

### This booklet contains:

- ◆ Tax Credit Forms
- ◆ Fiduciary Tax Forms
- ◆ Withholding Tax Forms



#### CAUTION

The federal amounts that you use on your Arizona return may not be the same as the federal amounts from your federal tax return.

Each year the Arizona State Legislature considers if they will adopt changes made to the federal tax law during the prior year. These forms assume the Legislature will adopt all federal law changes made after January 1, 2011.

If you use the amounts from your 2011 federal tax return to complete your Arizona return and the Legislature does not adopt the 2011 federal changes, you may have to amend your return at a later date for any difference between Arizona and federal law. For more details, visit [www.azdor.gov](http://www.azdor.gov) and click on the link for 2011 conformity.

# QUICK AND EASY ACCESS TO TAX HELP AND FORMS

## PERSONAL COMPUTER



You may use a personal computer and modem to get the forms and information you need.

Here is a sample of what you will find when you visit our web site at **www.azdor.gov**:

- Forms and Instructions
- Brochures
- Tax Rulings and Procedures
- Other General Tax Information

## PHONE

Information by phone...



### Individual and Corporate Income Tax:

Phoenix..... (602) 255-3381  
Toll-free from  
area codes 520 and 928..... (800) 352-4090

### Withholding Tax:

Phoenix..... (602) 255-2060  
Toll-free from  
area codes 520 and 928..... (800) 843-7196

### Hearing Impaired TDD User:

Phoenix ..... (602) 542-4021  
Toll-free  
from area codes 520 and 928.... (800) 397-0256

## WALK-IN SERVICE

You may get forms and information at any of our offices.



We have offices at the following locations:

### Phoenix

1600 West Monroe

### Gilbert

275 East Germann Road  
Building 2, Suite 180

### Tucson

400 West Congress

## Did You Know?

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- Calculates Tax
- Does the Math
- Selects Forms and Schedules
- Makes Complex Returns Simple
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- E-Files the IRS and AZ Returns at the same time
- Gives Proof of E-Filing



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For details & eligibility

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For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to the corporation's return.**

Name as shown on Form 120, 120A, 120S, or 120X	Employer identification number
------------------------------------------------	--------------------------------

**Part I Nonrefundable Tax Credits**

*Enter total available nonrefundable tax credits.*

1 Defense Contracting Credits from Form 302.....	1	00
2 Enterprise Zone Credit from Form 304.....	2	00
3 Environmental Technology Facility Credit from Form 305.....	3	00
4 Military Reuse Zone Credit from Form 306.....	4	00
5 Credit for Increased Research Activities from Form 308.....	5	00
6 Pollution Control Credit from Form 315.....	6	00
7 Credit for Taxes Paid for Coal Consumed in Generating Electrical Power from Form 318..	7	00
8 Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets from Form 319.....	8	00
9 Credit for Employment of TANF Recipients from Form 320.....	9	00
10 Agricultural Pollution Control Equipment Credit from Form 325.....	10	00
11 Credit for Donation of School Site from Form 331.....	11	00
12 Credit for Healthy Forest Enterprises from Form 332.....	12	00
13 Credit for Employing National Guard Members from Form 333.....	13	00
14 Motion Picture Credits from Form 334.....	14	00
15 Credit for Corporate Contributions to School Tuition Organizations from Form 335.....	15	00
16 Credit for Solar Energy Devices - Commercial and Industrial Applications from Form 336..	16	00
17 Credit for Water Conservation System Plumbing Stub Outs from Form 337.....	17	00
18 Credit for Corporate Contributions to School Tuition Organizations for Displaced Students or Students With Disabilities from Form 341.....	18	00
19 Renewable Energy Production Tax Credit from Form 343.....	19	00
20 Solar Liquid Fuel Credit from Form 344.....	20	00
21 Credit for New Employment from Form 345.....	21	00
<b>22 Total available nonrefundable tax credits. Add lines 1 through 21.....</b>	<b>22</b>	<b>00</b>

**Part II Application of Nonrefundable Tax Credits**

23	Tax from Form 120, line 16; or Form 120A, line 8; or Form 120S, line 12; or Form 120X, line 16(c).....	23		00
24	Tax from recapture of environmental technology facility credit from Form 305, Part V, line 23...	24		00
25	Tax from recapture of credit for healthy forest enterprises from Form 332, Part IX, line 35 ....	25		00
26	Recapture total - <i>add lines 24 and 25. Enter total here and on Form 120, line 17; or Form 120A, line 9; or Form 120S, line 13; or Form 120X, line 17(c)</i> .....	26		00
27	Subtotal - <i>add lines 23 and 26</i> .....	27		00
28	Clean Elections Fund tax reduction - <i>from Form 120, line 19; or Form 120A, line 11; or Form 120S, line 15; or Form 120X, line 19(c)</i> .....	28		00
29	Subtotal of tax - <i>subtract line 28 from line 27. Enter the difference</i> .....	29		00

**Nonrefundable Tax Credits Claimed**

30	Defense Contracting Credits.....	30		00
31	Enterprise Zone Credit.....	31		00
32	Environmental Technology Facility Credit - cannot exceed 75% of line 29 - <i>see instructions</i> .....	32		00
33	Military Reuse Zone Credit.....	33		00
34	Credit for Increased Research Activities - <i>see the instructions for Form 308 for computing limitation</i> .....	34		00
35	Pollution Control Credit.....	35		00
36	Credit for Taxes Paid for Coal Consumed in Generating Electrical Power.....	36		00
37	Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets....	37		00
38	Credit for Employment of TANF Recipients.....	38		00
39	Agricultural Pollution Control Equipment Credit.....	39		00
40	Credit for Donation of School Site.....	40		00
41	Credit for Healthy Forest Enterprises.....	41		00
42	Credit for Employing National Guard Members.....	42		00
43	Motion Picture Credits.....	43		00
44	Credit for Corporate Contributions to School Tuition Organizations.....	44		00
45	Credit for Solar Energy Devices - Commercial and Industrial Applications.....	45		00
46	Credit for Water Conservation System Plumbing Stub Outs.....	46		00
47	Credit for Corporate Contributions to School Tuition Organizations for Displaced Students or Students With Disabilities.....	47		00
48	Renewable Energy Production Tax Credit.....	48		00
49	Solar Liquid Fuel Credit.....	49		00
50	Credit for New Employment.....	50		00
51	<b>Total nonrefundable tax credits claimed.</b> <i>Add lines 30 through 50. Total cannot be more than line 29. Enter total here and on Form 120, line 20; or Form 120A, line 12; or Form 120S, line 16; or Form 120X, line 20(c)</i> .....	51		00

**2011 Nonrefundable Corporate Tax Credits and Recapture**

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**General Instructions**

Form 300 may only be used by corporate taxpayers. Individual taxpayers must use Form 301 to claim tax credits.

Corporate taxpayers use this form to summarize their total available nonrefundable tax credits, to determine the application of the available nonrefundable tax credits, and to calculate their tax liability related to recapture of tax credits.

**Specific Instructions**

Enter the taxpayer name and employer identification number as shown on Form 120, 120A, 120S, or 120X. Indicate the period covered by the taxable year.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation or an S corporation is the employer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

**Part I - Nonrefundable Tax Credits**

Complete Part I to determine the total amount of available nonrefundable tax credits. The available tax credit amount for a particular credit is the total of the current taxable year's credit and any unused credit carryovers from prior taxable years. On lines 1 through 21, enter the available tax credit amount for each of the credits listed.

**Line 1 - Defense Contracting Credits**

Enter the amount from Form 302, line 1, column (c).

**Line 2 - Enterprise Zone Credit**

Enter the amount from Form 304, Part X, line 36.

**Line 3 - Environmental Technology Facility Credit**

Enter the amount from Form 305, Part VII, line 42.

**Line 4 - Military Reuse Zone Credit**

Enter the amount from Form 306, Part IX, line 44.

**Line 5 - Credit for Increased Research Activities**

Enter the amount from Form 308, Part V, line 35e; or from Form 308, Part X, line 62.

**Line 6 - Pollution Control Credit**

Enter the amount from Form 315, Part V, line 32.

**Line 7 - Credit for Taxes Paid for Coal Consumed in Generating Electrical Power**

Enter the amount from Form 318, Part IV, line 14.

**Line 8 - Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets**

Enter the amount from Form 319, Part VII, line 32.

**Line 9 - Credit for Employment of TANF Recipients**

Enter the amount from Form 320, Part VIII, line 31.

**Line 10 - Agricultural Pollution Control Equipment Credit**

Enter the amount from Form 325, Part V, line 32.

**Line 11 - Credit for Donation of School Site**

Enter the amount from Form 331, Part V, line 25.

**Line 12 - Credit for Healthy Forest Enterprises**

Enter the amount from Form 332, Part XI, line 44.

**Line 13 - Credit for Employing National Guard Members**

Enter the amount from Form 333, Part VI, line 22.

**Line 14 - Motion Picture Credits**

Enter the amount from Form 334, Part V, line 20, column (f).

**Line 15 - Credit for Corporate Contributions to School Tuition Organizations**

Enter the amount from Form 335, Part IV, line 23.

**Line 16 - Credit for Solar Energy Devices - Commercial and Industrial Applications**

Enter the amount from Form 336, Part IX, line 46.

**Line 17 - Credit for Water Conservation System Plumbing Stub Outs**

Enter the amount from Form 337, Part IV, line 13.

**Line 18 - Credit for Corporate Contributions to School Tuition Organizations for Displaced Students or Students With Disabilities**

Enter the amount from Form 341, Part IV, line 23.

**Line 19 - Renewable Energy Production Tax Credit**

Enter the amount from Form 343, Part V, line 18.

**Line 20 - Solar Liquid Fuel Credit**

Enter the amount from Form 344, Part IV, line 22.

**Line 21 - Credit for New Employment**

Enter the amount from Form 345, Part VI, line 27.

**Line 22 - Total Available Nonrefundable Tax Credits**

Add lines 1 through 21. Enter the total. This is the total amount of all nonrefundable tax credits available for use by the taxpayer.

**Part II - Application of Nonrefundable Tax Credits**

Complete Part II to figure any recapture. Also complete Part II to determine which tax credits you will claim and the portion of the available tax credit amount from Part I that you will claim for a particular tax credit.

**Note for corporate partners:** Partnerships with corporate partners must notify those partners if a credit that the partnership passed through must be recaptured. The partnership should provide the amount of recapture to its partners. Each relevant credit form has a section devoted to this purpose. The corporate partners must then include any of these recapture amounts in the amount of recapture it computes on Form 300.

**Line 23 -**

Enter the amount of tax as follows:

If you filed Form:	See page:	Line number:
120	1	16
120A	1	8
120S	1	12
120X	1	16(c)

**Line 24 -**

Enter the amount of tax from recapture of the environmental technology facility credit on Form 305, Part V, line 23.

**Line 25 -**

Enter the amount of tax from recapture of the credit for healthy forest enterprises from Form 332, Part IX, line 35.

**Line 26 -**

Add lines 24 and 25. Enter the total here and on your income tax form, as follows:

If you filed Form:	See page:	Line number:
120	1	17
120A	1	9
120S	1	13
120X	1	17(c)

**Line 27 -**

Add lines 23 and 26. Enter the total. This is the amount of tax to which the Clean Elections Fund Tax Reduction may be applied.

**Line 28 -**

Enter the amount of the Clean Elections Fund Tax Reduction from Form 120, page 1, line 19; or Form 120A, page 1, line 11; or Form 120S, page 1, line 15; or Form 120X, page 1, line 19(c).

**Line 29 -**

Subtract line 28 from line 27. Enter the difference. This is the maximum amount to which the total amount of nonrefundable tax credits claimed by the taxpayer may be applied.

**Nonrefundable Tax Credits Claimed:** The total amount of nonrefundable tax credits claimed by the taxpayer cannot exceed the amount entered on line 29. In order for the taxpayer to determine which tax credit(s) to claim and the amount to claim for a particular tax credit, the taxpayer must consider any limitations on the allowable amount of a particular tax credit and whether the unused portion of a particular tax credit may be carried forward.

**Line 30 - Defense Contracting Credits**

Tax year 2011 is the last year the unused portion of tax credits may be carried forward. Any carryover not used in tax year 2011 will expire. Enter the amount claimed.

**Line 31 - Enterprise Zone Credit**

The unused portion of this tax credit may be carried forward for five succeeding taxable years, provided the business remains in the enterprise zone. If the business relocates outside of the enterprise zone, the carryover of the tax credit is lost. EFFECTIVE FOR TAXABLE YEARS BEGINNING FROM AND AFTER DECEMBER 31, 2000: If the enterprise zone is terminated, the business may carry forward the unused portion of this tax credit if the business remains at the location that formerly was in an enterprise zone. Enter the amount claimed.

**Line 32 - Environmental Technology Facility Credit**

The unused portion of this tax credit may be carried forward for fifteen succeeding taxable years. If the taxpayer is subject to the tax related to recapture of this tax credit for the facility, the carryover of the tax credit is reduced by the percentages listed in Form 305 instructions.

The portion of the available credit amount from Part I, line 3 that may be claimed by the taxpayer is limited to 75 percent of the amount of tax entered on line 29. Enter the amount claimed.

**Line 33 - Military Reuse Zone Credit**

The unused portion of this tax credit may be carried forward for five succeeding taxable years if the business remains in the military reuse zone. If the business relocates outside of the military reuse zone, the carryover of the tax credit is lost. Enter the amount claimed.

**Line 34 - Credit for Increased Research Activities**

The unused portion of this tax credit may be carried forward for fifteen succeeding taxable years. Effective for taxable years beginning from and after December 31, 2000: The unused portion of the conversion credit carryover may be carried forward for fifteen succeeding taxable years from the taxable year in which the excess qualified research expenses were incurred. Enter the total amount claimed.

**NOTE:** If you qualify for and are claiming a 75% refund of your excess credit for the current year, enter the nonrefundable portion of the credit here (from Form 308, Part V, line 35e). Enter the refundable portion of the credit (the amount from Form 308, Part V, line 39) on Form 120, line 25; or Form 120A, line 17; or Form 120S, line 21; or Form 120X, line 25. Carry forwards from previous years of the credit for increased research activities will carryover to the following year, provided the credit is within the fifteen year carry forward period.

**Line 35 - Pollution Control Credit**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 36 - Credit for Taxes Paid for Coal Consumed in Generating Electrical Power**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 37 - Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 38 - Credit for Employment of TANF Recipients**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 39 - Agricultural Pollution Control Equipment Credit**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 40 - Credit for Donation of School Site**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 41 - Credit for Healthy Forest Enterprises**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 42 - Credit for Employing National Guard Members**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 43 - Motion Picture Credits**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 44 - Credit for Corporate Contributions to School Tuition Organizations**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 45 - Credit for Solar Energy Devices - Commercial and Industrial Applications**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 46 - Credit for Water Conservation System Plumbing Stub Outs**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 47 - Credit for Corporate Contributions to School Tuition Organizations for Displaced Students or Students With Disabilities**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 48 - Renewable Energy Production Tax Credit**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 49 - Solar Liquid Fuel Credit**

The unused portion of this tax credit may *not* be carried forward. Enter the amount claimed.

**Line 50 - Credit for New Employment**

The unused portion of this tax credit may be carried forward for five succeeding taxable years. Enter the amount claimed.

**Line 51 - Total Nonrefundable Tax Credits Claimed**

Add lines 30 through 50. Enter the total. This amount cannot exceed the amount entered on line 29. Enter the amount from this line on your income tax form, as follows:

If you filed Form:	See page:	Line number:
120	1	20
120A	1	12
120S	1	16
120X	1	20(c)

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For the calendar year 2011, or  
fiscal year beginning [M,M,D,D,Y,Y,Y,Y] and ending [M,M,D,D,Y,Y,Y,Y].

**Attach to your return.**

Your Name as shown on Form 140, 140PY, 140NR or 140X	Your Social Security Number
Spouse's Name as shown on Form 140, 140PY, 140NR or 140X (if a joint return)	Spouse's Social Security Number

**Part I Nonrefundable Individual Tax Credits**

Enter total available tax credits.

1	Defense Contracting Credits.....from Form 302 ▶	1		00
2	Enterprise Zone Credit.....from Form 304 ▶	2		00
3	Environmental Technology Facility Credit.....from Form 305 ▶	3		00
4	Military Reuse Zone Credit.....from Form 306 ▶	4		00
5	Recycling Equipment Credit.....from Form 307 ▶	5		00
6	Credit for Increased Research Activities – Individuals..... from Form 308-I ▶	6		00
7	Credit for Taxes Paid to Another State or Country.....from Form 309 ▶	7		00
8	Credit for Solar Energy Devices.....from Form 310 ▶	8		00
9	Agricultural Water Conservation System Credit.....from Form 312 ▶	9		00
10	Pollution Control Credit.....from Form 315 ▶	10		00
11	Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets.....from Form 319 ▶	11		00
12	Credit for Employment of TANF Recipients.....from Form 320 ▶	12		00
13	Credit for Contributions to Charities That Provide Assistance to the Working Poor.....from Form 321 ▶	13		00
14	Credit for Contributions Made or Fees Paid to Public Schools.....from Form 322 ▶	14		00
15	Credit for Contributions to Private School Tuition Organizations.....from Form 323 ▶	15		00
16	Agricultural Pollution Control Equipment Credit.....from Form 325 ▶	16		00
17	Credit for Donation of School Site.....from Form 331 ▶	17		00
18	Credit for Healthy Forest Enterprises.....from Form 332 ▶	18		00
19	Credit for Employing National Guard Members.....from Form 333 ▶	19		00
20	Motion Picture Credits.....from Form 334 ▶	20		00
21	Credit for Solar Energy Devices – Commercial and Industrial Applications.....from Form 336 ▶	21		00
22	Credit for Investment in Qualified Small Businesses.....from Form 338 ▶	22		00
23	Credit for Water Conservation Systems.....from Form 339 ▶	23		00
24	Credit for Donations to the Military Family Relief Fund.....from Form 340 ▶	24		00
25	Renewable Energy Production Tax Credit.....from Form 343 ▶	25		00
26	Solar Liquid Fuel Credit.....from Form 344 ▶	26		00
27	Credit for New Employment.....from Form 345 ▶	27		00
28	<b>Total Available Tax Credits:</b> Add lines 1 through 27.....	28		00

Continued on page 2 →



**You must attach Form 301 and the corresponding credit forms on which you computed your credit(s) to your individual income tax return.**

Your Name (as shown on page 1)	Your Social Security Number
--------------------------------	-----------------------------

**Part II Application of Tax Credits and Recapture**

Enter tax, recapture tax, and tax credits claimed this taxable year.

29 Tax from Form 140, line 19; or Form 140PY, line 22; or Form 140NR, line 22; or Form 140X, line 26 .....	<b>29</b>		00
30 Clean Elections Fund Tax Reduction from Form 140, line 23; or Form 140PY, line 26; or Form 140NR, line 26; or Form 140X, line 29 .....	<b>30</b>		00
31 Subtract line 30 from line 29.....	<b>31</b>		00
32 Tax from recapture of Environmental Technology Facility Credit from Form 305, Part V, line 23.....	<b>32</b>	00	
33 Tax from recapture of Credit for Healthy Forest Enterprises from Form 332, Part IX, line 35.....	<b>33</b>	00	
34 Recapture Total: Add lines 32 and 33. Enter here and on Form 140, line 20; or Form 140PY, line 23; or Form 140NR, line 23; or Form 140X, line 27 .....	<b>34</b>		00
35 Subtotal: Add lines 31 and 34 .....	<b>35</b>		00
36 Family Income Tax Credit from Form 140, line 25; or Form 140PY, line 28; or Form 140X, line 31 .....	<b>36</b>		00
37 Subtract line 36 from line 35.....	<b>37</b>		00

**Nonrefundable Tax Credits Claimed**

Enter amount of credits actually claimed from Part I.

38 Defense Contracting Credits.....Form 302 ▶	<b>38</b>		00
39 Enterprise Zone Credit.....Form 304 ▶	<b>39</b>		00
40 Environmental Technology Facility Credit (not to exceed 75% of line 35).....Form 305 ▶	<b>40</b>		00
41 Military Reuse Zone Credit.....Form 306 ▶	<b>41</b>		00
42 Recycling Equipment Credit (not to exceed the lesser of 25% of line 35 or \$5,000).....Form 307 ▶	<b>42</b>		00
43 Credit for Increased Research Activities – Individuals.....Form 308-I ▶	<b>43</b>		00
44 Credit for Taxes Paid to Another State or Country.....Form 309 ▶	<b>44</b>		00
45 Credit for Solar Energy Devices.....Form 310 ▶	<b>45</b>		00
46 Agricultural Water Conservation System Credit.....Form 312 ▶	<b>46</b>		00
47 Pollution Control Credit.....Form 315 ▶	<b>47</b>		00
48 Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets.....Form 319 ▶	<b>48</b>		00
49 Credit for Employment of TANF Recipients.....Form 320 ▶	<b>49</b>		00
50 Credit for Contributions to Charities That Provide Assistance to the Working Poor.....Form 321 ▶	<b>50</b>		00
51 Credit for Contributions Made or Fees Paid to Public Schools.....Form 322 ▶	<b>51</b>		00
52 Credit for Contributions to Private School Tuition Organizations.....Form 323 ▶	<b>52</b>		00
53 Agricultural Pollution Control Equipment Credit.....Form 325 ▶	<b>53</b>		00
54 Credit for Donation of School Site.....Form 331 ▶	<b>54</b>		00
55 Credit for Healthy Forest Enterprises.....Form 332 ▶	<b>55</b>		00
56 Credit for Employing National Guard Members.....Form 333 ▶	<b>56</b>		00
57 Motion Picture Credits.....Form 334 ▶	<b>57</b>		00
58 Credit for Solar Energy Devices – Commercial and Industrial Applications.....Form 336 ▶	<b>58</b>		00
59 Credit for Investment in Qualified Small Businesses.....Form 338 ▶	<b>59</b>		00
60 Credit for Water Conservation Systems.....Form 339 ▶	<b>60</b>		00
61 Credit for Donations to the Military Family Relief Fund: Enter the smaller of the amount entered on line 24 or line 35.....Form 340 ▶	<b>61</b>		00
62 Renewable Energy Production Tax Credit.....Form 343 ▶	<b>62</b>		00
63 Solar Liquid Fuel Credit.....Form 344 ▶	<b>63</b>		00
64 Credit for New Employment.....Form 345 ▶	<b>64</b>		00
65 <b>Total Tax Credits Claimed:</b> Add lines 38 through 64. Total cannot be more than line 37. Enter this amount on Form 140, line 26; or Form 140PY, line 29; or Form 140NR, line 28; or Form 140X, line 32 .....	<b>65</b>		00

## Phone Numbers

If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928, toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928, toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

## General Instructions

Individual taxpayers must use Form 301 to claim nonrefundable tax credits. Use this form to:

- Summarize your total available nonrefundable tax credits.
- Determine the application of the available tax credits.
- Summarize your tax liability related to recapture of tax credits.

## Line-by-Line Instructions

Enter your name and Social Security Number (SSN) as shown on Arizona Form 140, 140PY, 140NR, or 140X.

All returns, statements, and other documents filed with the Arizona Department of Revenue (“Department”) require a taxpayer identification number (TIN). The TIN is either a correct SSN or, for a business, the employer identification number (EIN). Taxpayers and paid preparers who fail to include the proper TIN may be subject to a penalty. Please check the return to be sure that all required identification numbers are accurate and written clearly. Missing, incorrect, or unclear identification numbers may cause delays in processing the returns.

## Part I: Nonrefundable Individual Tax Credits

Complete Part I to determine the total amount of available nonrefundable tax credits. The available tax credit amount for a particular credit is the total of the current taxable year's credit and any unused credit carryovers from prior taxable years. On lines 1 through 27, enter the available tax credit amount for each of the credits listed.

### Line 1 - Defense Contracting Credits

Enter the amount from Form 302, line 1, column (c).

### Line 2 - Enterprise Zone Credit

Enter the amount from Form 304, Part X, line 36.

### Line 3 - Environmental Technology Facility Credit

Enter the amount from Form 305, Part VII, line 42.

### Line 4 - Military Reuse Zone Credit

Enter the amount from Form 306, Part IX, line 44.

### Line 5 - Recycling Equipment Credit

Enter the amount from Form 307, line 8, column (d).

### Line 6 - Credit for Increased Research Activities - Individuals

Enter the amount from Form 308-I, Part IV, line 25c, or from Form 308-I, Part VIII, line 49.

### Line 7 - Credit for Taxes Paid to Another State or Country

Enter the amount from Form 309, Part II, line 17.

### Line 8 - Credit for Solar Energy Devices

Enter the amount from Form 310, Part III, line 18.

### Line 9 - Agricultural Water Conservation System Credit

Enter the amount from Form 312, Part VI, line 22.

### Line 10 - Pollution Control Credit

Enter the amount from Form 315, Part V, line 32.

### Line 11 - Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets

Enter the amount from Form 319, Part VII, line 32.

### Line 12 - Credit for Employment of TANF Recipients

Enter the amount from Form 320, Part VIII, line 31.

### Line 13 - Credit for Contributions to Charities That Provide Assistance to the Working Poor

Enter the amount from Form 321, line 13.

### Line 14 - Credit for Contributions Made or Fees Paid to Public Schools

Enter the amount from Form 322, line 12.

### Line 15 - Credit for Contributions to Private School Tuition Organizations

Enter the amount from Form 323, line 12.

### Line 16 - Agricultural Pollution Control Equipment Credit

Enter the amount from Form 325, Part V, line 32.

### Line 17 - Credit for Donation of School Site

Enter the amount from Form 331, Part V, line 25.

### Line 18 - Credit for Healthy Forest Enterprises

Enter the amount from Form 332, Part XI, line 44.

### Line 19 - Credit for Employing National Guard Members

Enter the amount from Form 333, Part VI, line 22.

### Line 20 - Motion Picture Credits

Enter the amount from Form 334, Part V, line 20, column (f).

### Line 21 - Credit for Solar Energy Devices - Commercial and Industrial Applications

Enter the amount from Form 336, Part IX, line 46.

### Line 22 - Credit for Investment in Qualified Small Businesses

Enter the amount from Form 338, Part V, line 14.

**Line 23 - Credit for Water Conservation Systems**

Enter the amount from Form 339, Part III, line 10.

**Line 24 - Credit for Donations to the Military Family Relief Fund**

Enter the amount from Form 340, line 4.

**Line 25 - Renewable Energy Production Tax Credit**

Enter the amount from Form 343, Part V, line 18.

**Line 26 - Solar Liquid Fuel Credit**

Enter the amount from Form 344, Part IV, line 22.

**Line 27 - Credit for New Employment**

Enter the amount from Form 345, Part VI, line 27.

**Line 28 - Total Available Tax Credits**

Add lines 1 through 27. Enter the total. This is the total amount of all nonrefundable tax credits, except the family income tax credit and the Clean Elections Fund Tax Credit, available for your use.

**Part II: Application of Tax Credits and Recapture**

Complete Part II to figure any recapture. Also, complete Part II to determine which tax credits you will claim and the portion of the available tax credit amount from Part I that you will claim for a particular tax credit.

**Line 29 -**

Enter the amount of tax from Form 140, line 19; or Form 140PY, line 22; or Form 140NR, line 22; or Form 140X, line 26.

**Line 30 -**

Enter the amount of Clean Elections Fund Tax Reduction from Form 140, line 23; or Form 140PY, line 26; or Form 140NR, line 26; or Form 140X, line 29.

**Line 31-**

Subtract line 30 from line 29. Enter the difference.

**Line 32 -**

Enter the amount of tax from recapture of the environmental technology facility credit from Form 305, Part V, line 23.

**Line 33-**

Enter the amount of tax from recapture of the credit for healthy forest enterprises from Form 332, Part IX, line 35.

**Line 34 -**

Add lines 32 and 33. Enter the total here and on Form 140, line 20; or Form 140PY, line 23; or Form 140NR, line 23; or Form 140X, line 27.

**Line 35 -**

Add lines 31 and 34. Enter the total here.

**Line 36 -**

If you claimed a family income tax credit, enter the amount of family income tax credit claimed from Form 140, line 25; or Form 140PY, line 28; or Form 140X, line 31.

**Line 37 -**

Subtract line 36 from line 35. Enter the difference.

**Nonrefundable Tax Credits Claimed:** The total amount of tax credits you claim cannot exceed the amount entered on line 37. In order for you to determine which tax credit(s) to claim and the amount to claim for a particular tax credit, you must consider any limitations on the allowable amount of a particular tax credit and whether you may carry the unused portion of a particular tax credit forward.

**Line 38 - Defense Contracting Credits**

Your unused defense contracting credits carryover may be carried forward as a credit against subsequent taxable years' tax liability through tax year 2011. Any remaining carryover amount not used in tax year 2011 will expire. See Form 302 for details. Enter the amount claimed.

**Line 39 - Enterprise Zone Credit**

The enterprise zone credit has been repealed effective June 30, 2011. Employment positions filled after June 30, 2011 do not qualify. Credits established in tax year 2011 will expire if not used by tax year 2016. See Form 304 for more information.

**Line 40 - Environmental Technology Facility Credit**

You may carry the unused portion of this tax credit forward for 15 succeeding taxable years.

The portion of the available credit amount from Part I, line 3, that you may claim is limited to 75% of the amount of tax entered on line 35. See Form 305 for details. Enter the amount claimed.

**Line 41 - Military Reuse Zone Credit**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years if the business remains in the military reuse zone. You lose the carryover if the business relocates outside of the military reuse zone. See Form 306 for details. Enter the amount claimed.

**Line 42 - Recycling Equipment Credit**

The recycling equipment credit allowable to individuals has been repealed. You may not take this credit for taxable years beginning January 1, 2003 or later. However, the repeal did not affect any credit carryover that accrued prior to the repeal. See Form 307 for details.

The portion of the available credit carryover that you may claim is limited to the *lesser* of 25% of the amount of tax entered on line 35 or \$5,000. Enter the amount claimed.

**Line 43 - Credit for Increased Research Activities - Individuals**

The unused portion of this tax credit may be carried forward for 15 succeeding taxable years. See Form 308-I for details. Enter the amount claimed.

**Line 44 - Credit for Taxes Paid to Another State or Country**

There is no carryforward of the unused portion of this tax credit. See Form 309 for details. Enter the amount claimed.

**Line 45 - Credit for Solar Energy Devices**

You may carry the unused portion of this credit forward for 5 succeeding taxable years. See Form 310 for details. Enter the amount claimed.

**Line 46 - Agricultural Water Conservation System Credit**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 312 for details. Enter the amount claimed.

**Line 47 - Pollution Control Credit**

You may carry the unused portion of this credit forward for 5 succeeding taxable years. See Form 315 for details. Enter the amount claimed.

**Line 48 - Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 319 for details. Enter the amount claimed.

**Line 49 - Credit for Employment of TANF Recipients**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 320 for details. Enter the amount claimed.

**Line 50 - Credit for Contributions to Charities That Provide Assistance to the Working Poor**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. To claim a current year credit or a carryover credit, you must claim itemized deductions on the return filed for the year in which you are claiming the credit. See Form 321 for details. Enter the amount claimed.

**Line 51 - Credit for Contributions Made or Fees Paid to Public Schools**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 322 for details. Enter the amount claimed.

**Line 52 - Credit for Contributions to Private School Tuition Organizations**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 323 for details. Enter the amount claimed.

**Line 53 - Agricultural Pollution Control Equipment Credit**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 325 for details. Enter the amount claimed.

**Line 54 - Credit for Donation of School Site**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 331 for details. Enter the amount claimed.

**Line 55 - Credit for Healthy Forest Enterprises**

You may carry the unused portion of this tax credit forward

for 5 succeeding taxable years. See Form 332 for details. Enter the amount claimed.

**Line 56 - Credit for Employing National Guard Members**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 333 for details. Enter the amount claimed.

**Line 57 - Motion Picture Credits**

The motion picture credit was effective from and after December 31, 2005 through December 31, 2010. However, if a motion picture production company submitted its application for pre-approval for motion picture production credits before December 31, 2010, the department will allow qualified expenses incurred after December 31, 2010, as long as the expenses are incurred during the 24-month period provided in the pre-approval issued by the Arizona Commerce Authority (or its predecessor) and all other requirements have been met. See Form 334 for more information. Enter the amount claimed.

**Line 58 - Credit for Solar Energy Devices - Commercial and Industrial Applications**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 336 for details. Enter the amount claimed.

**Line 59 - Credit for Investment in Qualified Small Businesses**

You may carry the unused portion of this tax credit forward for 3 succeeding taxable years. See Form 338 for details. Enter the amount claimed.

**Line 60 - Credit for Water Conservation Systems**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 339 for details. Enter the amount claimed.

**Line 61 - Credit for Donations to the Military Family Relief Fund**

There is no carry forward for this credit. You must use this credit on the tax return filed for the taxable year in which you made your donation. The amount of the credit that you may claim is limited to the amount of your tax liability. See Form 340 for details. Enter the smaller of the amount entered on line 24 or on line 35.

**Line 62 - Renewable Energy Production Tax Credit**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 343 for details. Enter the amount claimed.

**Line 63 - Solar Liquid Fuel Credit**

The unused portion of this credit may *not* be carry forward. See Form 344 for details. Enter the amount claimed.

**Line 64 - Credit for New Employment**

You may carry the unused portion of this tax credit forward for 5 succeeding taxable years. See Form 345 for details. Enter the amount claimed.

**Line 65 - Total Tax Credits Claimed**

Add lines 38 through 64 and enter the total here. This amount cannot exceed the amount entered on line 37. Enter the amount from this line on Form 140, line 26; or Form 140PY, line 29; or Form 140NR, line 28; or Form 140X, line 32

**Credit Carryover Worksheet**

To figure how much of a credit carryover that you will have for next year, complete the carryover worksheet below. Keep the worksheet with your records and use the information to complete your 2012 return that you will file in 2013.

If you have more than 4 credit types available, use your own worksheet. Make sure the additional worksheet has the same information as this worksheet.

**Credit Carryover Worksheet**

Keep this worksheet with your records. Use this information to complete your 2012 credit forms that you will file in 2013.

(a) Credit Type	(b) Carryover?		(c) 2011 Credit	(d) Credit used for 2011	(e) Carryover to 2012
	YES	NO			
On lines 1 through 4 below, enter the types of credits available to you for 2011.	May the unused credit for the type of credit entered in column (a) be carried forward? (See the applicable credit form for information about a specific credit.) <b>Check either yes or no.</b> If the answer is no, do not complete columns (c) through (e) for that line.		On lines 1 through 4 below, enter the amount of each credit available to you for 2011. Take these amounts from Form 301, lines 1 through 27.	On lines 1 through 4 below, enter the amount of each credit used for 2011. Take these amounts from Form 301, lines 38 through 64.	For each line on which you have entered an amount, subtract the amount in column (d) from the amount in column (c). This is the amount of each credit that you may carryover to 2012, providing the credit carryover may be carried to 2012. Use this figure when completing the appropriate 2012 credit form(s).
1.			.00	.00	.00
2.			.00	.00	.00
3.			.00	.00	.00
4.			.00	.00	.00

For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
---------------------------------------------------------------------------------	----------------------------------------------------------

Pursuant to ARS § 41-1508, the former Arizona Department of Commerce ceased certifying defense contractors after June 30, 2001. Certifications were valid for 5 years. Therefore, tax year 2006 was the last year for creating Defense Contracting Credits.

Taxpayers who earned Defense Contracting Credits in tax year 2006 and prior may carryforward amounts not used to offset income tax liabilities through tax year 2011. If the credit carryforward is not used this year, it will expire.

**Available Credit Carryover (See instructions.)**

	(a) Original credit amount	(b) Amount previously used	(c) Available carryover - <i>subtract column (b) from column (a)</i>
1			

Corporations and S corporations - enter amount from line 1, column (c), on Form 300, Part I, line 1.

Individuals - enter amount from line 1, column (c), on Form 301, Part I, line 1.

**General Instructions**

ARS §§ 43-1077 and 43-1165 previously provided nonrefundable tax credits for net increases in employment under United States Department of Defense contracts during the taxable year by a qualified defense contractor that was certified by the former Arizona Department of Commerce under ARS § 41-1508. A nonrefundable tax credit was also allowed for net increases in private commercial employment during the taxable year by a certified defense contractor for full-time equivalent employee positions transferred from exclusively defense related activities to employment in exclusively private commercial activities.

ARS §§ 43-1078 and 43-1166 previously provided nonrefundable tax credits that are equal to a portion of the amount paid as taxes during the taxable year by a certified defense contractor on property in this state that is classified as class one, paragraphs 12 and 13 pursuant to ARS § 42-12001.

**Credit carryover for corporate and individual taxpayers:** If the allowable credit exceeds the tax liability, any unused amount may be carried forward as a credit against subsequent taxable years' tax liability through tax year 2011.

This is the last taxable year to use this credit carryforward. Any carryforward not used this taxable year will expire.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

**Available Credit Carryover**

This is the last taxable year to use this credit carryforward. Any carryforward not used this taxable year will expire.

Complete Form 302 only if the allowable defense contracting credits for qualifying prior taxable years (2006 and prior) exceeded the Arizona income tax liability for those taxable years. In column (a), enter the total credit amount originally computed for those taxable years. In column (b), enter the total amount of the credits from those taxable years that has already been used. Subtract the amount in column (b) from column (a) and enter the difference in column (c).

*Corporations and S corporations* - enter the amount from line 1, column (c) on Form 300, Part I, line 1.

*Individuals* - enter the amount from line 1, column (c) on Form 301, Part I, line 1.

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For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

Attach to your return.

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
---------------------------------------------------------------------------------	----------------------------------------------------------

**Enterprise Zone Credit for Qualified Employment Positions**

See instructions regarding Arizona Commerce Authority certification before claiming this credit.

**Part I Business Information**

1 Business name.....	1	
2a Business location address.....	2a	
2b Business location in enterprise zone (list name of enterprise zone).....	2b	
3 Employer identification number.....	3	
4 Retail sales. Does more than 10 percent of the business conducted at the location consist of retail sales of tangible personal property? <b>See instructions before answering this question.</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
If the answer to this question is yes, the business is not eligible for the enterprise zone credit for qualified employment positions.		

**Part II Net Increase in Average Number of Full Time Employees**

See instructions before completing this part.

5 Average number of full time employees at the zone location during the current taxable year.....	5	
6 Average number of full time employees at the zone location during the immediately preceding taxable year.....	6	
7 Net increase in average number of full time employees - subtract line 6 from line 5.....	7	

**Part III Maximum Number of Qualified Employment Positions**

See instructions before completing this part.

8 Qualified employment positions - enter the number of qualified employment positions created during the taxable year....	8	
9 Net increase in average number of full time employees - enter the number from Part II, line 7.....	9	
10 Maximum number of new qualified employment positions for which the business may claim a credit before application of the 35 percent enterprise zone residency requirement - enter the smaller of line 8 or line 9.....	10	
11a Number of employees in qualified employment positions for which the credit is being claimed that are enterprise zone residents on the date of hire.....	11a	
11b Divide the amount on line 11a by 35 percent (.35). Enter the quotient.....	11b	
11c Enter the smaller of line 10 or line 11b. This is the maximum number of qualified employment positions for which the credit may be claimed after application of the enterprise zone residency requirement.....	11c	

**Part IV Limitation on Number of Qualified Employment Positions**

12 Maximum number of filled qualified employment positions on which a credit may be calculated.....	12	200
13 Maximum number of new qualified employment positions on which you may claim the credit - enter the lesser of line 11c or line 12.....	13	

**Part V Credit Calculation for Qualified Employment Positions**

14 Arizona residency. Are all of the employees in qualified employment positions Arizona residents?

See instructions before answering this question.  Yes  No

If the answer to this question is no, the business is not eligible for an enterprise zone credit for those qualified employment positions filled by employees who are not Arizona residents.

	(a) Number of qualified employment positions	(b) Qualifying wages	(c) %	(d) Allowable credit
15	Employees in first year or partial year of employment in a qualified employment position		25%	
16	Employees in the second year of continuous employment in a qualified employment position		33 1/3%	
17	Employees in the third year of continuous employment in a qualified employment position		50%	
18	Totals			

**Part VI Limited Liability Companies**

19 What is the federal tax classification of the limited liability company (LLC)? Check only one box.

S corporation  partnership  disregarded entity  corporation

If the LLC is an S corporation, complete Part VII.

If the LLC is a partnership, complete Part VIII.

**Part VII S Corporation Credit Election and Shareholder's Share of Credit**

20 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:

(CHECK ONLY ONE BOX)

Claim the enterprise zone credit as shown on Part V, line 18, column (d) (for the taxable year mentioned above);

OR

Pass the enterprise zone credit as shown on Part V, line 18, column (d) (for the taxable year mentioned above) through to its shareholders.

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

If passing the credit through to the shareholders, complete lines 21 through 23 separately for each shareholder.

Furnish each shareholder with a copy of the completed Form 304.

21 Name of shareholder \_\_\_\_\_

22 Shareholder's TIN \_\_\_\_\_

23 Shareholder's share of the amount on Part V, line 18, column (d) .....

23		00
----	--	----

**Part VIII Partner's Share of Credit**

Complete lines 24 through 26 separately for each partner.  
 Furnish each partner with a copy of the completed Form 304.

- 24 Name of partner \_\_\_\_\_
- 25 Partner's TIN \_\_\_\_\_
- 26 Partner's share of the amount on Part V, line 18, column (d) .....

<b>26</b>		<b>00</b>
-----------	--	-----------

**Part IX Available Credit Carryover**

		(a)	(b)	(c)	(d)	(e)	(f)
27	Taxable year						
28	Original credit amount						
29	Amount previously used						
30	Tentative carryover - <i>subtract line 29 from line 28</i>						
31	Amount unallowable - <i>See instructions</i>						
32	Available carryover - <i>subtract line 31 from line 30</i>						
33	Total available carryover						

**Part X Total Available Credit**

- 34 Current year's credit for qualified employment positions.  
 Individuals, corporations, or S corporations - *enter the amount from Part V, line 18, column (d).*  
 S corporation shareholders - *enter the amount from Part VII, line 23.*  
 Partners of a partnership - *enter the amount from Part VIII, line 26*.....
- 35 Available credit carryover - *from Part IX, line 33, column (f)* .....
- 36 **Total available credit.** *Add lines 34 and 35. Corporations and S corporations - enter total here and on Form 300, Part I, line 2. Individuals - enter total here and on Form 301, Part I, line 2* .....

<b>34</b>		<b>00</b>
<b>35</b>		<b>00</b>
<b>36</b>		<b>00</b>

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**Form 304-1 (2011) Employees at Enterprise Zone Location**

Complete a Form 304-1 for each employee at the enterprise zone location, whether or not the employee is in a qualified employment position. See instructions for Form 304-1 (included with Instructions for Form 304, page 4) about providing the requested information in an alternative format.

1 Employee name \_\_\_\_\_

2 Employee's taxpayer identification number (TIN) \_\_\_\_\_

3 Employee's residence address \_\_\_\_\_

4 What year is this employee?  First  Second  Third  Fourth or more

5a Is the residence address listed on line 3 inside or outside of an enterprise zone that is located in the same county in which the business is located?  inside  outside

5b If the answer on line 5a is inside, list the name of the enterprise zone in which the employee's residence address is located

\_\_\_\_\_

6 Employee's residence address AT DATE OF HIRE \_\_\_\_\_

\_\_\_\_\_

7a Is the residence address listed on line 6 inside or outside of an enterprise zone that is located in the same county in which the business is located?  inside  outside

7b If the answer on line 7a is inside, list the name of the enterprise zone in which the employee's residence address was located

\_\_\_\_\_

8 Current date of employment \_\_\_\_\_

9a If employee was previously employed by the business, list the previous date of employment. (See instructions.)

\_\_\_\_\_

9b If employee was previously employed by the business, list the date of separation \_\_\_\_\_

10a Is the employee in a permanent full time position?  Yes  No

10b If the answer to line 10a is yes, list the number of hours the employee actually worked during the taxable year (see instructions) \_\_\_\_\_

11a Employee's annual compensation for the taxable year \$ \_\_\_\_\_

11b Employee's hourly wage \$ \_\_\_\_\_ /hour

12a Total cost of health insurance provided by employer for employee. (See instructions.) \$ \_\_\_\_\_

12b Total cost of health insurance for employee paid by employer. (See instructions.) \$ \_\_\_\_\_

13 Is this employee in a new qualified employment position?  Yes  No

14a Has this employee been substituted for another employee in a qualified employment position?  Yes  No

14b If answer on line 14a is yes, list the date of substitution \_\_\_\_\_ and indicate whether the individual is a second year employee or a third year employee. See instructions before answering this question.

