.

**Q: Can I obtain a copy of the tax bill Quadient Leasing paid?**

**A:** We can provide a breakdown of your charge. Quadient Leasing reports and pays property taxes on a consolidated basis for all leased equipment held within a taxing jurisdiction. As a result, the tax bill Quadient Leasing receives from your taxing jurisdiction reflects the sum taxable value and tax due for all lessees and assets located there. **In other words, Quadient Leasing receives one tax bill for all its assets in your taxing jurisdiction. You pay only the tax attributable to your leased equipment.**

**Q: Why is sales tax charged on this fee?**

**A:** Contrary to how this transaction appears, it is not a form of double taxation. Quadient Leasing is invoicing you to recover its expenses; Quadient Leasing has already paid the actual property taxes. Therefore, you are not being invoiced for property tax. This only applies to equipment of users in states that impose a sales tax. Sales tax laws deem this an additional taxable lease amount.

**Q: Who Do I contact for additional tax information?**

**A:** e-mail [us.tax@quadient.com](mailto:us.tax@quadient.com) and include "Property Tax Recovery Charge" with your lease or invoice number in the subject line.