**Check only one box.**  second year employee  third year employee

Enterprise zone name \_\_\_\_\_ Zone location address \_\_\_\_\_

Name: \_\_\_\_\_

TIN: \_\_\_\_\_

(a) If the business has more than 7 employees in qualified employment positions, complete additional Form(s) 304-2.  Arizona resident employee names and addresses	(b) Check the appropriate box. This employee is a: 1st year employee (b)1    2nd year employee (b)2    3rd year employee (b)3			(c) Wages paid to this employee during the current taxable year	(d) Maximum allowable wages: Enter the lesser of column (c) or the maximum allowed below. year 1    year 2    year 3 \$2,000    \$3,000    \$3,000 (d)1    (d)2    (d)3			(e) Limitation on total number of credits is 200 QEPs per taxpayer each year. See instructions before checking this box.
	1							
2								
3								
4								
5								
6								
7								
8	Total - Add lines 1 through 7, including only lines with checkmarks in column (e). Enter the total here.							



The enterprise zone credit for qualified employment positions is equal to:

- One-fourth of the taxable wages paid to an employee in a qualified employment position, not to exceed \$500 per qualified employment position, in the first year or partial year of employment.
- One-third of the taxable wages paid to an employee in a qualified employment position, not to exceed \$1,000 per qualified employment position, in the second year of continuous employment.
- One-half of the taxable wages paid to an employee in a qualified employment position, not to exceed \$1,500 per qualified employment position, in the third year of continuous employment.

**Note:** To calculate the first, second and third year credits, include wages paid in the full 2011 taxable year.

**Reporting requirements:** Attach a copy of the letter received from the Arizona Commerce Authority stating that the taxpayer timely complied with the reporting requirements for that agency. A taxpayer must timely comply with the reporting requirements of both the Department of Revenue and the Arizona Commerce Authority in order to claim the credit. Do not use the 2011 Forms 304, 304-1 and 304-2 to claim the enterprise zone credit for prior taxable years.

**Aggregate summary:** This is a single Form 304 that combines the results of multiple business locations in an enterprise zone or zones. Taxpayers having multiple business locations must first complete separate Forms 304, 304-1 and 304-2 for each business location, whether those locations are in the same enterprise zone or multiple enterprise zones. Then, complete the aggregate summary Form 304. Do not complete aggregate summaries of Forms 304-1 and 304-2.

Taxpayers do NOT need to complete the following portions of the aggregate summary Form 304:

- Part I - Business Information
- Part II - Net Increase in Average Number of Full-Time Employees
- Part III - Lines 8 through 11b (line 11c must still be completed)
- Part VI - Limited Liability Companies

### Specific Instructions

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form and all supporting documentation to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an

IRS individual taxpayer identification number. Taxpayers that fail to include their taxpayer identification number may be subject to a penalty.

## Part I - Business Information

### Lines 1 through 3 -

On lines 1, 2a, and 3, enter the name, address, and taxpayer identification number of the business location that is at a site located in an enterprise zone. Enter the name of the enterprise zone in which business is located on line 2b.

### Line 4 - Retail Sales of Tangible Personal Property

Answer the question on line 4. If the answer to this question is "Yes", the business is not eligible for an enterprise zone credit for any of its qualified employment positions.

ASSIGNED TO RETAIL means working more than 25 percent of an employee's time in one or more retail activities.

RETAIL ACTIVITIES means all activities persons operating a retail business normally engage in, including taking, filling, and billing orders, receiving and processing payment and shipping, stocking and delivering tangible personal property to the ultimate consumer, except drop shipments by a company acting on behalf of an unrelated company that has made a sale to a final consumer.

ZONE LOCATION means a single parcel or contiguous parcels of owned or leased land, the structures and personal property contained on the land, or any part of the structures occupied by a taxpayer.

## Part II - Net Increase in Average Number of Full Time Employees

### Lines 5 and 6 -

To determine the net increase in the number of full time employees, compare the average number of full time employees during the current taxable year with the average number of full time employees during the immediately preceding taxable year. The net increase in average number of full time employees calculation includes all permanent full time employees, whether or not they are in qualified employment positions. New full time employees are newly hired employees who were employed for at least ninety days during the taxable year, and who were not employed by the employer within the preceding 12 months. The position must be a minimum of 1,750 hours per year of regularly scheduled work hours, and not for a specified or limited period of time. Do not include overtime hours in the minimum requirement determination.

**Note:** To calculate the net increase in average number of full time employees, only include qualified employment positions filled before July 1, 2011.

Use the worksheet on the next page to calculate the numbers for lines 5 and 6. Columns 5 and 6 of the worksheet correspond to lines 5 and 6 of Part II of Form 304. Then, transfer the totals from line 15 of the worksheet to their corresponding lines on Form 304.





**Line 11c -**

Enter the smaller of line 10 or line 11b. Aggregate summary filers, refer to each location's Form 304, add up all of line 11c results for all business locations, and enter the result here.

**Part IV - Limitation on Number of Qualified Employment Positions**

**Line 13 -**

Compare the numbers entered on lines 11c and 12 and enter the lower of the two numbers on line 13. This is the total number of new employees in qualified employment positions for the current year. If the number on line 11c is greater than 200, identify the qualified employment positions for which the taxpayer is claiming the credit by checking the box in column (e) on the Forms 304-2 for the zone location. This number cannot exceed the number entered in Part V, line 15, column (a).

Complete Forms 304-1 and 304-2 before completing Part V of Form 304.

**FORM 304-1**

Complete a Form 304-1 for each employee at the zone location, WHETHER OR NOT THE EMPLOYEE IS IN A QUALIFIED EMPLOYMENT POSITION.

Former ARS § 41-1525(B)(1) provided for the information requested in the Form 304-1 to be submitted in a form prescribed by the Department of Revenue and may include electronic media. The department will accept a hard copy spreadsheet that contains all the requested information or the information may be submitted on electronic media as a Microsoft Excel spreadsheet or pdf file on a CD-ROM or DVD. The chosen media must be Microsoft Windows compatible.

Regardless of the form, the information must be filed on or before the due date of the tax return including any extensions. Taxpayers submitting the information on CD-ROM or DVD should attach a statement to Form 304 in the tax return that the information is being separately submitted in that format. The Forms 304-1 submitted on CD-ROM or DVD are part of the income tax return and are subject to the sworn statement on the return that they are true and correct to the best of the signer's knowledge and belief.

The CD-ROM or DVD should be labeled as Form 304-1 with the taxpayer's name, employer identification number, and taxable year and sent directly to:

Arizona Department of Revenue  
 Attn: Corporate Office Audit/EZ Credits  
 1600 West Monroe  
 Phoenix, AZ 85007

**FORM 304-1, LINE 8** - List the employee's current date of hire.

**FORM 304-1, LINES 9a AND 9b** - Complete these lines if the employee was previously employed by the business (prior to the current employment).

**FORM 304-1, LINE 10b** - Enter the number of hours actually worked by the employee. Include paid time off for holidays, vacation, or sick. Do not include bonuses or over-time.

**FORM 304-1, LINES 12a and 12b** - On line 12a, enter the total amount of the insurance premium or membership cost provided for the employee. If the business is self-insured, list the total amount of a predetermined fixed cost for the employee for an insurance program that is payable whether or not the employee has filed claims. On line 12b, enter the total amount of the insurance premium or membership cost paid by the employer.

**FORM 304-1, LINES 14a and 14b** - Arizona's statutes do not require that the employee who is claimed in the second and third years of continuous employment be the same employee who was claimed in the first and second years of employment. Therefore, if one of the originally claimed new employees leaves employment, the business can claim the subsequent years' credits for another employee in a qualified employment position who is in the same year of continuous employment as the departed employee. If the original employee was counted as part of the 35 percent enterprise zone residency requirement, the substitute must have been a resident of an enterprise zone in the county in which the business is located *on the date of hire*. If the employee is being substituted for another employee, check the box on line 14a, and enter the date of substitution and check one box to indicate if the employee is a second year employee or a third year employee on line 14b.

**FORM 304-2**

List each employee in a qualified employment position before July 1, 2011. Do not list employees that are not in qualified positions.

**FORM 304-2, COLUMN (c)**

Include all wages in column (c) that were paid in the 2011 taxable year.

**FORM 304-2, COLUMN (e)**

Check this box to indicate the qualified employment positions for which the taxpayer is claiming the credit.

**FORM 304-2, LINE 8**

The totals on line 8 must include only the qualified employment positions for which the taxpayer is claiming the credit. These employees would be listed on lines that have a checkmark in column (e).

**FORM 304**

**Part V - Credit Calculation for Qualified Employment Positions**

The taxpayer may claim the first, second, and third year credits for a qualified employment position only if the position continues to meet all of the requirements for a qualified employment position. The second year and third year credits are allowed only for qualified employment

positions for which first year and second year credits were allowed and claimed by the taxpayer on the taxpayer's original tax returns for those taxable years.

Arizona's statutes do not require that the employee who is claimed in the second and third years of continuous employment be the same employee who was claimed in the first and second years of employment. Therefore, if one of the originally claimed new employees leaves employment, the business can claim the subsequent years' credits for another employee in a qualified employment position who is in the same year of continuous employment as the departed employee. If the original employee was counted as part of the 35 percent enterprise zone residency requirement, the substitute must have been a resident of an enterprise zone in the county in which the business is located *on the date of hire*.

#### **Line 14 - Arizona Residency**

Answer the question on line 14. If the answer to this question is "No", the business is not eligible for an enterprise zone credit for any of its otherwise qualified employment positions (first, second and third year) filled by employees who are not Arizona residents. Refer to Arizona Individual Income Tax Procedure ITP 92-1 for information on determining Arizona residency.

#### **Line 15 - Column (a)**

Enter the number of new employees in qualified employment positions from Form 304-2, line 8, column (b)1. Include only employees whose wages are being used to compute the credit. This number can never exceed the number of qualified employment positions entered in Part IV, line 13.

#### **Line 15 - Column (b)**

Enter the total maximum allowable wages for first year employees in qualified employment positions from Form 304-2, line 8, column (d)1. Include only employees whose wages are being used to compute the credit.

#### **Line 15 - Column (d)**

Multiply the amount entered on line 15, column (b), by the percent shown on line 15, column (c). Enter the result on line 15, column (d). This is the allowable credit for new qualified employment positions.

#### **Line 16 - Column (a)**

Enter the total number of employees in qualified employment positions in the second year of continuous employment from Form 304-2, line 8, column (b)2. This number can never exceed the number of qualified first year employees for which a credit was claimed in the immediately preceding tax year.

#### **Line 16 - Column (b)**

Enter the total maximum allowable wages for employees in qualified employment positions in the second year of continuous employment, from Form 304-2, line 8, column (d)2.

#### **Line 16 - Column (d)**

Multiply the amount shown on line 16, column (b), by the percent shown on line 16, column (c). Enter the result on line 16, column (d). This is the allowable credit for employees in qualified employment positions in their second year of continuous employment.

#### **Line 17 - Column (a)**

Enter the total number of employees in qualified employment positions in the third year of continuous employment from Form 304-2, line 8, column (b)3. This number can never exceed the number of qualified second year employees for which a credit was claimed in the immediately preceding tax year.

#### **Line 17 - Column (b)**

Enter the total maximum allowable wages for employees in qualified employment positions in the third year of continuous employment from Form 304-2, line 8, column (d)3.

#### **Line 17 - Column (d)**

Multiply the amount shown on line 17, column (b), by the percent shown on line 17, column (c). Enter the result on line 17, column (d). This is the allowable credit for employees in qualified employment positions in their third year of continuous employment.

#### **Line 18 -**

Add the numbers in column (a) on lines 15, 16, and 17. Enter the total in column (a) on line 18. The number shown on line 18, column (a), is the total number of employees in qualified employment positions for which the enterprise zone credit is being claimed.

Add the amounts in column (d) on lines 15, 16, and 17. Enter the total in column (d) on line 18. The amount shown on line 18, column (d), is the total allowable enterprise zone credit for qualified employment positions for the current taxable year.

### **Part VI - Limited Liability Companies**

This portion of the Form 304 must be completed if the business is a limited liability company. See Arizona Corporate Tax Ruling CTR 97-1 or Arizona Partnership Tax Ruling PTR 97-1 for further information regarding Arizona's treatment of the federal "check-the-box rules". See Arizona Corporate Tax Ruling CTR 97-2 or Arizona Partnership Tax Ruling PTR 97-2 for further information regarding the Arizona tax treatment of a limited liability company.

### **Part VII - S Corporation Credit Election and Shareholder's Share of Credit**

#### **Line 20 -**

An S corporation must make an irrevocable election to either claim the credit itself or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S. If the S corporation elects to claim the credit

itself, it can skip lines 21 through 23 and complete Parts IX and X.

**Lines 21 through 23 -**

If the S corporation elects to pass the credit through to its shareholders, it must complete lines 21 through 23 separately for each shareholder.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 304. Each shareholder must complete Parts IX and X.

**Part VIII - Partner's Share of Credit**

**Lines 24 through 26 -**

Complete Part VIII, lines 24 through 26, separately for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 304. Each partner must complete Parts IX and X.

*Taxpayers who are partners or shareholders in multiple entities operating in enterprise zones must complete a schedule detailing the amount of the credit passed through from each partnership or S corporation, and attach the schedule to their tax returns.*

**Part IX - Available Credit Carryover**

The taxpayer who is utilizing the credit carryover should complete Part IX only if its allowable enterprise zone tax credit for qualified employment positions for prior taxable years exceeded its Arizona income tax liability for those taxable years.

**PARTNERSHIPS AND S CORPORATIONS THAT ELECTED TO PASS THE CREDIT THROUGH TO THEIR SHAREHOLDERS:** A partnership or an S corporation that passed the credit through to its partners or shareholders must furnish each partner or shareholder with a statement indicating that the business is still located in the enterprise zone or, if the enterprise zone was terminated, is still at the location that was formerly in an enterprise zone.

Enter the taxable year(s) from which you are carrying over the credit on line 27 in columns (a) through (e). On line 28, enter the credit originally computed for that taxable year. On line 29, enter the amount of the credit from that taxable year already used. Subtract the amount on line 29 from the amount on line 28 and enter the result on line 30.

On line 31, enter the amount of the credit that is unallowable because the business is no longer located in the enterprise zone or is not at the location that formerly was in an enterprise zone. Subtract the amount entered on line 31 from line 30, and write the result on line 32.

**Line 33 -**

Add the results from columns (a) through (e) on line 32 and enter the result in column (f) on line 33. This is the total enterprise zone credit carryover available from prior taxable years.

**Part X - Total Available Credit**

**Line 34 -**

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the amount from Part V, line 18, column (d).

*S corporation shareholders* - enter the amount from Part VII, line 23.

*Partners of a partnership* - enter the amount from Part VIII, line 26.

This is the current year's credit for qualified employment positions.

**Line 35 -**

Enter the amount from Part IX, line 33, column (f). This is the total available credit carryover for qualified employment positions.

**Line 36 -**

Add lines 34 and 35. This is the total available enterprise zone credit for qualified employment positions that may be applied to the current year's tax liability.

*Corporations and S corporations* - enter the total here and on Form 300, Part I, line 2.

*Individuals* - enter the total here and on Form 301, Part I, line 2.



**Part III S Corporation Credit Election and Shareholder's Share of Credit and Credit Recapture**

9 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:  
**(CHECK ONLY ONE BOX)**

Claim the environmental technology facility credit, as shown on Part I, line 3, column (b) (for the taxable year mentioned above);

**OR**

Pass the environmental technology facility credit, as shown on Part I, line 3, column (b) (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
 Signature Title Date

If passing the credit through to the shareholders, complete lines 10 through 12 separately for each shareholder.  
 If passing credit recapture through to the shareholders, also complete line 13 separately for each shareholder.  
 Furnish each shareholder with a copy of the completed Form 305.

10 Name of shareholder \_\_\_\_\_

11 Shareholder's TIN \_\_\_\_\_

12 Shareholder's share of the current year's credit from Part I, line 3, column (b) ..... **12**  **00**

13 Shareholder's share of credit recapture from Part II, line 8 ..... **13**  **00**

**Part IV Partner's Share of Credit and Credit Recapture**

Complete lines 14 through 16 separately for each partner.  
 If passing credit recapture through to the partners, also complete line 17 separately for each partner.  
 Furnish each partner with a copy of the completed Form 305.

14 Name of partner \_\_\_\_\_

15 Partner's TIN \_\_\_\_\_

16 Partner's share of the current year's credit from Part I, line 3, column (b) ..... **16**  **00**

17 Partner's share of credit recapture from Part II, line 8 ..... **17**  **00**

**Part V Credit Recapture Summary**

18 Enter the taxable year(s) in which you took a credit or credit carryover for the facility that has ceased to operate as an environmental manufacturing, producing or processing facility \_\_\_\_\_

19 Enter the total amount of credit originally claimed for the facility..... **19**  **00**

20 Enter the total amount of the credit to be recaptured  
 • Individuals, corporations, and S corporations - *enter the amount from Part II, line 8.*  
 • S corporation shareholders - *enter the amount from Part III, line 13.*  
 • Partners of a partnership - *enter the amount from Part IV, line 17.*..... **20**  **00**

21 Subtract line 20 from line 19 and enter the result. This is the amount of credit allowable for the facility that has ceased to operate as an environmental manufacturing, producing or processing facility ..... **21**  **00**

22 Amount of credit on line 19 that you have claimed on prior years' returns ..... **22**  **00**

23 Subtract line 22 from line 21 and enter the result..... **23**  **00**

If the result is a *positive* number, that is the amount of credit carryover remaining that you may use in future taxable years. Enter this positive number in Part VI, column (d), on the line for the year in which the disqualified credit arose.

If the result is a *negative* number, that is the amount of credit you must recapture. If a negative number, enter "zero" in Part VI, column (d), on the line for the year in which the disqualified credit arose.

- Corporations, also enter this amount as a *positive* number on Form 300, Part II, line 24.
- Individuals, also enter this amount as a *positive* number on Form 301, Part II, line 32.

**Part VI Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - subtract column (c) from column (b)
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39	Total available carryover			

**Part VII Total Available Credit**

**40** Current year's credit. Individuals, corporations, or S corporations - enter the amount from Part I, line 3, column (b).

S corporation shareholders - enter the amount from Part III, line 12.

Partners of a partnership - enter the amount from Part IV, line 16.....

**41** Available credit carryover - from Part VI, line 39, column (d) .....

**42 Total available credit.** Add line 40 and line 41. Corporations and S corporations - enter total here and on Form 300, Part I, line 3. Individuals - enter total here and on Form 301, Part I, line 3.....

<b>40</b>		<b>00</b>
<b>41</b>		<b>00</b>
<b>42</b>		<b>00</b>

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**2011 Environmental Technology Facility Credit**

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**General Instructions**

ARS §§ 43-1080 and 43-1169 provide a nonrefundable tax credit for expenses incurred in constructing a qualified environmental technology manufacturing, producing or processing facility as described in ARS § 41-1514.02. The amount of the credit is equal to 10 percent of the amount spent during the taxable year to construct the facility, including land acquisition, improvements, building improvements, machinery and equipment. The credit cannot exceed 75 percent of the Arizona income tax liability for the taxable year as determined without applying the credit.

The former Arizona Department of Commerce identified and certified new facilities of qualified environmental technology manufacturers, producers and processors for purposes of the credit. The certification program ran through June 30, 1996. However, the certification may be assigned or transferred to one or more successor taxpayers, manufacturers, producers or processors that have acquired and continue to operate a facility that was used to meet the qualifying conditions listed below and that continues to be used predominantly for those purposes.

To qualify under ARS § 41-1514.02, an environmental technology manufacturer, producer, or processor must locate or make an additional capital investment in a facility in this state that:

- Is used predominantly to do any of the following:
  - a. sort, store, prepare, convert, fabricate, manufacture, or otherwise process finished products consisting of at least 90 percent recycled materials.
  - b. prepare, fabricate, manufacture, or otherwise process finished products that are powered exclusively with solar or other specific renewable energy.
  - c. prepare, fabricate, manufacture, or otherwise process raw material or intermediate product exclusively through a hydro-metallurgical process where at least 85 percent of the process solution used to produce the finished product is recycled on site for additional production.
  - d. fabricate or manufacture finished paper products that consist of at least 80 percent recycled material.

- Costs, or is expected to cost, an aggregate of at least 20 million dollars of new capital investment in this state within five years after construction begins or commencement of installation of improvements.

You may claim a credit with respect to new qualifying construction within ten years after the start of the facility's initial construction. You qualify for the credit if you own or lease the facility or any component of the facility for a term of five or more years, but a credit is not allowed for any amount spent more than ten years after the start of the facility's initial construction.

You can only take the credit for items that are depreciable or amortizable assets. You have to subtract your credit from your basis in those assets. You can still take depreciation or amortization of your Arizona basis in the assets.

If the allowable tax credit exceeds 75 percent of the taxes otherwise due on the claimant's income, or if there are no taxes due, the amount of the credit not used to offset taxes may be carried forward for not more than fifteen taxable years as a credit against subsequent years' income tax liabilities.

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business.

**Credit Recapture**

If either of the following circumstances occurs with respect to a qualified environmental technology manufacturing, producing or processing facility, the tax imposed for the taxable year shall be increased by the full amount of all credits previously allowed with respect to that facility:

- The taxpayer abandons construction before the facility is placed in service.
- Before the facility is placed in service, the taxpayer changes plans so that the facility no longer qualifies as an environmental technology manufacturing, producing or processing facility under ARS § 41-1514.02.

If a qualified environmental technology facility ceases to operate as an environmental manufacturing, producing or processing facility at some time during the first five years it has been in operation, you have to recapture part of the credit.

Any credit recapture will affect any carryover you may have on that credit. If you have to recapture 100% of the credit, you will have no credit carryover. If you have to recapture a portion of the credit, you have to recapture the same portion of the carryover. How to figure the recapture of a portion of your credit is discussed in the specific instructions that follow.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to your tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is your social security number or an IRS individual taxpayer identification number. If you fail to include your TIN, you may be subject to a penalty.

Enter the certification number from the former Arizona Department of Commerce.

**Part I - Schedule of Cost of Equipment or Property Used in Construction of Facility for Current Year and Current Taxable Year's Credit Calculation**

**Line 1 -**

Enter the date the facility's initial construction was started.

**Current Year's Cost of Equipment or Property Used in Construction of Facility**

**In column (a)**, describe the expenses incurred in constructing the new qualifying environmental technology facility during the current year. Such items would include land purchased or improved, building construction initiated or improved, or equipment or machinery installed or placed in use. If additional space is needed, attach a separate sheet. **In column (b)**, enter the amount of the cost. Complete lines 2 and 3 as directed on the form.

**Part II - Recapture of Environmental Technology Facility Credit**

If the facility has been in operation for five years or more, you do not have to recapture credits you have already used to offset your tax liability. If it ceased to operate as required before five years had passed, you must recapture the credit you used by taking the total of all environmental technology facility credits you received before, and multiplying it by a percentage. The percentage depends on how long the facility had been operating as an environmental manufacturing, producing or processing facility. The recapture percentages are as follows:

How long between the time the facility was placed in service and the time it ceased to meet the credit requirements?	Recapture percentage
Less than one year	100 %
At least one year, but less than two years	80 %
At least two years, but less than three years	60 %
At least three years, but less than four years	40 %
At least four years, but less than five years	20 %

Use the appropriate percentage to complete Part II as instructed on the form.

**Part III - S Corporation Credit Election and Shareholder's Share of Credit and Credit Recapture**

The S corporation must complete this portion of Form 305 in order for the S corporation or its shareholders to claim this credit. The S corporation must make an irrevocable election either to claim the credit or to pass the credit through to its shareholders. The election statement on line 9 must be signed by one of the officers of the S corporation who is also a signatory to the Arizona Form 120S.

If the S corporation elects to pass the credit through to its shareholders, it must first complete Form 305, Part I and then complete Part III, lines 10 through 12, separately for each shareholder. If the S corporation has been notified of a credit recapture for a credit it passed through to its shareholders, it must also complete Part II and then Part III, line 13, separately for each shareholder.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S Corporation must give each shareholder a copy of the Form 305. Each shareholder must complete Parts V through VII.

**Part IV - Partner's Share of Credit and Credit Recapture**

**Lines 14 through 17 -**

The partnership must complete Part I. Then, complete Part IV, lines 14 through 16, separately for each partner. If the partnership has been notified of a credit recapture, it must also complete Part II and then Part IV, line 17, separately for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 305. Each partner must complete Parts V through VII.

**Part V - Credit Recapture Summary**

Use lines 18 through 23 to determine whether you have any allowable credit remaining, even if you have to recapture some of it. Complete Part V as instructed on the form.

**Part VI - Available Credit Carryover**

You may carry forward the amount of the unused environmental technology facility credit for a period not to exceed fifteen taxable years, provided the facility remains a qualified environmental technology manufacturing, producing or processing facility. Complete lines 24 through 39 if you claimed the credit on a prior year's return and your credit was more than 75 percent of your tax.

In column (a), enter the applicable taxable year(s) on lines 24 through 38. In column (b), enter the amount of the original environmental technology facility credit for each taxable year. In column (c), enter the amount of the credit for each taxable year that has been previously used. Subtract the amount in column (c) from the amount in column (b). Enter the difference in column (d). Add the amounts entered on lines 24 through 38, column (d). Enter the total on line 39, column (d). This is the total available credit carryover.

## **Part VII - Total Available Credit**

### **Line 40 -**

Enter the current year's environmental technology facility credit.

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the amount from Part I, line 3, column (b).

*S corporation shareholders* - enter the amount from Part III, line 12.

*Partners of a partnership* - enter the amount from Part IV, line 16.

### **Line 41 -**

Enter the amount of available credit carryover from Part VI, line 39, column (d).

### **Line 42 -**

Add lines 40 and 41. This is the total available environmental technology facility credit that may be applied to the current taxable year's tax liability. Any amount in excess of 75 percent of the current year's tax liability must be carried forward to the next taxable year.

*Corporations and S corporations* - enter the total here and on Form 300, Part I, line 3.

*Individuals* - enter the total here and on Form 301, Part I, line 3.

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For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
---------------------------------------------------------------------------------	----------------------------------------------------------

**Part I Business Information**

1 Business name .....	1	
2 Business location.....	2	
3 Employer identification number .....	3	
4 Name of military reuse zone.....	4	

**Part II Net Increase in Employment**

5 Average employment during the current taxable year .....	5	
6 Employment baseline for preceding taxable year.....	6	
7 Net increase in employment - <i>subtract line 6 from line 5</i> .....	7	

**Part III Maximum Number of New Employees**

8 Dislocated military base employees. <i>Enter the number of new employees who are dislocated military base employees.....</i>	8	
9 Non-dislocated military base employees. <i>Enter the number of new employees who are non-dislocated military base employees.....</i>	9	
10 Total number of new employees. <i>Add line 8 and line 9.....</i>	10	
11 Net increase in employment. <i>Enter the number from Part II, line 7.....</i>	11	
12 Maximum number of new employees. <i>Enter the lesser of line 10 or line 11.....</i>	12	

**Part IV Credit Calculation for Dislocated Military Base Employees**

	(a) Number of dislocated military base employees	(b) Credit allowed per employee	(c) Allowable credit - <i>multiply column (a) by column (b)</i>
13	New employees in first year of employment	\$1,000	
14	Employees in the second year of continuous employment	\$1,500	
15	Employees in the third year of continuous employment	\$2,000	
16	Employees in the fourth year of continuous employment	\$2,500	
17	Employees in the fifth year of continuous employment	\$3,000	
18	Total		

**Part V Credit Calculation for Non-Dislocated Military Base Employees**

		(a) Number of non-dislocated military base employees	(b) Credit allowed per employee	(c) Allowable credit - <i>multiply column (a) by column (b)</i>
19	New employees in first year of employment		\$500	
20	Employees in the second year of continuous employment		\$1,000	
21	Employees in the third year of continuous employment		\$1,500	
22	Employees in the fourth year of continuous employment		\$2,000	
23	Employees in the fifth year of continuous employment		\$2,500	
24	Total			

**Part VI S Corporation Credit Election and Shareholder's Share of Credit**

25 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:  
**(CHECK ONLY ONE BOX)**

Claim the military reuse zone credit shown on Part IV, line 18, column (c) and Part V, line 24, column (c) (for the taxable year mentioned above);

**OR**

Pass the military reuse zone credit shown on Part IV, line 18, column (c) and Part V, line 24, column (c) (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 26 through 29 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 306.

26 Name of shareholder \_\_\_\_\_

27 Shareholder's TIN \_\_\_\_\_

28 Shareholder's share of the amount on Part IV, line 18, column (c) ..... **28**   **00**

29 Shareholder's share of the amount on Part V, line 24, column (c) ..... **29**   **00**

**Part VII Partner's Share of Credit**

Complete lines 30 through 33 separately for each partner.  
Furnish each partner with a copy of the completed Form 306.

30 Name of partner \_\_\_\_\_

31 Partner's TIN \_\_\_\_\_

32 Partner's share of the amount on Part IV, line 18, column (c) ..... **32**   **00**

33 Partner's share of the amount on Part V, line 24, column (c) ..... **33**   **00**

**Part VIII Available Credit Carryover**

	(a)	(b)	(c)	(d)	(e)	(f)
34 Taxable year						
35 Original credit amount						
36 Amount previously used						
37 Tentative carryover - <i>subtract line 36 from line 35</i>						
38 Amount unallowable - <i>see instructions</i>						
39 Available carryover - <i>subtract line 38 from line 37</i>						
40 Total available carryover						

**Part IX Total Available Credit**

41 Current year's credit for dislocated military base employees.  
 Individuals, corporations, or S corporations - *enter the amount from Part IV, line 18, column (c).*  
 S corporation shareholders - *enter the amount from Part VI, line 28.*  
 Partners of a partnership - *enter the amount from Part VII, line 32*.....

<b>41</b>		<b>00</b>
<b>42</b>		<b>00</b>
<b>43</b>		<b>00</b>

42 Current year's credit for non-dislocated military base employees.  
 Individuals, corporations, or S corporations - *enter the amount from Part V, line 24, column (c).*  
 S corporation shareholders - *enter the amount from Part VI, line 29.*  
 Partners of a partnership - *enter the amount from Part VII, line 33*.....

43 Available credit carryover - *from Part VIII, line 40, column (f)* .....

44 **Total available credit.** *Add lines 41, 42 and 43. Corporations and S corporations - enter total here and on Form 300, Part I, line 4. Individuals - enter total here and on Form 301, Part I, line 4*.....

<b>44</b>		<b>00</b>
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**Form 306-1 (2011) All New Dislocated Military Base Employees**

If you have more than 25 new dislocated military base employees, complete additional schedules.	(b)	(c)
(a) Employee name	Social security number	Date of hire or transfer
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

**Form 306-2 (2011)**

**Dislocated Military Base Employees Claimed**

If you are claiming more than 25 dislocated military base employees, complete additional schedules.	(b)	(c) Check the appropriate box. This employee is a:				
(a) Employee name	Social security number	1st year employee (c1)	2nd year employee (c2)	3rd year employee (c3)	4th year employee (c4)	5th year employee (c5)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
<b>26 Total - Add lines 1 through 25. Enter the total here.</b>						

**Form 306-3 (2011) All New Non-Dislocated Military Base Employees**

If you have more than 25 new non-dislocated military base employees, complete additional schedules.	(b)	(c)
(a) Employee name	Social security number	Date of hire or transfer
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

**Form 306-4 (2011)**

**Non-Dislocated Military Base Employees Claimed**

If you are claiming more than 25 non-dislocated military base employees, complete additional schedules.	(b)	(c) Check the appropriate box. This employee is a:				
(a) Employee name	Social security number	1st year employee (c)1	2nd year employee (c)2	3rd year employee (c)3	4th year employee (c)4	5th year employee (c)5
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
<b>26 Total - Add lines 1 through 25. Enter the total here.</b>						

**2011 Military Reuse Zone Credit**

**CONTACTS FOR MILITARY REUSE ZONE CREDIT**

**Arizona Commerce Authority  
(formerly the Arizona Department of Commerce)**  
 •Application forms •Military Reuse Zone program guidelines  
*Internet home page:* [www.azcommerce.com](http://www.azcommerce.com)  
 Program Manager (602) 845-1200

**Department of Revenue**  
 •tax forms and instructions •information and assistance  
*Internet home page:* [www.azdor.gov](http://www.azdor.gov)  
 Taxpayer assistance (602) 255-3381  
 From area codes 520 and 928, toll-free (800) 352-4090  
 Hearing impaired TDD user  
 Phoenix (602) 542-4021  
 From area codes 520 and 928, toll-free (800) 397-0256

**General Instructions**

ARS §§ 43-1079 and 43-1167 provide nonrefundable individual and corporate income tax credits for net increases in employment of full-time employees by a taxpayer in a military reuse zone, established under Title 41, chapter 10, article 3, of the Arizona Revised Statutes. These employees must be engaged primarily in providing aviation or aerospace services, or in manufacturing, assembling, or fabricating aviation or aerospace products.

There are two military reuse zones. The first, Williams Gateway Airport, was established on August 2, 1996. There is no available credit or carryforward before that date. The current zone designation expires in October 2016.

The second military reuse zone, Phoenix/Goodyear Airport, was established on December 10, 2002. There is no available credit or carryforward before that date. The current zone designation expires in December 2017.

A taxpayer that owns or leases income producing property located in a military reuse zone is eligible for the military reuse zone tax credit according to the terms and conditions prescribed by ARS §§ 43-1079 or 43-1167. To qualify for the tax incentive the taxpayer shall:

- Agree with the Arizona Commerce Authority in writing to furnish information relating to the amount of tax benefits the taxpayer receives for each taxable year in which the taxpayer claims the credit. If the taxpayer fails to provide the required information, the Arizona Commerce Authority shall immediately revoke the taxpayer's qualification and notify the Arizona Department of Revenue.
- Enter into a memorandum of understanding with this state through the Arizona Commerce Authority containing employment goals. Each year in which the taxpayer claims the credit the taxpayer shall report in writing to the Arizona Commerce Authority its performance in achieving the goals. The memorandum shall contain provisions that allow:
  - a. the Arizona Commerce Authority to stop, readjust, or recapture all or part of the tax incentives provided

to the taxpayer on noncompliance with the terms of the memorandum;

- b. the Arizona Commerce Authority to notify the Arizona Department of Revenue of the conditions of noncompliance; and
- c. the Arizona Department of Revenue to require the taxpayer to file appropriate amended tax returns reflecting the recapture of the tax credit.

The net increase in the number of employees shall be determined by comparing the taxpayer's average employment in the military reuse zone during the taxable year with the taxpayer's previous year's fourth quarter employment in the zone, based on the taxpayer's report to the Arizona Department of Economic Security for unemployment insurance purposes but considering only employment in the zone.

A credit is not allowed with respect to an employee whose place of employment is relocated by the taxpayer from a location in this state to the military reuse zone, unless the employee is engaged in providing aviation or aerospace services, or in manufacturing, assembling, or fabricating aviation or aerospace products, and the taxpayer maintains at least the same number of employees in this state but outside the zone.

The military reuse zone credit is in lieu of the following credits, with respect to the same employees:

- The enterprise zone credit, under former ARS § 43-1074 or former ARS § 43-1161 (claimed on Arizona Form 304);
- The credit for new employment, under ARS § 43-1074 or ARS § 43-1161 (claimed on Arizona Form 345);
- The defense contracting credit, under ARS § 43-1077 or ARS § 43-1165 (claimed on Arizona Form 302);
- The credit for healthy forest enterprises, under ARS § 43-1076 or ARS § 43-1162 (claimed on Arizona Form 332); and
- The credit for renewable energy industry, under ARS § 43-1083.01 or ARS § 43-1164.01 (claimed on Arizona Form 342).

The amount of the credit is a dollar amount allowed for each new full-time employee. The amount per employee differs depending on whether the employee is a dislocated military base employee or another type of full-time military base employee. A "dislocated military base employee" means a civilian who previously had permanent full-time civilian employment on the military facility, at the date the closure of the facility was finally determined under federal law, as certified by the Arizona Commerce Authority. The credit amount per employee is as follows:

Year of employment	Amount of credit allowed per employee	
	Dislocated Employee	Non-dislocated Employee
1st	\$1,000	\$ 500
2nd	\$1,500	\$1,000
3rd	\$2,000	\$1,500
4th	\$2,500	\$2,000
5th	\$3,000	\$2,500

If the allowable tax credit exceeds the taxes otherwise due, or if there are no taxes due, the amount of the claim not used to offset the taxes may be carried forward as a credit against the five subsequent years' income tax liabilities if the business remains in the military reuse zone.

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only a pro rata share of the allowable credit based on the ownership interest. The total of the credits allowed all owners may not exceed the amount that would have been allowed for a sole owner of the business.

**Aggregate summary:** This is a single Form 306 that combines the results of multiple business locations in a military reuse zone or zones. Taxpayers having multiple business locations must first complete separate Forms 306, 306-1, 306-2, 306-3, and 306-4 for each business location, whether those locations are in the same military reuse zone or multiple military reuse zones. Then, complete the aggregate summary Form 306. Do not complete aggregate summaries of Forms 306-1 through 306-4.

Taxpayers do NOT need to complete the following portions of the aggregate summary Form 306:

- Part I - Business Information
- Part II - Net Increase in Employment
- Part III - Lines 8 through 11 (line 12 must still be completed)

### Specific Instructions

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

#### Part I - Business Information

##### Lines 1 through 4 -

On lines 1 through 3, enter the business's name, its actual location in the zone (may not be its mailing address), and employer identification number. On line 4, enter the name of the military reuse zone in which the business is located.

**NOTE:** If there is more than one location in a military reuse zone, attach a schedule listing the name, location address, employer identification number, and zone of each location.

#### Part II - Net Increase in Employment

The military reuse zone credit is based on net increases in employment of full-time employees working in a military reuse zone. Whether there has been a net increase in employment is determined by comparing the average employment in the zone during the current taxable year with the prior year's fourth quarter employment in the zone. The prior year figure must be based on the employer's unemployment insurance report to the Arizona Department of Economic Security, limited to employment in the zone.

#### Line 5 -

Enter the average employment in the military reuse zone for the current taxable year. Complete the worksheet below to determine the average employment during the current taxable year.

On lines 1 through 12 below, enter the number of employees employed at the end of each month by the business located in the military reuse zone.

Average Full-Time Employment Worksheet		Line 5 Column – Current Taxable Year
1	January	
2	February	
3	March	
4	April	
5	May	
6	June	
7	July	
8	August	
9	September	
10	October	
11	November	
12	December	
13	Total – Add lines 1 through 12.	
14	Total number of months during the taxable year in which the employer was in business.	
15	Average – Divide the amount on line 13 by the amount on line 14.	

#### Line 6 -

Enter the previous year's fourth quarter employment. A newly established business in a military reuse zone that did not have any employment within the zone during the fourth quarter of the immediately preceding taxable year would enter zero.

An established business already located in an area that subsequently becomes a designated military reuse zone could have employment in the zone during the fourth quarter of the immediately preceding taxable year. This employer would enter their previous year's fourth quarter employment in the zone only, based on their report to the Arizona Department of Economic Security for unemployment tax purposes.

#### Line 7 -

Subtract the amount on line 6 from the amount on line 5. If this amount is less than one, enter zero. If this amount contains a decimal, round down to the next whole number. This is the net increase in employment.

**Part III - Maximum Number of New Employees****Lines 8 through 12 and Form 306-1 and Form 306-3**

The maximum number of new employees for which the business may claim the military reuse zone credit is limited to the lesser of the total number of new employees or the net increase in employment. Complete Form 306-1 listing each dislocated military base employee in the first year of employment in the military reuse zone. Complete Form 306-3 listing each non-dislocated military base employee in the first year of employment in the military reuse zone.

**Line 8 -**

Enter the total number of new employees employed in the zone who are dislocated military base employees from the Form(s) 306-1.

**Line 9 -**

Enter the total number of new employees employed in the zone who are non-dislocated military base employees from the Form(s) 306-3.

**Line 10 -**

Add line 8 and line 9 and enter the total.

**Line 11 -**

Enter the net increase in employment from Part II, line 7.

**Line 12 -**

Enter the lesser of line 10 or line 11. This is the maximum number of new employees for which the business may claim the military reuse zone credit.

**Part IV - Credit Calculation for Dislocated Military Base Employees**

Before completing lines 13 through 18, complete the Form 306-2 listing each dislocated military base employee for whom the business is claiming a credit.

Arizona's statutes do not require that the dislocated military base employee who is claimed in a subsequent year of continuous employment be the same dislocated military base employee who was claimed in prior years of employment. Therefore, if one of the originally claimed new dislocated military base employees leaves employment after the first year, the business can claim subsequent years' credits for another dislocated military base employee. The substitute employee must be in the same year of employment as the departed employee.

**Lines 13 through 17 -****Column (a) -**

Refer to the total numbers of employees shown in the columns of Form 306-2 to complete column (a) of Part IV. The maximum number of dislocated military base employees entered on line 13, column (a) cannot exceed the maximum number of new employees entered on Part III, line 12. If the business is claiming the military reuse zone credit for dislocated military base employees and non-dislocated

military base employees, the total number of employees claimed in both categories cannot exceed the maximum number of new employees from Part III, line 12.

The number of dislocated military base employees claimed in each year can never exceed the number of employees for which a credit was claimed in the immediately preceding tax year.

**Column (c) -**

Multiply the numbers shown on lines 13 through 17, column (a) by the amounts shown in column (b). Enter each result in column (c).

**Line 18 -**

Add the numbers on lines 13 through 17, in column (a). Enter the total on line 18 in column (a). The number shown on line 18, column (a), is the total number of dislocated military base employees for which the business is claiming the military reuse zone credit.

Add the amounts on lines 13 through 17 in column (c). Enter the total on line 18 in column (c). The amount shown on line 18, column (c) is the total allowable military reuse zone credit for dislocated military base employees for the current taxable year.

**Part V - Credit Calculation for Non-Dislocated Military Base Employees**

Before completing lines 19 through 24, complete the Form 306-4 listing each non-dislocated military base employee for whom the business is claiming a credit.

**Lines 19 through 23 -****Column (a) -**

Refer to the total numbers of employees shown in the columns of Form 306-4 to complete column (a) of Part V. The maximum number of non-dislocated military base employees entered on line 19, column (a), cannot exceed the maximum number of new employees entered on Part III, line 12. If the business is claiming the military reuse zone credit for dislocated military base employees and non-dislocated military base employees, the total number of employees claimed in both categories cannot exceed the maximum number of new employees from Part III, line 12.

The number of non-dislocated military base employees claimed in each year can never exceed the number of non-dislocated military base employees for which a credit was claimed in the immediately preceding tax year.

**Column (c) -**

Multiply the numbers shown on lines 19 through 23, column (a) by the amounts shown in column (b). Enter each result in column (c).

**Line 24 -**

Add the numbers on lines 19 through 23, in column (a). Enter the total on line 24 in column (a). The number shown on line 24, column (a), is the total number of non-dislocated military base employees for which the business is claiming the military reuse zone credit.

Add the amounts on lines 19 through 23 in column (c). Enter the total on line 24 in column (c). The amount shown on line 24, column (c) is the total allowable military reuse zone credit for non-dislocated military base employees for the current taxable year.

## Part VI - S Corporation Credit Election and Shareholder's Share of Credit

### Line 25 -

This portion of the Form 306 must be completed by all S corporations in order for the S corporation or its shareholders to claim the military reuse zone credit. The S corporation must make an irrevocable election either to claim the credit or to pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S. If the S corporation elects to claim the credit itself, it can skip lines 26 through 29 and complete Parts VIII and IX.

### Lines 26 through 29 -

If the S corporation elects to pass the credit through to its shareholders, it must complete lines 26 through 29 separately for each shareholder.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 306. Each shareholder must complete Parts VIII and IX.

## Part VII - Partner's Share of Credit

### Lines 30 through 33 -

Complete Part VII, lines 30 through 33, separately for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 306. Each partner must complete Parts VIII and IX.

**NOTE:** Taxpayers who are partners or shareholders in multiple entities operating in military reuse zones must complete a schedule detailing the amount of the credit passed through from each partnership or S corporation, and attach the schedule to their tax returns.

## Part VIII - Available Credit Carryover

### Lines 34 through 40 -

Use Part VIII to figure the total available credit carryover. Complete lines 34 through 40 if you claimed the credit on a prior year return and the credit was more than your tax.

Provided it maintains its businesses in the military reuse zone, a taxpayer may carry forward the amount of the unused

military reuse zone credit for a period not to exceed five taxable years. However, if the taxpayer moves its business outside of the military reuse zone or the military reuse zone is terminated, the carryover of the tax credit is lost. If a portion of its business is moved outside of the military reuse zone, the portion of the carryforward attributable to that portion of the business is lost.

Enter the taxable year(s) from which you are carrying over the credit on line 34 in columns (a) through (e). On line 35, enter the credit originally computed for that taxable year. On line 36, enter the amount of the credit from that taxable year already used. Subtract the amount on line 36 from the amount on line 35 and enter the result on line 37. On line 38, enter the amount of credit that is unallowable because the business is no longer located in the military reuse zone or the zone has been terminated. Subtract the amount entered on line 38 from line 37, and write the result on line 39.

Add the amounts in columns (a) through (e) on line 39. Enter the total in column (f) on line 40. This is the total military reuse zone credit carryover for the current taxable year.

## Part IX - Total Available Credit

### Line 41 -

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the current year's credit for dislocated military base employees from Part IV, line 18, column (c).

*S corporation shareholders* - enter the amount from Part VI, line 28.

*Partners of a partnership* - enter the amount from Part VII, line 32.

### Line 42 -

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the current year's credit for non-dislocated military base employees from Part V, line 24, column (c).

*S corporation shareholders* - enter the amount from Part VI, line 29.

*Partners of a partnership* - enter the amount from Part VII, line 33.

### Line 43 -

Enter the amount from Part VIII, line 40, column (f). This is the total available credit carryover.

### Line 44 -

Add lines 41, 42, and 43. This is the total available military reuse zone credit that may be applied to the current taxable year's tax liability.

*Corporations and S corporations* - enter the total here and on Form 300, Part I, line 4.

*Individuals* - enter the total here and on Form 301, Part I, line 4.



**ARIZONA FORM**  
**307**

**Recycling Equipment Credit**

**2011**

For the calendar year 2011, or  fiscal year beginning <u>MM DD YY,YY,YY</u> and ending <u>MM DD YY,YY,YY</u> .
----------------------------------------------------------------------------------------------------------------------

**Attach to your return.**

Your Name as shown on Form 140, 140PY, 140NR, 140X	Your Social Security No.
Spouse's Name as shown on Form 140, 140PY, 140NR, 140X	Spouse's Social Security No.

**Individual Taxpayers**

Laws 2003, Ch. 122, §§ 6 and 11, repealed the individual tax credit (A.R.S. § 43-1076) effective for taxable years beginning from and after December 31, 2002. Individual taxpayers, including individual partners of a partnership, no longer qualify for the recycling equipment credit. A partnership cannot pass the credit through to its individual partners.

However, Laws 2003, Ch. 122, § 10, provides that individual taxpayers may claim carryovers of unused tax credits from taxable years beginning prior to January 1, 2003 for the succeeding 15 taxable years after the unused credit year. You cannot carryover any unused credit related to recycling equipment that had ceased to be recycling equipment or was transferred to another person. **See instructions for additional information.**

**Available Credit Carryover**

	(a) Taxable Year from which you are carrying the credit	(b) Original Credit Amount	(c) Amount Previously Used	(d) Available Carryover: <i>Subtract column (c) from column (b).</i>
1	<b>1996</b>	\$	\$	\$
2	<b>1997</b>	\$	\$	\$
3	<b>1998</b>	\$	\$	\$
4	<b>1999</b>	\$	\$	\$
5	<b>2000</b>	\$	\$	\$
6	<b>2001</b>	\$	\$	\$
7	<b>2002</b>	\$	\$	\$
8	TOTAL AVAILABLE CARRYOVER: <i>Add the amounts on lines 1 through 7 in column (d). Enter the total on line 8 of column (d) and on Form 301, Part I, line 5.....</i>			\$

## 2011 Recycling Equipment Credit

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### Phone Numbers

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If you have questions, please call one of the following numbers:

Phoenix (602) 255-3381  
From area codes 520 & 928 toll-free (800) 352-4090

Hearing impaired TDD user:

Phoenix (602) 542-4021  
From area codes 520 & 928 toll-free (800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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### General Instructions

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The tax credit allowed under Arizona Revised Statute (A.R.S.) § 43-1164 was previously repealed for *corporate taxpayers*. Any remaining carryovers of unused credits from taxable years beginning before January 1, 2000, were lost after taxable year 2005. This affects all corporate taxpayers, including S corporations and corporate partners of a partnership. Because an S corporation no longer qualifies for the credit, an S corporation cannot pass the credit through to its shareholders. A partnership cannot pass the credit through to its corporate partners.

Individuals cannot generate any new credits, because the individual recycling equipment credit was repealed effective for taxable years beginning from and after December 31, 2002. A partnership cannot generate and pass a new credit through to its individual partners. However, individuals can continue to carry the credit forward if the credits were generated in taxable years beginning prior to January 1, 2003.

If the recycling equipment ceases to be recycling equipment, or is transferred to another person, the portion of the unused credit carryovers relating to that recycling equipment is lost.

The portion of the total available credit carryover that may be claimed by the individual taxpayer is limited to the *lesser* of 25% of the amount of tax entered on Form 301, Part II, line 35 or \$5,000.

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### Specific Instructions

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Complete the name and social security number (SSN) section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for an individual is the taxpayer's SSN or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

#### Available Credit Carryover

##### Lines 1 through 8

Use lines 1 through 8 to figure your total available credit carryover from taxable years 1996 through 2002. Complete these lines if you claimed the credit on a tax return for taxable years beginning before January 1, 2003, and your credit was more than your tax.

- In column (b), enter the credit originally computed for that taxable year listed in column (a).
- In column (c), enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from column (b) and enter the difference in column (d).
- Add the amounts entered on lines 1 through 7 in column (d). Enter the total on line 8, column (d).

Enter the total from line 8, column (d), on Form 301, Part I, line 5.

For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

Attach to your return.

Name as shown on Form 120, 120A, 120S, 120X, or 165	Employer identification number
-----------------------------------------------------	--------------------------------

**Part I Qualification for Refund of Current Taxable Year's Excess Credit**

- 1 Did you receive a "Certificate of Qualification" from the Arizona Commerce Authority? *If yes, attach a copy of the Certificate. If no, skip line 2. Also skip Part V* .....  Yes  No
- 2 Enter the maximum refund amount on the Certificate from the Arizona Commerce Authority for this taxable year ..... **2**  **00**

**Part II Current Taxable Year's Credit Calculation**

3 Basic research payments paid or incurred to qualified organizations. <i>See instructions</i> .....	<b>3</b>		<b>00</b>	
4 Qualified organization base period amount .....	<b>4</b>		<b>00</b>	
5 Subtract line 4 from line 3. <i>If less than zero, enter zero</i> .....				<b>5</b> <span style="border: 1px solid black; padding: 2px 20px;"></span> <b>00</b>
6 Wages for qualified services (do not include wages used in figuring the federal work opportunity credit) .....	<b>6</b>		<b>00</b>	
7 Cost of supplies .....	<b>7</b>		<b>00</b>	
8 Rental or lease cost of computers .....	<b>8</b>		<b>00</b>	
9 Contract research expenses. <i>See instructions</i> .....	<b>9</b>		<b>00</b>	
10 Total research expenses. <i>Add lines 6 through 9. Enter the total</i> .....	<b>10</b>		<b>00</b>	
11 Research expenses included on lines 6 through 9 related to solar liquid fuel that will be claimed on Arizona Form 344 .....	<b>11</b>		<b>00</b>	
12 Total qualified research expenses. <i>Subtract line 11 from line 10</i> .....				<b>12</b> <span style="border: 1px solid black; padding: 2px 20px;"></span> <b>00</b>
13 Average annual Arizona gross receipts. <i>See instructions</i> .....	<b>13</b>		<b>00</b>	
14 Fixed-base percentage (not more than 16% (.1600)). <i>See instructions</i> .....	<b>14</b>	.		
15 Base amount. <i>Multiply line 13 by the percentage on line 14. Enter the result</i> .....				<b>15</b> <span style="border: 1px solid black; padding: 2px 20px;"></span> <b>00</b>
16 Subtract line 15 from line 12. <i>If less than zero, enter zero</i> .....				<b>16</b> <span style="border: 1px solid black; padding: 2px 20px;"></span> <b>00</b>
17 Multiply line 12 by 50% (.50). <i>Enter the result</i> .....				<b>17</b> <span style="border: 1px solid black; padding: 2px 20px;"></span> <b>00</b>
18 Enter the lesser of line 16 or line 17 .....				<b>18</b> <span style="border: 1px solid black; padding: 2px 20px;"></span> <b>00</b>
19 Add lines 5 and 18. <i>Enter the total</i> .....				<b>19</b> <span style="border: 1px solid black; padding: 2px 20px;"></span> <b>00</b>

**IF LINE 19 IS \$2,500,000 OR LESS, COMPLETE LINE 20 AND SKIP LINES 21 THROUGH 23. IF LINE 19 IS MORE THAN \$2,500,000, SKIP LINE 20 AND COMPLETE LINES 21 THROUGH 23.**

20 Multiply line 19 by 24% (.24). <i>Enter the result</i> .....	<b>20</b>		<b>00</b>	
21 Subtract \$2,500,000 from line 19. <i>Enter the difference</i> .....	<b>21</b>		<b>00</b>	
22 Multiply line 21 by 15% (.15). <i>Enter the result</i> .....	<b>22</b>		<b>00</b>	
23 Add \$600,000 to line 22. <i>Enter the total</i> .....				<b>23</b> <span style="border: 1px solid black; padding: 2px 20px;"></span> <b>00</b>
24 Enter the amount from line 20 or 23 here. <b>This is your current year's credit for increased research activities</b> .....				<b>24</b> <span style="border: 1px solid black; padding: 2px 20px;"></span> <b>00</b>

**Part III S Corporation Credit Election and Shareholder's Share of Credit**

25 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:

(CHECK ONLY ONE BOX)

Claim the credit for increased research activities as shown on Part II, line 24 (for the taxable year mentioned above);

OR

Pass the credit for increased research activities as shown on Part II, line 24 (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 26 through 28 separately for each shareholder.  
Also complete line 29 separately for each shareholder, if applicable. Provide a copy of the Certificate to each shareholder.  
Furnish each shareholder with a copy of the completed Form 308.

26 Name of shareholder \_\_\_\_\_

27 Shareholder's TIN \_\_\_\_\_

28 Shareholder's share of the amount on Part II, line 24 .....	28		00
29 Shareholder's share of the amount on Part I, line 2 .....	29		00

**Part IV Partner's Share of Credit**

Complete lines 30 through 32 separately for each partner.  
Also complete line 33 separately for each partner, if applicable. Provide a copy of the Certificate to each partner.  
Furnish each partner with a copy of the completed Form 308.

30 Name of partner \_\_\_\_\_

31 Partner's TIN \_\_\_\_\_

32 Partner's share of the amount on Part II, line 24 .....	32		00
33 Partner's share of the amount on Part I, line 2 .....	33		00

**Part V Refundable Portion of the Current Taxable Year's Excess Credit**

**ONLY COMPLETE PART V IF THE "YES" BOX ON PART I, LINE 1, IS CHECKED.**

34 Current taxable year's credit. Corporations or S corporations - enter the amount from Part II, line 24. Corporate partners of a partnership - enter the amount from Part IV, line 32 .....	34		00
35a Enter the current year's tax, including recapture, from Form 120, line 18; or Form 120A, line 10; or Form 120S, line 14; or Form 120X, line 18(c).....	35a		00
35b Clean Elections Fund Tax Reduction. Enter the amount from Form 120, line 19; or Form 120A, line 11; or Form 120S, line 15; or Form 120X, line 19(c).....	35b		00
35c Subtotal. Subtract line 35b from line 35a.....	35c		00
35d Nonrefundable tax credits. Enter the amount of nonrefundable tax credits from Form 300. Exclude the credit or carryover for increased research activities.....	35d		00
35e Current taxable year's credit for increased research activities that will be used to offset the current taxable year's tax liability - subtract line 35d from line 35c. Enter the difference. If the difference is zero or more, enter it on Part X, line 59; also enter it on Form 300, Part I, line 5, and Form 300, Part II, line 34. If less than zero, enter zero. ....	35e		00
36 Current taxable year's excess credit - subtract line 35e from line 34. Enter the difference. If less than zero, enter zero, because no refund is available.....	36		00
37 Tentative refundable credit - multiply line 36 by 75% (.75). Enter the result.....	37		00
38 Maximum refundable credit. Corporations and S corporations - enter the amount from Part I, Line 2. Corporate partners of a partnership - enter the amount from Part IV, line 33.....	38		00
39 Refundable Credit. Enter the lesser of line 37 or line 38. Also enter this amount on Form 120, line 25; or Form 120A, line 17; or Form 120S, line 21; or Form 120X, line 25.....	39		00

**COMPLETE PART VI AND VII IF YOU HAVE CARRYOVERS FROM PRIOR YEARS. SKIP PART VIII AND PART IX.**

**Part VI Available Pre-2003 Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used or expired	(d) Available carryover - subtract column (c) from column (b)
40				
41				
42				
43				
44				
45				
46				
47	Total available pre-2003 carryover			

**Part VII Available Post-2002 Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used or expired	(d) Available carryover - subtract column (c) from column (b)
48				
49				
50				
51				
52				
53				
54				
55				
56	Total available post-2002 carryover			

**Part VIII Limitation of Pre-2003 Credit Carryover**

If you completed Part V and are receiving a refund, do not complete Part VIII.

If you have credit carryovers from tax years 2002 and before, complete this section. If you do not, skip this section and go directly to Part IX. The amount of credit carryover from years 2002 and before that you can use is limited. Complete this schedule to determine how much of this carryover you can use to offset this year's tax liability.

57a	Current year's tax liability. Enter the amount from Form 300, line 29.....	57a		00
57b	Compare line 57a with \$500,000. Enter the lesser amount.....	57b		00
57c	Current taxable year's credit. Corporations or S corporations - enter the amount from Part II, line 24. Corporate partners of a partnership - enter the amount from Part IV, line 32...	57c		00
57d	Subtract line 57c from line 57b - if the result is zero or less, enter zero. This is the amount of this year's tax liability to which you may apply your pre-2003 carryovers .....	57d		00
57e	Enter the total of your pre-2003 credit carryovers from Part VI, line 47, column (d).....	57e		00
57f	Compare lines 57d and 57e and enter the lesser amount here. This is the amount of pre-2003 credit carryovers you can use to offset this year's tax liability.....	57f		00

**Part IX Limitation of Post-2002 Credit Carryover**

If you completed Part V and are receiving a refund, do not complete Part IX.

If you have credit carryovers from tax years 2003 and after, complete this section. If you do not, skip this section and go directly to Part X. The amount of credit carryover from years 2003 and after that you can use is limited. Complete this schedule to determine how much of this carryover you may be able to use to offset this year's tax liability.

<b>58a</b>	Current year's tax liability. Enter the amount from Form 300, line 29.....	<b>58a</b>		<b>00</b>
<b>58b</b>	Current taxable year's credit. Corporations or S corporations - enter the amount from Part II, line 24. Corporate partners of a partnership - enter the amount from Part IV, line 32...	<b>58b</b>		<b>00</b>
<b>58c</b>	Subtract line 58b from line 58a - if the result is zero or less, enter zero. This is the amount of this year's tax liability to which you may apply your post-2002 carryovers.....	<b>58c</b>		<b>00</b>
<b>58d</b>	Enter the total of your post-2002 credit carryovers from Part VII, line 56, column (d).....	<b>58d</b>		<b>00</b>
<b>58e</b>	Compare lines 58c and 58d and enter the lesser amount here. This is the amount of post-2002 credit carryovers you can use to offset this year's tax liability .....	<b>58e</b>		<b>00</b>

**Part X Total Available Nonrefundable Credit**

<b>59</b>	Current year's credit. If you completed Part V and are receiving a refund - enter the amount from Part V, line 35e. Corporations or S corporations not receiving a refund - enter the amount from Part II, line 24. Corporate partners of a partnership not receiving a refund - enter the amount from Part IV, line 32 .....	<b>59</b>		<b>00</b>
<b>60</b>	If you completed Part V and are receiving a refund, enter zero. Otherwise, enter the pre-2003 carryover - from Part VIII, line 57f.....	<b>60</b>		<b>00</b>
<b>61</b>	If you completed Part V and are receiving a refund, enter zero. Otherwise, enter the post-2002 carryover - from Part IX, line 58e.....	<b>61</b>		<b>00</b>
<b>62</b>	<b>Total available credit.</b> Add lines 59, 60, and 61. Enter the result here and on Form 300, Part I, line 5 .....	<b>62</b>		<b>00</b>

**2011 Credit for Increased Research Activities**

**CONTACTS FOR REFUND OF CREDIT FOR INCREASED RESEARCH ACTIVITIES**

**Arizona Commerce Authority  
(formerly the Arizona Department of Commerce)**

•Application forms •Program guidelines

Internet home page: [www.azcommerce.com](http://www.azcommerce.com)

Program Manager (602) 845-1200

**CONTACTS FOR NONREFUNDABLE CREDIT FOR INCREASED RESEARCH ACTIVITIES**

**Department of Revenue**

•tax forms and instructions •information and assistance

Internet home page: [www.azdor.gov](http://www.azdor.gov)

Taxpayer assistance (602) 255-3381

From area codes 520 and 928, toll-free (800) 352-4090

Hearing impaired TDD user

Phoenix (602) 542-4021

From area codes 520 and 928, toll-free (800) 397-0256

**General Instructions**

**NOTE:** THE 2011 FORM 308 IS USED BY TAXPAYERS THAT ARE CORPORATIONS, S CORPORATIONS OR PARTNERSHIPS. INDIVIDUAL TAXPAYERS MUST USE THE 2011 FORM 308-I.

ARS § 43-1168 provides a corporate income tax credit for increased research activities in a taxable year. For taxable years beginning prior to January 1, 2001, this credit was only available to corporations and S corporations using the credit to offset tax incurred at the corporate level. It was not available for S corporations or partnerships to pass through to their shareholders or partners, and it was not available to individual taxpayers. This changed effective for taxable years beginning on or after January 1, 2001, and now S corporation and partnerships can pass the credit through to shareholders and partners (ARS § 43-1074.01). For taxable years beginning from and after December 31, 2009, a portion of the current year's excess credit may be refundable to qualified taxpayers.

The credit for increased research activities is in lieu of the solar liquid fuel credit, under ARS § 43-1164.02 (claimed on Arizona Form 344) with respect to the same expenses.

The Arizona corporate tax credit is allowed in an amount computed pursuant to IRC § 41 with the following exceptions:

- Qualified research includes only research conducted in Arizona. The term "qualified research," for purposes of the Arizona tax credit, means qualified research, as defined in IRC § 41, that is conducted in Arizona and basic research, as defined in IRC § 41, which is conducted in Arizona.
- The amount of the credit is based on the federal regular credit computation method for Arizona qualified research expenses and Arizona basic research payments. [Taxpayers CANNOT use the federal alternative credit computation method.] The allowable current taxable year credit is a

percentage of (a) the excess, if any, of the Arizona qualified research expenses for the taxable year, over the base amount; and (b) the Arizona basic research payments.

For 2011, if the allowable expenses do not exceed \$2,500,000, the allowable credit is 24 percent of this amount. If the allowable expenses exceed \$2,500,000, the allowable credit amount is \$600,000 plus 15 percent of the amount of expenses over \$2,500,000, subject to certain limitations.

- If two or more taxpayers, including shareholders of an S corporation and partners in a partnership, share in the eligible expenses, each taxpayer is eligible to receive a proportionate share of the credit.
- The termination provisions of IRC § 41 do not apply.

**CORPORATE TAXPAYERS:** If two or more members of a unitary group or an Arizona affiliated group incur qualifying expenses, the individual members of the group are not considered separate taxpayers. When a combined return or a consolidated return is filed, the unitary group or the Arizona affiliated group is considered a single taxpayer.

**REFUND OF 75% OF CURRENT YEAR'S EXCESS CREDIT**

If the current taxable year's credit for increased research activities exceeds your income tax liability for taxable years beginning from and after December 31, 2009, a portion of the excess credit may be refundable, if you qualify.

The amount of credit that is refundable is limited to 75% of the excess credit. The excess credit is the current year's credit less the current year's tax liability. The 75% refund is only available for the current year's excess credit for increased research activities. Once the taxpayer files a return with the department and carries the excess credit for increased research activities forward, the taxpayer may not claim a refund later for that taxable year.

**NOTE:** Because the refund is calculated after tax liability, it is necessary that you calculate all of your other credits before you can determine the current year's excess credit amount.

Taxpayers must apply to the Arizona Commerce Authority (formerly the Arizona Department of Commerce) and receive a Certificate of Qualification to receive a refund. Taxpayers must have less than 150 full-time employees to qualify. The refund is the lesser of (a) 75% of the excess credit; or (b) the maximum refund on the Certificate of Qualification from the Arizona Commerce Authority. Any additional amount is waived.

If two or more taxpayers, including shareholders of an S corporation and partners in a partnership, share in the eligible expenses, each taxpayer is eligible to claim a proportionate share of the refund. An S corporation must apply for the Certificate of Qualification on behalf of its shareholders. A partnership must apply for the Certification of Qualification on behalf of its partners.

Carryovers from the credit for increased research activities from previous taxable years will be carried over to the following taxable year, subject to the fifteen year carryover period and annual limitations on use of those carryovers.

**CARRYOVER OF UNUSED CREDIT**

If the current taxable year's credit exceeds the taxpayer's tax liability for the taxable year, the taxpayer may carry forward the unused credit to the next fifteen consecutive taxable years. Due to various law changes, the amount that may be carried forward and how it is applied differs depending on the tax year it was earned. Please see the specific instructions for more information on how to calculate the proper carryforward amounts.

Taxpayers that elected to receive a refund of 75% of the excess credit cannot carry forward any amount from the year of the refund. Carry forwards from years prior to 2010 or years where the taxpayer did not elect to receive a refund may carryover to the following year.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation or partnership is the taxpayer's employer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

**Part I - Qualification for Refund of Current Taxable Year's Excess Credit****Line 1 -**

If the taxpayer applied to the Arizona Commerce Authority and received a Certificate of Qualification related to the credit for increased research activities, check the "Yes" box. Otherwise, check the "No" box and skip line 2.

**Line 2 -**

If you checked the "Yes" box on line 1, enter the maximum refund amount for taxable year 2011 on your Certificate of Qualification from the Arizona Commerce Authority.

**Part II - Current Taxable Year's Credit Calculation**

**Lines 3 through 5 apply only to corporations (excluding S corporations, personal holding companies, and service organizations). All other taxpayers begin the computation on line 6.**

**Line 3 -**

Corporate taxpayers may be eligible for a "basic research" credit if their payments made in cash to a qualified university or scientific research organization (pursuant to a written contract) for research conducted in Arizona exceeds a base period amount. Enter the amount of such payments on line 3.

**Line 4 -**

Enter the base period amount as defined by IRC § 41(c) that is based on Arizona research activity. The amount on line 4 (but not more than the amount on line 3), although not eligible for the basic research credit, can be treated as contract research expenses on line 9.

**Line 6 -**

Enter total wages paid or incurred for qualified services performed in Arizona. Do not include the amount of such wages paid to employees that were used in the calculation of the federal work opportunity credit. Wages include any wages paid or incurred to an employee for qualified services performed by such employee. Qualified services consist of engaging in qualified research or engaging in the direct supervision or direct support of research activities that constitute qualified research.

**Line 7 -**

Enter the cost of supplies paid or incurred for use in the conduct of qualified research in Arizona. Supplies include expenditures for any tangible property other than land or improvements to land, and property of a character subject to the allowance for depreciation.

**Line 8 -**

Enter the amount paid or incurred to rent or lease the right to use computers in the conduct of qualified research in Arizona.

**Line 9 -**

Enter the total of:

- (a) Seventy-five percent (.75) of any amount paid or incurred for qualified research performed in Arizona by a qualified research consortium on the taxpayer's behalf. "Qualified research consortium" is any qualifying organization as defined in IRC § 41(b)(3)(C)(ii). Also include 75 percent of that portion of line 3, basic research payments, paid to a qualified research consortium that does not exceed the line 4 base amount.
- (b) Sixty-five percent (.65) of any amount paid or incurred for qualified research performed in Arizona on the taxpayer's behalf, other than such amounts paid to a qualified research consortium. Prepaid contract research expenses are considered paid in the year the research is actually done. Also include 65 percent of that portion of line 3, basic research payments, that does not exceed the line 4 base amount, other than amounts paid to a qualified research consortium.

**Line 11 -**

Enter the amount of expenses included on lines 6 through 9 that are related to solar liquid fuel that will be claimed on Arizona Form 344. The credit for increased research activities is in lieu of the solar liquid fuel credit, under ARS § 43-1164.02 (claimed on Arizona Form 344) with respect to the same expenses.

**Line 13 -**

Enter the average annual Arizona gross receipts for the four taxable years preceding the taxable year for which the credit is being determined (the credit year). The taxpayer may be required to annualize gross receipts for any short taxable year.

If 2011 is the first year the taxpayer is in business, the average annual Arizona gross receipts for the preceding taxable years is zero. If the taxpayer has been in business in Arizona for less than four taxable years prior to the credit year, then the average is the sum of annual Arizona gross receipts of the applicable period, divided by the number of taxable years.



Example: ABC Corporation began business in Arizona in 2009. Its annual Arizona gross receipts for 2009 were \$100,000. Its annual Arizona gross receipts for 2010 were \$200,000. Therefore, ABC Corporation's average annual Arizona gross receipts for the 2011 credit year is \$150,000 ([\$100,000 plus \$200,000] divided by 2).

#### Line 14 -

##### Fixed base percentage

Use the same type of formulas to compute your fixed-base percentage for Arizona as you would for computing your federal fixed-base percentage. The difference is that you use Arizona qualified research expense and gross receipts amounts instead of federal amounts. Other than that, the calculations are the same. Round off the percentage to the nearest one, one hundredth of one percent (four decimal places).

If the percentage computation involves *de minimis* amounts of gross receipts and qualified expenses in a taxable year or short taxable years are involved, the amounts may be annualized or disregarded. Refer to IRC §§ 41(c)(3) and 41(f)(4) for details.

##### Existing firms and start-up companies

Arizona's definition of whether an organization is an existing firm or a start-up company is also the same as federal, albeit on an Arizona basis:

- **Existing firms** - An existing firm is one that had both Arizona gross receipts and Arizona qualified research expenses for at least three taxable years beginning after December 31, 1983, and before January 1, 1989. The fixed-base percentage is the ratio that the aggregate Arizona qualified research expenses for all taxable years beginning after 1983 and before 1989, bears to the aggregate Arizona gross receipts for such taxable years.
- **Start-up companies** - A start-up company is one that had both Arizona gross receipts and Arizona qualified research expenses either (1) for the first time in a taxable year beginning after December 31, 1983, or (2) for fewer than three taxable years beginning after 1983 and before 1989.

If the percentage computation involves *de minimis* amounts of gross receipts and qualified expenses in a taxable year or short taxable years are involved, the amounts may be annualized or disregarded. Refer to IRC §§ 41(c)(3) and 41(f)(4) for details.

**NOTE:** *The maximum percentage that can be entered on line 14 is 16 percent (.1600).*

#### Line 17 -

Multiply line 12 by 50 percent (.50). The base amount cannot be less than 50 percent of the current year qualified research expenses. This rule applies both to existing and start-up companies.

#### Lines 20 through 24 -

The way you compute the amount of current year's credit you may receive depends on the amount of expenses you have. To determine your proper credit amount, complete lines 20 through 24 as instructed on the form.

## Part III - S Corporation Credit Election and Shareholder's Share of Credit

### Line 25 - S Corporation Credit Election

S corporations must complete line 25. The S corporation must make an irrevocable election to either claim the current taxable year credit or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S. If the S corporation elects to claim the credit itself, it can skip lines 26 through 29 and complete Parts V through X, as applicable.

### Lines 26 through 29 -

If an S corporation elects to pass the credit through to its shareholders, it must also complete lines 26 through 28. If the S corporation received a Certificate of Qualification from the Arizona Commerce Authority, it must also complete line 29.

After the S corporation completes Parts I and II, it must complete Part III, lines 26 through 29, separately for each shareholder. The S corporation must furnish each shareholder with a copy of the completed Form 308 and the Certificate of Qualification, if applicable.

## Part IV - Partner's Share of Credit

### Lines 30 through 33 -

After a partnership completes Parts I and II, it must complete Part IV, lines 30 through 33, separately for each partner. The partnership must furnish each partner with a copy of the completed Form 308 and the Certificate of Qualification, if applicable. Each corporate partner must complete Parts V through X, as applicable.

## Part V - Refundable Portion of the Current Taxable Year's Excess Credit

Complete Part V if either of the following apply to you:

- 1) you are a corporation or an S corporation that elects to claim the credit, and the "Yes" box on Part I, line 1, is checked and you elect to receive a refund of up to 75% of your excess credit, limited by the amount on line 2;  
or
- 2) you are a corporate partner in a partnership, and the "Yes" box on Part I, line 1, is checked and you elect to receive a refund of 75% of your excess credit, limited by the amount on line 33.

The excess credit is the current taxable year's credit for increased research activities less the current taxable year's tax liability. Carryovers of the credit for increased research activities from previous taxable years will carryover for possible use in the next taxable year, provided they do not expire this taxable year.

**NOTE:** *If you complete Part V and are receiving a refund, do not complete Part VIII or Part IX.*

#### Line 34 -

Enter the amount of the current taxable year's credit. Corporations or S Corporations, enter the amount from

Part II, line 24. Corporate partners of a partnership, enter the amount from Part IV, line 32.

**Line 35a -**

Enter the current taxable year's tax, including recapture, from Form 120, line 18; or Form 120A, line 10; or Form 120S, line 14; or Form 120X, line 18(c).

**Line 35b -**

Enter the current taxable year's Clean Elections Fund Tax Reduction from Form 120, line 19; or Form 120A, line 11; or Form 120S, line 15; or Form 120X, line 19(c).

**Line 35c -**

Subtract line 35b from line 35a. Enter the difference.

**Line 35d -**

Enter the amount of nonrefundable tax credits from Form 300. Exclude the credit or carryover for increased research activities.

**Line 35e -**

Enter the current taxable year's credit for increased research activities that will be used to offset the current taxable year's tax liability. Subtract line 35d from line 35c. Enter the difference. If the difference is zero or more, also enter it on Form 300, Part I, line 5, and Form 300, Part II, line 34. If the difference is less than zero, enter zero.

**Line 36 -**

Subtract line 35e from line 34. Enter the difference. If the result is less than zero, enter zero; no refund is available for this taxable year. This is the current taxable year's excess credit.

**Line 37 -**

Multiply line 36 by 75% and enter the result. This is your tentative refundable credit.

**Line 38 -**

Enter the maximum refundable credit. Corporations or S corporations, enter the amount from Part I, line 2. Corporate partners of a partnership, enter the amount from Part IV, line 33.

**Line 39 -**

Enter the lesser of line 37 or line 38. Complete Part VI and Part VII, if you have carryovers from years prior to 2011. Skip Part VIII and Part IX.

Enter the amount from line 39 on Form 120, line 25; or Form 120A, line 17; or Form 120S, line 21; or Form 120X, line 25. On the same line, be sure to check box 308 indicating you are claiming a refundable credit for increased research activities.

**CREDIT CARRYOVER**

**WHAT IS A CONVERSION CARRYOVER?**

The allowable amount of carryover of qualified research expenses from years before taxable year 2001 was determined differently than a carryover is ordinarily done. Instead of

carrying forward an unused credit amount, taxpayers had to convert each year's qualified research expenses to a credit carryover amount ("conversion carryover"). Any unused qualified research expenses were multiplied by 20%, and the result was carried forward and applied subject to the same additional limitations as any credit for increased research activities. Those additional limitations are explained in the instructions that follow.

Because the conversion carryover arises from years where individuals were ineligible for the credit, S corporations would have no conversion carryover to pass through to their shareholders. The conversion carryover applies only to corporations and S corporations that were using the credit to offset their corporate income tax.

Taxpayers needing to use the conversion calculation may refer to the 2001 Form 308, *Credit for Increased Research Expenses*. This form is available on the department's website: [www.azdor.gov](http://www.azdor.gov).

**Part VI - Available Pre-2003 Credit Carryover**

The credit for increased research activities may be carried forward and offset against the next fifteen taxable years. Use Part VI to calculate the available pre-2003 credit carryover.

After you complete lines 40 through 46, calculate the total of all your carryovers that come from tax years prior to 2003. Enter this total on line 47, column (d).

**Allowable Credit Carryover**

There are limitations on how much of your carryover you can use to offset this year's tax. How much you can use depends on the year from which the carryover arose. In Part VIII and Part IX, you will be applying these limitations to determine the proper carryover amounts.

Remember, if you have other credits, your usable amount of credit from increased research activities may be limited further. You will be applying these limitations when you complete Form 300, *Nonrefundable Corporate Tax Credits and Recapture*.

**Part VII - Available Post-2002 Credit Carryover**

The credit for increased research activities may be carried forward and offset against the next fifteen taxable years. Use Part VII to calculate the available post-2002 credit carryover. After you complete lines 48 through 55, calculate the total of all your carryovers that come from tax years after 2002. Enter this total on line 56, column (d).

**Part VIII - Limitation of Pre-2003 Credit Carryover**

**REMINDER:** Entities other than corporations and S corporations using the credit at the corporate level **do not** have credit carryovers from years prior to 2001.

**NOTE:** If you completed Part V and are receiving a refund, do not complete Part VIII.

The total amount of credit carryovers that originated in taxable year 2002 and the preceding years that you can use to

offset this year's tax liability is limited. The total amount of pre-2003 credit carryforward cannot be more than your current year's income tax liability or \$500,000, minus the current year's credit for increased research activities.

Use lines 57a through 57f to calculate the amount of pre-2003 carryovers that you can use. Complete these lines as instructed on the form.

### **Part IX - Limitation of Post-2002 Credit Carryover**

**NOTE:** *If you completed Part V and are receiving a refund, do not complete Part IX.*

The total amount of credit carryovers originating in 2003 and subsequent years that you can use to offset this year's tax liability can be no more than the current year's tax liability less the current taxable year's credit for increased research activities.

Use lines 58a through 58e to calculate the amount of post-2002 carryovers that you can use. Complete these lines as instructed on the form.

### **Part X - Total Available Nonrefundable Credit**

Complete this section to compute the total available nonrefundable credit for the taxable year. The total available nonrefundable credit is the sum of the credit for the current taxable year's increased research activities and the available credit carryover(s).

#### **Line 59 -**

If you completed Part V and are receiving a refund, enter the amount from Part V, line 35e.

*Corporations (including S corporations that elected to claim the credit) not receiving a refund in Part V - enter the current year's credit from Part II, line 24.*

*Corporate partners of a partnership not receiving a refund in Part V - enter the credit from Part IV, line 32.*

This is the current taxable year's credit for increased research activities.

#### **Line 60 -**

If you completed Part V and are receiving a refund, enter zero. Otherwise, enter your pre-2003 credit carryover amount from Part VIII, line 57f.

#### **Line 61 -**

If you completed Part V and are receiving a refund, enter zero. Otherwise, enter your post-2002 credit carryover amount from Part IX, line 58e.

#### **Line 62 -**

Add the amounts from lines 59, 60, and 61. This is the total available credit for increased research activities that may be applied to the current taxable year's tax liability. Enter the total here and on Form 300, Part I, line 5.

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For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, or 140X	Social security number
-----------------------------------------------------	------------------------

Individuals must complete this form to claim the credit for increased research activities. Do not complete Form 308.

Complete this form if the taxpayer has:

- (a) a current taxable year's credit from the taxpayer's sole proprietorship; OR
- (b) a current taxable year's credit passed through from an S corporation or a partnership; OR
- (c) a carryover of unused credit from taxable year(s) 2001 and later.

**Part I Qualification for Refund of Current Taxable Year's Excess Credit**

- 1 Did you receive a "Certificate of Qualification" from the Arizona Commerce Authority?  
*If yes, attach a copy of the Certificate. If no, skip line 2.*.....  Yes  No
- 2 Enter the maximum refund amount on the Certificate from the Arizona Commerce Authority for this taxable year..... 

2		00
---	--	----
- 3 Did the entity from which you are claiming a pass through credit for increased research activities receive a "Certificate of Qualification" from the Arizona Commerce Authority? *If yes, attach a copy of the Certificate. If no, skip line 4. Also skip Part IV.*.....  Yes  No
- 4 Enter the maximum refund amount for this taxable year. Shareholders of an S corporation - *enter the amount from Form 308, Part III, line 29.* Partners of a partnership - *enter the amount from Form 308, Part IV, line 33.*..... 

4		00
---	--	----

**Part II Current Taxable Year's Credit Calculation (Sole Proprietorships Only)**

5 Wages for qualified services (do not include wages used in figuring the federal work opportunity credit) .....	5		00	
6 Cost of supplies .....	6		00	
7 Rental or lease cost of computers .....	7		00	
8 Contract research expenses. <i>See instructions.</i> .....	8		00	
9 Total research expenses. <i>Add lines 5 through 8. Enter the total.</i> .....	9		00	
10 Research expenses included on lines 5 through 8 related to solar liquid fuel that will be claimed on Arizona Form 344. ....	10		00	
11 Total qualified research expenses. <i>Subtract line 10 from line 9.</i> .....	11		00	
12 Average annual Arizona gross receipts. <i>See instructions.</i> .....	12		00	
13 Fixed-base percentage (not more than 16% (.1600)). <i>See instructions.</i> .....	13			
14 Base amount. <i>Multiply line 12 by the percentage on line 13. Enter the result.</i> .....	14		00	
15 Subtract line 14 from line 11. <i>If less than zero, enter zero (0).</i> .....	15		00	
16 Multiply line 11 by 50% (.50). <i>Enter the result.</i> .....	16		00	
17 Enter the lesser of line 15 or line 16.....	17		00	

**IF LINE 17 IS \$2,500,000 OR LESS, COMPLETE LINE 18 AND SKIP LINES 19 THROUGH 21. IF LINE 17 IS MORE THAN \$2,500,000, SKIP LINE 18 AND COMPLETE LINES 19 THROUGH 21.**

18 Multiply line 17 by 24% (.24). <i>Enter the result.</i> .....	18		00	
19 Subtract \$2,500,000 from line 17. <i>Enter the difference.</i> .....	19		00	
20 Multiply line 19 by 15% (.15). <i>Enter the result.</i> .....	20		00	
21 Add \$600,000 to line 20. <i>Enter the total.</i> .....	21		00	
22 Enter the amount from line 18 or 21 here. <b>This is your current year's credit for increased research activities</b> .....	22		00	

**Part III Current Taxable Year's Credit Passed Through From S Corporations and Partnerships**

- 23 Total amount of credit passed through from S corporations and partnerships. (Enter the aggregate amount of the credit for increased research activities from all Form(s) 308 received from S corporations and partnerships. Attach copies of any Form(s) 308 to your tax return) .....
- |    |  |    |
|----|--|----|
| 23 |  | 00 |
|----|--|----|

**Part IV Refundable Portion of the Current Taxable Year's Excess Credit**

**ONLY COMPLETE PART IV IF THE "YES" BOX ON PART I, LINE 1 OR LINE 3, IS CHECKED.**

<b>24a</b>	Current taxable year's credit from sole proprietorships - enter the amount from Part II, line 22..	<b>24a</b>		<b>00</b>
<b>24b</b>	Current taxable year's credit from pass through entities - enter the amount from Part III, line 23...	<b>24b</b>		<b>00</b>
<b>24c</b>	Total current taxable year's credit. Add lines 24a and 24b.....	<b>24c</b>		<b>00</b>
<b>25a</b>	Reduced tax. Enter the amount from Form 140, line 24; or Form 140PY, line 27; or Form 140NR, line 27; or Form 140X, line 30. ....	<b>25a</b>		<b>00</b>
<b>25b</b>	Nonrefundable tax credits. Enter the amount of nonrefundable tax credits from Form 301. Exclude the credit or carryover for increased research activities.....	<b>25b</b>		<b>00</b>
<b>25c</b>	Current taxable year's credit for increased research activities that will be used to offset the current taxable year's tax liability - subtract line 25b from line 25a. Enter the difference. If the difference is zero or more, enter it on Part VIII, line 46; also enter it on Form 301, Part I, line 6, and Form 301, Part II, line 43. If the difference is less than zero, enter zero.....	<b>25c</b>		<b>00</b>
<b>26</b>	Current taxable year's excess credit - subtract line 25c from line 24c. Enter the difference. If less than zero, enter zero, because no refund is available.....	<b>26</b>		<b>00</b>
<b>27</b>	Tentative refundable credit - multiply line 26 by 75% (.75). Enter the result.....	<b>27</b>		<b>00</b>
<b>28</b>	Maximum refundable credit. Sole Proprietorships - enter the amount from Part I, Line 2. Shareholders of an S corporation or partners of a partnership - enter the amount from Part I, line 4.....	<b>28</b>		<b>00</b>
<b>29</b>	<b>Refundable Credit.</b> Enter the lesser of line 27 or line 28. See Instructions .....	<b>29</b>		<b>00</b>

**COMPLETE PART V AND PART VI IF YOU HAVE CARRYOVERS FROM PRIOR YEARS. SKIP PART VII.**

**Part V Available Pre-2003 Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - subtract column (c) from column (b)
<b>30</b>	<b>2001</b>			
<b>31</b>	<b>2002</b>			
<b>32</b>	Total available pre-2003 carryover			

**Part VI Available Post-2002 Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - subtract column (c) from column (b)
<b>33</b>	<b>2003</b>			
<b>34</b>	<b>2004</b>			
<b>35</b>	<b>2005</b>			
<b>36</b>	<b>2006</b>			
<b>37</b>	<b>2007</b>			
<b>38</b>	<b>2008</b>			
<b>39</b>	<b>2009</b>			
<b>40</b>	<b>2010</b>			
<b>41</b>	Total available post-2002 carryover			

**Part VII Limitation of Credit Carryovers**

**If you completed Part IV and are receiving a refund, do not complete Part VII.**

LIMITATION OF PRE-2003 CREDIT CARRYOVER: You may not be able to use all of your available pre-2003 credit carryovers from Part V to offset this year's tax liability. Complete Part VII to determine which credit carryovers you may claim. Also complete Part VII to figure the total of all of your available credit carryovers (amounts from Part V, line 32, column (d), and Part VI, line 41, column (d)) that you may claim this year.

42a	Current year's liability. Enter the amount from Form 301, Part II, line 35.....	42a		00
42b	Current taxable year's credit from sole proprietorships - enter the amount from Part II, line 22 ..	42b		00
42c	Current taxable year's credit from pass through entities - enter the amount from Part III, line 23...	42c		00
42d	Total current taxable year's credit. Add lines 42b and 42c .....	42d		00
42e	Subtract line 42d from line 42a - if the result is zero or less, enter zero.....	42e		00
43a	Available pre-2003 credit carryover - enter the amount from Part V, line 32, column (d).....	43a		00
43b	Enter the lesser of line 42a or \$500,000.....	43b		00
43c	Subtract line 42d from line 43b - if the result is zero or less, enter zero.....	43c		00
43d	Enter the lesser of line 43a or line 43c. This is the amount of pre-2003 carryover that you may use .....	43d		00
44	Subtract line 43d from line 42e .....	44		00
45	Enter the lesser of Part VI, line 41, column (d) or Part VII, line 44. This is the amount of post-2002 carryover that you may use .....	45		00

**Part VIII Total Available Nonrefundable Credit**

46	Current year's credit. If you completed Part IV and are receiving a refund - enter the amount from Part IV, line 25c. Otherwise, enter the amount from Part VII, line 42d.....	46		00
47	If you completed Part IV and are receiving a refund, enter zero. Otherwise, enter the pre-2003 carryover - from Part VII, line 43d.....	47		00
48	If you completed Part IV and are receiving a refund, enter zero. Otherwise, enter the post-2002 carryover - from Part VII, line 45.....	48		00
49	<b>Total available credit.</b> Add lines 46, 47 and 48. Enter total here and on Form 301, Part I, line 6.....	49		00

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**2011 Credit for Increased Research Activities - Individuals**

**CONTACTS FOR REFUND OF CREDIT FOR INCREASED RESEARCH ACTIVITIES**

**Arizona Commerce Authority  
(formerly the Arizona Department of Commerce)**

•Application forms •Program guidelines

Internet home page: [www.azcommerce.com](http://www.azcommerce.com)

Program Manager (602) 845-1200

**CONTACTS FOR NONREFUNDABLE CREDIT FOR INCREASED RESEARCH ACTIVITIES**

**Department of Revenue**

•tax forms and instructions •information and assistance

Internet home page: [www.azdor.gov](http://www.azdor.gov)

Taxpayer assistance (602) 255-3381

From area codes 520 and 928, toll-free (800) 352-4090

Hearing impaired TDD user

Phoenix (602) 542-4021

From area codes 520 and 928, toll-free (800) 397-0256

**General Instructions**

NOTE: THE 2011 FORM 308-I IS USED BY INDIVIDUAL TAXPAYERS. THE 2011 FORM 308 IS USED BY TAXPAYERS THAT ARE CORPORATIONS, S CORPORATIONS, OR PARTNERSHIPS.

ARS § 43-1074.01 provides an individual income tax credit for increased research activities in a taxable year. The credit for increased research activities applies to taxable years beginning January 1, 2001 and later. For taxable years beginning from and after December 31, 2009, a portion of the current year's excess credit may be refundable to qualified taxpayers.

The credit for increased research activities is in lieu of the solar liquid fuel credit, under ARS § 43-1085.01 (claimed on Arizona Form 344) with respect to the same expenses.

The Arizona tax credit for individuals is allowed in an amount computed pursuant to IRC § 41 with the following exceptions:

- Qualified research includes only research conducted in Arizona. The term "qualified research," for purposes of the Arizona tax credit, means qualified research, as defined in IRC § 41, that is conducted in Arizona.
- The amount of the credit is based on the federal regular credit computation method for Arizona qualified research expenses. Taxpayers CANNOT use the federal alternative credit computation method. The allowable current taxable year credit is a percentage of the excess, if any, of the Arizona qualified research expenses for the taxable year over the base amount.

For 2011, if the allowable expenses do not exceed \$2,500,000, the allowable credit is 24 percent of this

amount. If the allowable expenses exceed \$2,500,000, the allowable credit amount is \$600,000 plus 15 percent of the amount of expenses over \$2,500,000, subject to certain limitations. The allowable credit limitation is the lesser of the amount computed above, or (a) \$1,500,000 (for taxable years beginning January 1, 2001 through December 31, 2001) or (b) \$2,500,000 (for taxable years beginning January 1, 2002 through December 31, 2002). For years beginning January 1, 2003 and later, the \$1,500,000 and \$2,500,000 limitations no longer apply.

- If two or more taxpayers, including shareholders of an S corporation and partners in a partnership, share in the eligible expenses, each taxpayer is eligible to receive a proportionate share of the credit.
- The termination provisions of IRC § 41 do not apply.

**REFUND OF 75% OF CURRENT YEAR'S EXCESS CREDIT**

If the current taxable year's credit for increased research activities exceeds your income tax liability for taxable years beginning from and after December 31, 2009, a portion of the excess credit may be refundable, if you qualify.

The amount of credit that is refundable is limited to 75% of the excess credit. The excess credit is the current year's credit less the current year's tax liability. The 75% refund is only available for the current year's excess credit for increased research activities. Once the taxpayer files a return with the department and carries the excess credit for increased research activities forward, the taxpayer may not claim a refund later for that taxable year.

NOTE: Because the refund is calculated after tax liability, it is necessary that you calculate all of your other credits before you can determine the current year's excess credit amount.

Taxpayers must apply to the Arizona Commerce Authority (formerly the Arizona Department of Commerce) and receive a Certificate of Qualification to receive a refund. Taxpayers must have less than 150 full-time employees to qualify. The refund is the lesser of (a) 75% of the excess credit; or (b) the maximum refund on the Certificate of Qualification from the Arizona Commerce Authority. Any additional amount is waived.

If two or more taxpayers, including shareholders of an S corporation and partners in a partnership, share in the eligible expenses, each taxpayer is eligible to claim a proportionate share of the refund. An S corporation must apply for the Certificate of Qualification on behalf of its shareholders. A partnership must apply for the Certification of Qualification on behalf of its partners.

Carryovers from the credit for increased research activities from previous taxable years will be carried over to the following taxable year, subject to the fifteen year carryover period and annual limitations on use of those carryovers.

**CARRYOVER OF UNUSED CREDIT**

If the current taxable year's credit for increased research activities exceeds your income tax liability for the current taxable year, you may carry forward the unused credit to the next fifteen consecutive taxable years.

The amount of credit carryover that you may use to reduce your current year's tax liability is limited to the amount of tax liability that remains after you have used your current year's credit. If the carryovers are from taxable years beginning January 1, 2001 through December 31, 2002, the amount of credit carryover that may be used is further limited. This is addressed in the instructions for Part VII of Form 308-I.

If you have other nonrefundable tax credits that you are using to reduce your tax liability, you may not be able to use all of your credit for increased research activities to reduce your tax this year. You will be applying these limitations when you complete Form 301, *Nonrefundable Individual Tax Credits and Recapture*.

**DO YOU HAVE TO MAKE OTHER ADJUSTMENTS TO ARIZONA GROSS INCOME OR TO THE ARIZONA TAX CREDIT FOR INCREASED RESEARCH ACTIVITIES?**

- If you claim an Arizona credit for increased research activities for the taxable year, Arizona statutes do not require you to make an addition to Arizona gross income for the amount of qualified research expenses equal to the amount of the allowable Arizona credit.
- If you claim a reduced federal credit for increased research expenses and claim the Arizona credit for increased research activities, Arizona statutes do not require you to reduce the Arizona credit for increased research activities in a manner similar to the federal reduction method.
- If you reduce the amount of the deduction for qualified research activities in the computation of federal adjusted gross income, Arizona statutes do not allow you to take a subtraction from Arizona gross income for the amount of the expense reduction.
- If you adjust the federal asset basis of capitalized research expenses and reduce the amount of amortization deductible in the computation of federal adjusted gross income, Arizona statutes do not allow you to take a subtraction from Arizona gross income for additional amortization.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

**Part I - Qualification for Refund of Current Taxable Year's Excess Credit****Line 1 -**

If your sole proprietorship applied to the Arizona Commerce Authority and received a Certificate of Qualification related to the credit for increased research activities, check the "Yes" box. Otherwise, check the "No" box, and skip line 2.

**Line 2 -**

If you checked the "Yes" box on line 1, enter the maximum refund amount for taxable year 2011 on your Certificate of Qualification from the Arizona Commerce Authority.

**Line 3 -**

If the entity from which you are claiming a pass through credit for increased research activities applied to the Arizona Commerce Authority and received a Certificate of Qualification, check the "Yes" box. Otherwise, check the "No" box, and skip line 4. Also, skip Part IV.

**Line 4 -**

If you checked the "Yes" box on line 3, enter your share of the maximum refund amount for taxable year 2011. Shareholders of an S corporation, enter the amount from Form 308, Part III, line 29. Partners of a partnership, enter the amount from Form 308, Part IV, line 33.

**Part II - Current Taxable Year's Credit Calculation (Sole Proprietorships Only)**

**NOTE: Complete this part only if you operate a business as a sole proprietorship and your sole proprietorship incurred qualified research expenses during the taxable year.**

**Line 5 -**

Enter total wages paid or incurred for qualified services performed in Arizona. Do not include the amount of such wages paid to employees that were used in the calculation of the federal work opportunity credit. Wages include any wages paid or incurred to an employee for qualified services performed by such employee. Qualified services consist of engaging in qualified research or engaging in the direct supervision or direct support of research activities that constitute qualified research.

**Line 6 -**

Enter the cost of supplies paid or incurred for use in the conduct of qualified research in Arizona. Supplies include expenditures for any tangible property other than land or improvements to land, and property of a character subject to the allowance for depreciation.

**Line 7 -**

Enter the amount paid or incurred to rent or lease the right to use computers in the conduct of qualified research in Arizona.

**Line 8 -**

Enter the total of:

- (a) Seventy-five percent (.75) of any amount paid or incurred for qualified research performed in Arizona by a qualified research consortium on your sole proprietorship's behalf. "Qualified research consortium" is any qualifying organization as defined in IRC § 41(b)(3)(C)(ii).
- (b) Sixty-five percent (.65) of any amount paid or incurred for qualified research performed in Arizona on your sole proprietorship's behalf, other than such amounts paid to a qualified research consortium. Prepaid contract research expenses are considered paid in the year the research is actually done.

**Line 10 -**

Enter the amount of expenses included on lines 5 through 8 that are related to solar liquid fuel that will be claimed on Form 344. The credit for increased research activities is in lieu of the solar liquid fuel credit, under ARS § 43-1085.01 (claimed on Arizona Form 344) with respect to the same expenses.

**Line 12 -**

Enter the average annual Arizona gross receipts for the four taxable years preceding the taxable year for which the credit is being determined (the credit year). You may be required to annualize gross receipts for any short taxable year.

If 2011 is the first year the taxpayer is in business, the average annual Arizona gross receipts for the preceding taxable years is zero. If the taxpayer has been in business in Arizona for less than four taxable years prior to the credit year, then the average is the sum of annual Arizona gross receipts of the applicable period, divided by the number of taxable years.

Example: ABC Corporation began business in Arizona in 2009. Its annual Arizona gross receipts for 2009 were \$100,000. Its annual Arizona gross receipts for 2010 were \$200,000. Therefore, ABC Corporation's average annual Arizona gross receipts for the 2011 credit year is \$150,000 ([\$100,000 plus \$200,000] divided by 2).

**Line 13 -**

Round off the percentage to the nearest one, one hundredth of one percent (four decimal places). Compute the fixed-base percentage as follows:

- **Existing firms** - An existing firm is one that had both Arizona gross receipts and Arizona qualified research expenses for at least three taxable years beginning after December 31, 1983, and before January 1, 1989. The fixed-base percentage is the ratio that the aggregate Arizona qualified research expenses for all taxable years beginning after 1983 and before 1989, bears to the aggregate Arizona gross receipts for such taxable years.

- **Start-up companies** - A start-up company is one that had both Arizona gross receipts and Arizona qualified research expenses either (1) for the first time in a taxable year beginning after December 31, 1983, or (2) for fewer than three taxable years beginning after 1983 and before 1989.

Fixed-Base Percentages for Taxable Years Beginning After 1993 in Which Start-Up Companies Incurred Arizona Qualified Research Expenses	
Taxable Year After 1993	Percentages for Taxable Years After 1993
1st through 5th	3 percent
6th	Divide the aggregate Arizona qualified research expenses for 4th and 5th taxable years by the aggregate Arizona gross receipts for 4th and 5th taxable years. Multiply the result by 1/6 (.1667).
7th	Divide the aggregate Arizona qualified research expenses for 5th and 6th taxable years by the aggregate Arizona gross receipts for 5th and 6th taxable years. Multiply the result by 1/3 (.3333).
8th	Divide the aggregate Arizona qualified research expenses for 5th through 7th taxable years by the aggregate Arizona gross receipts for 5th through 7th taxable years. Multiply the result by 1/2 (.50).
9th	Divide the aggregate Arizona qualified research expenses for 5th through 8th taxable years by the aggregate Arizona gross receipts for 5th through 8th taxable years. Multiply the result by 2/3 (.6667).
10th	Divide the aggregate Arizona qualified research expenses for 5th through 9th taxable years by the aggregate Arizona gross receipts for 5th through 9th taxable years. Multiply the result by 5/6 (.8333).
All years after 10th	Divide the aggregate Arizona qualified research expenses for any 5 taxable years selected by the taxpayer from among the 5th through 10th taxable years by the aggregate Arizona gross receipts for the selected taxable years.

If the percentage computation involves *de minimis* amounts of gross receipts and qualified expenses in a taxable year or short taxable years are involved, the amounts may be annualized or disregarded. Refer to IRC §§ 41(c)(3) and 41(f)(4) for details.

**NOTE:** The maximum percentage that can be entered on line 13 is 16 percent (.1600).

**Line 16 -**

Multiply line 11 by 50 percent (.50). The base amount cannot be less than 50 percent of the current year qualified research expenses. This rule applies both to existing and start-up companies.

**Lines 18 through 22 -**

The way you compute the amount of current year's credit you may receive depends on the amount of expenses you have. To determine your proper credit amount, complete lines 18 through 22 as instructed on the form.

### Part III - Current Taxable Year's Credit Passed Through From S Corporations and Partnerships

#### Line 23 -

Enter the aggregate amount you received from S corporations and partnerships from Form 308, Part III, line 28, and Part IV, line 32. Attach a copy of Form 308 received from S corporations or partnerships to your return.

If you checked the "Yes" box on line 3, complete Part IV to calculate the amount of the current year's excess credit that is refundable to you.

Complete Parts V and/or VI to compute the available carryover of the credit passed through by S corporations or partnerships from prior taxable years. You should complete Parts V and/or VI only if your allowable credit for increased research activities for prior taxable years exceeded your Arizona income tax liability for those taxable years.

### Part IV - Refundable Portion of the Current Taxable Year's Excess Credit

Only complete this section if you checked the "Yes" box in Part I, line 1 or Part I, line 3, and elect to receive a refund of 75% of your excess credit. The excess credit is the current taxable year's credit for increased research activities less the current taxable year's tax liability. Carryovers of the credit for increased research activities from previous taxable years will carry over for possible use in the next taxable year, provided they do not expire this taxable year.

#### Line 24a -

Enter the amount from Part II, line 22.

#### Line 24b -

Enter the amount from Part III, line 23.

#### Line 24c -

Add the amount on line 24a to line 24b. Enter the result. This is the current year's tax credit for increased research activities.

#### Line 25a -

Enter the amount from Form 140, line 24; or Form 140PY, line 27; or Form 140NR, line 27; or Form 140X, line 30. This is the reduced tax.

#### Line 25b -

Enter the current year's nonrefundable tax credits from Form 301, excluding the credit or carryovers for increased research activities.

#### Line 25c -

Subtract line 25b from line 25a. Enter the difference. If the difference is zero or more, also enter it on Form 301, Part 1, line 6, and Form 301, Part II, line 43. If the difference is less than zero, enter zero. This is the current year's credit for increased research activities that will be used to offset the current taxable year's tax liability.

#### Line 26 -

Subtract the amount on line 25c from line 24c. Enter the difference. If the result is less than zero, enter zero. This is the current year's excess credit.

#### Line 27 -

Multiply the amount on line 26 by 75% (.75) and enter the result. This is your tentative refundable credit.

#### Line 28 -

Enter the amount from Part I, line 2 or line 4. This is the maximum refundable credit.

#### Line 29 -

Enter the lesser of line 27 or line 28. Complete Part V and Part VI if you have carryovers from prior taxable years. Skip Part VII.

Enter the amount from line 29 on Form 140, line 37; or Form 140PY, line 39; or Form 140NR, line 37; or Form 140X, line 42. On the same line, be sure to check box 308-I indicating you are claiming a refundable credit for increased research activities.

**NOTE:** *If you complete Part IV and are receiving a refund, do not complete Part VII.*

### Part V - Available Pre-2003 Credit Carryover

Use Part V to compute the carryover of the credit for increased research activities from taxable years beginning January 1, 2001 through December 31, 2002. Since the credit for increased research activities applies only to individuals for taxable years beginning after December 31, 2000, there is no available credit carryover from taxable years beginning prior to January 1, 2001. Compute the total available carryover of the credit for increased research activities on Part V, lines 30 through 32.

In column (b), enter the credit originally computed for taxable year 2001 and 2002. In column (c), enter the amount of the credit from taxable years 2001 and 2002 which has already been used. Subtract the amount in column (c) from column (b) and enter the difference in column (d). Add the amounts entered on lines 30 and 31 in column (d). Enter the total on line 32, column (d). This is the total credit carryover available for years beginning before January 1, 2003.

### Part VI - Available Post-2002 Credit Carryover

Use Part VI to compute the carryover of the credit for increased research activities from taxable years beginning on or after January 1, 2003.

In column (b), enter the credit originally computed for taxable years 2003 and subsequent years. In column (c), enter the amount that has already been used. Subtract the amount in column (c) from column (b) and enter the difference in column (d). Add the amounts entered on lines 33 through 40 in column (d). Enter the total on line 41, column (d). This is the total credit carryover available for years beginning on or after January 1, 2003.

### Part VII - Limitation of Credit Carryovers

Use Part VII to figure the limitations on use of credit carryovers. Complete lines 42a through 45 if you claimed the credit on a prior year return and the credit was more than your tax.

**NOTE:** *If you completed Part IV and are receiving a refund, do not complete Part VII.*

LIMITATION FOR CREDIT CARRYOVERS FROM TAXABLE YEARS BEGINNING JANUARY 1, 2001 THROUGH DECEMBER 31, 2002. There is an additional limitation on how much you can use of your available credit carryovers included in the amount from Part V, line 32, column (d). To calculate the limitation, you must first compare the amount of your tax liability with \$500,000, and select the lower of those two numbers. Then, subtract your current year's credit for increased research activities from the number you selected. Use your entire current year's credit for increased research activities for this computation, even if you will not be able to claim that entire amount on your current year's tax return. If the result of your calculation is zero or less, you will not be able to use your credit carryforward from taxable years beginning January 1, 2001 through December 31, 2002, to reduce your current year's tax liability. However, you may still be able to use your credit carryover from 2003 and later.

LIMITATION FOR CREDIT CARRYOVERS FROM TAXABLE YEARS BEGINNING ON OR AFTER JANUARY 1, 2003. The amount of credit carryover from taxable years beginning on or after January 1, 2003, is only limited by the amount by which your current year's tax liability exceeds your current year's credit for increased research activities.

**Line 42a -**

Enter your tax liability from Form 301, Part II, line 35.

**Line 42b -**

Enter the current taxable year's credit from sole proprietorships from Part II, line 22.

**Line 42c -**

Enter the current taxable year's credit from pass through entities from Part III, line 23.

**Line 42d -**

Add lines 42b and 42c. Enter the total.

**Line 42e -**

Subtract line 42d from line 42a and enter the result. If the result is zero or less, enter zero.

**Line 43a -**

Enter your available pre-2003 credit carryover from Part V, line 32, column (d).

**Line 43b -**

If the amount on line 42a is lower than \$500,000, enter that number on line 43b. If it is not, enter \$500,000.

**Line 43c -**

Subtract line 42d from line 43b and enter the difference. If the result is zero or less, enter zero.

**Line 43d -**

Compare the numbers on lines 43a and 43c, and enter the lowest number here. This is the amount of pre-2003 carryover you may use to reduce your current year's Arizona tax liability.

**Line 44 -**

Subtract line 43d from line 42e and enter the result.

**Line 45 -**

Compare the amounts on Part VI, line 41, column (d), and on Part VII, line 44, and enter the lowest amount here. This is the amount of post-2002 carryover you may use to reduce your current year's Arizona tax liability.

**Part VIII - Total Available Nonrefundable Credit**

Complete this section to compute the total available credit for the taxable year. The total available credit is the sum of the current taxable year's credit for increased research activities and the available credit carryover(s).

**Line 46 -**

If you completed Part IV and are receiving a refund, enter the amount from line 25c. Otherwise, enter the amount from Part VII, line 42d. This is the current taxable year's credit for increased research activities.

**Line 47 -**

If you completed Part IV and are receiving a refund, enter zero. Otherwise, enter the amount from Part VII, line 43d. This is the amount of the pre-2003 carryover that you may use to reduce your current year's Arizona tax liability.

**Line 48 -**

If you completed Part IV and are receiving a refund, enter zero. Otherwise, enter the amount from Part VII, line 45. This is the amount of the post-2002 carryover that you may use to reduce your current year's Arizona tax liability.

**Line 49 -**

Add the amounts on lines 46, 47, and 48. This is the total available credit for increased research activities that may be applied to your current taxable year's tax liability. Enter the total here and on Form 301, Part I, line 6.

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### Schedule of Income Allocation

Complete this schedule only if you are an Arizona resident who is also considered to be a resident of another state under the laws of that other state (dual resident); otherwise skip this schedule. See pages 2 and 8 of the instructions.

	(a) Amount reported on your 2011 federal return.	(b) Amount entered in column (a) reported on your 2011 Form 140.	(c) Amount entered in column (a) reported on your 2011 return filed to your statutory state of residence.	(d) Amount entered in column (c) that would be sourced to your statutory state of residence as income of a nonresident of that state.
1 Wages, salaries, tips, etc.....	\$ 00	\$ 00	\$ 00	\$ 00
2 Interest.....	\$ 00	\$ 00	\$ 00	\$ 00
3 Dividends.....	\$ 00	\$ 00	\$ 00	\$ 00
4 Business income (or loss) from federal Schedule C.....	\$ 00	\$ 00	\$ 00	\$ 00
5 Gains (or losses) from federal Schedule D.....	\$ 00	\$ 00	\$ 00	\$ 00
6 Rents, royalties, partnerships, estates, trusts, small business corporations from federal Schedule E.....	\$ 00	\$ 00	\$ 00	\$ 00
7 Other income reported on your federal return.....	\$ 00	\$ 00	\$ 00	\$ 00
8 Total Income: Add lines 1 through 7 ....	\$ 00	\$ 00	\$ 00	\$ 00
9a Other federal adjustments: List on lines 9a through 9c:	\$ 00	\$ 00	\$ 00	\$ 00
9b	\$ 00	\$ 00	\$ 00	\$ 00
9c	\$ 00	\$ 00	\$ 00	\$ 00
9d Total adjustments: Add lines 9a through 9c for each column.....	\$ 00	\$ 00	\$ 00	\$ 00
10 Adjusted Gross Income: Subtract line 9d from line 8 for each column.....	\$ 00	\$ 00	\$ 00	\$ 00



## 2011 Credit for Taxes Paid to Another State or Country

### Phone Numbers

If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at: [www.azdor.gov](http://www.azdor.gov)

### Purpose of Form

Use Form 309 to figure your credit for taxes paid to Arizona and another state or country on the same income.

If claiming a credit for more than one state or country, make a separate computation for each state or country.

If you are not sure what amounts you should enter on Form 309, the department has issued a procedure to help you figure out what amounts you should use. This procedure is ITP 08-1. To see this procedure, visit our web site at [www.azdor.gov](http://www.azdor.gov) and click on legal research and then click on procedures.

***NOTE:** You must notify the department immediately if the other state or country credits or refunds taxes for which you have received an Arizona credit. In this case, you must file an amended return.*

Complete this form only if you meet the following.

1. You are filing a 2011 Arizona income tax return.
2. You paid a **net** income tax to another qualified state or country for 2011.
- If you are claiming a credit for taxes paid to another state, payroll taxes withheld from income do not constitute a net income tax. Having tax withheld from your pay by Arizona and another state does not by itself qualify you for this credit. You must file a net income tax return to the other state.
- If you are claiming a credit for taxes paid to another country, a net income tax paid to another country includes those taxes that qualify for a credit under Internal Revenue Code Sections 901 and 903.

***NOTE:** To claim a credit for taxes paid to a foreign country, you must complete Arizona Form 309. You must complete Form 309 even if you did not have to complete federal Form 1116 to claim a credit on your federal return.*

**You may not claim this credit for the following.**

1. Income taxes paid to any city or county.
2. Interest or penalties paid to another state or country.

***NOTE:** If you file an amended return after you claim this credit, be sure to recalculate the credit if required.*

### Application of Credit

Claim this credit only if the income was subject to tax in both Arizona and the other state or country in the same tax year.

You cannot apply this credit against interest or penalties payable to Arizona.

***NOTE:** You may use this credit only in the year incurred. You cannot carry the credit forward to the next year. You also cannot carry the credit back to a prior year.*

### Arizona Resident

Arizona residents are allowed a credit against Arizona income taxes for net income taxes imposed by and paid to another state or country if the following apply.

1. The income taxed in Arizona is derived from sources within another state or country. This income is subject to a net income tax in the other state or country regardless of your residence.
2. The other state or country does not allow Arizona residents a credit for taxes imposed on income subject to tax in both Arizona and the other state or country.

As an Arizona resident, nonresident returns filed with the following states qualify for the credit:

Alabama, Arkansas, Colorado, Connecticut, Delaware, Georgia, Hawaii, Idaho, Illinois, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota\*, Mississippi, Missouri, Montana, Nebraska, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Pennsylvania, Rhode Island, South Carolina, Utah, Vermont, West Virginia and Wisconsin.

\***Minnesota** sources the sale of certain partnership interests to Minnesota. Minnesota allows an Arizona resident a credit for taxes paid to Minnesota for the sale of a partnership interest that is subject to Minnesota tax. As an Arizona resident, you cannot claim this credit for taxes paid to Minnesota on the sale of a partnership interest that is sourced to Minnesota.

***NOTE:** This list is subject to change at any time.*

**Important:** As an Arizona resident, nonresident returns filed with the following states **DO NOT QUALIFY** for the credit:

Alaska, California, District of Columbia, Florida, Indiana, Nevada, New Hampshire, Oregon, South Dakota, Tennessee, Texas, Virginia, Washington and Wyoming.

### Nonresident

A credit against Arizona income taxes is allowed for Arizona nonresidents who are not allowed a credit by their state or country of residence for taxes paid to Arizona if either:

1. The other state or country does not tax Arizona residents on income derived from sources within the other state or country.
2. The other state or country allows Arizona residents credit for taxes paid on income subject to tax by the other state or country and Arizona.

Arizona nonresidents who file resident returns with the following states qualify for the credit.

California, Indiana, Oregon and Virginia.

***NOTE:** This list is subject to change at any time.*

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## Part-Year Residents

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For that part of the year you were a resident of Arizona, follow the instructions for residents.

For that part of the year you were an Arizona nonresident, follow the instructions for nonresidents.

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## Dual Resident

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You may be eligible to claim the credit if you are a full-year Arizona resident filing Arizona Form 140 and you are also considered to be a resident of another state under the laws of that other state. Figure your credit for taxes paid to Arizona and that other state on the same income that is taxable by both Arizona and the other state, but only on income that would be sourced to the other state if you had to report that income as a nonresident.

You may claim the credit as a dual resident if you meet the following.

1. You are filing a 2011 full-year Arizona resident income tax return.
2. You are considered to be a resident of another state under the laws of that other state.
3. You paid a **net** income tax to that other state.

An Arizona resident who is also considered to be a resident of another state under the laws of that state is allowed a credit against Arizona income taxes for net income taxes imposed by and paid to that other state if the following apply.

1. The other state taxes the income of the Arizona resident and does not allow the Arizona resident a credit for taxes imposed on income subject to tax in both Arizona and the other state.
2. The credit is allowed only for taxes imposed on income that would have been sourced to the other state if the Arizona resident had filed as a nonresident to the other state.

**If you are an Arizona full-year resident and also considered to be a resident of another state under the laws of that other state, complete the *Schedule of Income Allocation*, on page 2 of Form 309 before you complete page 1 of Form 309.**

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## Required Attachments

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If you are claiming a credit for taxes paid to another state, you must attach a copy of the tax return filed to the other state.

If you are claiming a credit for taxes paid to a foreign country, attach the following information to your Arizona income tax return.

1. A copy of the tax return you filed to the foreign country. If you are claiming a credit for taxes paid to a foreign country for amounts withheld at the source, and are not required to file a return with that country, attach documentation showing the amount of tax imposed and paid.
2. If the tax is paid in a foreign currency, a statement substantiating the conversion rate on the date of payment. Identify your authority for your conversion rate.

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## Line-by-Line Instructions

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Enter your name and SSN as shown on Arizona Form 140, Form 140NR, Form 140PY, or Form 140X.

Make sure that every return, statement, or document that you file with the department has your SSN. Failing to include the proper numbers may subject you or your preparer to a penalty. Make sure that all of the required identification numbers are clear and correct. Your return may take longer to process if identification numbers are missing, incorrect, or unclear.

*If your name appears first on the return, make sure your SSN is the first number listed.*

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## Part I - Computation of Income Subject to Tax by Both Arizona and the Other State or Country During 2011

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If you are claiming a credit for income taxes paid to another state, enter in the space provided, the two-letter abbreviation for that state. See page 10 of these instructions for a list of state abbreviations.

If you are claiming a credit for income taxes paid to another country, enter the name of that country on the line provided.

In order for income to be taxed by both Arizona and another state or country, the following must exist.

### For an Arizona resident:

1. The same income must be taxed by both Arizona and the other state or country; and
2. The income must have its source within the other state or country.

### For a nonresident:

1. The same income must be taxed by both Arizona and the other state or country; and
2. The income must have its source within Arizona.

## Lines 1 through 6 -

Provide a breakdown of your income which is subject to tax in both Arizona and the other state or country. Complete lines 1 through 5 separately for each income item listed in columns (a) through (c). If you have more than three items of income from the other state or country for which you are claiming the credit, complete additional schedules.

If you are an Arizona resident who is also considered to be a resident of another state under the laws of that other state, complete the *Schedule of Income Allocation*, on page 2 of Form 309 before you complete lines 1 through 6 of Form 309.

## Line 1 -

Identify the income item from which the income subject to tax in both Arizona and the other state or country is derived. If you have more than one income item, complete column(s) (b) and (c) as necessary. Examples of such income are business income, partnership income, wages, etc. Enter an item in column (a) only if your Arizona adjusted gross income and the adjusted gross income of the return filed with the other state or country includes the income from that item.

If you are an Arizona resident and also considered to be a resident of another state, enter the income item and amount from column (d) of the *Schedule of Income Allocation*.

If you are claiming a credit for taxes paid to another country, and that country withheld at the source, and you are not required to file a return with that country, enter the item of income from which the foreign taxes were withheld.

**Line 2 -**

Enter the amount of income from the item listed on line 1 reportable to both Arizona and the other state or country. This is the amount of income derived from that item which you must include in the income reported to both Arizona and the other state or country.

**Line 3 -**

Enter that portion of income on line 2 included in your Arizona adjusted gross income. This amount is that portion of the amount of income included on line 2 that is also included in your Arizona gross income adjusted by any additions or subtractions related to that income required under Arizona law.

**For example**, during the tax year, Taxpayer A, a full-year Arizona resident, had schedule C business income of \$50,000 from State P. This \$50,000 of schedule C income is reportable to both Arizona and to State P. For federal purposes, Taxpayer A included the \$50,000 in federal adjusted gross income, but also reduced that schedule C business income by 1/2 of the self-employment tax related to that income (\$3,071) and by the amount of self-employed health insurance deduction (\$6,000). Therefore, only \$40,929 (\$50,000 - (\$3,071 + \$6,000)) of the \$50,000 schedule C income is included in Taxpayer A's Arizona gross income. Arizona law requires no further additions or subtractions related to this schedule C income included in Taxpayer A's Arizona gross income. Therefore, the amount of Schedule C income included in Taxpayer A's Arizona adjusted gross income would be \$40,929. Taxpayer A would enter \$40,929 on line 3.

**Line 4 -**

Enter that portion of income on line 2 which is included in the other state's or country's equivalent of Arizona adjusted gross income. If you are a full-year Arizona resident filing a nonresident return to the other state or country, this would be the other state's or country's income computed under the

equivalent of A.R.S. § 43-1094 (adjusted gross income of a nonresident). In other words, the income computed as if only source income were included, and then adjusted by any additions or subtractions related to that income required under the other state's or country's law.

**For example**, during the tax year, Taxpayer A, a full-year Arizona resident, had schedule C business income of \$50,000 from State P. This \$50,000 of schedule C income is reportable to both Arizona and to State P. For federal purposes, Taxpayer A included the \$50,000 in federal adjusted gross income, but also reduced that schedule C business income by 1/2 of the self-employment tax related to that income (\$3,071) and by the amount of self-employed health insurance deduction (\$6,000). Taxpayer A was required to make these same adjustments on the return filed to State P. Therefore, only \$40,929 (\$50,000 - (\$3,071 + \$6,000)) of the \$50,000 schedule C income is included in State P's equivalent of Arizona gross income. Additionally, State P law allows Taxpayer A to subtract an additional \$2,000 of depreciation related to the schedule C income. Therefore, the amount of Schedule C income included in State P's equivalent of Arizona adjusted gross income would be \$38,929 (\$40,929 - \$2,000). Taxpayer A would enter \$38,929 on line 4.

**NOTE:** *If you are claiming a credit for taxes paid to another country, and that country withheld at the source, and you are not required to file a return with that country, enter the amount of income subject to tax in that foreign country.*

**Line 5 -**

Enter the smaller of the amount entered on line 3 or line 4. This is the amount of income from that item which is subject to tax by both Arizona and the other state or country.

**Line 6 -**

Add line 5, columns (a) through (c). This is the total income subject to tax in both Arizona and the other state or country. Enter the amount from Part I, line 6, on Part II, line 8, and also on Part II, line 13.

**NOTE:** *The amounts on lines 2 through 5 may be the same. However, differences may occur due to the application of the other state's law. See the following example.*

**The following example illustrates how to complete lines 1 through 6 of Arizona Form 309. If you are an Arizona resident that is also considered to be a resident of another state under the laws of that other state, see the example following the instructions for the *Schedule of Income Allocation* for an example of how to complete lines 1 through 6 of Form 309.**

**EXAMPLE:**

**Facts:**

Mr. and Mrs. M are Arizona residents. Mr. M is an active duty military member who is stationed in State X. Mr. M receives wages from the military and from a part-time job in State X. Mr. and Mrs. M receive rental income from property in Arizona. During the taxable year for which the credit is being claimed, Mr. and Mrs. M received the following income.

Mr. M's military wages	\$ 15,000
Mr. M's part-time employment wages	\$ 10,000
Rental income from AZ property	\$ 20,000
<b>Total income</b>	<b>\$ 45,000</b>

As Reported on State X Return		As Reported on Arizona Return	
Federal adjusted gross income	\$ 45,000	Federal adjusted gross income	\$ 45,000
Less non-state X income (military & rental income)	(35,000)	Less subtractions from income (military income of \$15,000 and dependent exemption of \$2,300)	(17,300)
Less subtraction for second job income	(1,000)	Arizona adjusted gross income	\$ 27,700
State X adjusted gross income	\$ 9,000		

Mr. and Mrs. M must include Mr. M's part-time employment wages of \$10,000 in both the Arizona gross income and the State X's equivalent of Arizona gross income. Therefore, the amount of wage income reportable to both Arizona and State X is \$10,000. For Arizona purposes, there are no additions or subtractions related to that \$10,000 wage income included in Arizona gross income, so the entire \$10,000 of wage income is included in Arizona adjusted gross income. However, under State X law, \$1,000 of the \$10,000 wage income is subtracted from State X's equivalent of Arizona adjusted gross income, so only \$9,000 of that \$10,000 is included in State X's equivalent of Arizona adjusted gross income. Mr. and Mrs. M complete lines 1 through 6 of Arizona Form 309 as follows:

1. Description of income items.	(a) wages
2. Amount of income from item listed on line 1, reportable to both Arizona and the other state or country.	\$10,000
3. Portion of income on line 2 included in Arizona adjusted gross income.	\$10,000
4. Portion of income included on line 2 included in the other state's or country's equivalent of Arizona adjusted gross income.	\$ 9,000
5. Income subject to tax by both Arizona and the other state or country. Enter the smaller of the amount entered on line 3 or 4.	\$ 9,000
6. Total income subject to tax in both Arizona and the other state or country.	\$ 9,000

## Part II - Computation of Other State or Country Tax Credit

### Line 7 -

Enter your Arizona tax liability less any credits. However, do not reduce your Arizona tax liability by the other state tax credit.

For 2011, use the chart below to help you figure your Arizona tax liability prior to tax credits.

Form	
140	Subtract line 20 from line 24.
140PY	Subtract line 23 from line 27.
140NR	Subtract line 23 from line 27.
140X	Subtract line 27 from line 30.

**NOTE:** If you are taking other tax credits, you must reduce your Arizona tax by the amount of those other tax credits. For the purpose of this computation, be sure to reduce your Arizona tax by both refundable and nonrefundable credits.

## Line 9 - Entire Income Upon Which Arizona Tax is Imposed

Enter your entire income upon which Arizona tax is imposed. This is the Arizona adjusted gross income excluding allowable exemptions for age 65 or over, blind, dependents, or qualifying parents and grandparents.

Use the appropriate worksheet below to figure your entire income upon which Arizona tax is imposed.

Worksheet for Arizona Residents	
1. Enter the amount from Arizona Form 140, page 1, line 15.	
2. Enter the amount from Arizona Form 140, page 2, line C17.	
3. Add the amount on lines 1 and 2. Enter the total here and on line 9 of Arizona Form 309.	

<b>Worksheet for Arizona Nonresidents</b>	
1. Enter the amount from Arizona Form 140NR, page 1, line 18.	
2. Enter the amount from Arizona Form 140NR, Page 2, line D26.	
3. Add the amounts on lines 1 and 2. Enter the total here and on line 9 of Arizona Form 309.	

<b>Worksheet for Arizona Part-Year Residents With No Arizona Source Income for the Period of the Year in Which You Were an Arizona Nonresident</b>	
1. Enter the amount from Arizona Form 140PY, page 1, line 18.	
2. Enter the amount from Arizona Form 140PY, page 2, line D30.	
3. Add the amounts on lines 1 and 2. Enter the total here and on line 9 of Arizona Form 309.	

**Part-Year Residents With Arizona Source Income for the Period of the Year in Which You Were an Arizona Nonresident.**

If you have Arizona source income for the period of the year in which you were an Arizona nonresident, you must separately determine the amount of Arizona adjusted gross income for the period in which you were a resident and the amount of Arizona adjusted gross income for the period in which you were a nonresident. These figures are not separately stated on any particular line on your Arizona Form 140PY.

**Line 12 -**

Enter the amount of income tax paid to the other state or foreign country. Do not include federal income taxes or any taxes paid to a city or county. Also, do not include any amount paid to the other state or foreign country for penalty or interest. Amounts of tax paid or accrued to a foreign country do not include amounts that are reasonably certain to be refunded, credited, rebated, abated, or forgiven.

**Line 14 - Entire Income Upon Which Other State's or Country's Income Tax is Imposed**

Enter the entire income upon which the other state's or country's income tax is imposed. This is the other state's or country's equivalent of Arizona adjusted gross income, but does not include exemptions allowable under the equivalent of A.R.S. § 43-1023. Such income must include items of income and loss, but not exemptions and itemized or standard deductions. Such income must also be adjusted by any additions or subtractions required under the other state's law which relate to the income from sources within the other state. This amount may not be shown on a specific line of the return filed with the other state.

If you are claiming a credit for taxes paid to another country, and that country withheld at the source, and you are not required to file a return with that country, enter the amount of income subject to tax in that foreign country.

**NOTE FOR ARIZONA RESIDENTS ONLY:** *Since the other state can only tax a nonresident on income which is sourced to that state, the entire income upon which the other state's income tax is imposed includes only income sourced to that other state under its income tax laws. Source income is generally income derived from property located within a state or from an activity carried on within a state when the income recipient is a nonresident.*

**NOTE:** *You may not be able to take the entire income upon which the other state's or country's tax is imposed from a specific line on the return filed to the other state or country. If you must determine this amount, attach a schedule.*

The example following line 17 illustrates how an Arizona resident figures the entire income subject to tax in the other state or country.

If you have questions concerning what amount to enter on line 14, call one of the phone numbers listed at the beginning of these instructions.

**Line 17 -**

Enter the smaller of line 11 or line 16. If this is the only state or country for which you are claiming a credit, also enter this amount on Arizona Form 301, Part I, line 7.

If you are claiming a credit for more than one state or country, make a separate computation for each. Enter the total from all Arizona Forms 309 on Arizona Form 301, Part I, line 7.

**EXAMPLE:**

**The following example will illustrate how to figure a credit for taxes paid to another state.**

**Facts:** Mr. and Mrs. F are Arizona residents who derive income from a farm in State XY. During the taxable year for which the credit is being claimed, Mr. and Mrs. F had the following income.

Interest income	\$ 38,000
Dividend income	\$ 4,000
Farm income from State XY	<u>\$ 16,000</u>
Total income	<u>\$ 58,000</u>

**As Reported on Arizona Return**

Federal adjusted gross income	\$ 58,000
Less dependent exemption \$2,300	(2,300)
Arizona adjusted gross income	\$ 55,700
Itemized deductions	12,000
Personal exemption	6,300
Arizona taxable income	37,400
Arizona tax	1,020
Clean Elections Fund tax reduction	10
Balance of Arizona tax	1,010
Credit for Contributions to Public Schools	300
Arizona tax liability	710

<b>As Reported on State XY Return</b>		<b>As Reported on State XY Income Allocation Schedule</b>		
1. Federal adjusted gross income	\$ 58,000		<i>Column A</i> Income from federal return	<i>Column B</i> Income from Column A from State XY sources
2. Plus State XY additions	0	1. Wages		
3. Less State XY subtractions	0	2. Interest	38,000	
4. State XY adjusted gross income	<u>\$ 58,000</u>	3. Dividends	4,000	
5. Itemized Deductions	(11,000)	4. Farm Income	16,000	16,000
6. Exemptions	(3,000)	5. Capital Gains		
7. State XY taxable income	\$ 44,000	6. Rents, Sub S, Royalties, Partnership		
8. State XY tax	1,760	7. Other Income		
9. Percentage from Income Allocation Schedule	0.2759	8. Total income	58,000	16,000
10. State XY tax on income sourced to State XY. Multiply line 8 by line 9	\$ 485	9. Tax proration Divide line 8 Column B by Line 8 Column A	16,000/58,000 = .2759	

**Credit Computation:**

Mr. and Mrs. F complete the Arizona Form 309 as follows:

**Arizona Form 309**

**Part I - Computation of Income Subject to Tax by Both Arizona and the Other State or Country**

	(a)	(b)
1. Description of income item(s)	Farm income	
2. Amount of income from item listed on line 1, reportable to both Arizona and the other state or country.	\$16,000	
3. Portion of income on line 2 included in Arizona adjusted gross income.	\$16,000	
4. Portion of income on line 2 included in State XY's equivalent of Arizona adjusted gross income.	\$16,000	
5. Income subject to tax by both Arizona and the other state or country. Enter the lesser of amount entered on line 3 or line 4.	\$16,000	
*6. Total income subject to tax in both Arizona and the other state or country.		\$16,000

**Part II - Computation of Other State or Country Tax Credit**

**7	Arizona tax liability less any credits (except other state tax credit) .....	7	710	
8	Amount from Part I, line 6.....	8	16,000	
***9	Entire income upon which Arizona income tax is imposed.....	9	58,000	
10	Divide the amount on line 8 by the amount on line 9 (cannot be greater than 1) .....	10	.2759	
11	Multiply the amount on line 7 by the decimal on line 10 .....	11	196	
12	Income tax paid to State XY (tax less credits).....	12	485	
13	Amount from Part I, line 6.....	13	16,000	
****14	Entire income upon which State XY income tax is imposed .....	14	16,000	
15	Divide the amount on line 13 by the amount on line 14 (cannot be greater than 1) .....	15	1.000	
16	Multiply the amount on line 12 by the decimal on line 15 .....	16	485	
17	Other state or country tax credit. Enter the lesser of line 11 or line 16.....	17	196	

**\* Lines 1 through 6 - Income subject to tax in both Arizona and State XY**

Mr. and Mrs. F must report State XY farm income of \$16,000 in both Arizona gross income and State XY's equivalent of Arizona gross income. There are no additions or subtractions related to the \$16,000 farm income required under either Arizona law, or State XY law. Therefore, \$16,000 of farm income is included in Arizona adjusted gross income and \$16,000 of farm income is included in State XY's equivalent of Arizona adjusted gross income.

**\*\*Line 7 - Arizona tax liability**

For the purpose of the credit, Mr. and Mrs. F compute the Arizona tax liability as follows:

Arizona tax	\$1,020
Less clean elections tax reduction	(10)
Less public school tax credit	(300)
Arizona tax Liability	<u>\$ 710</u>

**\*\*\*Line 9 - Entire income upon which Arizona tax is imposed**

For the purpose of the credit, Mr. and Mrs. F compute the entire income upon which Arizona tax is imposed as follows:

Arizona adjusted gross income	\$55,700
Plus dependent, blind, age 65 or over, and qualifying parent and grandparent exemptions	<u>2,300</u>
Entire income upon which Arizona income tax is imposed	<u>\$58,000</u>

**\*\*\*\*Line 14 - Entire income upon which State XY tax is imposed**

This is the entire income upon which State XY tax is imposed. This is State XY's equivalent of Arizona adjusted gross income for these individuals. Since these individuals are nonresidents of State XY, State XY's equivalent of Arizona adjusted gross

income (not including exemptions and standard or itemized deductions), includes only that income which is sourced to State XY. It should be noted that in this case, the entire income upon which State XY income tax is imposed had to be determined. This amount was not separately shown on a specific line of the State XY return, since State XY computes its tax on the total income and then prorates that tax to reflect the tax attributable to income derived from sources within State XY. For the purpose of the credit, Mr. and Mrs. F compute the entire income upon which State XY tax is imposed as follows:

Mr. and Mrs. F's Farm income sourced to State XY (State XY'S equivalent of Arizona adjusted gross income computed under A.R.S. § 43-1094)	\$16,000
Plus State XY's equivalent of Arizona's dependent exemptions	<u>0</u>
Entire income upon which State XY tax is imposed	<u>\$16,000</u>

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## Form 309, Page 2 – Schedule of Income Allocation Instructions

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Complete page 2, *Schedule of Income Allocation*, only if you are a full-year Arizona resident who is also considered a resident of another state under the laws of that other state.

All other taxpayers skip page 2, *Schedule of Income Allocation*.

**NOTE:** *If you are a full-year Arizona resident that is also considered to be a resident of another state under the laws of that other state, you must complete the Schedule of Income Allocation on page 2 of Form 309 before you complete page 1 of Form 309.*

Because the credit allowed for a full-year Arizona resident that is also considered to be a resident of another state is for taxes paid to that other state on income sourced to that other state, you must complete the *Schedule of Income Allocation*, before you can complete lines 1 through 6 of Form 309.

This schedule allocates income between income sourced to the other state and income from everywhere else that is taxable to the other state. Complete column (a) before completing columns (b) through (d). On lines 1 through 10 of column (a), for each line, enter the amounts reported on your federal income tax return. In column (b), enter the amounts listed in column (a) that are included in income reported on your Arizona return. In column (c), enter the amounts listed in column (a) that are included in income reported on the return filed with the other state. In column (d), enter the amounts listed in column (c) that would be sourced to the other state if you were a nonresident of that state filing a nonresident return to that state.

**The following example illustrates how to complete Form 309 for an Arizona resident who is also considered to be a resident of another state under the laws of that other state.**

**EXAMPLE:**

**Facts:**

Mr. and Mrs. R are Arizona residents who are temporarily living and working in State Z. They will be there for one year and then they will return to Arizona. During the current taxable year, Mr. and Mrs. R have been living and working in State Z for 10 and one-half months. Because Mr. and Mrs. R have been living in State Z for more than 183 days during the tax year, State Z considers Mr. and Mrs. R to be residents of State Z and taxes all of their income from the time they moved to State Z. Because Mr. and Mrs. R are Arizona residents who are temporarily out of Arizona, they are still full-year Arizona residents for Arizona income tax purposes and must file a full-year Arizona income tax return and include all income for the taxable year, wherever derived. For the taxable year, Mr. and Mrs. R have the following income.

Mr. R's wages from employment in Arizona	\$ 15,000
Mr. R's wages from employment in State Z	\$ 42,000
Mrs. R's wages from employment in State Z	\$ 5,000
Interest income	\$ 5,000
Rental income from AZ property	<u>\$ 20,000</u>
Total income	<u>\$ 87,000</u>



As Reported on State Z Return		As Reported on Arizona Return	
Wages (Mr. R's State Z wages \$42,000 + Mrs. R's State Z wages \$5,000)	\$ 47,000	Federal adjusted gross income	\$ 87,000
Interest income received after moving to State Z	4,375	Less subtractions from income (dependent exemption \$2,300)	(2,300)
Rental income from Arizona property received after moving to State Z	17,500	Arizona adjusted gross income	\$ 84,700
State Z gross income	68,875	Arizona itemized deductions	(12,000)
Plus additions to income	0	Arizona personal exemption	(6,300)
Less subtractions (dependent \$4,000)	( 4,000)	Arizona taxable income	\$ 66,400
State Z adjusted gross income	\$ 64,875	Arizona tax	\$ 1,933
State Z itemized deductions	( 9,500)		
State Z personal exemptions	( 7,500)		
State Z taxable income	\$ 47,875		
State Z tax	\$ 2,154		

Before Mr. and Mrs. R can complete Arizona Form 309, they must complete the *Schedule of Income Allocation* on page 2 of Form 309. This will help Mr. and Mrs. R determine the income that is taxable in both Arizona and State Z that would be sourced to State Z if Mr. and Mrs. R were filing a nonresident return to State Z.

### Schedule of Income Allocation

	(a) Reported on your 2011 Federal return	(b) Amount Entered in Column (a) Reported on Your 2011 Form 140	(c) Amount Entered in Column (a) Reported on Your Return Filed to Your Statutory State of Residence	(d) Amount Entered in Column (c) That Could be Sourced to Your Statutory State of Residence as Income of a Nonresident of that State
1. Wages, salaries, tips, etc.	62,000	62,000	47,000	47,000
2. Interest	5,000	5,000	4,375	0
3. Dividends				
4. Business income (or loss) from federal Schedule C				
5. Gains (or losses) from federal Schedule D				
6. Rents, royalties, partnerships, estates, trusts, small business corporations from federal Schedule E	20,000	20,000	17,500	0
7. Other income reported on your federal return				
8. Total income: <i>Add lines 1 through 7</i>	87,000	87,000	68,875	47,000
9a. Other federal adjustments. <i>List</i>				
9b.				
9c.				
9d. Total adjustments. <i>Add lines 9a through 9c for each column.</i>	0	0	0	0
10. Adjusted gross income. <i>Subtract the sum of amounts entered on line 9d from line 8.</i>	87,000	87,000	68,875	47,000

If Mr. and Mrs. R had filed a nonresident return to State Z, they would have reported \$47,000 of wage income to State Z as State Z source income. Therefore, when Mr. and Mrs. R complete Form 309, they would complete lines 1 through 6 as follows:

	(a)	(b)
1. Description of Income Items	Wages	
2. Amount of income from item listed on line 1, reportable to both Arizona and State Z.	\$47,000	
3. Portion of income on line 2 included in Arizona adjusted gross income.	\$47,000	
4. Portion of income on line 2 included in State Z's equivalent of Arizona adjusted gross income.	\$47,000	
5. Income subject to tax by both Arizona and State Z. Enter the smaller of line 3 or line 4.	\$47,000	
6. *Total income subject to tax in both Arizona and State Z.	\$47,000	

<b>Part II – Computation of Other State or Country Tax Credit</b>		
7. Arizona tax liability less any credits (except other state tax credit).....	7	1,933
8. Amount from Part I, line 6.....	8	47,000
9. ** Entire income upon which Arizona income tax is imposed.....	9	87,000
10. Divide the amount on line 8 by the amount on line 9 (cannot be greater than 1).....	10	.5402
11. Multiply the amount on line 7 by the decimal on line 10.....	11	1,044
12. Income tax paid to State Z (tax less credits).....	12	2,154
13. Amount from Part I, line 6.....	13	47,000
14. ***Entire income upon which State Z's income tax is imposed.....	14	68,875
15. Divide the amount on line 13 by the amount on line 14 (cannot be greater than 1).....	15	.6824
16. Multiply the amount on line 12 by the decimal on line 15.....	16	1,470
17. Other state or country tax credit. Enter the smaller of line 11 or line 16.....	17	1,044

**\* Lines 1 through 6 – Income subject to tax in both Arizona and State XY**

Before completing lines 1 through 6, Mr. and Mrs. R must complete page 2 of Arizona Form 309, *Schedule of Income Allocation*. Even though Mr. and Mrs. R must report wage income, interest income and rental income to State Z, only the wage income earned for services performed in State Z would be sourced to State Z if State Z were taxing Mr. and Mrs. R as nonresidents. Therefore, when Mr. and Mrs. R complete the *Schedule of Income Allocation*, Mr. and Mrs. R indicate that only \$47,000 of wages would be sourced to State Z as income of a nonresident of State Z.

Mr. and Mrs. R must report State Z wages of \$47,000 in Arizona gross income and \$47,000 of State Z wages in State Z's equivalent of Arizona gross income. There are no additions or subtractions related to the \$47,000 of State Z wages required under either Arizona law, or State Z law. Therefore, \$47,000 of State Z wage income is included in Arizona adjusted gross income and \$47,000 of State Z wage income is included in State Z's equivalent of Arizona adjusted gross income.

**\*\*Line 9 – Entire income upon which Arizona tax is imposed**

For the purpose of the credit, Mr. and Mrs. R compute the entire income upon which Arizona tax is imposed as follows:

Arizona adjusted gross income	\$84,700
Plus dependent, blind, age 65 or over, and qualifying Parent and grandparent exemptions	<u>2,300</u>
Entire income upon which Arizona income tax is imposed	<u>\$87,000</u>

**\*\*\*Line 14 – Entire income upon which State Z tax is imposed**

This is the entire income upon which State Z tax is imposed. This is State Z's equivalent of Arizona adjusted gross income for these individuals. For the purpose of the credit, Mr. and Mrs. R compute the entire income upon which State Z tax is imposed as follows:

State Z's equivalent of Arizona adjusted gross income	\$64,875
State Z's equivalent of Arizona's dependent exemptions	<u>4,000</u>
Entire income upon which State Z's tax is imposed	<u>\$68,875</u>

**List of State Abbreviations**

State		State		State		State	
Alabama	<b>AL</b>	Indiana	<b>IN</b>	Mississippi	<b>MS</b>	Oklahoma	<b>OK</b>
Arkansas	<b>AR</b>	Iowa	<b>IA</b>	Missouri	<b>MO</b>	Oregon	<b>OR</b>
California	<b>CA</b>	Kansas	<b>KS</b>	Montana	<b>MT</b>	Pennsylvania	<b>PA</b>
Colorado	<b>CO</b>	Kentucky	<b>KY</b>	Nebraska	<b>NE</b>	Rhode Island	<b>RI</b>
Connecticut	<b>CT</b>	Louisiana	<b>LA</b>	New Jersey	<b>NJ</b>	South Carolina	<b>SC</b>
Delaware	<b>DE</b>	Maine	<b>ME</b>	New Mexico	<b>NM</b>	Utah	<b>UT</b>
Georgia	<b>GA</b>	Maryland	<b>MD</b>	New York	<b>NY</b>	Vermont	<b>VT</b>
Hawaii	<b>HI</b>	Massachusetts	<b>MA</b>	North Carolina	<b>NC</b>	Virginia	<b>VA</b>
Idaho	<b>ID</b>	Michigan	<b>MI</b>	North Dakota	<b>ND</b>	West Virginia	<b>WV</b>
Illinois	<b>IL</b>	Minnesota	<b>MN</b>	Ohio	<b>OH</b>	Wisconsin	<b>WI</b>

**ARIZONA FORM**  
**310**

**Credit for Solar Energy Devices**

**2011**

For the calendar year 2011, or

fiscal year beginning [M,M|D,D|Y,Y,Y,Y] and ending [M,M|D,D|Y,Y,Y,Y].

**Attach to your return.**

Your Name as shown on Form 140, 140PY or 140X	Your Social Security No.
Spouse's Name as shown on Form 140, 140PY or 140X (if a joint return)	Spouse's Social Security No.

**Part I Current Year's Credit**

*NOTE: The cumulative credit for all solar energy devices installed at the same residence cannot exceed \$1,000.*

- 1 Address of residence where you installed the solar energy device for which you are claiming the credit: \_\_\_\_\_
- 2 Cost of the solar energy device installed during the current taxable year at the residence listed on line 1.....
- 3 *Multiply* the amount on line 2 by 25% (.25) .....
- 4 Enter the *smaller* of line 3 or \$1,000 .....
- 5 Enter the amount of credit from prior taxable years (1995 through 2010) for other solar energy devices installed at the residence listed on line 1 .....
- 6 *Add* line 4 and line 5 .....
- 7 Enter the *smaller* of line 6 or \$1,000 .....
- 8 *Subtract* line 5 from line 7 .....
- 9 Current year's credit: Enter the *smaller* of line 4 or line 8. If you are married filing a separate return, enter one-half (½) of the *smaller* of line 4 or line 8 .....

<b>2</b>		00
<b>3</b>		00
<b>4</b>		00
<b>5</b>		00
<b>6</b>		00
<b>7</b>		00
<b>8</b>		00
<b>9</b>		00

**Part II Carryover from Prior Taxable Years**

	(a) Taxable Year from which you are carrying the credit	(b) Enter the Original Credit Amount (See note below line 15.)	(c) Amount Previously Used	(d) Available Carryover: <i>Subtract column (c) from column (b).</i>
10	<b>2006</b>	\$	\$	\$
11	<b>2007</b>	\$	\$	\$
12	<b>2008</b>	\$	\$	\$
13	<b>2009</b>	\$	\$	\$
14	<b>2010</b>	\$	\$	\$
15	<b>TOTAL AVAILABLE CARRYOVER.....</b>			\$

*NOTE: For amounts entered in column (b), do not enter the cost of the device, enter the original credit amount. This amount cannot exceed \$1,000.*

**Part III Calculation of Available Credit for the Current Year**

- 16 Current year's credit: Enter the amount from Part I, line 9.....
- 17 Enter the amount of available carryover from Part II, line 15, column (d) .....
- 18 Total Available Credit: *Add* line 16 and line 17, and enter the total here. See page 2 of the instructions.....

<b>16</b>		00
<b>17</b>		00
<b>18</b>		00

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## Phone Numbers

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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## General Instructions

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For taxable years beginning on or after January 1, 1995, Arizona law provides a solar energy credit for an individual who installs a solar energy device in his or her residence located in Arizona.

The solar energy credit for buying and installing a solar energy device is 25% of the cost, including installation, or \$1,000, whichever is less. If you install another device in a later year, the cumulative credit cannot exceed \$1,000 for the same residence.

If the allowable tax credit is more than your tax or if you have no tax, you may carry the unused credit forward for up to the next 5 consecutive years.

To be eligible for this credit, you must be an Arizona resident who is not a dependent of another taxpayer.

A solar energy device is a system or series of mechanisms which collect and transfer solar generated energy and which are designed primarily to:

- Provide heating;
- Provide cooling;
- Produce electrical power;
- Produce mechanical power;
- Provide solar daylighting; or
- Provide any combination of the above by means of collecting and transferring solar generated energy into such uses either by active or passive means, including wind generator systems that produce electricity.

Solar energy systems may also have the capability of storing solar energy for future use. Passive systems must clearly be designed as a solar energy device, such as a trombe wall, and not merely as a part of a normal structure, such as a window.

Only a system or device, which performs one or more of the above functions, qualifies for the credit. An individual component of a system does not qualify for the credit by itself.

### The following devices, when used for residential purposes, qualify for the credit:

- Solar domestic water heating systems - collectors, storage tanks, heat exchangers, and piping, valves, wiring, etc., directly related to the solar system.
- Solar swimming pool and spa heating systems - collectors, heat exchangers, piping, valves, wiring, etc., directly related to the solar system.
- Solar photovoltaic systems - collectors, batteries, inverters, solar system related wiring, and including solar photovoltaic systems for recreational vehicles used as a residence. End-use appliances (even if they

are 12 vdc) are excluded unless they are manufactured specifically for photovoltaic systems applications.

- Solar photovoltaic phones, street lighting, etc. - collectors, batteries, inverters, and solar system related wiring. Phone, lights, etc., are excluded unless they are manufactured specifically for photovoltaic applications.
- Passive solar building systems - trombe wall components, thermal mass, and components specifically designed for energy gains. Dual pane windows, low-e, and other window coatings, etc., are excluded.
- Solar daylighting systems - those devices and systems specifically designed to capture and redirect visible solar energy while controlling the infrared energy (conventional skylights are specifically excluded).
- Wind generators - windmill, structure, generator, batteries, controls, wiring, and other components directly related to the wind generator. End-use appliances are excluded.
- Wind-powered pumps - windmill, structure, pump, pipes, and other components directly related to the wind pump.

The person who sells you your solar energy device must furnish you with a certificate stating that the solar energy device complies with Arizona's solar energy device requirements. If you designed and installed the system yourself, you will not receive such a statement, but your solar energy device must meet the required criteria.

For more information on the solar energy credit and the Arizona solar energy device requirements, see the Arizona Department of Revenue brochure, Pub 543, *Solar Energy Credit*. To get a copy of this brochure, visit our web site, or call one of the numbers listed at the beginning of this page.

### The following DO NOT qualify for the credit:

- Conventional plumbing components - water softeners, drinking water systems, etc., even if they are provided (free or otherwise) as part of the system.
- Conventional controls - load controllers, programmable thermostats, etc., even if they are provided (free or otherwise) as part of the system.
- Conventional heating/cooling systems - air conditioners, heat pumps, evaporative coolers, furnaces, regardless of efficiency.
- Conventional windows and window treatments - dual-pane, low-e, shade screens, reflective and dark coatings, awnings, interior shades, drapes, and blinds.
- Conventional skylights.
- Appliances (all voltages) - refrigerators, lights, fans, TVs, etc., unless they are manufactured specifically for photovoltaic systems.
- Fans - ceiling, window, attic, interior, etc., unless they are manufactured specifically for photovoltaic applications.
- Paint - ceramic, reflective roof coatings.
- Insulation (includes "outsulation") and radiant barrier.
- Weather stripping, caulking.
- Misting systems.
- Vegetation - shade trees, shrubs, grass.
- Solar energy cars.

- A solar hot water heater plumbing stub out that was installed by the builder of a house or dwelling unit before title was conveyed to the taxpayer. You may be able to take this credit on Form 319. For details, see Form 319.

**NOTE:** *If you take a credit, you cannot take a depreciation deduction for the solar energy device for which the credit is taken. If such depreciation deduction is included in your federal adjusted gross income, you must add that amount to your Arizona gross income. You must make this addition for each period in which you deduct depreciation for federal purposes.*

**Line-by-Line Instructions**

**Part I - Current Year's Credit**

**Lines 1 through 9 -**

Use lines 1 through 9 to figure your credit for the current tax year.

**Line 1 -**

Enter the address of the residence where you installed the solar energy device for which you are claiming the credit.

**Line 2 -**

Enter the cost of the solar energy device. The cost of installing the device may be included in the cost of the device.

**Line 3 -**

Multiply the amount on line 2 by 25%. Enter the result.

**Line 4 -**

Enter the smaller of the amount on line 3 or \$1,000.

**Line 5 -**

If you claimed a credit for another solar energy device you installed during a prior taxable year (1995 through 2010), at the same residence listed on line 1, enter the total amount of allowable credit for that prior tax year or years.

**Line 6 -**

Add line 4 and line 5. Enter the total.

**Line 7 -**

Enter the smaller of line 6 or \$1,000.

**Line 8 -**

Subtract line 5 from line 7.

**Line 9 - Current Year's Credit**

Enter the smaller of line 4 or line 8. If you are married filing a separate return, enter one-half of the smaller of line 4 or line 8.

**Part II - Carryover From Prior Taxable Years**

**Lines 10 through 15 -**

Use Part II to figure your total available credit carryover from taxable years 2006 through 2010. Complete lines 10 through 15 if you claimed this credit on a return for one of these years and the credit was more than your tax.

- In column (b), enter the credit **originally** computed for the taxable year listed in column (a). Do not enter the cost of the device. The amount entered in column (b) cannot be more than \$1,000.
- In column (c), enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d).

- Add the amounts entered on lines 10 through 14 in column (d). Enter the total on line 15, column (d).

**Part III - Calculation of Available Credit for the Current Year**

**Lines 16 through 18 -**

Use lines 16 through 18 to figure your total available credit for 2011.

**Line 16 -**

Enter the amount from Part I, line 9.

**Line 17 -**

Enter the amount of available carryover from Part II, line 15, column (d).

**Line 18 - Total Available Credit**

Add line 16 and line 17. Enter the total.

If this is the only credit that you are claiming, and the credit shown on line 18 is equal to or less than your Arizona tax minus the clean elections fund tax reduction, enter the amount from line 18 on Form 140, page 1, line 26, or Form 140PY, page 1, line 29.

If you are claiming the family income tax credit or other credits from only Forms 321, 322, and/or 323, complete the following worksheet, **or** one of the credit worksheets in the Form 321, 322, or 323 instructions.

Credit Worksheet	
1. Enter your Arizona tax less the clean elections fund tax reduction and family income tax credit if applicable.	.00
2. Enter the credit from Form 310, Part III, line 18.	.00
3. Enter the credit from Form 321, line 13.	.00
4. Enter the credit from Form 322, line 12.	.00
5. Enter the credit from Form 323, line 12.	.00
6. Add the amounts on lines 2, 3, 4, and 5. Enter the result.	.00
Compare the amount on line 6 to the amount on line 1. If the amount on line 6 is equal to or less than the amount on line 1, do one of the following:	
<ul style="list-style-type: none"> <li>• If filing Form 140, enter the amount from line 6 on Form 140, page 1, line 26.</li> <li>• If filing Form 140PY, enter the amount from line 6 on Form 140PY, page 1, line 29.</li> </ul>	
If the amount on line 6 is more than the amount on line 1, you must complete Form 301.	

If you are claiming nonrefundable credits from forms other than Form 310, 321, 322, and/or 323, you must complete Form 301.

If you have to complete Form 301, enter the amount from Form 310, Part III, line 18, on Form 301, Part 1, line 8.

**NOTE:** *If you are married, and you and your spouse file a separate return, you may each take only one-half of the total credit that would otherwise be allowed on a joint return.*

For the calendar year 2011, or
fiscal year beginning [M,M|D,D|Y,Y,Y,Y] and ending [M,M|D,D|Y,Y,Y,Y].

Attach to your return.

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 165 or 120S
Your Social Security Number or Employer Identification Number

Part I Qualifying Water Conservation System

1 Do you have a conservation plan on file and in effect with the United States Department of Agriculture Soil Conservation Service? 1 Yes No
If "No", STOP. You cannot claim a current year credit or carryover credit.

If the answer to question 1 is "Yes", enter the following:

2a Date filed..... 2a [M,M|D,D|Y,Y,Y,Y]

2b Location of Soil Conservation Office..... 2b \_\_\_\_\_

3 Check a box below and indicate the type of change or system installed. System Changes:

- Unlined field ditch to concrete lined ditch
Unlined field ditch to underground pipeline
Unlined field ditch to gated pipes
Sloping unlevelled surface field to slope on precise grade
Sloping surface irrigated field to level basin
Sloping field with surface irrigation to sprinkler
Surface or sprinkler to trickle (above ground)
Surface or sprinkler to subsurface trickle (below ground)
Increasing the size of field ditch to provide larger head
Unused runoff water to tailwater recovery system
Other - Please describe: \_\_\_\_\_

Part II Calculation of the Current Taxable Year's Credit

Table with 3 columns: Line number, Description, and Amount. Rows 4-7 showing calculations for total expenses, reimbursement, net amount, and current taxable year's credit.

Name(s) as shown on page 1	Social Security or Employer Identification No.
----------------------------	------------------------------------------------

**Part III S Corporation Individual Shareholder's Share of Credit**

Complete lines 8 through 10 separately for each individual shareholder. Furnish each individual shareholder with a copy of the completed Form 312.

8 Name of individual shareholder: \_\_\_\_\_

9 Individual shareholder's Social Security Number: \_\_\_\_\_

10 Individual shareholder's share of the amount on Part II, line 7 ..... **10**   **00**

**Part IV Partnership Individual Partner's Share of Credit**

Complete lines 11 through 13 separately for each individual partner. Furnish each individual partner with a copy of the completed Form 312.

11 Name of individual partner: \_\_\_\_\_

12 Individual partner's Social Security Number: \_\_\_\_\_

13 Individual partner's share of the amount on Part II, line 7 ..... **13**   **00**

**Part V Available Credit Carryover**

	(a) Taxable Year from which you are carrying the credit	(b) Original Credit Amount	(c) Amount Previously Used	(d) Available Carryover: <i>Subtract column (c) from column (b).</i>
14	<b>2006</b>	\$	\$	\$
15	<b>2007</b>	\$	\$	\$
16	<b>2008</b>	\$	\$	\$
17	<b>2009</b>	\$	\$	\$
18	<b>2010</b>	\$	\$	\$
19	TOTAL AVAILABLE CARRYOVER .....			\$

**Part VI Calculation of Current Year's Available Credit**

20 Current year's credit: ..... **20**   **00**

- Individuals, enter the amount from Part II, line 7.
- Individual shareholders of an S corporation, enter the amount from Part III, line 10.
- Individual partners of a partnership, enter the amount from Part IV, line 13.

21 Available credit carryover from Part V, line 19, column (d) ..... **21**   **00**

22 Total Available Credit: Individuals, add line 20 and line 21. Enter the total here and also on Form 301, Part I, line 9 ..... **22**   **00**



## **2011 Agricultural Water Conservation System Credit**

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### **Phone Numbers**

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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### **General Instructions**

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Arizona law allows a nonrefundable tax credit for the purchase and installation of an agricultural water conservation system. The credit is equal to 75% of the qualifying expenses incurred during the taxable year.

This credit is available to individuals only. A corporation, including an S corporation, may not claim this credit. However, an S corporation may pass the credit through to its individual shareholders. A partnership may not claim this credit, but may pass the credit through to its individual partners.

#### **To Qualify for the Credit:**

- The system must be primarily designed to substantially conserve water on land that the taxpayer or taxpayer's tenant uses to:
  - A. produce crops, fruits, or other agricultural products;  
**or**
  - B. raise, harvest, or grow trees; **or**
  - C. sustain livestock.
- The expense must be consistent with a conservation plan that the taxpayer has filed and that is in effect with the United States Department of Agriculture Soil Conservation Service.

If the allowable tax credit exceeds the taxes otherwise due, or if there are no taxes due, you may carry the unused credit forward for a period not to exceed the next 5 taxable years.

Individual co-owners of a business, including individual partners in a partnership and individual shareholders of an S corporation, may each claim only a pro rata share of the credit, based on their ownership interest. The total of the credits allowed all owners may not exceed the amount that would have been allowed for a sole owner of the business.

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### **Specific Instructions**

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Type or print the required information in the name and taxpayer identification number (TIN) section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a TIN. The TIN for a partnership or an S corporation is the taxpayer's employer identification number (EIN). The TIN for an individual is the taxpayer's SSN or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

### **Part I - Qualifying Water Conservation System**

#### **Lines 1 through 3 -**

On lines 1 through 3, enter the information relating to the water conservation system purchased and installed for which the credit is being claimed.

If the system is not one of the systems or system changes listed, check the "other" box. Give a detailed description of the system and an explanation of how it qualifies for the credit.

### **Part II - Calculation of the Current Taxable Year's Credit**

#### **Line 4 -**

Enter the total amount of expenses relating to the water conservation system spent in the current taxable year.

#### **Line 5 -**

Enter the amount of any reimbursement received for expenses relating to the water conservation system.

#### **Lines 6 and 7 -**

See form for instructions. Complete these lines as instructed on the form.

### **Part III - S Corporation Individual Shareholder's Share of Credit**

#### **Lines 8 through 10 -**

An S corporation cannot claim this credit, but it may pass the credit through to its individual shareholders. If an S corporation is passing the credit through to its individual shareholders, the S corporation must complete Parts I and II.

An S corporation must complete Parts I and II of Form 312. Then, complete Part III, lines 8 through 10 separately for each individual shareholder. Each individual shareholder may claim only a pro rata share of the credit based on the individual shareholder's ownership interest in the S corporation. The S corporation must furnish each individual shareholder with a copy of the completed Form 312.

Each individual shareholder must complete Parts V and VI.

### **Part IV - Partnership Individual Partner's Share of Credit**

#### **Lines 11 through 13 -**

The partnership must complete Parts I and II. Then, complete Part IV, lines 11 through 13, separately for each individual partner. Each individual partner may claim only a pro rata share of the credit based on the individual partner's ownership interest in the partnership. The partnership must furnish each individual partner with a copy of the completed Form 312.

Each individual partner must complete Parts V and VI.

### **Part V - Available Credit Carryover**

#### **Lines 14 through 19 -**

Calculate the total available carryover of the agricultural water conservation credit on Part V, lines 14 through 19. Complete these lines if you claimed the credit on a prior taxable year's tax return and the credit was more than your tax.

- In column (b) enter the credit originally computed for the taxable year listed in column (a).
- In column (c) enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from column (b) and enter the difference in column (d).
- Add the amounts entered on lines 14 through 18 in column (d). Enter the total on line 19, column (d).

**Part VI - Calculation of Available Credit for the Current Year****Line 20 -**

*Individuals* - Enter the amount from Part II, line 7.

*Individual shareholder's of an S corporation* - Enter the amount from Part III, line 10

*Individual partners of a partnership* - Enter the amount from Part IV, line 13.

**Line 21 -**

Enter the amount of available credit carryover from Part V, line 19, column (d).

**Line 22 -**

Add lines 20 and 21. This is the total available credit that may be applied to the current taxable year's tax liability. Enter the total here and on Form 301, Part I, line 9.

For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
---------------------------------------------------------------------------------	----------------------------------------------------------

**Part I Schedule of Equipment and Current Taxable Year's Credit Calculation**

If additional space is needed, attach a separate schedule.

	(a) Date property placed in service or expected to be placed in service	(b) Description	(c) Total cost of property used to reduce pollution incurred during the taxable year
1			00
2			00
3			00
4			00
5			00
6			00
7			00
8			00
9			00
10			00

11 Total - add lines 1 through 10 in column (c).....	11		00
12 Total from continuation sheet, if applicable.....	12		00
13 Total cost of pollution control equipment incurred during the taxable year - add lines 11 and 12 .....	13		00
14 Tentative credit for current taxable year - multiply line 13 by 10% (.10).....	14		00
15 Maximum credit allowed .....	15	\$500,000	00
16 Credit for current taxable year - enter the lesser of line 14 or line 15.....	16		00

A taxpayer who elects to take a credit pursuant to ARS § 43-1081 or § 43-1170 shall reduce the basis for depreciation or amortization of the cost of the pollution control equipment by the amount of the credit claimed.

**Part II S Corporation Credit Election and Shareholder's Share of Credit**

17 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:

**(CHECK ONLY ONE BOX)**

Claim the pollution control credit as shown on Part I, line 16 (for the taxable year mentioned above);

**OR**

Pass the pollution control credit as shown on Part I, line 16 (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 18 through 20 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 315.

18 Name of shareholder \_\_\_\_\_

19 Shareholder's TIN \_\_\_\_\_

20 Shareholder's share of the amount on Part I, line 16 ..... 

20		00
----	--	----

**Part III Partner's Share of Credit**

Complete lines 21 through 23 separately for each partner.  
 Furnish each partner with a copy of the completed Form 315.

- 21 Name of partner \_\_\_\_\_
- 22 Partner's TIN \_\_\_\_\_
- 23 Partner's share of the amount on Part I, line 16 ..... 

<b>23</b>		<b>00</b>
-----------	--	-----------

**Part IV Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - Subtract column (c) from column (b)
24				
25				
26				
27				
28				
29	Total available carryover			

**Part V Total Available Credit**

- 30 Current year's credit. Individuals, corporations, or S corporations - enter the amount from Part I, line 16.  
 S corporation shareholders - enter the amount from Part II, line 20.  
 Partners of a partnership - enter the amount from Part III, line 23 ..... 

<b>30</b>		<b>00</b>
-----------	--	-----------
- 31 Available credit carryover - from Part IV, line 29, column (d)..... 

<b>31</b>		<b>00</b>
-----------	--	-----------
- 32 **Total available credit.** Add line 30 and line 31. Corporations and S corporations - enter total here and on Form 300, Part I, line 6. Individuals - enter total here and on Form 301, Part I, line 10..... 

<b>32</b>		<b>00</b>
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**2011 Pollution Control Credit**

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**General Instructions**

ARS §§ 43-1081 and 43-1170 provide nonrefundable individual and corporate income tax credits for expenses incurred during the taxable year to purchase real or personal property that is used within Arizona in the taxpayer's trade or business to control or prevent pollution. The amount of the credit is equal to 10 percent of the purchase price, limited to a maximum credit of \$500,000 in a taxable year.

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business.

**Qualifying property includes** a structure, building, installation, excavation, machine, equipment, and any attachment to, or addition to, or reconstruction, replacement, or improvement of that property. Property eligible for the tax credit includes only that portion of the property directly used, constructed, or installed in Arizona to prevent, monitor, or reduce air, water, or land pollution that results from the taxpayer's direct operating activities in conducting a trade or business in this state. The property must meet or exceed rules or regulations adopted for this purpose by the United States Environmental Protection Agency, the Arizona Department of Environmental Quality, or a political subdivision of Arizona.

**Amounts that qualify for the credit** must be includible in the taxpayer's adjusted basis for the property. The adjusted basis of any property for which the taxpayer has claimed a credit must be reduced by the amount of credit claimed for that property.

If the allowable tax credit exceeds the taxes otherwise due or, if there are no taxes due, the amount of the credit not used to offset taxes may be carried forward for not more than five taxable years as a credit against subsequent years' income tax liabilities.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

**Part I - Schedule of Equipment and Current Taxable Year's Credit Calculation**

**Lines 1 through 10 -**

**Column (a):** Enter the date that the property was placed in service or the date it is expected to be placed in service in Arizona.

**Column (b):** Enter a brief description of the property used in the taxpayer's business in Arizona to control or prevent pollution.

**Column (c):** Enter the cost of that portion of the property directly used to reduce pollution that was incurred during this taxable year.

If there are more than 10 items of qualifying property, complete additional schedules. Attach the completed schedules to Form 315.

**Line 11 -**

Add lines 1 through 10 in column (c) and enter the total.

**Line 12 -**

Enter the aggregate column (c) totals from additional schedules.

**Line 13 -**

Add lines 11 and 12 and enter the total. This is the total cost incurred during this taxable year of all items of property for which the taxpayer is claiming the credit.

**Line 14 -**

Multiply line 13 by 10 percent and enter the result.

**Line 16 -**

Enter the lesser of line 14 or line 15. This is the allowable credit for the current taxable year.

**Part II - S Corporation Credit Election and Shareholder's Share of Credit**

**Line 17 - S Corporation Credit Election**

S corporations must complete line 17. The S corporation must make an irrevocable election to either claim the credit or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S.

**Lines 18 through 20 -**

If the S corporation elects to pass the credit through to its shareholders, it must also complete lines 18 through 20.

The S corporation must complete Part I. Then, complete Part II, lines 18 through 20, separately for each shareholder.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

If the S corporation passes the credit through to its shareholders, it must notify each shareholder of the shareholder's pro rata share of the adjustment to income required by the difference between the federal depreciable basis and the Arizona depreciable basis of the property for which the credit is claimed. The S corporation must also notify the shareholder of the shareholder's pro rata share of any difference in gain or loss on the sale or other disposition of the property due to the difference in basis.

The S corporation must furnish each shareholder with a copy of the completed Form 315. Each shareholder must complete Part IV and Part V.

### **Part III - Partner's Share of Credit**

#### **Lines 21 through 23 -**

The partnership must complete Part I. Then, complete Part III, lines 21 through 23, separately for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 315. Each partner must complete Part IV and Part V.

### **Part IV - Available Credit Carryover**

Complete Part IV only if the allowable pollution control credit for prior taxable years exceeded the Arizona income tax liability for those taxable years. Calculate the total available carryover of the pollution control credit on page 2, Part IV, lines 24 through 29.

Enter the applicable taxable year(s) in column (a) on lines 24 through 28. In column (b), enter the credit originally computed for that taxable year. In column (c), enter the amount of the credit from that taxable year which has already been used. Subtract the amount in column (c) from column (b) and enter the difference in column (d). Add the amounts entered on lines 24 through 28 in column (d). Enter the total on line 29, column (d). This is the total pollution control credit carryover available for the current taxable year.

### **Part V - Total Available Credit**

#### **Line 30 -**

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the current year's credit from Part I, line 16.

*S corporation shareholders* - enter the credit from Part II, line 20.

*Partners of a partnership* - enter the credit from Part III, line 23.

This is the current taxable year's pollution control credit.

#### **Line 31 -**

Enter the amount from Part IV, line 29, column (d). This is the total available credit carryover.

#### **Line 32 -**

Add lines 30 and 31. This is the total available pollution control credit that may be applied to the current taxable year's tax liability.

*Corporations and S corporations* - enter the total here and on Form 300, Part I, line 6.

*Individuals* - enter the total here and on Form 301, Part I, line 10.

**Credit for Taxes Paid for Coal Consumed  
in Generating Electrical Power**

For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name as shown on Form 120, 120A, 120S, 120X or 165	Employer identification number
----------------------------------------------------	--------------------------------

**Part I Current Taxable Year's Credit Calculation**

**1** Total amount paid by the seller or purchaser as transaction privilege tax or use tax for coal sold to the taxpayer. Qualifying coal purchases by the taxpayer are purchases of coal that are consumed in the generation of electrical power in Arizona. "Amount paid by the seller or purchaser as transaction privilege tax or use tax" means that the Arizona transaction privilege tax was passed through to the taxpayer by the seller as an added charge or that the seller collected the Arizona use tax from the taxpayer or that the taxpayer paid the Arizona use tax to the department.  
*Enter total amount from attached Form(s) 318-1, line 13, column (d)*.....

<b>1</b>		<b>00</b>
<b>2</b>		<b>00</b>

**2** Current taxable year's credit - multiply line 1 by 30 percent (.30). .....

**Part II Corporate Partner's Share of Credit**

Complete lines 3 through 5 separately for each corporate partner.  
Furnish each corporate partner with a copy of the completed Form 318.  
The partnership may pass the credit through **only** to its corporate partners.

**3** Name of corporate partner \_\_\_\_\_

**4** Corporate partner's TIN \_\_\_\_\_

**5** Corporate partner's share of the amount on Part I, line 2 .....

<b>5</b>		<b>00</b>
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**Part III Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - Subtract column (c) from column (b)
<b>6</b>				
<b>7</b>				
<b>8</b>				
<b>9</b>				
<b>10</b>				
<b>11</b>	Total available carryover			

**Part IV Total Available Credit**

**12** Current taxable year's credit. Corporations and S corporations - enter the amount from Part I, line 2.

Corporate partners of a partnership - enter the amount from Part II, line 5.....

<b>12</b>		<b>00</b>
-----------	--	-----------

**13** Available credit carryover - from Part III, line 11, column (d).....

<b>13</b>		<b>00</b>
-----------	--	-----------

**14 Total available credit.** Add lines 12 and 13. Enter total here and on Form 300, Part I, line 7. ....

<b>14</b>		<b>00</b>
-----------	--	-----------

**Form 318-1 (2011)**

**Qualifying Coal Purchases**

<b>A.</b> Vendor's Name _____  Vendor's Arizona TPT or Use Tax Number _____		<b>B.</b> Taxpayer's Name _____  Taxpayer's Arizona TPT or Use Tax Number _____				
		<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>
		Month	Type of Tax (TPT or Use)	Coal Price Before Tax	Amount of Tax Paid	Total Amount
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13	Total - Add lines 1 through 12. Enter the total here.....					

<b>A.</b> Vendor's Name _____  Vendor's Arizona TPT or Use Tax Number _____		<b>B.</b> Taxpayer's Name _____  Taxpayer's Arizona TPT or Use Tax Number _____				
		<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>
		Month	Type of Tax (TPT or Use)	Coal Price Before Tax	Amount of Tax Paid	Total Amount
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13	Total - Add lines 1 through 12. Enter the total here.....					



Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**General Instructions**

ARS § 43-1178 provides a nonrefundable corporate income tax credit equal to 30 percent of the amount paid by the seller or purchaser as transaction privilege tax or use tax for coal sold to the taxpayer that is consumed in the generation of electrical power in Arizona. "Amount paid by the seller or purchaser as transaction privilege tax or use tax" means that the Arizona transaction privilege tax was passed through to the taxpayer by the seller as an added charge or that the seller collected the Arizona use tax from the taxpayer or that the taxpayer paid the Arizona use tax to the department. The credit is allowed for taxable years beginning from and after December 31, 1997.

The tax credit is in lieu of a deduction for the taxes for which the credit is claimed. An addition to Arizona gross income is required for the amount of Arizona transaction privilege taxes and Arizona use taxes included in the computation of federal taxable income for which the Arizona tax credit is claimed.

The credit is available only to corporate taxpayers. A partnership may pass this credit through only to its corporate partners. While an S corporation may claim this credit, the S corporation may not pass this credit through to its shareholders.

Co-owners of a business, including corporate partners of a partnership, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business.

If the allowable tax credit exceeds the taxes otherwise due, or if there are no taxes due, the amount of the credit not used to offset taxes may be carried forward for not more than five consecutive taxable years as a credit against subsequent years' income tax liability.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, an S corporation or a partnership

is the taxpayer's employer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

**Part I - Current Taxable Year's Credit Calculation**

**Form 318-1 and Line 1 -**

Complete Form 318-1 before completing Part I, line 1, of Form 318. Complete Form 318-1 to list the qualifying coal purchases for the taxable year.

**FORM 318-1**

The design of Form 318-1 allows the taxpayer to list qualifying coal purchases for the taxable year in two situations:

1. Purchases from vendors that passed the Arizona transaction privilege tax through to the taxpayer as an added charge or purchases from vendors that collected the Arizona use tax from the taxpayer; and
2. Purchases from vendors for which the taxpayer paid the Arizona use tax to the department.

**Situation 1:** List the qualifying coal purchases *by vendor* for situation 1 above. If the taxpayer has purchased coal from more than two vendors, additional Form(s) 318-1 must be completed to list the qualifying coal purchases for the taxable year. Complete section A to list the vendor name and the vendor's Arizona TPT or use tax number. Do not complete section B.

**NOTE:** *The Arizona transaction privilege tax must be shown as an added charge on the vendor's invoice. If the vendor collects the Arizona use tax from the taxpayer, the tax must be shown as a separate charge on the vendor's invoice.*

**Situation 2:** List the qualifying coal purchases *from all vendors* for situation 2 above. Complete section B to list the taxpayer's Arizona TPT or use tax number. Do not complete section A.

**NOTE:** *If the taxpayer pays the Arizona use tax directly to the department, the taxpayer must document the amount of tax paid for each invoice.*

**Column (a):** On lines 1 through 12, enter the applicable month of the taxable year.

**Column (b):** On lines 1 through 12, indicate the type of tax, TPT or use.

**Column (c):** On lines 1 through 12, enter the total amount of qualifying coal purchases for that month. Do not include the amount of tax paid in the total.

**Column (d):** On lines 1 through 12, enter the total amount of tax paid for that month.

**Column (e):** On lines 1 through 12, enter the total of columns (c) and (d).

Now go to Form 318, Part I, line 1.

**FORM 318****Line 1 -**

Enter the aggregate total from line 13, column (d), of the completed Form(s) 318-1 on Part I, line 1, of Form 318.

**Line 2 -**

Multiply line 1 by 30 percent (.30). Enter the result. This is the current taxable year's credit.

**Part II - Corporate Partner's Share of Credit****Lines 3 through 5 -**

The partnership must complete Form(s) 318-1 and Part I of Form 318. Then, complete Part II, lines 3 through 5, separately for each corporate partner. The partnership may pass the credit through **only** to its corporate partners.

Each corporate partner is entitled to only a pro rata share of the credit based on the corporate partner's ownership interest in the partnership. The total of the credit allowed to all corporate partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each corporate partner with a copy of the completed Form 318. Each corporate partner must complete Parts III and IV.

**Part III - Available Credit Carryover**

Enter the applicable taxable year(s) in column (a) on lines 6 through 10. Enter the amount of the original tax credit for each taxable year in column (b). Enter the amount of the credit for each taxable year that has been taken in previous taxable years in column (c). Subtract column (c) from column (b) and enter the difference in column (d). Add the amounts entered on lines 6 through 10, column (d). Enter the total on line 11, column (d). This is the total available credit carryover available for the current taxable year.

**Part IV - Total Available Credit****Line 12 -**

*Corporations and S corporations* - enter the current taxable year's credit from Part I, line 2.

*Corporate partners of a partnership* - enter the amount from Part II, line 5.

**Line 13 -**

Enter the amount from Part III, line 11, column (d). This is the total available credit carryover.

**Line 14 -**

Add lines 12 and 13. This is the total available credit that may be applied to the current taxable year's tax liability. Enter the total here and on Form 300, Part I, line 7.

**ARIZONA FORM 319 Credit for Solar Hot Water Heater Plumbing Stub Outs and Electric Vehicle Recharge Outlets**

**2011**

For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
---------------------------------------------------------------------------------	----------------------------------------------------------

*The houses or dwelling units in which the qualifying installations are made by the builder/taxpayer must be located in Arizona. The credit is in lieu of a deduction for the expenses of installing the solar hot water heater plumbing stub outs and electric vehicle recharge outlets for which the credit is claimed.*

**Part I Current Taxable Year's Credit Calculation for Taxpayer That Built the House or Dwelling Unit**

1 Total allowable credit - from attached Form(s) 319-1, column (h) .....	<b>1</b>	<b>00</b>
2 Total amount of credit transferred to purchasers or transferees - from attached Form(s) 319-2, column (c) .....	<b>2</b>	<b>00</b>
3 Current taxable year's credit - subtract line 2 from line 1 .....	<b>3</b>	<b>00</b>

**Part II Current Taxable Year's Credit for Purchaser or Transferee of the House or Dwelling Unit**

4 Total allowable credit - from attached copy of written statement provided by the builder of the house or dwelling unit...	<b>4</b>	<b>00</b>
-----------------------------------------------------------------------------------------------------------------------------	----------	-----------

**Part III S Corporation Credit Elections and Shareholder's Share of Credit**

5 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:  
**(CHECK ONLY ONE BOX)**

Claim the credit for solar hot water heater plumbing stub outs and electric vehicle recharge outlets as shown on Part I, line 3 (for the taxable year mentioned above);

**OR**

Pass the credit for solar hot water heater plumbing stub outs and electric vehicle recharge outlets as shown on Part I, line 3 (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

6 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:  
**(CHECK ONLY ONE BOX)**

Claim the credit for solar hot water heater plumbing stub outs and electric vehicle recharge outlets as shown on Part II, line 4 (for the taxable year mentioned above);

**OR**

Pass the credit for solar hot water heater plumbing stub outs and electric vehicle recharge outlets as shown on Part II, line 4 (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 7 through 10 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 319.

7 Name of shareholder \_\_\_\_\_

8 Shareholder's TIN \_\_\_\_\_

9 Shareholder's share of the amount on Part I, line 3 .....	<b>9</b>	<b>00</b>
-------------------------------------------------------------	----------	-----------

10 Shareholder's share of the amount on Part II, line 4 .....	<b>10</b>	<b>00</b>
---------------------------------------------------------------	-----------	-----------

**Part IV Partner's Share of Credit**

Complete lines 11 through 14 separately for each partner.  
 Furnish each partner with a copy of the completed Form 319.

11 Name of partner \_\_\_\_\_

12 Partner's TIN \_\_\_\_\_

13 Partner's share of the amount on Part I, line 3 .....	<b>13</b>		<b>00</b>
14 Partner's share of the amount on Part II, line 4 .....	<b>14</b>		<b>00</b>

**Part V Available Credit Carryover for Taxpayer as Builder of House or Dwelling Unit**

		(a)	(b)	(c)	(d)	(e)	(f)
15	Taxable year						
16	Original credit amount						
17	Amount previously used						
18	Tentative carryover - <i>subtract line 17 from line 16</i>						
19	Amount transferred - <i>enter total amount from Form(s) 319-2, column (e)</i>						
20	Available carryover - <i>subtract line 19 from line 18</i>						
21	Total available carryover						

**Part VI Available Credit Carryover for Taxpayer as Purchaser or Transferee of House or Dwelling Unit**

(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - Subtract column (c) from column (b)
22			
23			
24			
25			
26			
27	Total available carryover		

**Part VII Total Available Credit**

- 28 Current year's credit for taxpayer that built the house or dwelling unit.  
 Individuals, corporations, or S corporations - *enter the amount from Part I, line 3.*  
 S corporation shareholders - *enter the amount from Part III, line 9.*  
 Partners of a partnership - *enter the amount from Part IV, line 13*.....
- 29 Current year's credit for purchaser or transferee of house or dwelling unit.  
 Individuals, corporations, and S corporations - *enter the amount from Part II, line 4.*  
 S corporation shareholders - *enter the amount from Part III, line 10.*  
 Partners of a partnership - *enter the amount from Part IV, line 14*.....
- 30 Available credit carryover for taxpayer as builder of house or dwelling unit - *enter the amount from Part V, line 21, column (f)*.....
- 31 Available credit carryover for taxpayer as purchaser or transferee of house or dwelling unit - *enter the amount from Part VI, line 27, column (d)*.....
- 32 **Total available credit.** Add lines 28, 29, 30, and 31. Corporations and S corporations - *enter total here and on Form 300, Part I, line 8.* Individuals - *enter total here and on Form 301, Part I, line 11*.....

<b>28</b>		<b>00</b>
<b>29</b>		<b>00</b>
<b>30</b>		<b>00</b>
<b>31</b>		<b>00</b>
<b>32</b>		<b>00</b>

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Form 319-1 (2011) Solar Hot Water Heater Plumbing Stub Out and Electric Vehicle Recharge Outlet Installations		Page ___ of ___					
(a) House or Dwelling Unit Address	(b) Number of Stub Outs Installed	(c) Allowable Cost - lesser of actual installation cost or \$75	(d) Total Allowable Stub Out Cost - multiply column (b) by column (c)	(e) Number of Recharge Outlets Installed	(f) Allowable Cost - lesser of actual installation cost or \$75	(g) Total Allowable Recharge Outlet Cost - multiply column (e) by column (f)	(h) Total Allowable Credit for House or Dwelling Unit - add columns (d) and (g)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
<b>13 Total - Add lines 1 through 12. Enter the total here.</b>							

Name: \_\_\_\_\_

TIN: \_\_\_\_\_

<p>(a) If the taxpayer is transferring the tax credit for more than 12 houses or dwelling units, complete additional Form(s) 319-2.  House or Dwelling Unit Address</p>	<p>(b) Name(s) of Purchaser or Transferee</p>	<p>(c) Current Taxable Year's Credit Transferred - amount for house or dwelling unit from column (h) of 2011 Form(s) 319-1</p>	<p>(d) Credit Transfer for Prior Taxable Year Ending - list taxable year in which the taxpayer made the qualifying installations</p>	<p>(e) Amount of Prior Taxable Year Credit Transferred for House or Dwelling Unit - amount from column (h) of the Form 319-1 filed for the taxable year listed in column (d)</p>	<p>(f) Total Credit Transfers - add columns (c) and (e). Enter the total</p>
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13	<p><b>Total - Add lines 1 through 12. Enter the total here.</b></p>				



Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

### **General Instructions**

ARS §§ 43-1090 and 43-1176 provide nonrefundable individual and corporate income tax credits for the installation of solar hot water heater plumbing stub outs and electric vehicle recharge outlets in houses or dwelling units constructed by the taxpayer. The houses or dwelling units must be located in Arizona. The tax credit applies to taxable years beginning from and after December 31, 1997.

Qualifying installations of solar hot water heater plumbing stub outs must:

- Include two insulated three-fourths inch copper pipes and at least two pairs of wires for monitoring and control purposes that project from the dwelling roof or other suitable locations and that are connected to the domestic hot water transport and storage system.
- Be located and configured to allow sufficient solar access and exposure and to allow ready installation of solar water heating devices without further expense or effort to reach, use or serve the domestic hot water system of the house or dwelling.

Qualifying installations of electric vehicle recharge outlets must be connected to the utility system by a dedicated line that:

- Is capable of operating at normal secondary voltages.
- Meets applicable local building safety codes.
- Is commensurate and consistent with electric vehicle recharging needs and methods.

The amount of the credit is equal to the lesser of \$75 or the installation cost *for each installation* of a solar hot water heater plumbing stub out or an electric vehicle recharge outlet *in each separate house or dwelling unit*.

The taxpayer that constructed the house or dwelling unit may transfer the credit for that house or dwelling unit to a purchaser or transferee. A taxpayer that transfers the credit for a house or dwelling unit must provide a written statement to the purchaser or transferee of the house or dwelling unit. The written statement must include the name of the purchaser or transferee, the address of the house or dwelling unit, and a certification that the taxpayer has elected not to claim the credit and has elected to transfer the credit to the purchaser or transferee. If the builder transfers the credits for more than

one house or dwelling unit to a purchaser or transferee, the builder must provide a separate written statement for each house or dwelling unit.

The tax credit is in lieu of a deduction for the expenses of installing the solar hot water heater plumbing stub outs and electric vehicle recharge outlets for which the credit is claimed.

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business.

If the allowable tax credit exceeds the taxes otherwise due, or if there are no taxes due, the amount of the credit not used to offset taxes may be carried forward for not more than five consecutive taxable years as a credit against subsequent years' income tax liability.

### **Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, an S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

#### **Part I - Current Taxable Year's Credit Calculation for Taxpayer That Built the House or Dwelling Unit**

##### **Line 1 and Form 319-1 -**

Complete Form 319-1 before completing Part I, line 1, of Form 319. Complete Form 319-1 to list the qualifying installations of solar hot water heater plumbing stub outs and electric vehicle recharge outlets for the taxable year. Enter the total from column (h) of the completed Form(s) 319-1 on Part I, line 1, of Form 319.

##### **Line 2 and Form 319-2 -**

Complete Form 319-2 before completing Part I, line 2, of Form 319. Complete Form 319-2 to list (a) the tax credit transfers for solar hot water heater plumbing stub outs and electric vehicle recharge outlets installed during the current taxable year; and (b) the tax credit transfers for solar hot water heater plumbing stub outs and electric vehicle recharge outlets installed in prior taxable year(s). Enter the total from column (c) of the completed Form(s) 319-2 on Part I, line 2, of Form 319.

**Line 3 -**

Subtract line 2 from line 1. Enter the difference. This is the current taxable year's credit for the taxpayer that built the house(s) or dwelling unit(s).

**Part II - Current Taxable Year's Credit for Purchaser or Transferee of the House or Dwelling Unit****Line 4 -**

Enter the total amount of the credit(s) transferred to the taxpayer as a purchaser or transferee of the house(s) or dwelling unit(s) during the current taxable year. Obtain the amount for each house or dwelling unit from the written statement(s) provided by the builder(s) of the house(s) or dwelling unit(s).

**Part III - S Corporation Credit Elections and Shareholder's Share of Credit****Line 5 - S Corporation Election for Tax Credit as Builder of House or Dwelling Unit**

S corporations must complete line 5. The S corporation must make an irrevocable election to either claim the credit or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S.

**Line 6 - S Corporation Election for Tax Credit as Purchaser or Transferee of House or Dwelling Unit**

S corporations that are the purchaser/transferee of a house or dwelling unit must complete line 6. The S corporation must make an irrevocable election to either claim the credit or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S.

**Lines 7 through 10 -**

If the S corporation elects to pass the credits through to its shareholders, it must also complete lines 7 through 10.

If the S corporation is passing the credit through to its shareholders as the builder of the house(s) or dwelling unit(s), the S corporation must complete Part I of Form 319, Form(s) 319-1, and Form(s) 319-2, if applicable. If the S corporation has received the credit(s) as a purchaser or transferee, the S corporation must also complete Part II of Form 319. Then, complete Part III, lines 7 through 10, separately for each shareholder.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 319. Each shareholder must complete Part V, Part VI, and Part VII.

**Part IV - Partner's Share of Credit****Lines 11 through 14 -**

If the partnership is passing the credit through to its partners as the builder of the house(s) or dwelling unit(s), the partnership must complete Part I of Form 319, Form(s) 319-1, and Form(s) 319-2, if applicable. If the partnership has received the credit(s) as a purchaser or transferee, the partnership must also complete Part II of Form 319. Then, complete lines 11 through 14 separately for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 319. Each partner must complete Part V, Part VI, and Part VII.

**Part V - Available Credit Carryover for Taxpayer as Builder of House or Dwelling Unit**

Complete Part V only if the allowable credit for prior taxable years exceeded the Arizona income tax liability for those taxable years.

Each partner or S corporation shareholder must complete Part V for the computation of the available carryover of the credit passed through by the partnership or S corporation.

**Line 15 -**

Enter the applicable taxable years in columns (a) through (e).

**Line 16 -**

In columns (a) through (e), enter the amount of the original tax credit earned for that taxable year.

**Line 17 -**

In columns (a) through (e), enter the amount of the tax credit for the taxable year that has been previously used.

**Line 18 -**

In columns (a) through (e), subtract the amount on line 17 from the amount on line 16. Enter the difference in the applicable columns on line 18. This is the tentative carryover.

**Line 19 -**

In columns (a) through (e), enter the total amount of the tax credits that were transferred during the applicable taxable year to purchasers or transferees of the houses or dwelling units from Form(s) 319-2, column (e).

**Line 20 -**

In columns (a) through (e), subtract the amount on line 19 from the amount on line 18. Enter the difference in the applicable columns on line 20. This is the carryover available from prior taxable years.

**Line 21 -**

Add the amounts in columns (a) through (e) on line 20. Enter the total in column (f) on line 21. This is the total available credit carryover for the current taxable year.

**Part VI - Available Credit Carryover for Taxpayer as Purchaser or Transferee of House or Dwelling Unit**

Complete Part VI only if the allowable credit for prior taxable years exceeded the Arizona income tax liability for those taxable years.

Each partner or S corporation shareholder must complete Part VI for the computation of the available carryover of the credit passed through by the partnership or S corporation.

Calculate the total available credit carryover for the taxpayer as purchaser or transferee of house or dwelling unit on page 3, Part VI, lines 22 through 27.

Enter the applicable taxable year(s) in column (a) on lines 22 through 26. In column (b), enter the credit originally computed for that taxable year. In column (c), enter the amount of the credit from that taxable year which has already been used. Subtract the amount in column (c) from column (b) and enter the difference in column (d). Add the amounts entered on lines 22 through 26 in column (d). Enter the total on line 27, column (d). This is the total available credit carryover for the current taxable year.

**Part VII - Total Available Credit****Line 28 -**

Enter the current year's credit for solar hot water heater plumbing stub outs and electric vehicle recharge outlets.

*Individuals, corporations and S corporations (that elected to claim the credit)* - enter the current taxable year's credit from Part I, line 3.

*S corporation shareholders* - enter the amount from Part III, line 9.

*Partners of a partnership* - enter the amount from Part IV, line 13.

**Line 29 -**

*Individuals, corporations and S corporations (that elected to claim the credit)* - enter the current taxable year's credit from Part II, line 4.

*S corporation shareholders* - enter the amount from Part III, line 10.

*Partners of a partnership* - enter the amount from Part IV, line 14.

**Line 30 -**

Enter the total available credit carryover from Part V, line 21, column (f).

**Line 31 -**

Enter the total available credit carryover from Part VI, line 27, column (d).

**Line 32 -**

Add lines 28, 29, 30, and 31. This is the total available credit which may be applied to the current taxable year's tax liability.

*Corporations and S corporations* - enter the total here and on Form 300, Part I, line 8.

*Individuals* - enter the total here and on Form 301, Part I, line 11.

**THIS PAGE INTENTIONALLY LEFT BLANK**

For the calendar year 2011 or fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

Attach to your return.

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X or 165	Your Social Security Number or Employer Identification Number
--------------------------------------------------------------------------------	---------------------------------------------------------------

**Part I Business Information**

- 1 Business name: \_\_\_\_\_
- 2 Business location: \_\_\_\_\_
- 3 Employer Identification Number: \_\_\_\_\_

**Part II Net Increase in Qualified Employment Positions**

4 Average number of qualified employment positions during the current taxable year .....	<b>4</b>	
5 Average number of qualified employment positions during the immediately preceding taxable year .....	<b>5</b>	
6 Net increase in the number of qualified employment positions: <i>Subtract</i> line 5 from line 4.....	<b>6</b>	
7 Number of positions on line 6 that are eligible for any other income tax credit under Arizona law ....	<b>7</b>	
8 Maximum number of positions eligible for the credit: <i>Subtract</i> line 7 from line 6.....	<b>8</b>	

**Part III Qualifying New Employees**

9 New employees hired during the year .....	<b>9</b>	
10 Qualified new employees.....	<b>10</b>	
11 Maximum number of qualifying net new employees: <i>Enter the smaller of line 8 or line 10</i> .....	<b>11</b>	

**Part IV Credit Calculation for Qualified Employees**

		(a) No. of Qualifying Employees	(b) Qualifying Wages	(c) Percentage	(d) Allowable Credit
12 Qualifying Net New Employees .....	<b>12</b>		\$	<b>25%</b>	\$
13 Previously Qualified Employees in the Second Year of Continuous Employment.....	<b>13</b>		\$	<b>33 1/3%</b>	\$
14 Previously Qualified Employees in the Third Year of Continuous Employment.....	<b>14</b>		\$	<b>50%</b>	\$
15 TOTALS.....	<b>15</b>				\$

**Part V S Corporation Credit Election and Shareholder's Share of Credit**

16 The S corporation has made an irrevocable election for the taxable year ending: MM,DD,YYYY to **(check only one box)**:

- Claim the credit for employment of TANF recipients, as shown on Part IV, line 15, column (d) for the taxable year mentioned above;
- OR
- Pass the credit for employment of TANF recipients, as shown on Part IV, line 15, column (d) for the taxable year mentioned above, through to its shareholders.

\_\_\_\_\_  
Signature Title Date

*If passing the credit through to the shareholders, complete lines 17 through 19 separately for each shareholder. Furnish each shareholder with a copy of the completed Form 320.*

- 17 Name of shareholder: \_\_\_\_\_
- 18 Shareholder's TIN: \_\_\_\_\_
- 19 Shareholder's share of the amount on Part IV, line 15, column (d) .....

<b>19</b>		<b>00</b>
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**Part VI Partner's Share of Credit**

Complete lines 20 through 22 separately for each partner. Furnish each partner with a copy of the completed Form 320.

- 20 Name of partner: \_\_\_\_\_
- 21 Partner's TIN: \_\_\_\_\_
- 22 Partner's share of the amount on Part IV, line 15, column (d) ..... **22**   **00**

**Part VII Available Credit Carryover**

	(a) Carryover From Taxable Year Ending	(b) Original Credit Amount	(c) Amount Previously Used	(d) Available Carryover: <i>Subtract column (c) from column (b).</i>
23	<b>2006</b>	\$	\$	\$
24	<b>2007</b>	\$	\$	\$
25	<b>2008</b>	\$	\$	\$
26	<b>2009</b>	\$	\$	\$
27	<b>2010</b>	\$	\$	\$
28	TOTAL AVAILABLE CARRYOVER .....			\$

**Part VIII Total Available Credit**

- 29 Current year's credit: Individuals, corporations, or S corporations that are claiming the credit, enter the amount from Part IV, line 15, column (d) ..... **29**   **00**
- S corporation shareholders: Enter the amount from Part V, line 19.
  - Partners of a partnership: Enter the amount from Part VI, line 22.
- 30 Available carryover from Part VII, line 28, column (d)..... **30**   **00**
- 31 Total available credit. Add lines 29 and 30..... **31**   **00**
- Enter the total here and on Form 300, Part I, line 9, or Form 301, Part I, line 12.

**Form 320-1 (2011)**

**Qualifying Employees**

	(a) Employee's Name	(b) Social Security Number	(c) Date of Hire	(d) Was this employee an Arizona resident on date of hire? <input type="checkbox"/> Yes <input type="checkbox"/> No	(e) Was this employee receiving TANF benefits on date of hire? <input type="checkbox"/> Yes <input type="checkbox"/> No
1				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
2				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
4				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
5				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
6				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
7				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
8				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
9				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
10				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
11				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
12				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
13				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
14				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
15				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
16				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
17				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
18				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
19				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
20				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
21				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
22				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
23				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
24				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
25				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

*If you have more than 25 qualifying employees, complete additional schedules.*

### Form 320-2 (2011) Qualifying Employees for Which You are Taking a Credit

(a) Employee's Name	(b) Social Security Number	(c) Type of Employee Check the appropriate box. This employee is a:			(d) Total Wages Less Wages Subsidized as Provided by ARS \$46-299 Paid to the Employee During the Current Taxable Year	(e) Maximum Allowable Wages Enter the lesser of column (d) or the maximum allowed below.		
		1 <sup>st</sup> Year Employee c1	2 <sup>nd</sup> Year Employee c2	3 <sup>rd</sup> Year Employee c3		Year 1 \$2000 e1	Year 2 \$3000 e2	Year 3 \$3000 e3
1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$
2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
4		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
5		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
6		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
7		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
8		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
9		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
10		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
11		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>12 TOTAL:</b>					\$	\$	\$	\$

- For column (c), add the number of employees in each column c1, c2 and c3 and enter the total for each column on line 12.
- For columns (d) and (e), add the amounts in each column and enter the total for each column on line 12.....12

If you have more than 11 qualifying employees, complete additional schedules.



## 2011 Credit for Employment of TANF Recipients

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### Phone Numbers

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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### General Instructions

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For taxable years beginning on or after January 1, 1998, Arizona law provides a nonrefundable credit for employers that employ recipients of Temporary Assistance for Needy Families (TANF). TANF is assistance granted under Section 403 of Title IV of the Social Security Act as it exists after August 21, 1996.

The credit for employing TANF recipients is equal to:

1. One-fourth of the taxable wages paid to each qualified employee in the first year or partial year of employment, not to exceed \$500 per net new employee.
2. One-third of the taxable wages paid to each previously qualified employee in the second year of continuous employment, not to exceed \$1,000 per net new employee.
3. One-half of the taxable wages paid to each previously qualified employee in the third year of continuous employment, not to exceed \$1,500 per net new employee.

You cannot take a deduction for the same wages for which you take a credit. You must add the amount of the credit taken for the taxable year to your Arizona gross income.

You cannot take this credit for any position that is eligible for any other Arizona employment credit based on wages paid.

If the allowable credit exceeds your income tax liability, you may carry over any unused amount for up to 5 consecutive taxable years.

This credit is available to individuals, corporations and S corporations. A partnership may pass the credit through to its partners. An S corporation may pass the credit through to its shareholders.

For more information on this credit, see Arizona Department of Revenue brochure, Pub 708, *Credit for Employment of Recipients of Temporary Assistance for Needy Families*. To get a copy of this brochure, visit our web site.

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### Part I - Business Information

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#### Lines 1 through 3 -

On lines 1, 2, and 3, enter the name, address, and employer identification number of the business that employs qualifying employees.

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### Part II - Net Increase in Qualified Employment Positions

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#### Lines 4 and 5 -

This credit is based on net increases in qualified employment positions. You must determine the net increase in the number of qualified positions by comparing the average number of qualified employment positions during the taxable year with the immediately preceding taxable year. This comparison is based on the report that you submit to the Arizona Department of Economic Security for unemployment purposes. The worksheet following the instructions for line 5 is provided to help you determine the average number of qualified positions for lines 4 and 5.

#### Line 4 -

On line 4, enter the average number of qualified employment positions during the current taxable year.

A qualified employment position is a position that meets **all** of the following.

- The position must be classified as full-time employment.
- The position must provide health insurance coverage if the employer offers the coverage to other employees not on TANF.
- The position must provide compensation at least equal to the minimum wage or a wage comparable to that paid other employees not receiving TANF in the same job classification.
- The position must be listed on the report that you submit to the Arizona Department of Economic Security for unemployment purposes.

#### Line 5 -

On line 5, enter the average number of qualified employment positions during the immediately preceding taxable year. If the business is a newly established business, the business would not have any qualified employment positions during the immediately preceding taxable year. A newly established business would have zero average employment positions during the immediately preceding taxable year. This business would enter zero on line 5 of the Arizona Form 320.

If the business is an established business, the business must figure the average qualified employment positions of the immediately preceding taxable year using the worksheet on the following page. Line 15 of the worksheet's immediately preceding taxable year column is the amount you should enter on line 5 of the Arizona Form 320.

Complete the following worksheet to determine the average employment.

On lines 1 through 12 below, enter the number of qualifying employment positions the business had during each month of the current taxable year and the immediately preceding taxable year.

	Line 4 Column Current Taxable Year	Line 5 Column Immediately Preceding Taxable Year
1	January	
2	February	
3	March	
4	April	
5	May	
6	June	
7	July	
8	August	
9	September	
10	October	
11	November	
12	December	
13	Total. <i>Add lines 1 through 12.</i>	
14	Total number of months during the taxable year in which you were in business.	
15	Average - <i>Divide the amount on line 13 by the amount on line 14. Do not round the quotient.</i>	

**Line 6 - Net Increase in the Number of Qualified Employment Positions**

Subtract line 5 from line 4. If this amount is less than one, enter zero. If this amount contains a decimal, round **down** to the next whole number. This is your net increase in qualified employment positions.

**NOTE:** *If the amount shown on line 6 is zero or less, you may not claim this credit for qualified employees hired during the year.*

**Line 7 -**

You cannot take this credit for any position that is eligible for any other Arizona employment credit based on wages paid. On line 7, enter the number of positions on line 6 that are eligible for any other income tax credit under Arizona law.

**Line 8 -**

Subtract line 7 from line 6. This is the maximum number of new employment positions for which you may claim a credit for employees in their first year of employment.

**Part III - Qualifying New Employees**

**Line 9 -**

Enter the total number of new employees hired during the year.

**Line 10 - Qualified New Employees**

Enter the number of employees shown on line 9 who are qualified employees.

A qualified employee is an employee who meets **all** of the following criteria.

- The employee is a resident of Arizona.
- The employee was a recipient of TANF at the time he or she was hired. The employer should obtain documentation from the employee substantiating that the employee was a TANF recipient on the date of hire.
- The employee was employed for at least ninety days during the first taxable year. An employee hired with less than 90 days left in the taxable year is considered to be a new employee in the next taxable year. Periods when the employee's wages are subsidized under Section 46-299 cannot be counted as employment time.
- The employee was not employed by the taxpayer within 12 months before the current date of hire.

**Line 11 - Maximum Number of Qualifying Net New Employees**

Enter the smaller of line 8 or line 10. This is the maximum number of qualified net new employees for which you may claim a credit.

**Part IV - Credit Calculation for Qualified Employees**

**Lines 12 through 15 and Arizona Form 320-1 and Arizona Form 320-2**

**Important:** *Before completing Part IV, lines 12 through 15 of Arizona Form 320, complete Arizona Form 320-1, and Arizona Form 320-2.*

**Form 320-1 Qualifying Employees**

List each employee who is a qualified employee. List each employee's name and social security number. Also, list the date each employee was hired. You must also answer the questions in columns (d) and (e).

**Form 320-2 Qualifying Employees for Which You are Taking a Credit**

List each qualifying employee from Form 320-1 for whom you are taking the credit. List the employees' names and social security numbers. Complete columns (c) through (e), as instructed on the form.

**Form 320 Line 12 - Column (a)**

Enter the number of qualifying net new employees from Arizona Form 320-2, line 12, column c1.

**NOTE:** *The maximum number of qualifying net new employees entered on line 12, column (a), cannot exceed the number of qualified net new employees entered on line 11 (Part III).*

**Line 12 - Column (b)**

Enter on line 12, column (b), the maximum allowable wages for all of your qualifying first year employees from Arizona Form 320-2, line 12, column e1.

**Line 12 - Column (d)**

Multiply the amount entered on line 12, column (b), by the percent shown on line 12, column (c). Enter this amount on line 12, column (d). This is the allowable credit for qualifying net new employees.

**Line 13 - Column (a)**

Enter the total number of previously qualified employees in the second year of continuous employment from Arizona Form 320-2, line 12, column c2.

**NOTE:** *The maximum number of previously qualified employees in the second year of continuous employment entered on line 13, column (a), cannot exceed the number of qualified net new employees entered on the 2010 Form 320, line 11 (Part III).*

Arizona's statutes do not require that the employee who is claimed in the second year of continuous employment be the same employee who was claimed in the first year of employment. Therefore, if one of the originally claimed net new employees leaves employment in year two, the business can claim the second year credit for another previously qualified employee who is in the second year of continuous employment.

**Line 13 - Column (b)**

Enter the maximum allowable wages for all previously qualified employees in the second year of continuous employment, from Arizona Form 320-2, line 12, column e2.

**Line 13 - Column (d)**

Multiply the amount shown on line 13, column (b), by the percent shown on line 13, column (c). Enter this amount on line 13, column (d). This is the allowable credit for previously qualified employees in their second year of continuous employment.

**Line 14 - Column (a)**

Enter the total number of previously qualified employees in the third year of continuous employment from Arizona Form 320-2, line 12, column c3.

**NOTE:** *The maximum number of previously qualified employees in the third year of continuous employment entered on line 14, column (a), cannot exceed the number of qualified net new employees entered on the 2009 Form 320, line 11 (Part III).*

Arizona's statutes do not require that the employee who is claimed in the third year of continuous employment be the same employee who was claimed in the second year of employment. Therefore, if one of the originally claimed net new employees leaves employment in year three, the business can claim the third year credit for another

previously qualified employee who is in the third year of continuous employment.

**Line 14 - Column (b)**

Enter the maximum allowable wages for all previously qualified employees in the third year of continuous employment from Arizona Form 320-2, line 12, column e3.

**Line 14 - Column (d)**

Multiply the amount shown on line 14, column (b), by the percent shown on line 14, column (c). Enter this amount on line 14, column (d). This is the allowable credit for previously qualified employees in their third year of continuous employment.

**Line 15 -**

Add the amounts in column (a) on lines 12, 13 and 14; enter the total in column (a) on line 15. Add the amounts in column (d) on lines 12, 13 and 14; enter the total in column (d) on line 15. The amount shown on line 15, column (a), is the total number of qualified employees for which you are claiming the credit. The amount shown on line 15, column (d), is the total allowable credit for qualified employees for the current taxable year.

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## Part V - S Corporation Credit Election and Shareholder's Share of Credit

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**Line 16 -**

The S corporation must complete this portion of the Form 320 in order for the S corporation or its shareholders to claim this credit. The S corporation must make an irrevocable election either to claim the credit or to pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Arizona Form 120S.

**Lines 17 through 19 -**

If the S corporation elects to pass the credit through to its shareholders, it must also complete lines 17 through 19.

S corporations must complete Form 320, Parts I through V. The S corporation must complete Part V, lines 17 through 19, separately for each shareholder. Each shareholder may claim only a pro rata share of the credit based on the shareholder's ownership interest in the S corporation. The S corporation must furnish each shareholder with a copy of the completed Form 320.

Each shareholder must complete Parts VII and VIII.

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## Part VI - Partner's Share of Credit

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**Lines 20 through 22 -**

Partnerships must complete Form 320, Parts I through IV. Then complete Part VI, lines 20 through 22, separately for each partner. Each partner may claim only a pro rata share of the credit based on the partner's ownership interest in the partnership. The partnership must furnish each partner with a copy of the completed Form 320.

Each partner must complete Parts VII and VIII.

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## **Part VII - Available Credit Carryover**

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### **Lines 23 through 28 -**

Use Part VII to figure your total available credit carryover. Complete lines 23 through 28 if you claimed the credit on a prior year return and the credit was more than your tax.

- In column (b), enter the credit originally computed for the taxable year listed in column (a).
- In column (c), enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from column (b) and enter the difference in column (d).
- Add the amounts entered on lines 23 through 27 in column (d). Enter the total on line 28, column (d).

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## **Part VIII - Total Available Credit**

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### **Line 29 -**

Individuals, corporations, or S corporations claiming the credit, enter the amount from Part IV, line 15, column (d). S corporation shareholders, enter the amount from Part V, line 19. Partners of a partnership, enter the amount from Part VI, line 22.

### **Line 30 -**

Enter the amount from Part VII, line 28, column (d).

### **Line 31 -**

Add lines 29 and 30. Enter the total.

Corporations, also enter the total available credit on Arizona Form 300, Part I, line 9.

Individuals, also enter the total available credit on Arizona Form 301, Part I, line 12.

**Credit for Contributions to Charities  
That Provide Assistance to the Working Poor**

For the calendar year 2011, or fiscal year beginning [M,M D,D Y,Y,Y,Y] and ending [M,M D,D Y,Y,Y,Y].
---------------------------------------------------------------------------------------------------------

**Attach to your return.**

Your Name as shown on Form 140, 140NR, 140PY or 140X	Your Social Security No.
Spouse's Name as shown on Form 140, 140NR, 140PY or 140X (if joint return)	Spouse's Social Security No.

- 1** Are you claiming itemized deductions on your 2011 Arizona income tax return?..... **1**  **Yes**  **No**  
 If the answer to question 1 is "Yes", *continue to line 2a*.  
 If "No", STOP. You cannot claim a current year credit or carryover credit.

**Current Year's Credit**

Qualifying charity to which you made cash contributions:

	(a) Name of Qualifying Charity	(b) Location of Qualifying Charity (City, State)	(c) Cash Amount
<b>2a</b>			\$ .00
<b>2b</b>			\$ .00
<b>2c</b>			\$ .00

(If you made cash contributions to more than three qualifying charities, *attach a separate schedule*.)

<b>2d</b> Total: <i>Add the amounts in column (c) of lines 2a, 2b, and 2c. Also, add any amount included on a separate schedule</i> .....	<b>2d</b>		00
<b>3</b> Single taxpayers or heads of household, <i>enter \$200</i> . Married taxpayers, <i>enter \$400</i> .....	<b>3</b>		00
<b>4</b> Current year's credit: <i>Enter the smaller of line 2d or line 3. If you are married filing a separate return, enter one-half (1/2) of the smaller of line 2d or line 3</i> .....	<b>4</b>		00

**Available Credit Carryover**

	(a) Taxable Year from which you are carrying the credit	(b) Original Credit Amount	(c) Amount Previously Used	(d) Available Carryover: <i>Subtract column (c) from column (b).</i>
<b>5</b>	<b>2006</b>	\$ .00	\$ .00	\$ .00
<b>6</b>	<b>2007</b>	\$ .00	\$ .00	\$ .00
<b>7</b>	<b>2008</b>	\$ .00	\$ .00	\$ .00
<b>8</b>	<b>2009</b>	\$ .00	\$ .00	\$ .00
<b>9</b>	<b>2010</b>	\$ .00	\$ .00	\$ .00
<b>10</b>	TOTAL AVAILABLE CARRYOVER .....			\$ .00

**Total Available Credit**

<b>11</b> Current year's credit: <i>Enter the amount from line 4</i> .....	<b>11</b>		00
<b>12</b> <i>Enter the amount of available carryover from line 10, column (d)</i> .....	<b>12</b>		00
<b>13</b> Total Available Credit: <i>Add line 11 and line 12. Enter the total here and see the instructions</i> .....	<b>13</b>		00

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# 2011 Credit for Contributions to Charities That Provide Assistance to the Working Poor

# Arizona Form 321

## Phone Numbers

If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

## General Instructions

**NOTE:** To claim a current year credit or a carryover credit, you must claim itemized deductions on the Arizona return filed for the year in which you are claiming the credit. You cannot claim both a tax credit and an itemized deduction for the amount of contributions made to a qualifying charity.

Arizona law provides a credit for cash contributions made to certain charities that provide help to the working poor. The maximum amount of this credit is \$200 for single taxpayers or heads of household. For married taxpayers, the maximum credit is \$400.

If the allowable tax credit is more than your tax or if you have no tax, you may carry the unused credit forward for up to the next 5 consecutive taxable years' income tax liability.

This credit is available only to individuals. Corporations may not claim this credit. A partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

You may qualify for this credit if you make cash contributions to a qualifying charity. You may also qualify for this credit if you make cash contributions to a qualified charity through an umbrella type of charitable organization. In this case, you must designate your donation to a member charitable organization or member group fund that would qualify on a stand-alone basis.

**NOTE:** You may be able to make credit eligible contributions to a qualified charity that provides assistance to the working poor through payroll withholding. Check with your employer to see if your employer has agreed to withhold contributions for this credit from your pay.

For more information on this credit, see the Arizona Department of Revenue brochure, Pub 710, *Credit for Contributions to Charitable Organizations That Provide Assistance to the Working Poor*. To get a copy of this brochure, visit our web site, or call one of the numbers listed above.

## What is a Qualifying Charity?

A qualifying charity is a charity that is exempt from federal income tax under Internal Revenue Code Section 501(c)(3). A qualifying charity is also a charity that is a designated community action agency that receives Community Services Block Grant Program money under the United States Code, Title 42, Section 9901. The charity must spend at least 50% of its budget on services to Arizona residents who receive Temporary Assistance for

Needy Families benefits, who are low income Arizona residents, or who are chronically ill or physically disabled children.

For the purpose of this credit, qualifying services are services that meet the recipient's immediate basic needs. The services must be provided and used in Arizona. Services that meet these needs include cash assistance, medical care, childcare, food, clothing, shelter, job training, and job placement services.

## How Can I Tell if a Charity Qualifies?

In order to qualify, a charity must provide the Department with written certification that it meets the criteria necessary to be considered a qualifying charity. To see if a particular charity qualifies, you should ask to see a copy of the charity's determination letter or visit the Department's website [www.azdor.gov](http://www.azdor.gov) to see a list of the qualifying charities.

## Line-by-Line Instructions

### Current Year's Credit

#### Line 1 -

You must itemize your deductions in order to claim this credit. If you do not itemize deductions, you may not claim a current year credit or a carryover credit. If you take the standard deduction on the Arizona return, you are not eligible for this credit.

#### Lines 2a, 2b, and 2c -

Enter the name(s) and location of each qualifying charity to which you made cash contributions. Enter the amount contributed to each charity in column (c).

If you made cash contributions to more than 3 qualifying charities, complete an additional schedule. The schedule should show the same information required for each of the additional charities to which you made contributions.

#### Line 2d -

Add the amount of cash contributions made to all qualifying charities listed on lines 2a, 2b, 2c, and any additional schedule. Enter the total on line 2d.

#### Line 3 -

Single taxpayers or heads of household enter \$200. Married taxpayers enter \$400.

#### Line 4 -

Enter the smaller of line 2d or line 3. If you are married filing a separate return, enter 1/2 of the smaller of line 2d or line 3. This is the current year's credit.

## Available Credit Carryover

### Lines 5 through 10 -

Use lines 5 through 10 to figure your total available credit carryover from taxable years 2006 through 2010. Complete lines 5 through 10 if you claimed this credit on a return for one of these years and the credit was more than your tax.

- In column (b), enter the credit originally computed for that taxable year listed in column (a).

- In column (c), enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from column (b) and enter the difference in column (d).
- Add the amounts entered on lines 5 through 9 in column (d). Enter the total on line 10, column (d).

If you are claiming nonrefundable credits from forms other than Form 310, 321, 322, and /or 323, you must complete Form 301.

If you have to complete Form 301, enter the amount from Form 321, line 13 on Form 301, Part I, line 13.

***NOTE:** If you are married, and you and your spouse file a separate return, you may each take only one-half of the total credit that would otherwise be allowed on a joint return.*

**Total Available Credit**

**Lines 11 through 13 -**

Use lines 11 through 13 to figure your total available credit for 2011. Add line 11 and line 12. Enter the total on line 13. This is your total available credit.

If this is the only credit that you are claiming, and the credit shown on line 13 is equal to or less than your Arizona tax minus the clean elections fund tax reduction, enter the amount from line 13 on Form 140, page 1, line 26 or Form 140NR, page 1, line 28 or Form 140PY, page 1, line 29.

If you are claiming the family income tax credit or other credits from only Forms 310, 322, and/or 323, complete the following worksheet, **or** one of the credit worksheets in the Form 310, 322, or 323 instructions.

<b>Credit Worksheet</b>	
1. Enter your Arizona tax less the clean elections fund tax reduction and family income tax credit, if applicable.	.00
2. Enter the credit from Form 310, Part III, line 18.	.00
3. Enter the credit from Form 321, line 13.	.00
4. Enter the credit from Form 322, line 12.	.00
5. Enter the credit from Form 323, line 12.	.00
6. Add the amounts on lines 2, 3, 4, and 5. Enter the result.	.00
<p>Compare the amount on line 6 to the amount on line 1.</p> <p>If the amount on line 6 is equal to or less than the amount on line 1, do one of the following:</p> <ul style="list-style-type: none"> <li>• If filing Form 140, enter the amount from line 6 on Form 140, page 1, line 26.</li> <li>• If filing Form 140NR, enter the amount from line 6 on Form 140NR, page 1, line 28.</li> <li>• If filing Form 140PY, enter the amount from line 6 on Form 140PY, page 1, line 29.</li> </ul> <p>If the amount on line 6 is more than the amount on line 1, you must complete Form 301.</p>	





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# 2011 Credit for Contributions Made or Fees Paid to Public Schools

# Arizona Form 322

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## Phone Numbers

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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## General Instructions

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*NOTE: You may be able to make credit eligible contributions to a public school through payroll withholding. Check with your employer to see if your employer has agreed to withhold contributions that qualify for this credit from your pay.*

Arizona law provides a credit for cash contributions made and for certain fees paid to public schools in Arizona. The credit for contributions made or fees paid to a public school must be claimed in the year of the donation.

The credit is equal to the amount contributed or the amount of fees paid. However, for single taxpayers or heads of household, the credit cannot exceed \$200. For married taxpayers that file a joint return, the credit cannot exceed \$400. If married taxpayers file separate returns, each spouse may claim only 1/2 of the credit that would have been allowed on a joint return.

If the allowable tax credit is more than your tax or if you have no tax, you may carry the unused credit forward for up to the next 5 consecutive taxable years' income tax liability.

This credit is available only to individuals. Corporations may not claim this credit. A partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

To qualify for the credit, you must make contributions or pay fees to a public school for support of extra curricular activities or for character education programs.

A character education program is a program defined in A.R.S. § 15-719. Under this statute, each district may develop its own course of study for each grade. At a minimum, the character education program must include instruction in the definition and application of at least six of the following character traits: truthfulness, responsibility, compassion, diligence, sincerity, trustworthiness, respect, attentiveness, obedience, orderliness, forgiveness and virtue.

Extra curricular activities are school-sponsored activities that require enrolled students to pay a fee in order to participate. The activities must supplement the school's education program and may be educational or recreational. Each school district will determine what activities are extra curricular activities for each public school located in that district. Extra curricular activities may include:

- use of band uniforms.
- use of equipment or uniforms for varsity athletics.
- use of scientific laboratory equipment or materials.

- in state or out-of-state trips that are solely for competitive events.

Extra curricular activities do not include any senior trips or events that are recreational, amusement or tourist activities.

You must make contributions or pay fees to a public school or charter school located in Arizona. The school must provide instruction in grades kindergarten through 12.

Contributions made or fees paid to any of the following **do not** qualify for this credit:

- a nongovernmental school.
- a pre-school.
- a community college.
- a university.
- a public school located outside of Arizona.

You cannot claim both a tax credit and an itemized deduction for the amount of contributions made to a public school for which you are claiming a credit.

Before claiming this credit, make sure the public school issues you a receipt for the contributions or qualifying fees you paid. The receipt should show **all** of the following:

- the name of the public school.
- the school district number of the district in which the school belongs.
- the name of the taxpayer.
- the amount paid or contributed.
- the date paid or contributed.
- a description of the activity for which the contributions were made or the fees were paid.

Please keep this receipt with your tax records.

For more information on school tax credits, see the Arizona Department of Revenue brochure, Pub 707, *School Tax Credits*. To get a copy of this brochure, visit our web site or call one of the numbers listed on this page of these instructions.

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## Line-by-Line Instructions

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### Lines 1 through 4 - Current Year's Credit

#### Lines 1a, 1b, and 1c -

Enter the name of the school district of the school to which you made contributions or paid fees. Also, enter the name and address of the public school to which you made contributions or paid fees. Enter the amount of contributions or fees paid to the school.

If you made qualifying contributions or paid qualifying fees to 2 schools, also complete line 1b.

If you made qualifying contributions or paid qualifying fees to 3 or more schools, complete an additional schedule. The schedule should show the same information required on line 1a for each of the additional schools to which you made contributions or paid fees.

Add the amount of qualifying contributions and fees paid to all schools listed on lines 1a, 1b, and any additional schedule. Enter the total on line 1c.

#### Line 2 -

Single taxpayers and taxpayers filing as head of household, enter \$200. Married taxpayers enter \$400.

**Line 3 -**

Enter the smaller of line 1c or line 2. If you are married filing a separate return, enter 1/2 of the smaller of line 1c or line 2. This is the current year's credit.

**Lines 4 through 9 - Available Credit Carryover**

Use lines 4 through 9 to figure your total available credit carryover from taxable years 2006 through 2010. Complete lines 4 through 9 if you claimed this credit on a return for one of these years and the credit was more than your tax.

***NOTE:** You may carry over only that portion of the credit that you do not apply to tax. You cannot carry over any amount that you paid that was more than the amount allowed as a credit. **For example:** During 2011, John, a single person, paid \$400 to School A for extra curricular activity fees for John's child. For 2011, John is allowed a credit of \$200. John's 2011 tax is \$100. John may carryover \$100 of the unused \$200 credit to 2012. John cannot claim any credit for the \$200 fee he paid that was more than the allowable credit (\$400 minus allowable credit of \$200).*

- In column (b) enter the credit originally computed for that taxable year listed in column (a).
- In column (c) enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from column (b) and enter the difference in column (d).
- Add the amounts entered on lines 4 through 8 in column (d). Enter the total on line 9, column (d).

**Lines 10 through 12 - Total Available Credit**

Use lines 10 through 12 to figure your total available credit for 2011.

**Line 10 -**

Enter the amount from line 3. If you are married filing a separate return, you may take only 1/2 of the credit that would otherwise be allowed on a joint return.

**Line 11 -**

Available credit carryover from prior taxable years. Enter the amount from line 9, column (d).

**Line 12 -**

Total available credit. Add line 10 and line 11. Enter the total.

If this is the only credit that you are claiming, and the credit shown on line 12 is equal to or less than your Arizona tax minus the clean elections fund tax reduction, enter the amount from line 12 on Form 140, page 1, line 26 or Form 140NR, page 1, line 28, or Form 140PY, page 1, line 29.

If you are claiming the family income tax credit or other credits from only Forms 310, 321, and/or 323, complete the following worksheet, or one of the credit worksheets in the Form 310, 321, or 323 instructions.

<b>Credit Worksheet</b>	
1. Enter your Arizona tax less the clean elections fund tax reduction and family income tax credit, if applicable.	.00
2. Enter the credit from Form 310, Part III, line 18.	.00
3. Enter the credit from Form 321, line 13.	.00
4. Enter the credit from Form 322, line 12.	.00
5. Enter the credit from Form 323, line 12.	.00
6. Add the amounts on lines 2, 3, 4, and 5. Enter the result.	.00
Compare the amount on line 6 to the amount on line 1. If the amount on line 6 is equal to or less than the amount on line 1, do one of the following: <ul style="list-style-type: none"> <li>• If filing Form 140, enter the amount from line 6 on Form 140, page 1, line 26.</li> <li>• If filing form 140NR, enter the amount from line 6 on Form 140NR, page 1, line 28.</li> <li>• If filing form 140PY, enter the amount from line 6 on Form 140PY, page 1, line 29.</li> </ul> If the amount on line 6 is more than the amount on line 1, you must complete Form 301.	

If you are claiming nonrefundable credits from forms other than Form 310, 321, 322, and/or 323, you must complete Form 301.

If you have to complete Form 301, enter the amount from Form 322, line 12 on Form 301, Part I, line 14.

***NOTE:** If you are married, and file a separate return, you may take only 1/2 of the total credit that would otherwise be allowed on a joint return.*

**Credit for Contributions to  
Private School Tuition Organizations**

**Do not use this form for contributions or fees paid to a public school.  
See Form 322 for contributions or fees paid to public schools.**

For the calendar year 2011, or  
fiscal year beginning [M,M,D,D,Y,Y,Y,Y] and ending [M,M,D,D,Y,Y,Y,Y].

**Attach to your return.**

Your Name as shown on Form 140, 140NR, 140PY or 140X	Your Social Security No.
Spouse's Name as shown on Form 140, 140NR, 140PY or 140X (if joint return)	Spouse's Social Security No.

**Current Year's Credit** (If you made contributions to more than two school tuition organizations, attach a separate schedule.)

**1a** Qualifying contributions made to:

Name of school tuition organization: \_\_\_\_\_  
Address of school tuition organization: \_\_\_\_\_

Amount of contributions *made in 2011* to the school tuition organization named on line 1a .....

	00
Amount of contributions <i>made from January 1, 2012 to April 15, 2012</i> to the school tuition organization named on line 1a for which you are claiming a credit on your 2011 return.....	00
<b>Total amount of contributions made to the school tuition organization named on line 1a.....</b>	<b>1a</b> 00

**1b** Qualifying contributions made to:

Name of school tuition organization: \_\_\_\_\_  
Address of school tuition organization: \_\_\_\_\_

Amount of contributions *made in 2011* to the school tuition organization named on line 1b .....

	00
Amount of contributions <i>made from January 1, 2012 to April 15, 2012</i> to the school tuition organization named on line 1b for which you are claiming a credit on your 2011 return.....	00
<b>Total amount of contributions made to the school tuition organization named on line 1b.....</b>	<b>1b</b> 00

**1c** Total contributions made to school tuition organizations to be claimed as a credit in 2011: *Add*

lines 1a, 1b, and any amounts from additional schedules .....

	<b>1c</b>		00
<b>2</b> Single taxpayers or heads of household, <i>enter \$500 here</i> . Married taxpayers <i>enter \$1000 here</i> .....	<b>2</b>		00
<b>3</b> Current year's credit: <i>enter the smaller of line 1c or line 2</i> . If you are married filing a separate return, <i>enter one-half of the smaller of line 1c or line 2</i> .....	<b>3</b>		00

**Available Credit Carryover**

(a) Taxable Year from which you are carrying the credit	(b) Original Credit Amount	(c) Amount Previously Used	(d) Available Carryover: <i>Subtract column (c) from column (b).</i>
<b>4</b> 2006	\$ .00	\$ .00	\$ .00
<b>5</b> 2007	\$ .00	\$ .00	\$ .00
<b>6</b> 2008	\$ .00	\$ .00	\$ .00
<b>7</b> 2009	\$ .00	\$ .00	\$ .00
<b>8</b> 2010	\$ .00	\$ .00	\$ .00
<b>9</b> TOTAL AVAILABLE CARRYOVER .....			\$ .00

**Total Available Credit**

<b>10</b> Current year's credit: <i>enter the amount from line 3</i> .....	<b>10</b>		00
<b>11</b> Available credit carryover from line 9, column (d).....	<b>11</b>		00
<b>12</b> Total Available Credit: <i>Add line 10 and line 11. Enter the total here and see the instructions</i> .....	<b>12</b>		00

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# 2011 Credit for Contributions to Private School Tuition Organizations

# Arizona Form 323

## Phone Numbers

If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

## General Instructions

**NOTE:** The credit eligible contributions made to a school tuition organization from January 1, 2012 to April 15, 2012 may be used as a tax credit on either your 1) 2011 or 2) 2012 Arizona income tax return.

Arizona law provides a credit for contributions made to a private school tuition organization that provides scholarships or grants to qualified schools.

The credit is equal to the amount contributed. For 2011, the credit cannot exceed \$500 for single taxpayers or heads of household. For married taxpayers that file a joint return, the credit cannot exceed \$1,000. Starting in 2012, the maximum credit will be indexed for inflation. If married taxpayers file separate returns, each spouse may claim only 1/2 of the credit that would have been allowed on a joint return.

If the allowable tax credit is more than your tax or if you have no tax, you may carry the unused credit forward for up to the next 5 consecutive taxable years' income tax liability.

This credit is available only to individuals. Corporations may not claim this credit. A partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

A private school tuition organization is an organization that meets **all** of the following:

- The organization is tax exempt under Section 501(c)(3) of the Internal Revenue Code.
- The organization allocates at least 90% of its annual revenue to scholarships or grants.
- The organization makes its scholarships or grants available to students of more than one qualified school.

A qualified school is a nongovernmental primary or a secondary school located in Arizona, or a preschool for handicapped students located in Arizona. The school cannot discriminate on the basis of race, color, handicap, familial status, or national origin. The primary school must begin with kindergarten and the secondary school must end with grade 12.

In the case of a preschool for handicapped students, a handicapped student is a student who has any of the following conditions:

- hearing impairment
- visual impairment
- preschool moderate delay
- preschool severe delay
- preschool speech or language delay

**NOTE:** The Arizona Department of Revenue is required to certify school tuition organizations. The Department will maintain a registry of currently certified school tuition organizations on its website, [www.azdor.gov](http://www.azdor.gov).

To determine if your contributions made in 2011 qualify for this credit, you should ask the organization if it meets all of the requirements. Your donation to the school tuition organization will not qualify for the credit if you designate the donation for the direct benefit of your dependent.

**NOTE:** Your donation will also not qualify if you designate a student beneficiary as a condition of your contribution to the school tuition organization. Additionally, the tax credit is not allowed if you agree with another person to designate each other's contributions to the school tuition organization for the direct benefit of each other's dependent, a practice commonly known as swapping.

You cannot claim both a tax credit and an itemized deduction for the amount of contributions made to a private school tuition organization for which you are claiming a credit. If you claim this credit in 2011 for a donation made from January 1, 2012, to April 15, 2012, you must make an adjustment on your Arizona Form 140, Schedule A, Itemized Deductions Adjustments, filed in 2012.

Before claiming this credit, make sure the school tuition organization issues you a receipt for the contributions.

The receipt should show **all** of the following:

- the name and address of the school tuition organization
- the name of the taxpayer
- the amount paid
- the date paid

Please keep this receipt with your tax records.

For more information on school tax credits, see the Arizona Department of Revenue brochure, Pub 707, *School Tax Credits*. To get a copy of this brochure, visit our web site or call one of the numbers listed on this page of these instructions.

**NOTE:** You may be able to make credit eligible contributions to a school tuition organization through payroll withholding. Check with your employer to see if your employer has agreed to withhold contributions that qualify for this credit from your pay.

## Line-by-Line Instructions

### Lines 1 through 3 - Current Year's Credit

#### Lines 1a, 1b, and 1c -

Enter the name and address of the private school tuition organization to which you made contributions. Also, enter the amount contributed to the school tuition organization. In the appropriate boxes, please indicate if the contribution for

which you are claiming a credit in tax year 2011 was made in 2011 or was made in 2012 between January 1, 2012 and April 15, 2012. If contributions were made in both years, please add the 2011 and 2012 amounts together on line 1a.

If you made contributions to 2 school tuition organizations, complete line 1b following the same instructions as line 1a above.

If you made contributions to 3 or more school tuition organizations, complete an additional schedule. The schedule should show the same information required on line 1a for each of the additional school tuition organizations to which you made contributions.

Add the amount of contributions made to all school tuition organizations listed on lines 1a, 1b, and any additional schedule. Enter the total on line 1c.

**Line 2 -**

Single taxpayers and taxpayers filing as head of household, enter \$500. Married taxpayers enter \$1,000.

**Line 3 -**

Enter the smaller of line 1c or line 2. If you are married filing a separate return, enter 1/2 of the smaller of line 1c or line 2. This is the current year's credit.

**Lines 4 through 9 - Available Credit Carryover**

Use lines 4 through 9 to figure your total available credit carryover from taxable years 2006 through 2010. Complete lines 4 through 9 if you claimed this credit on a return for one of these years and the credit was more than your tax.

**NOTE:** You may carry over only that portion of the credit that you do not apply to tax. You cannot carry over any amount that you gave that was more than the amount allowed as a credit. For example: During 2011, Mary, a single person, gave \$700 to a school tuition organization. For 2011, Mary is allowed a credit of \$500. Mary's 2011 tax is \$400. Mary may carryover \$100 of the unused \$500 credit to 2012. Mary cannot claim any credit for the \$200 gift that was more than the allowable credit (\$700 minus allowable credit of \$500).

- In column (b) enter the credit originally computed for that taxable year listed in column (a).
- In column (c) enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from column (b) and enter the difference in column (d).
- Add the amounts entered on lines 4 through 8 in column (d). Enter the total on line 9, column (d).

**Lines 10 through 12 - Total Available Credit**

Use lines 10 through 12 to figure your total available credit for 2011.

**Line 10 -**

Enter the amount from line 3 here. If you are married filing a separate return, you may take only 1/2 of the credit that would otherwise be allowed on a joint return.

**Line 11 -**

Available credit carryover from prior taxable years. Enter the amount from line 9, column (d).

**Line 12 -**

Total available credit. Add line 10 and line 11. Enter the total.

If this is the only credit that you are claiming, and the credit shown on line 12 is equal to or less than your Arizona tax minus the clean elections fund tax reduction, enter the amount from line 12 on Form 140, page 1, line 26 or Form 140NR, page 1, line 28, or Form 140PY, page 1, line 29.

If you are claiming the family income tax credit or other credits from only Forms 310, 321, and/or 322, complete the following worksheet, or one of the credit worksheets in the Form 310, 321, or 322 instructions.

<b>Credit Worksheet</b>	
1. Enter your Arizona tax less the clean elections fund tax reduction and family income tax credit, if applicable.	.00
2. Enter the credit from Form 310, Part III, line 18.	.00
3. Enter the credit from Form 321, line 13.	.00
4. Enter the credit from Form 322, line 12.	.00
5. Enter the credit from Form 323, line 12.	.00
6. Add the amounts on lines 2, 3, 4, and 5. Enter the result.	.00
<p>Compare the amount on line 6 to the amount on line 1.</p> <p>If the amount on line 6 is equal to or less than the amount on line 1, do one of the following:</p> <ul style="list-style-type: none"> <li>• If filing Form 140, enter the amount from line 6 on Form 140, page 1, line 26.</li> <li>• If filing form 140NR, enter the amount from line 6 on Form 140NR, page 1, line 28.</li> <li>• If filing form 140PY, enter the amount from line 6 on Form 140PY, page 1, line 29.</li> </ul> <p>If the amount on line 6 is more than the amount on line 1, you must complete Form 301.</p>	

If you are claiming nonrefundable credits from forms other than Form 310, 321, 322, and/or 323, you must complete Form 301.

If you have to complete Form 301, enter the amount from Form 323, line 12 on Form 301, page 1, line 15.

**NOTE:** If you are married, and file a separate return, you may take only 1/2 of the total credit that would otherwise be allowed on a joint return.



For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
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**Part I Schedule of Equipment and Current Taxable Year's Credit Calculation**

If additional space is needed, attach a separate schedule.

(a)	(b)	(c)
Date property placed in service or expected to be placed in service	Description	Total cost of property used to reduce agricultural pollution incurred during the taxable year
1		00
2		00
3		00
4		00
5		00
6		00
7		00
8		00
9		00
10		00

11 Total - add lines 1 through 10 in column (c).....	11		00
12 Total from continuation sheet if applicable.....	12		00
13 Total cost of agricultural pollution control equipment incurred during the taxable year - add lines 11 and 12.....	13		00
14 Tentative credit for current taxable year - multiply line 13 by 25% (.25).....	14		00
15 Maximum credit allowed.....	15	25,000	00
16 Credit for current taxable year - enter the lesser of line 14 or line 15.....	16		00

A taxpayer who elects to claim a credit under ARS § 43-1081.01 or § 43-1170.01 shall reduce the basis for depreciation or amortization of costs of the agricultural pollution control equipment by the amount of the credit claimed.

**Part II S Corporation Credit Election and Shareholder's Share of Credit**

17 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:  
**(CHECK ONLY ONE BOX)**

Claim the agricultural pollution control equipment credit as shown on Part I, line 16 (for the taxable year mentioned above);

**OR**

Pass the agricultural pollution control equipment credit as shown on Part I, line 16 (for the taxable year mentioned above) through to its shareholders.

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

If passing the credit through to the shareholders, complete lines 18 through 20 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 325.

18 Name of shareholder \_\_\_\_\_

19 Shareholder's TIN \_\_\_\_\_

20 Shareholder's share of amount on Part I, line 16 ..... 

20		00
----	--	----

**Part III Partner's Share of Credit**

Complete lines 21 through 23 separately for each partner.  
 Furnish each partner with a copy of the completed Form 325.

- 21 Name of partner \_\_\_\_\_
- 22 Partner's TIN \_\_\_\_\_
- 23 Partner's share of amount on Part I, line 16 ..... 

<b>23</b>		<b>00</b>
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**Part IV Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - Subtract column (c) from column (b)
24				
25				
26				
27				
28				
29	Total available carryover			

**Part V Total Available Credit**

- 30 Current year's credit. Individuals, corporations, or S corporations - enter the amount from Part I, line 16.  
 S corporation shareholders - enter the amount from Part II, line 20.  
 Partners of a partnership - enter the amount from Part III, line 23 ..... 

<b>30</b>		<b>00</b>
-----------	--	-----------
- 31 Available credit carryover - from Part IV, line 29, column (d)..... 

<b>31</b>		<b>00</b>
-----------	--	-----------
- 32 **Total available credit.** Add line 30 and line 31. Corporations and S corporations - enter total here and on Form 300, Part I, line 10. Individuals - enter total here and on Form 301, Part I, line 16 ..... 

<b>32</b>		<b>00</b>
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**2011 Agricultural Pollution Control Equipment Credit**

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**General Instructions**

ARS §§ 43-1081.01 and 43-1170.01 provide nonrefundable individual and corporate income tax credits for expenses that a taxpayer incurred during the taxable year to purchase agricultural pollution control equipment. The tax credit applies to taxable years beginning from and after December 31, 1998.

**To Qualify for the Credit:**

- The taxpayer must be involved in the commercial production of livestock, livestock products or agricultural, horticultural, viticultural or floricultural crops or products; AND

The taxpayer must purchase tangible personal property that is primarily used in the taxpayer's trade or business in Arizona to control or prevent pollution.

- Property eligible for the tax credit includes only that portion of the property directly used, constructed, or installed in Arizona to prevent, monitor, or reduce air, water, or land pollution.
- Qualifying property includes a portion of a structure, building, installation, excavation, machine, equipment, or device, and any attachment to, or addition to, or reconstruction, replacement, or improvement of that property.

Amounts that qualify for the credit must be includible in the taxpayer's adjusted basis for the property. The adjusted basis of any property for which the taxpayer has claimed a credit must be reduced by the amount of credit claimed for that property.

The amount of the credit is equal to 25 percent of the cost of the property. The maximum credit that a taxpayer may claim in a taxable year is \$25,000.

The agricultural pollution control equipment credit allowed under ARS §§ 43-1081.01 or 43-1170.01 (claimed on Arizona Form 325) is in lieu of the pollution control credit under ARS §§ 43-1081 or 43-1170 (claimed on Arizona Form 315) with respect to the same equipment or expense.

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such

owners may not exceed the amount that would have been allowed for a sole owner of the business.

If the allowable tax credit exceeds the taxes otherwise due or, if there are no taxes due, the amount of the credit not used to offset taxes may be carried forward for not more than five taxable years as a credit against subsequent years' income tax liabilities.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

**Part I - Schedule of Equipment and Current Taxable Year's Credit Calculation**

**Lines 1 through 10 -**

**Column (a):** Enter the date that the property was placed in service or the date it is expected to be placed in service in Arizona.

**Column (b):** Enter a brief description of the property used in the taxpayer's business in Arizona to control or prevent pollution.

**Column (c):** Enter the cost of that portion of the property directly used to reduce pollution incurred during this taxable year.

If there are more than 10 items of qualifying property, complete additional schedules. Attach the completed schedules to Form 325.

**Line 11 -**

Add lines 1 through 10 in column (c) and enter the total.

**Line 12 -**

Enter the aggregate column (c) totals from additional schedules.

**Line 13 -**

Add lines 11 and 12 and enter the total. This is the total cost incurred during this taxable year of all items of property for which the taxpayer is claiming the credit.

**Line 14 -**

Multiply line 13 by 25 percent and enter the result.

**Line 16 -**

Enter the lesser of line 14 or line 15. This is the allowable credit for the current taxable year.

## Part II - S Corporation Credit Election and Shareholder's Share of Credit

### Line 17 - S Corporation Credit Election

S corporations must complete line 17. The S corporation must make an irrevocable election to either claim the credit or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S.

### Lines 18 through 20 -

If the S corporation elects to pass the credit through to its shareholders, it must also complete lines 18 through 20.

The S corporation must complete Part I. Then, complete Part II, lines 18 through 20, separately for each shareholder.

If the S corporation passes the credit through to its shareholders, it must notify each shareholder of the shareholder's pro rata share of the adjustment to income required by the difference between the federal depreciable basis and the Arizona depreciable basis of the property for which the credit is claimed. The S corporation must also notify the shareholder of the shareholder's pro rata share of any difference in gain or loss on the sale or other disposition of the property due to the difference in basis.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 325. Each shareholder must complete Part IV and Part V.

## Part III - Partner's Share of Credit

### Lines 21 through 23 -

Partnerships must complete Part I. Then, complete Part III, lines 21 through 23, separately for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 325. Each partner must complete Part IV and Part V.

## Part IV - Available Credit Carryover

Complete Part IV only if the allowable agricultural pollution control equipment credit for prior taxable years exceeded the Arizona income tax liability for those taxable years. Calculate the total available carryover of the agricultural pollution control equipment credit on page 2, Part IV, lines 24 through 29.

Enter the taxable years from which the credit is carried over in column (a) on lines 24 through 28. In column (b), enter the credit originally computed for that taxable year. In column (c), enter the amount of the credit from that taxable year which has already been used. Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d). Add the amounts entered on lines 24 through 28 in column (d). Enter the total on line 29, column (d).

## Part V - Total Available Credit

### Line 30 -

Enter the current year's agricultural pollution control equipment credit.

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the current year's credit from Part I, line 16.

*S corporation shareholders* - enter the credit from Part II, line 20.

*Partners of a partnership* - enter the credit from Part III, line 23.

### Line 31 -

Enter the amount from Part IV, line 29, column (d). This is the total available credit carryover.

### Line 32 -

Add lines 30 and 31. This is the total available agricultural pollution control equipment credit that may be applied to the current taxable year's tax liability.

*Corporations and S corporations* - enter the total here and on Form 300, Part I, line 10.

*Individuals* - enter the total here and Form 301, Part I, line 16.

For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
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The donated real property and improvements must be located in Arizona. The credit is in lieu of a deduction for the donation of the property for which the credit is claimed. See instructions.

**Part I Donated Property Information and Current Taxable Year's Credit Calculation**

	Property 1	Property 2	Property 3
1 Arizona county in which the property is located .....	1		
2 Parcel number of property .....	2		
3 Date of property conveyance.....	3		
4 Recording number of property conveyance.....	4		
5 Value of property based on appraisal .....	5	00	00
6 Multiply the amounts on line 5 in each column by 30 percent (.30) .....	6	00	00
7 Add the amounts on line 6 in each column - <i>enter the total</i> .....	7	00	00
8 Total from continuation sheets, if applicable.....	8	00	00
9 Current taxable year's credit - <i>add lines 7 and 8</i> .....	9	00	00

**Part II S Corporation Credit Election and Shareholder's Share of Credit**

10 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:  
**(CHECK ONLY ONE BOX)**

Claim the credit for donation of school site as shown on Part I, line 9 (for the taxable year mentioned above);

**OR**

Pass the credit for donation of school site as shown on Part I, line 9 (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 11 through 13 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 331.

11 Name of shareholder \_\_\_\_\_

12 Shareholder's TIN \_\_\_\_\_

13 Shareholder's share of amount on Part I, line 9 ..... 13 00

**Part III Partner's Share of Credit**

Complete lines 14 through 16 separately for each partner.  
Furnish each partner with a copy of the completed Form 331.

14 Name of partner \_\_\_\_\_

15 Partner's TIN \_\_\_\_\_

16 Partner's share of amount on Part I, line 9 ..... 16 00

**Part IV Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - Subtract column (c) from column (b)
17				
18				
19				
20				
21				
22	Total available carryover			

**Part V Total Available Credit**

**23** Current year's credit. Individuals, corporations, or S corporations - enter the amount from Part I, line 9.

S corporation shareholders - enter the amount from Part II, line 13.

Partners of a partnership - enter the amount from Part III, line 16 .....

<b>23</b>		<b>00</b>
<b>24</b>		<b>00</b>
<b>25</b>		<b>00</b>

**24** Available credit carryover - from Part IV, line 22, column (d).....

**25 Total available credit.** Add lines 23 and 24. Corporations and S corporations - enter total here and on Form 300, Part I, line 11. Individuals - enter total here and on Form 301, Part I, line 17.....

**2011 Credit for Donation of School Site**

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**General Instructions**

ARS §§ 43-1089.02 and 43-1181 provide nonrefundable individual and corporate income tax credits for the donation of real property and improvements to an Arizona school district or Arizona charter school for use as a school or as a site for the construction of a school. The credit applies to taxable years beginning from and after December 31, 2000.

**To qualify for the credit:**

- The real property and improvements must be located in Arizona.
- The donor must convey the real property and improvements unencumbered and in fee simple, except that there must be a deed restriction and protective covenant related to the use of the property.
- The value of the donated property must be determined by an appraisal as defined in ARS § 32-3601 that is conducted by an independent party and is paid for by the donee.
- The conveyance shall not violate the provisions of ARS §§ 15-341(D) and 15-183(U).
- The donor must record the appropriate lien on the property donated to an Arizona charter school. The tax credit constitutes a lien on the property. The lien is the amount of the allowable tax credit adjusted by the gross domestic product (GDP) price deflator, as defined in ARS § 41-563, with a maximum of 12.5 percent over the allowable tax credit.
- An Arizona school district shall not accept the donation unless the school facilities board has reviewed the proposed donation and has issued a written determination that the real property and improvements are suitable as a school site or as a school.

On written request of the donee, the donor must disclose in writing to the donee the amount of the allowable tax credit for the property received by the donee.

The tax credit is in lieu of a deduction in the computation of Arizona gross income for the donation of the property for which the credit is claimed. CORPORATE TAXPAYERS: An addition to Arizona gross income is required for the amount of the deduction included in the computation of federal taxable income. INDIVIDUAL TAXPAYERS: The taxpayer cannot claim both the tax credit and an itemized deduction for the donation of a school site. If the taxpayer claims the credit and itemizes deductions on the Arizona return, the taxpayer must exclude

the amount of the charitable deduction otherwise allowed for the donation of the school site.

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business.

If the allowable tax credit exceeds the taxes otherwise due or, if there are no taxes due, the amount of the credit not used to offset taxes may be carried forward for not more than five taxable years as a credit against subsequent years' income tax liabilities.

This form is for donations of real property only (real estate). Please do not use this form for cash donations to schools. Credits for those donations should be claimed on Arizona Form 322. Please do not use this form for cash donations to school tuition organizations. Credits for those donations should be claimed on Arizona Form 323 for individuals, or claimed on Arizona Form 335 or Arizona Form 341 for corporations, as appropriate.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

**Part I - Donated Property Information and Current Taxable Year's Credit Calculation**

If more than three parcels were donated, complete the information requested for lines 1 through 6 on continuation sheets.

**Line 1 -**

Enter the name of the Arizona county in which the donated property is located.

**Line 2 -**

Enter the parcel number of the donated property.

**Line 3 -**

Enter the date on which the property conveyance was recorded.

**Line 4 -**

Enter the recording number of the property conveyance.

**Line 5 -**

Enter the value of the donated property based on appraisal.

**Line 6 -**

Multiply the amounts on line 5 in each column by 30 percent (.30).

**Line 7 -**

Add the amounts on line 6 in each column. Enter the total.

**Line 8 -**

Enter the aggregate line 7 totals from the continuation sheets, if more than three parcels were donated.

**Line 9 -**

Add lines 7 and 8. Enter the total. This is the current taxable year's credit.

**Part II - S Corporation Credit Election and Shareholder's Share of Credit****Line 10 - S Corporation Credit Election**

S corporations must complete line 10. The S corporation must make an irrevocable election to either claim the credit or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S.

**Lines 11 through 13 -**

If the S corporation elects to pass the credit through to its shareholders, it must also complete lines 11 through 13.

The S corporation must complete Part I. Then, complete Part II, lines 11 through 13, separately for each shareholder.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 331. Each shareholder must complete Part IV and Part V.

**Part III - Partner's Share of Credit****Lines 14 through 16 -**

The partnership must complete Part I. Then, complete Part III, lines 14 through 16, separately for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 331. Each partner must complete Part IV and Part V.

**Part IV - Available Credit Carryover****Lines 17 through 22 -**

Complete Part IV only if the allowable credit for donation of school site for prior taxable years exceeded the Arizona income tax liability for those taxable years. Calculate the total available carryover of the credit for donation of school site on page 2, Part IV, lines 17 through 22.

Partners of a partnership or shareholders of an S corporation should complete Part IV only if their allowable credit for donation of school site for prior taxable years exceeded their Arizona income tax liability for those taxable years.

Enter the applicable taxable year(s) in column (a) on lines 17 through 21. In column (b), enter the credit originally computed for that taxable year. In column (c), enter the amount of the credit from that taxable year which has already been used. Subtract the amount in column (c) from column (b) and enter the difference in column (d). Add the amounts entered on lines 17 through 21 in column (d). Enter the total on line 22, column (d). This is the total credit carryover available for the current taxable year.

**Part V - Total Available Credit****Line 23 -**

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the current year's credit from Part I, line 9.

*S corporation shareholders* - enter the credit from Part II, line 13.

*Partners of a partnership* - enter the credit from Part III, line 16.

This is the current taxable year's credit for donation of school site.

**Line 24 -**

Enter the amount from Part IV, line 22, column (d). This is the total available credit carryover.

**Line 25 -**

Add lines 23 and 24. This is the total available credit for donation of school site that may be applied to the current taxable year's tax liability.

*Corporations and S corporations* - enter the total here and on Form 300, Part I, line 11.

*Individuals* - enter the total here and on Form 301, Part I, line 17.



For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**All healthy forest credit forms must be attached to your return.**

ALL BUSINESSES MUST BE CERTIFIED BY THE ARIZONA COMMERCE AUTHORITY AND SUBMIT A COPY OF THE CERTIFICATION TO THE DEPARTMENT OF REVENUE FOR APPROVAL BEFORE USING THE CERTIFICATION FOR THE PURPOSE OF ANY TAX INCENTIVE.

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X or 165	Social security number or employer identification number
--------------------------------------------------------------------------------	----------------------------------------------------------

**Check one box to indicate the year this form represents for claiming the credit:**

- First Year   
  Second Year   
  Third Year   
  Fourth Year   
  Fifth Year   
  Sixth Year or more

**Part I Business Information**

- 1 Name of Healthy Forest Enterprise 1. \_\_\_\_\_
- 2 Employer identification number 2. \_\_\_\_\_

**Part II Average Number of Full-Time Employees**

3 Average number of full-time employees in the Healthy Forest Enterprise during the current taxable year .....	3	
4 Average number of full-time employees in the Healthy Forest Enterprise during the immediately preceding taxable year ....	4	
5 Net increase in average number of full-time employees - <i>subtract line 4 from line 3</i> .....	5	

**Part III Net Increase in Qualified Employment Positions**

6 Total number of filled, qualified employment positions created in the current year..... <i>The business must create at least three new qualified employment positions in the first taxable year in which the credit is claimed.</i>	6	
7 Net increase in average number of full-time employees - <i>enter the number from Part II, line 5</i> .....	7	
8 Net increase in qualified employment positions for this Healthy Forest Enterprise - <i>enter the lesser of line 6 or line 7</i> .....	8	

**Part IV Limitation on Number of Qualified Employment Positions**

9 Maximum number of filled, qualified employment positions on which a credit may be calculated.....	9	200
10 Maximum number of new qualified employment positions on which you may claim the credit - <i>enter the lesser of line 8 or line 9</i> .....	10	

**Part V Credit Calculation for Qualified Employment Positions**

	(a) Number of qualifying employees	(b) Qualifying wages	(c) Percentage	(d) Allowable credit
11	Qualified new employees		25%	
12	Previously qualified employees in the second year of continuous employment		33 1/3%	
13	Previously qualified employees in the third year of continuous employment		50%	
14	Totals			

**Part VI Credit Recapture**

15 Taxable year in which the certification of the business as a Healthy Forest Enterprise was revoked or terminated..	15	
16 First taxable year in which the Credit for Healthy Forest Enterprises was allowed .....	16	
17 Number of years between when the credit was first allowed and when the certification was revoked or terminated ....	17	
18 Enter percent based on the number of years entered on line 17 - see instructions .....	18	%
19 Full amount of all credits previously allowed .....	19	00
20 Total recapture of Credit for Healthy Forest Enterprises. Multiply line 19 by the percentage on line 18 .....	20	00

**Part VII S Corporation Credit Election and Shareholder's Share of Credit and Credit Recapture**

21 The S Corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:

**(CHECK ONLY ONE BOX)**

Claim the credit for healthy forest enterprises, as shown on Part V, line 14, column (d) (for the taxable year mentioned above);

**OR**

Pass the credit for healthy forest enterprises, as shown on Part V, line 14, column (d) (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 22 through 24 separately for each shareholder.  
If passing credit recapture through to the shareholders, also complete line 25 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 332.

22 Name of shareholder \_\_\_\_\_

23 Shareholder's TIN \_\_\_\_\_

24 Shareholder's share of amount on Part V, line 14, column (d) ..... **24** \_\_\_\_\_ **00**

25 Shareholder's share of the credit recapture from Part VI, line 20..... **25** \_\_\_\_\_ **00**

**Part VIII Partner's Share of Credit and Credit Recapture**

Complete lines 26 through 28 separately for each partner.  
If passing credit recapture through to the partners, also complete line 29 separately for each partner.  
Furnish each partner with a copy of the completed Form 332.

26 Name of partner \_\_\_\_\_

27 Partner's TIN \_\_\_\_\_

28 Partner's share of amount on Part V, line 14, column (d) ..... **28** \_\_\_\_\_ **00**

29 Partner's share of the credit recapture from Part VI, line 20 ..... **29** \_\_\_\_\_ **00**

**Part IX Credit Recapture Summary**

30 Enter the taxable year(s) in which you took a credit or credit carryover for the disqualified Healthy Forest Enterprise \_\_\_\_\_

31	Enter the total amount of credit originally allowable for the disqualified Healthy Forest Enterprise .....	31		00
32	Enter the total amount of the credit to be recaptured <ul style="list-style-type: none"> <li>Individuals, corporations, and S corporations - <i>enter the amount from Part VI, line 20.</i></li> <li>S corporation shareholders - <i>enter the amount from Part VII, line 25.</i></li> <li>Partners of a partnership - <i>enter the amount from Part VIII, line 29.</i>.....</li> </ul>	32		00
33	Subtract line 32 from line 31 and enter the result. This is the amount of credit allowable for the disqualified Healthy Forest Enterprise .....	33		00
34	Amount of credit on line 31 that you have claimed on prior years' returns .....	34		00
35	Subtract line 34 from line 33 and enter the result.....	35		00

If the result is a *positive* number, that is the amount of credit carryover remaining that you may use in future taxable years. Enter this positive number in Part X, column (d), on the line for the year in which the disqualified credit arose.

If the result is a *negative* number, that is the amount of credit you must recapture. If a negative number, enter "zero" in Part X, column (d), on the line for the year in which the disqualified credit arose.

- Corporations, also enter this amount as a *positive* number on Form 300, Part II, line 25.
- Individuals, also enter this amount as a *positive* number on Form 301, Part II, line 33.

**Part X Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available credit carryover - subtract column (c) from column (b)
36				
37				
38				
39				
40				
41	Total available carryover			

**Part XI Total Available Credit**

42 Current year's credit. Individuals, corporations, or S corporations - *enter the amount from Part V, line 14, column (d).*  
 S corporation shareholders - *enter the amount from Part VII, line 24.*  
 Partners of a partnership - *enter the amount from Part VIII, line 28.*.....

42		00
43	Available credit carryover from Part X, line 41, column (d).....	00
44	<b>Total available credit.</b> Add line 42 and line 43. Corporations and S corporations - <i>enter total here and on Form 300, Part I, line 12.</i> Individuals - <i>enter total here and on Form 301, Part I, line 18.</i> .....	00

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**Form 332-1 (2011) Qualified Employees of Healthy Forest Enterprise**

Complete a Form 332-1 for each qualified employee of the Healthy Forest Enterprise. See instructions for Form 332-1 (included with Instructions for Form 332, page 3) about providing the requested information in an alternative format.

- 1 Employee name \_\_\_\_\_
- 2 Employee's taxpayer identification number (TIN) \_\_\_\_\_
- 3 Did employee reside in Arizona on date of hire?     Yes     No
- 4 Brief description of employee's job duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 5 Current date of employment \_\_\_\_\_
- 6 If employee was previously employed by the business, list the previous date of employment. (See instructions.)  
\_\_\_\_\_
- 7a Is the employee in a permanent full time position?     Yes     No
- 7b If the answer to line 7a is yes, list the number of hours the employee worked during the taxable year \_\_\_\_\_
- 7c If the answer to line 7b is less than 1550 hours annually, explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 8 Employee's annual compensation for the taxable year \$ \_\_\_\_\_
- 9a Total cost of health insurance provided by employer for employee. (See instructions.) \$ \_\_\_\_\_
- 9b Total cost of health insurance for employee paid by employer. (See instructions.) \$ \_\_\_\_\_
- 10 Is this employee in a new qualified employment position?     Yes     No
- 11 **Check only one box.**     first year employee     second year employee     third year employee

# Qualified Employees for Which You are Taking a Credit

Name: \_\_\_\_\_ TIN: \_\_\_\_\_

If you have more than 10 qualified employees, complete additional schedules.

(a) Employee name	(b) Social Security Number	(c) Year of Employee Check the appropriate box. This employee is:			(d) Total Wages Paid to the Employee during the Current Tax Year	(e) Maximum Allowable Wages Enter the lesser of column (d) or the maximum allowed below		
		1st year employee (c)1	2nd year employee (c)2	3rd year employee (c)3		year 1 \$2,000 (e)1	year 2 \$3,000 (e)2	year 3 \$3,000 (e)3
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
<b>11 Total - Add lines 1 through 10.</b>								
Enter the total here.....								

**2011 Credit for Healthy Forest Enterprises**

**CREDIT FOR HEALTHY FOREST ENTERPRISES  
CONTACT INFORMATION**

**Arizona Commerce Authority  
(formerly the Arizona Department of Commerce)**

- Healthy Forest Enterprise certification requirements
- certification forms •Healthy Forest program guidelines

Internet home page: [www.azcommerce.com](http://www.azcommerce.com)

Program Manager (602) 845-1200

**Department of Revenue**

- tax forms and instructions •information and assistance

Internet home page: [www.azdor.gov](http://www.azdor.gov)

Taxpayer assistance (602) 255-3381

From area codes 520 and 928, toll-free (800) 352-4090

Hearing impaired TDD user

Phoenix (602) 542-4021

From area codes 520 and 928, toll-free (800) 397-0256

**General Instructions**

A.R.S. §§ 43-1076 and 43-1162 allow a business that operates a healthy forest enterprise to receive a nonrefundable credit against individual and corporate income tax liabilities for taxable years beginning from and after December 31, 2004 through December 31, 2014. In order to obtain the credit for healthy forest enterprises, the business must be a qualified healthy forest enterprise, as certified by the Arizona Commerce Authority. The business must provide a copy of its Arizona Commerce Authority certification to the Department of Revenue for approval before using the certification to obtain this credit.

The credit for healthy forest enterprises is in lieu of the following credits, with respect to the same employees:

- The enterprise zone credit, under former ARS § 43-1074 or former ARS § 43-1161 (claimed on Arizona Form 304);
- The credit for new employment, under ARS § 43-1074 or ARS § 43-1161 (claimed on Arizona Form 345);
- The military reuse zone credit, under ARS § 43-1079 or ARS § 43-1167 (claimed on Arizona Form 306); and
- The defense contracting credit, under ARS § 43-1077 or ARS § 43-1165 (claimed on Arizona Form 302).

In general, a qualified Healthy Forest Enterprise is a business operation that enhances or sustains forest health, sustains or recovers watershed or improves public safety. A qualified Healthy Forest Enterprise must be primarily engaged in the business of harvesting, transporting or initial processing of qualifying forest products for commercial use. To obtain information regarding additional criteria for qualification, contact the Arizona Commerce Authority using the contact information shown above.

The credit is based on the net increase in the number of qualified employment positions created and filled by businesses operating Healthy Forest Enterprises. The credit itself is computed using the wages of qualified employees of the

business and the net increase in the number of qualified employment positions. Positions occupied by employees that meet the following criteria are considered qualified employment positions.

**NOTE:** *The business must employ at least three new employees in qualified employment positions in the first taxable year in which the credit is claimed.*

**EMPLOYEES IN QUALIFIED POSITIONS**

1. Must be Arizona residents on their hire date.
2. Must be permanent, full-time employees in positions that require at least 1,550 hours per year. The 1,550 hour requirement does not include overtime hours. If forest closures or weather conditions beyond the taxpayer's control result in a shorter period, this would not disqualify the employee so long as the position is still permanent and full-time, and all other qualifications are met.
3. Must have duties that primarily involve or directly support the harvesting, transporting or the initial processing of qualifying forest products for commercial use.
4. Must be compensated at wages equal to or greater than the wage offer of the county, as computed annually by the Department of Economic Security research administration division.
5. Cannot have been employed by the business within the twelve months preceding their hire date.
6. Must have been employed for at least ninety days during the first taxable year. An employee who is hired during the last ninety days of the taxable year shall be considered a new employee during the following taxable year.
7. Must have employer-provided health insurance coverage, a portion of which must be paid for by the employer. The employer must pay for at least twenty-five percent of the premium or membership cost of the insurance program in the third year the employer claims the credit for healthy forest enterprises. The employer must pay at least forty percent of this cost in the fourth year it claims the credit, and at least fifty percent of the cost in the fifth year it claims the credit.

**Computing the amount of credit  
allowable**

The number of qualified employment positions on which the credit can be computed cannot exceed 200 per year per taxpayer. For example, if a taxpayer has several healthy forest enterprises, the taxpayer would add up the net increase in qualified employment positions for all enterprises and compute the credit on that number or 200, whichever is the lesser amount. If the net increase is being computed for a group of corporations filing a combined or consolidated Arizona corporate income tax return, that group is considered a single taxpayer and therefore entitled to use no more than 200 positions for its credit calculation. Co-owners of the same enterprise(s) are similarly limited to the lesser of the net increase in qualified employment positions or 200. Each co-owner would get a pro rata share of the credit. Therefore, although a taxpayer may have more than 200 filled qualified employment positions, the taxpayer must select which of those

positions should be used for computing the allowable credit. The same employees who are used to compute the first year credit are used to compute the second and third year credits.

Once the taxpayer has determined which employees it will use to compute the credit, the credit amount allowed per employee is applied. Only employee wages incurred during the period the taxpayer has been certified may be used for this calculation. The credit amount per employee depends on the employee's year of employment, as follows.

**First year employees:** The lesser of \$500 or one-fourth of the taxable wages paid to an employee in a qualified employment position in the first year or partial year of employment.

**Second year employees:** The lesser of \$1,000 or one-third of the taxable wages paid to an employee in a qualified employment position in the second year of continuous employment.

**Third year employees:** The lesser of \$1,500 or one-half of the taxable wages paid to an employee in a qualified employment position in the third year of continuous employment.

*The number of qualified employment positions determined in the first year will never increase in the second or third year. Only the same positions that were qualified in the first year can be used to compute the credits in the two subsequent years.*

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only a pro rata share of the allowable credit based on the ownership interest. The total of the credits allowed all owners may not exceed the amount that would have been allowed for a sole owner of the business.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Check the box to indicate the year the form represents for claiming the credit. Attach all supporting forms to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their taxpayer identification number may be subject to a penalty.

**Part I - Business Information**

**Lines 1 and 2 -**

Enter the name and taxpayer identification number of the Healthy Forest Enterprise. For a corporation, partnership, or an S corporation, use the taxpayer's employer identification number ("EIN").

**Part II - Average Number of Full-Time Employees**

Use these lines to calculate the difference in the average number of full-time employees that worked for the Healthy Forest Enterprise in this taxable year and the average for the immediately preceding taxable year. The following worksheet

can be helpful in figuring the average. The column for each year corresponds to lines 3 and 4 on page one of Form 332.

On lines 1 through 12 of the worksheet, enter the number of full-time employees employed at the end of the each month of the year indicated. If the enterprise was not in operation in the immediately preceding taxable year, that year's average is zero. Once the schedule has been completed, enter the results on page one of Form 332.

Average number of Full-Time Employees Worksheet		
	Line 3 Current Taxable Year	Line 4 Immediately Preceding Taxable Year
1	January	
2	February	
3	March	
4	April	
5	May	
6	June	
7	July	
8	August	
9	September	
10	October	
11	November	
12	December	
13	Total - add lines 1 through 12.	
14	Total number of months during the taxable year in which the Healthy Forest Enterprise was in business.	
15	Average - divide the amount on line 13 by the amount on line 14.	

**Line 5 - Net Increase in Average Number of Full-Time Employees**

Subtract the amount on line 4 from the amount on line 3. If the result contains a decimal, enter the whole number only - do not round up. This is the net increase in the average number of full-time employees. If the result is zero, the enterprise cannot claim a Healthy Forest Enterprise income tax credit for qualified employment positions created during the current taxable year. If the amount is greater than zero, enter the result here and in Part III, line 7.

**Part III - Net Increase in Qualified Employment Positions**

**Lines 6 through 8 -**

Enter the total number of filled qualified employment positions created during the current taxable year on line 6. The business must employ at least three new employees in qualified employment positions in the first taxable year it claims the credit. If a qualified employment position is filled during the last ninety days of the taxable year, it is considered a new qualified employment position for the next taxable year. A newly created position is a qualified employment position on the date that it meets all of the requirements for a qualified employment position.



Compare the amounts on lines 6 and 7. Enter the lowest of the numbers on line 8.

**Part IV - Limitation on Number of Qualified Employment Positions**

Compare the amounts on lines 8 and 9. Enter the lower number on line 10. This is the maximum number of positions on which you may compute the credit.

Before completing Part V, lines 11 through 14, of Arizona Form 332, complete the Arizona Forms 332-1 and 332-2. Use additional sheets if necessary.

**FORM 332-1 QUALIFIED EMPLOYEES**

Alternative formats prescribed by the department may also be used to file this form. For example, the department will accept a hard copy spreadsheet that contains all the requested information or the information may be compiled with a spreadsheet program such as Microsoft Excel and submitted on a CD-ROM or DVD-ROM. The chosen media must be Microsoft Windows compatible. Regardless of the form, the information must be filed on or before the due date of the tax return including any extensions.

*Taxpayers submitting the information on CD-ROM or DVD-ROM should attach a statement to Form 332 in the tax return stating that the information is being separately submitted in that format. Forms 332-1 and 332-2 submitted on CD-ROM or DVD-ROM are part of the income tax return and are subject to the sworn statement on the return that they are true and correct to the best of the signer's knowledge and belief.*

*The CD-ROM or DVD-ROM should be labeled as Forms 332-1 and 332-2, with the taxpayer's name, employer identification number and taxable year listed. Send the information directly to:*

*Arizona Department of Revenue  
Attn: Corporate Office Audit/Healthy Forest Credits  
1600 West Monroe  
Phoenix, AZ 85007*

Complete a Form 332-1 for each qualified employee. Include the employee's name, social security number, and the date each employee was hired. If an employee's job duties do not involve or directly support the harvesting, transporting or initial processing of qualifying forest products in a qualified project, the employee is not in a qualified employment position. Do not complete a Form 332-1 for employees that are not in qualified employment positions. These employees should not be listed on Form 332-2, and will not be used to compute the credit.

**FORM 332-1, LINE 6** - complete this line if the employee was previously employed by the business (prior to current employment).

**FORM 332-1, LINES 9a AND 9b** - on line 9a, enter the total amount of the insurance premium or membership cost provided for the employee. If the business is self-insured, list the total amount of a predetermined fixed cost for the employee for an insurance program that is payable whether or not the employee has filed

claims. On line 9b, enter the total amount of the insurance premium or membership cost paid by the employer.

**FORM 332-2 QUALIFIED EMPLOYEES FOR WHICH YOU ARE TAKING A CREDIT**

Complete the requested information for each employee in a qualified employment position for whom you are taking the credit. Utilize Forms 332-1 and 332-2 to complete Part V, lines 11 through 14 on page one of Form 332.

**FORM 332**

**Part V - Credit Calculation for Qualified Employment Positions**

**Line 11 - Column (a)**

Enter the number of qualifying net new employees from Form 332-2, line 11, column (c)1. This number cannot exceed the number shown on line 10, Part IV of Form 332.

**Line 11 - Column (b)**

Enter the total allowable wages for qualifying first year employees from Form 332-2, line 11, column (e)1.

**Line 11 - Column (d)**

Multiply the amount entered on line 11, column (b) by the percent shown on line 11, column (c). Enter the resulting amount on line 11, column (d). This is the allowable credit for qualifying new employees.

**Line 12 - Column (a)**

Enter the number of previously qualified employees in the second year of continuous employment from Form 332-2, line 11, column (c)2.

**Line 12 - Column (b)**

Enter the total allowable wages for qualifying second year employees from Form 332-2, line 11, column (e)2.

**Line 12 - Column (d)**

Multiply the amount entered on line 12, column (b) by the percent shown on line 12, column (c). Enter the resulting amount on line 12, column (d). This is the allowable credit for previously qualified employees in their second year of continuous employment.

**Line 13 - Column (a)**

Enter the number of previously qualified employees in the third year of continuous employment from Form 332-2, line 11, column (c)3.

**Line 13 - Column (b)**

Enter the total allowable wages for qualifying third year employees from Form 332-2, line 11, column (e)3.

**Line 13 - Column (d)**

Multiply the amount entered on line 13, column (b) by the percent shown on line 13, column (c). Enter the resulting amount on line 13, column (d). This is the allowable credit for previously qualified employees in their third year of continuous employment.

**Line 14 -**

Add the numbers on lines 11 through 13, in column (a). Enter the total on line 14 in column (a). Add the amounts on lines 11 through 13 in column (d). Enter the total on line 14 in column (d).

**Part VI - Credit Recapture**

**Lines 15 through 20 -**

If your healthy forest enterprise has had its qualification terminated or revoked within five taxable years after you first received the credit for a healthy forest enterprise, you must recapture a percentage of the total credit you took in all prior years. How much credit you must recapture depends on the year you first received the credit, and how long ago it was. The percentage of credit you must recapture is shown in the following table.

<b>If you first received the credit</b>	<b>The percentage is</b>
Immediately preceding year	100% (1.00)
Two taxable years ago	80% (.80)
Three taxable years ago	60% (.60)
Four taxable years ago	40% (.40)
Five taxable years ago	20% (.20)
Six or more taxable years ago	No recapture

If the qualification was revoked due to reasons beyond the control of the business as determined by the Arizona Commerce Authority, you do not have to recapture the credit.

If you are required to recapture the credit, complete Part VI as instructed on the form.

**Part VII - S Corporation Credit Election and Shareholder's Share of Credit and Credit Recapture**

The S corporation must complete this portion of the Form 332 in order for the S corporation or its shareholders to claim this credit. The S corporation must make an irrevocable election either to claim the credit or to pass the credit through to its shareholders. The election statement on line 21 must be signed by one of the officers of the S corporation who is also a signatory to the Arizona Form 120S.

If the S corporation elects to pass the credit through to its shareholders, it must first complete Form 332, Parts I through VI, then complete Part VII, lines 22 through 24, separately for each shareholder. If the S corporation has been notified of a credit recapture for a credit it passed through to its shareholders, it must also complete line 25 for each shareholder.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 332. Each shareholder would then complete Parts IX through XI.

**Part VIII - Partner's Share of Credit and Credit Recapture**

A partnership must complete Form 332, Parts I through VI, then complete Part VIII, lines 26 through 28, separately for each partner. If the partnership has been notified of a credit recapture, it must also complete line 29 for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 332. Each partner would then complete Parts IX through XI.

**Part IX - Credit Recapture Summary**

Use lines 30 through 35 to determine whether you have any allowable credit remaining, even if you have to recapture some of it. Complete Part IX as instructed on the form.

**Part X - Available Credit Carryover**

**Lines 36 through 41 -**

Use Part X to figure your total available credit carryover. Complete lines 36 through 41 if you claimed the credit on a prior year return and your credit was more than your tax.

Enter the taxable year(s) from which you are carrying over the credit in column (a) on lines 36 through 40. In column (b), enter the credit originally computed for that taxable year. In column (c), enter the amount of the credit from that taxable year which you have already used. Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d). Add the amounts entered on lines 36 through 40 in column (d). Enter the total on line 41, column (d). This is the total credit carryover available for the current taxable year.

**Part XI - Total Available Credit**

**Line 42 -**

Enter the current year's credit for healthy forest enterprises.  
*Individuals, corporations, or S corporations claiming the credit* - enter the amount from Part V, line 14, column (d).

*S corporation shareholders* - enter the amount from Part VII, line 24.

*Partners of a partnership* - enter the amount from Part VIII, line 28.

**Line 43 -**

Enter the amount of available credit carryover from Part X, line 41, column (d).

**Line 44 -**

Add lines 42 and 43 and enter the total here.

*Corporations and S corporations* - enter the total available credit on Arizona Form 300, Part I, line 12.

*Individuals* - enter the total available credit on Arizona Form 301, Part I, line 18.

For the calendar year 2011 or
fiscal year beginning [M,M|D,D|Y,Y,Y,Y] and ending [M,M|D,D|Y,Y,Y,Y].

Attach to your return.

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X or 165
Your Social Security Number or Employer Identification Number

Part I Business Information

- 1 Business name:
2 Business location:
3 Employer Identification Number:

Part II Credit Computation

Table with 3 columns: Line number, Description, Amount. Line 4: Number of qualifying employees... Line 5: Credit per employee... Line 6: Multiply the number on line 4 by the amount on line 5...

Part III S Corporation Credit Election and Shareholder's Share of Credit

- 7 The S corporation has made an irrevocable election for the taxable year ending [M,M|D,D|Y,Y,Y,Y] to (check only one box):
[ ] Claim the credit for employing national guard members, as shown on Part II, line 6 for the taxable year mentioned above;
OR
[ ] Pass the credit for employing national guard members, as shown on Part II, line 6 for the taxable year mentioned above, through to its shareholders.

Signature Title Date

If passing the credit through to the shareholders, complete lines 8 through 10 separately for each shareholder. Furnish each shareholder with a copy of the completed Form 333.

- 8 Name of shareholder:
9 Shareholder's TIN:
10 Shareholder's share of the amount on Part II, line 6

Part IV Partner's Share of Credit

Complete lines 11 through 13 separately for each partner. Furnish each partner with a copy of the completed Form 333.

- 11 Name of partner:
12 Partner's TIN:
13 Partner's share of the amount on Part II, line 6

Continued on page 2 ->

**Part V Available Credit Carryover**

	(a) Carryover From Taxable Year Ending	(b) Original Credit Amount	(c) Amount Previously Used	(d) Available Carryover: Subtract column (c) from column (b).
14	2006	\$ .00	\$ .00	\$ .00
15	2007	\$ .00	\$ .00	\$ .00
16	2008	\$ .00	\$ .00	\$ .00
17	2009	\$ .00	\$ .00	\$ .00
18	2010	\$ .00	\$ .00	\$ .00
19	TOTAL AVAILABLE CARRYOVER.....			\$ .00

**Part VI Total Available Credit**

- 20 Current year's credit: Individuals, corporations, or S corporations that are claiming the credit, enter the amount from Part II, line 6.....
- S corporation shareholders: Enter the amount from Part III, line 10.
  - Partners of a partnership: Enter the amount from Part IV, line 13.
- 21 Available carryover from Part V, line 19, column (d).....
- 22 Total Available Credit: Add lines 20 and 21.....
- Enter the total here and on Form 300, Part I, line 13, or Form 301, Part I, line 19.

<b>20</b>		<b>00</b>
<b>21</b>		<b>00</b>
<b>22</b>		<b>00</b>

**Form 333-1 (2011)**

**Qualifying Employees**

(a) Employee Name	(b) Social Security Number	(c) Date of Hire	(d) Date Placed on Active Duty	(e) Was this employee in a full-time employment position when placed on active duty?	(f) Did this employee serve on active duty during the taxable year for training that exceeds the required annual training period, including any activation for federal or state contingencies or emergencies?
1				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
2				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
4				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
5				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
6				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
7				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
8				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
9				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
10				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
11				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
12				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
13				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
14				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
15				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
16				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
17				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
18				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

*If you have more than 18 qualifying employees, complete additional schedules.*

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**2011 Credit for Employing National Guard Members**

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**Phone Numbers**

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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**General Instructions**

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For taxable years beginning on or after January 1, 2006, Arizona law provides a credit for employers who have an employee that is a member of the Arizona National Guard if the employee is placed on active duty.

The credit is \$1,000 for each employee who is placed on active duty by the Arizona National Guard.

To qualify for the credit, **all** of the following must apply:

1. The employee must be a member of the Arizona National Guard.
2. The employee must be in a full time equivalent position when the employee is placed on active duty.
3. Each member of the Arizona National Guard who is employed must have served during the taxable year on active duty for training that exceeds the required annual training period, including any activation for federal or state contingencies or emergencies.

You may claim this credit only once in any taxable year with respect to each employee who is placed on active duty by the Arizona National Guard. However, you may claim the credit again for that employee in a subsequent year if that employee remains on active duty or is placed again on active duty in a subsequent taxable year.

If the allowable credit exceeds your income tax liability, you may carry over any unused amount for the next 5 consecutive taxable years.

This credit is available to individuals, corporations and S corporations. A partnership may pass the credit through to its partners. An S corporation may also pass the credit through to its shareholders.

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**Part I - Business Information**

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**Lines 1 through 3 -**

On lines 1, 2, and 3, enter the name, address, and employer identification number of the business that employs qualifying employees.

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**Part II - Credit Computation**

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**Form 333-1 and Lines 4 through 6 -**

Before completing lines 4 through 6, complete Arizona Form 333-1. This is a listing of all employees for which you are claiming the credit.

**Form 333-1 Qualifying Employees**

An eligible employee is an employee in a full time equivalent position who is placed on active duty by the Arizona National Guard. To be eligible for the credit, each Arizona National Guard member must have served, during the taxable year, on active duty for training that exceeds the required annual training period, including any activation for federal or state contingencies or emergencies.

**Form 333 -**

**Lines 4 through 6 -**

The credit is \$1,000 for each qualifying employee that is placed on active duty by the Arizona National Guard. Complete lines 4 through 6 as instructed on the form.

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**Part III - S Corporation Credit Election and Shareholder's Share of Credit**

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**Line 7 -**

The S corporation must complete this portion of Form 333 in order for the S corporation or its shareholders to claim this credit. The S corporation must make an irrevocable election either to claim the credit or to pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Arizona Form 120S.

**Lines 8 through 10 -**

If the S corporation elects to pass the credit through to its shareholders, it must also complete lines 8 through 10.

S corporations must complete Form 333, Parts I through III. The S corporation must complete Part III, lines 8 through 10, separately for each shareholder. Each shareholder may claim only a pro rata share of the credit based on the shareholder's ownership interest in the S corporation. The S corporation must furnish each shareholder with a copy of the completed Form 333.

Each shareholder must complete Parts V and VI.

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**Part IV - Partner's Share of Credit**

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**Lines 11 through 13 -**

Partnerships must complete Form 333, Parts I and II. Then complete Part IV, lines 11 through 13, separately for each partner. Each partner may claim only a pro rata share of the credit based on the partner's ownership interest in the partnership. The partnership must furnish each partner with a copy of the completed Form 333.

Each partner must complete Parts V and VI.

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**Part V - Available Credit Carryover**

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**Lines 14 through 19 -**

Use Part V to figure your total available credit carryover. Complete lines 14 through 19 to figure your available credit carryover from taxable years 2006, 2007, 2008, 2009 and/or

2010. Complete lines 14 through 19 if you claimed the credit on your 2006, 2007, 2008, 2009 and/or 2010 return, and the credit was more than your tax.

- In column (b), enter the credit originally computed for the taxable year listed in column (a).
- In column (c), enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d).
- Add the amounts entered on lines 14 through 18 in column (d).

Enter the total on line 19, column (d).

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**Part VI - Total Available Credit**

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**Line 20 -**

Individuals, corporations, or S corporations claiming the credit, enter the amount from Part II, line 6.

S corporation shareholders, enter the amount from Part III, line 10.

Partners of a partnership, enter the amount from Part IV, line 13.

**Line 21 -**

Enter the amount from Part V, line 19, column (d).

**Line 22 -**

Add lines 20 and 21. Enter the total.

Corporations, also enter the total available credit on Arizona Form 300, Part I, line 13.

Individuals, also enter the total available credit on Arizona Form 301, Part I, line 19.



For the calendar year 2011 or  
fiscal year beginning MM/DD/YYYY and ending MM/DD/YYYY.

**Attach this completed form and your Commerce postapproval document to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
---------------------------------------------------------------------------------	----------------------------------------------------------

**Part I Individual who Will Maintain Records of Expenditures in Arizona**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

**Part II Listing of Postapproved Productions**

*Motion Picture Production Companies, complete this section.*

List completed productions for which you have received Commerce postapproval.  
If you have more than two completed productions, attach additional schedules. See instructions.

(a) Commerce Postapproval Information			(b)
(a)1 Allocation Year	(a)2 Postapproval Date	(a)3 Postapproval Number	Approved Credit Amount
1 YYYY	MM DD YYYY		00
2 YYYY	MM DD YYYY		00
3	Aggregate total from all additional schedules.....		00
4	Total - add lines 1 through 3.....		00

**Part III S Corporation Credit Election and Shareholder's Share of Credit**

5 The S corporation has made an irrevocable election for the allocation year YYYY to:  
**(CHECK ONLY ONE BOX)**

Claim the credit for motion picture production costs as shown on Part II, line 4 (for the allocation year mentioned above);

**OR**

Pass the credit for motion picture production costs as shown on Part II, line 4 (for the allocation year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 6 through 8 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 334.

6 Name of shareholder \_\_\_\_\_

7 Shareholder's TIN \_\_\_\_\_

8 Shareholder's share of the available credit for motion picture production costs from Part II, line 4 ..... **8** \_\_\_\_\_ **00**



Name: \_\_\_\_\_

TIN: \_\_\_\_\_

Use this form to list the credit for motion picture production costs that you either received from other entities or transferred to other entities.

**Part I Credits Received From Other Entities** This form applies to allocation year (Check only one box):  2006  2007  2008  2009  2010

List the credits other entities have transferred to you.

(a) Transferor information		(b) Motion Picture Production Company Information		(c) Commerce Postapproval Number	(d) Transfer date	(e) Amount of credit received from transferor	
							TIN (a)2
1							
2							
3							
4							
5	<b>Total</b> .....						

**Part II Credits Transferred to Other Entities**

List the credits you transferred to other entities.

(a) Motion Picture Production Company Information		(b) Commerce Postapproval Number	(c) Credit transferred to:		(d) Transfer date	(e) Latest taxable year in which you applied credit	(f) Amount of credit available for transfer	(g) Amount of credit transferred	(h) Credit balance
			Name (c)1	TIN (c)2					
6									
7									
8									
9									
10	<b>Total</b> .....								

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**2011 Motion Picture Credits**

**CONTACTS FOR MOTION PICTURE PRODUCTION  
TAX INCENTIVES PROGRAM**

**Arizona Commerce Authority  
(formerly the Arizona Department of Commerce)**

•Application forms •Program guidelines

Internet home page: [www.azcommerce.com](http://www.azcommerce.com)

Program Manager (602) 845-1200

**Department of Revenue**

•tax forms and instructions •information and assistance

Internet home page: [www.azdor.gov](http://www.azdor.gov)

Taxpayer assistance (602) 255-3381

From area codes 520 and 928, toll-free (800) 352-4090

Hearing impaired TDD user

Phoenix (602) 542-4021

From area codes 520 and 928, toll-free (800) 397-0256

**General Instructions**

**Credit for Motion Picture Production Costs**

ARS §§ 43-1075 and 43-1163 provide transferable individual and corporate income tax credits against tax liabilities for motion picture production companies that produce motion pictures completely or partially in Arizona. "Motion picture" is defined as a single medium or multimedia program including commercials, music videos or a television series. The credit is effective from and after December 31, 2005 through December 31, 2010.

The credit is based on a percentage of motion picture production costs that a motion picture production company has in Arizona that are directly attributable to the production of the motion picture in Arizona.

The tax credit is in lieu of a deduction for the expenses for which the credit is claimed. An addition to Arizona gross income is required for the amount of the expenses included in the computation of federal taxable income for which the Arizona tax credit is claimed. For example, if a taxpayer computes its \$30,000 credit on \$100,000 of expenses, the taxpayer must add \$100,000 to federal taxable income.

No credit will be allowed to any taxpayer who has a delinquent tax balance owed to the Department of Revenue.

In order to obtain the credit for motion picture production costs, a motion picture production company must have received preapproval from the former Arizona Department of Commerce by December 31, 2010. The motion picture production company must obtain postapproval from the former Arizona Department of Commerce or the Arizona Commerce Authority (hereafter, referred to as "Commerce") prior to claiming the credit. The credit may be claimed on the first tax return due after the postapproval has been received, but not before the tax year of the preapproval ("allocation year"). The allocation year is the calendar year to which the credit was applied to the annual credit cap. This date will be noted on the postapproval document. For

example, Company A, a motion picture production company, is a calendar year filer. Company A received preapproval from Commerce for producing Motion Picture B on March 10, 2006, and received its postapproval on March 16, 2008. Because the credit is allocated to the year in which the credit is applied to the cap, Company A's credit is allocated to 2006, and 2006 is the first year of the credit. However, because Company A must claim the credit on the first return due after the postapproval, the first year in which Company A may claim the credit is 2007.

**NOTE:** *The credit for motion picture production costs must be claimed on a timely filed original income tax return, including extensions. Therefore, the credit may not be claimed on an amended return.*

The credit a taxpayer may claim can never exceed the amount that was preapproved.

**NOTE:** *The production company must submit a copy of the postapproval document with Form 334 when claiming the credit.*

To obtain more information about the credit for motion picture production costs, contact Commerce using the contact information shown in the box at left.

**Credit for Motion Picture Infrastructure Projects**

ARS §§ 43-1075.01 and 43-1163.01 previously provided transferable individual and corporate income tax credits against tax liabilities for investments in motion picture infrastructure projects in Arizona.

In order to qualify for the credit for motion picture infrastructure projects, a taxpayer must have received preapproval from Commerce by December 31, 2010. Commerce has not issued any postapprovals, and reports that all preapprovals are no longer active. Therefore, no taxpayers qualify to claim this credit.

**Credit Transfer**

**Form 334-1 - Schedule of Credit Transfers**

Arizona law allows you to obtain the motion picture credit from other entities, and to transfer your credit to other entities. Use Form 334-1 to record transfers you made to, and received from, other entities.

Check a box to indicate the allocation year of the credit. Check only one box. Complete a separate Form 334-1 for transfers related to each allocation year. For example, if the taxpayer is transferring credits from both 2007 and 2008, the taxpayer would complete one Form 334-1 for 2007 and complete a separate Form 334-1 for 2008.

Complete Part I to record the credits you have received as transfers from other entities. If you received a credit as a transfer directly from the motion picture company that originated the credit, enter the name and TIN of the motion picture company in column (a). In column (b), write "same as transferor." If you received the credit from an entity other than the motion picture company, enter that entity information in column (a), and the information of the motion picture company in column (b).

Complete Part II to record the credits you transferred to others. In column (h), enter any credit balance you have remaining on a credit you transferred to someone else. If you have no balance remaining, write zero in column (h).

**Form 334-E and Form 334-O - Notice of Transfer**

Complete Form 334-E or Form 334-O as instructed on the form.

**Authorized contact person:** List the name and telephone number of the individual who Department of Revenue employees may contact with questions about this form. Confidential information may be disclosed to a principal officer, any person designated by a principal officer, any person designated in a resolution by the corporate board of directors or other similar governing body, or to an individual designated as an authorized representative in a valid power of attorney. A principal corporate officer of a parent corporation may execute a written authorization for a controlled subsidiary. Refer to Arizona General Tax Ruling GTR 02-1 for additional information on the definition of a controlled subsidiary. IF THIS INDIVIDUAL IS NOT A PRINCIPAL OFFICER, OR IS NOT DESIGNATED AS AN AUTHORIZED REPRESENTATIVE IN A VALID POWER OF ATTORNEY, THE TAXPAYER UNDERSTANDS AND AGREES THAT CONFIDENTIAL INFORMATION MAY BE DISCLOSED TO THIS INDIVIDUAL.

**NOTE:** Both the transferor and transferee must report transfers to the department within thirty days of the transfer. Transferors file Form 334-O while transferees file Form 334-E. Do not file the forms with Form 334. Instead, file them to this address: Arizona Department of Revenue, Office of Economic Research and Analysis, PO BOX 25248, Phoenix, AZ 85002.

**Carryover Period**

The credit for motion picture production costs may be carried forward and used against not more than five consecutive taxable years' income tax liabilities.

The carryover period is determined by the allocation year of the motion picture production company that originated the credit. The allocation year is the calendar year to which the credit was applied to the annual credit cap. This date will be noted on the postapproval document received from Commerce.

**Example 1:** Company C, a motion picture production company, is a calendar year filer. Company C received preapproval from Commerce for producing Motion Picture D on January 3, 2006. Because the credit is allocated to the year the credit is applied to the annual credit cap, 2006 is the allocation year; 2006 is also the first year of the credit.

Company C received its postapproval for Motion Picture D on October 10, 2006. Company C claims the credit on the first return due after the postapproval, but not before the allocation year. The first year in which Company C may claim the credit is 2006. Because the carryforward period begins with the first year after the allocation year, 2007 is the first year of the carryover period.

If Company C transfers the credit to Company E during Company E's 2007 tax year (year one of the carryover period), Company E may use the credit to apply against its 2007 tax liability. If Company E transfers the credit in 2008 to Company F, Company F would be using the credit in the second carryover year. There would be three more consecutive calendar years remaining in the carryover period. A credit allocated to the 2006 annual credit cap can be carried forward through calendar year 2011.

**Example 2:** Company G, a motion picture production company, is a calendar year filer. Company G received preapproval from Commerce for producing Motion Picture H on March 9, 2007. Because the credit is allocated to the year the credit is applied to the annual credit cap, 2007 is the allocation year; 2007 is also the first year of the credit.

Company G received its postapproval for Motion Picture H on March 16, 2009. Because Company G can claim the credit on the first return due after postapproval, the first year in which Company G may claim the credit is 2008. Because the carryforward period begins with the first year after the allocation year, 2008 will also be the first year of the carryover period.

If Company G transfers the credit to Company I during the Company I's 2009 tax year (year two of the carryover period), Company I may use the credit to apply against its 2009 tax liability. If Company I transfers the credit to Company J in 2010, then Company J would be using the credit in the third carryover year. There would be two more consecutive taxable years remaining in the carryover period. A credit allocated to the 2007 annual credit cap can be carried forward through calendar year 2012.

**NOTE:** The credit for motion picture production costs must be claimed on a timely filed original income tax return, including extensions. Therefore, it may not be claimed on an amended return.

**Credit Recapture**

If the motion picture company or other transferor was not qualified or was disqualified from using the credit at the time of transfer, the department is required to either disallow the credit claimed by the transferee, or recapture the credit from the transferee. The department may require that the transferee file an amended return to recapture the credit. The transferee's recourse is against the transferor. The transferor of a disqualified credit should advise the transferees of the disqualification. A pass-through entity that has passed a disqualified credit through to its partners or shareholders should advise each partner or shareholder of their recapture amount.

The motion picture company may enter into a limited managed audit agreement with the department to confirm the credit amount. Contact the department's audit section for details.

## Specific Instructions

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, an S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. A taxpayer that fails to include its TIN may be subject to a penalty.

If you did not originate the credit, but received the credit as a transfer, skip Parts I through IV. Complete Part V and Form(s) 334-1.

### Part I - Individual who Will Maintain Records of Expenditures in Arizona

In this area, write the name, address, and telephone number of the person who will keep the records of the expenditures the company has in Arizona. If more than one individual will keep the records, attach an additional schedule.

Your tax information on file with the department is confidential. The department cannot discuss your tax information with anyone else, unless you have authorized the department to release confidential information to that person. You may use Form 285 to authorize the department to release confidential information to the individual(s) you have named in Part I, or any appointee you choose. See Form 285 for details.

### Part II - Listing of Postapproved Productions

#### Lines 1 through 4 -

In Part II, list all of your productions that Commerce postapproved that are eligible to be claimed on this year's tax return. Credits for motion picture production costs are eligible to be claimed on the first tax return due after the postapproval date, including extensions. Write the allocation year in column (a)1. The allocation year is the calendar year to which the credit was applied to the annual credit cap. This date will be noted on the postapproval document received from Commerce. Commerce has assigned each production a priority placement number, which should be the same on both preapproval and postapproval documents. List this number in column (a)3.

If the company entered into a limited managed audit agreement, list the approved credit amount based on the Motion Picture Tax Credit Certificate. Otherwise, enter the approved credit amount per the postapproval document.

If you do not have enough lines on the form to enter all of the productions eligible to be claimed this tax year, attach a schedule that shows all of the information Part II requires. Enter the total approved credit amount from all attached schedules on line 3. Add lines 1 through 3, and enter the

total on line 4. This is the total credit for motion picture production costs.

**Because the allocation year in column (a)1 is 2010 or prior, the credit for motion picture production costs is already in the five year carryover period. Enter the amount for each production from Part II, column (b) in Part V, on line 13, in the column corresponding with the allocation year in Part II, column (a)1.**

Complete Form 334-1 before completing the rest of Form 334.

#### FORM 334-1

Complete Form(s) 334-1; check the box to indicate the allocation year in which the credit was originated. Complete a Form 334-1 for each allocation year. List all transferred credits on Form(s) 334-1. Refer to Form(s) 334-1 to determine amounts needed for Form 334, Part V, lines 14 or 17. For example, if a taxpayer transfers a credit in the amount of \$50,000 from the 2007 allocation year, in addition to completing Form 334-1, Part II, the taxpayer would enter \$50,000 on Part V, line 17 in the column for 2007.

#### FORM 334

**NOTE:** *Because all motion picture production cost credits are beyond the allocation year, they are already in the carryover period. All credits claimed in Part II should be entered in Part V, line 13 of the allocation year of the credit.*

### Part III - S Corporation Credit Election and Shareholder's Share of Credit

#### Lines 5 through 8 -

S corporations must complete this portion of Form 334 in order for the S corporation or its shareholders to claim the credit. The S corporation must make an irrevocable election either to claim the credit or to pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Arizona Form 120S.

If the S corporation elects to pass the credit through to its shareholders, it must first complete Form 334, Parts I and II, then complete Part III, lines 6 through 8, separately for each shareholder. The S corporation may determine the amount of pass-through credits on any basis, without regard to ownership interest. The total of the credits allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 334. Each shareholder would then complete Part V.

### Part IV - Partner's Share of Credit

#### Lines 9 through 11 -

A partnership must complete Form 334, Parts I and II, then complete Part IV, lines 9 through 11, separately for each partner. The partnership may determine the amount of pass-through credits on any basis, without regard to ownership interest. The total of the credits allowed to all partners may

not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 334. Each partner would then complete Part V.

### **Part V - Available Credit Carryover - Motion Picture Production Costs**

#### **Lines 12 through 20 -**

Use Part V to figure your total available credit carryover for motion picture production costs. Complete lines 12 through 20, columns (a) through (f), if you claimed the credit on a prior year's return and the credit was more than your tax, or because the credit originated on this year's tax return was from a prior allocation year.

Enter the allocation year(s) on line 12. The allocation year is the calendar year to which the credit was applied to the annual credit cap. This date will be noted on the postapproval document received from Commerce. On line 13, enter the credit originally computed for that allocation year. On line 14, enter the total of any credit transfers you

received that were originated in that allocation year. Add lines 13 and 14 together and enter the result on line 15. On line 16, enter the amount of the credit originated in that allocation year which you have already used. Enter the amount of credit from that allocation year that you transferred to other entities on line 17. On line 18, enter the total amount of credit that you can no longer use because it was disallowed, recaptured, or has expired. Subtract the sum of the amounts on lines 16 through 18 from line 15, and enter the difference on line 19. Add the amounts entered on line 19, columns (a) through (e) and enter the result on line 20, column (f).

**NOTE:** *Be sure to complete and attach Form(s) 334-1, one for each allocation year transferred credits were originated from, to detail credit transfers included on lines 14 and/or 17.*

The amount on Part V, line 20, column (f) is the available credit carryover for motion picture production costs.

*Corporations and S corporations* - enter the amount on Part V, line 20, column (f) on Form 300, Part I, line 14.

*Individuals* - enter the amount on Part V, line 20, column (f) on Form 301, Part I, line 20.



**ARIZONA FORM  
334-E**

**Transferee Notice of Transfer  
of Motion Picture Credits**

The transferee must submit this notice to the Department of Revenue within thirty days after the sale or transfer. The notice must be accompanied by a processing fee of 1 percent of the transfer amount or \$200, whichever is less. Notices that are not accompanied by the fee will be rejected.

**DO NOT MAIL COMPLETED FORM WITH TAX RETURN.**

**MAIL FORM SEPARATELY TO:** Arizona Department of Revenue  
Office of Economic Research and Analysis  
PO Box 25248  
Phoenix, AZ 85002

REVENUE USE ONLY. DO NOT MARK IN THIS AREA.

POSTMARK DATE	

Processing fee enclosed ..... \$   **00**

**HOW TO COMPUTE PROCESSING FEE:** Multiply the amount of transfer by 1% (.01). Round dollar amounts to the nearest whole dollar. If 50 cents or more, round up to the next dollar. If less than 50 cents, round down. If the result is less than \$200, enter the amount. If the amount is equal to or greater than \$200, enter \$200. Make checks payable to: Arizona Department of Revenue.

**A. Transferee Information:**

Name	TIN
Number and street or PO Box	
City or town, state, and ZIP code	
Authorized contact person	Telephone number (   )

**B. Motion Picture Production Company Information:**

Name	TIN
Number and street or PO Box	
City or town, state, and ZIP code	

**C. Credit Information:**

Date of transfer	Amount of transfer	Credit postapproval number
M   M   D   D   Y   Y   Y   Y	\$ <span style="border: 1px solid black; padding: 2px 10px;"> </span> <b>00</b>	

**D. Transferor Information:**

Name	TIN
Authorized contact person	Telephone Number (   )

Effective as of the transfer date, the transferee has received a credit for motion picture production costs for \$ \_\_\_\_\_ .00 from the transferor noted above.

\_\_\_\_\_  
Transferee Signature Name

\_\_\_\_\_  
Title (   )

\_\_\_\_\_  
Telephone Number

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**ARIZONA FORM  
334-O**

**Transferor Notice of Transfer  
of Motion Picture Credits**

The transferor must submit this notice to the Department of Revenue within thirty days after the sale or transfer. Each form must be for a transfer of a single credit by a transferor to one or more transferees. If you have more than one credit you are transferring, complete a separate Form 334-O for each credit you are transferring.

**DO NOT MAIL COMPLETED FORM WITH TAX RETURN.**

**MAIL FORM SEPARATELY TO:** Arizona Department of Revenue  
Office of Economic Research and Analysis  
PO Box 25248  
Phoenix, AZ 85002

**A. Transferor Information:**

Name	TIN
Number and street or PO Box	
City or town, state, and ZIP code	
Authorized contact person	Telephone number ( )

**B. Motion Picture Production Company Information:**

Name	TIN
Number and street or PO Box	
City or town, state, and ZIP code	
Authorized contact person	Telephone number ( )

**C. Credit Information:**

<b>1</b>	Credit postapproval number	
<b>2</b>	Amount of transfer from page 2, Part D, Line 5	\$ <input style="width: 80%;" type="text"/> <b>00</b>
<b>3</b>	Date of transfer	M   M   D   D   Y   Y   Y   Y

<b>4</b>	Transfer credit balance before transfer	\$	<b>00</b>
<b>5</b>	Transfer credit remaining after transfer	\$	<b>00</b>

**D. Transferee Information:**

Enter the transferee information on page 2 of this form.

The transferor hereby represents that it has neither claimed for its own behalf nor conveyed to any other transferee the credit for motion picture production costs transferred in this notice. Effective as of the date of transfer shown in this notice, the transferor agrees to transfer the credit amount shown on line 2 above.

Transferor Signature	Taxpayer name
Title	( ) Telephone number

**D. Transferee Information:**

List each transferee to whom you are transferring this credit. If you need more space, complete additional schedules.

	Name	TIN	Credit amount
<b>1</b>			<b>00</b>
	Number and street		
	City or town, state and ZIP code		
	Authorized contact person Telephone number ( )		
	Name		
<b>2</b>			<b>00</b>
	Number and street		
	City or town, state and ZIP code		
	Authorized contact person Telephone number ( )		
	Name		
<b>3</b>			<b>00</b>
	Number and street		
	City or town, state and ZIP code		
	Authorized contact person Telephone number ( )		
	Name		
<b>4</b>			<b>00</b>
	Number and street		
	City or town, state and ZIP code		
	Authorized contact person Telephone number ( )		
	Name		
<b>5</b>	Total - add lines 1 through 4. Enter the total here and on Page 1, Part C, Line 2.....		<b>00</b>

**Credit for Corporate Contributions to  
School Tuition Organizations**

For the calendar year 2011 or  
fiscal year beginning MM, D, Y, Y, Y, Y and ending MM, D, Y, Y, Y, Y.

**Attach to your return.**

Name as shown on Form 120, 120A, 120S, 120X, or 165	Employer identification number
-----------------------------------------------------	--------------------------------

**Part I Current Taxable Year's Credit Calculation**

	(a) School tuition organization name and address	(b) Credit approval number	(c) Contribution amount
1			00
2			00
3			00
4			00
5			00
6			00
7			00
8			00
9			00
10			00
11	Total current year's credit. Add lines 1 through 10 .....		00

**Part II Corporate Partner's Share of Credit**

Complete lines 12 through 14 separately for each corporate partner.  
Furnish each corporate partner with a copy of the completed Form 335.

12 Name of corporate partner \_\_\_\_\_

13 Corporate partner's TIN \_\_\_\_\_

14 Corporate partner's share of the amount on Part I, line 11, column (c) ..... 14 00

**Part III Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - Subtract column (c) from column (b)
15				
16				
17				
18				
19				
20	Total available carryover			

**Part IV Total Available Credit**

21 Current year's credit. Corporations and S corporations - enter the amount from Part I, line 11, column (c).

Corporate partners of a partnership - enter the amount from Part II, line 14.....

21		00
22		00
23		00

22 Available credit carryover - from Part III, line 20, column (d).....

23 Total available credit. Add lines 21 and 22. Enter the amount here and on Form 300, Part I, line 15.....

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

## General Instructions

A.R.S. § 43-1183 provides a nonrefundable corporate income tax credit for contributions made to a school tuition organization that provides scholarships or grants to qualified schools. The corporate income tax credit is available for contributions made from and after June 30, 2006. For donations made from and after July 29, 2010, the school tuition organization must be certified pursuant to Chapter 15 of Title 43 at the time of donation.

The unused portion of this tax credit may be carried forward for five succeeding taxable years. The amount of total credits the Department of Revenue may allow cannot exceed \$10 million in the first fiscal year. This amount will increase by 20% in each following fiscal year. The state's fiscal year begins on July 1, and ends on June 30 of the following year.

The tax credit is equal to the amount the Department has preapproved, if the taxpayer has made that amount of contribution to the school tuition organization within ten days of when the school tuition organization notified the taxpayer of the preapproval.

The tax credit is available only to corporate taxpayers. A partnership may pass this credit through only to its corporate partners, each of which may claim a pro rata share of the credit based on ownership interest. An S corporation may only claim this credit against income Arizona is taxing at the corporate level.

The children who receive educational scholarships or tuition grants under this program must either be enrolling in a qualified school's kindergarten program, or be transferring from governmental primary or secondary schools to the qualified school. Transferring students must have attended governmental schools as full-time students for at least 100 days of the prior fiscal year.

Students who receive an educational scholarship or tuition grant under this program may be eligible for another scholarship or tuition grant in a subsequent year, if they continue to meet the requirements and attend a qualified school.

Contributions designated as being for the direct benefit of any specific student will not qualify for the credit. This credit is in lieu of any deduction taken under IRC § 170 for state tax purposes. A taxpayer shall not claim a credit for this credit and the credit provided under A.R.S. § 43-1184, claimed on Arizona Form 341, with respect to the same contribution.

## CREDIT PREAPPROVAL PROCEDURE

*Before claiming the credit, obtain a copy of the school tuition organization's preapproved application. Attach a copy of the preapproved application to Form 335. Failure to do so could result in a disallowance of this credit.*

The Department will preapprove the credits on a first-come, first-served basis. The preapproval process works as follows:

- Before making the contribution, the taxpayer notifies the school tuition organization of the intended amount.
- The school tuition organization requests preapproval from the Department of Revenue.
- The Department of Revenue preapproves or denies the request within twenty days after it has received the request, and notifies the school tuition organization.
- If the request is preapproved, the school tuition organization notifies the taxpayer immediately.
- The taxpayer must make the contribution within ten days of receiving notice from the school tuition organization.

## QUALIFIED SCHOOL TUITION ORGANIZATION REQUIREMENTS

The school tuition organization receiving contributions under this program must meet the following criteria in order for the contributions to be eligible for this credit. It must:

- Be tax exempt under Section 501(c)(3) of the Internal Revenue Code.
- Allocate ninety percent of its annual revenue for educational scholarships or tuition grants to children to allow them to attend any qualified school of their parents' choice.
- Use at least ninety percent of the contributions it receives under this program to fund scholarships or tuition grants only to children whose family income does not exceed 185% of the income limit required to qualify a child for reduced price lunches under the national school lunch and child nutrition acts.
- For 2011, limit each educational scholarship or tuition grant to \$4,700 or less for kindergarten through eighth grade students, and to \$6,000 for students in grades nine through twelve. Each limitation will each increase by \$100 in each subsequent program year.

## QUALIFIED SCHOOL REQUIREMENTS

A "qualified school" is a nongovernmental primary or a secondary school that:

- Is located in Arizona.
- Does not discriminate on the basis of race, color, handicap, familial status, or national origin.
- Satisfies the requirements prescribed by law for private schools in Arizona on January 1, 2005.
- Annually administers and makes available to the public the aggregate test scores of its students on a nationally standardized norm-referenced achievement test.
- Requires all teaching staff and personnel that have unsupervised contact with students to be fingerprinted.

## Specific Instructions

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

### Part I - Current Taxable Year's Credit Calculation

List each school tuition organization's name, address, credit approval number, and approved contribution amount. If you made contributions to more than ten organizations, complete and attach additional schedules.

Add the amount of contributions made to all school tuition organizations listed on lines 1 through 10, and any additional schedule(s). Enter the total on line 11.

### Part II - Corporate Partner's Share of Credit

Partnerships must complete Form 335, Part I. The partnership must complete Part II, lines 12 through 14, separately for each corporate partner.

Each corporate partner is entitled to only a pro rata share of the credit based on the corporate partner's ownership interest in the partnership. The total of the credit allowed to all corporate partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each corporate partner with a copy of the completed Form 335. Each corporate partner would then complete Parts III and IV.

### Part III - Available Credit Carryover

Use Part III to figure your total available credit carryover from prior taxable years. Complete lines 15 through 20, columns (a) through (d), if you claimed the credit on a prior year's return and the credit exceeded your tax liability.

Enter the taxable year(s) from which you are carrying over the credit in column (a) on lines 15 through 19. In column (b), enter the credit originally computed for that taxable year. In column (c), enter the amount of the credit from that taxable year which you have already used. Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d). Add the amounts entered on lines 15 through 19 in column (d). Enter the total on line 20, column (d). This is the total credit carryover available for the current taxable year.

### Part IV - Total Available Credit

#### Line 21 -

Enter the current year's credit.

*Corporations and S corporations* - enter the amount from Part I, line 11, column (c).

*Corporate partners of a partnership* - enter the amount from Part II, line 14.

#### Line 22 -

Enter the available credit carryover from prior years from Part III, line 20, column (d).

#### Line 23 -

Add the amounts on lines 21 and 22 and enter the total on line 23, and on Form 300, Part I, line 15.



**Credit for Solar Energy Devices –  
Commercial and Industrial Applications**

**2011**

For the calendar year 2011 or  
fiscal year beginning      and ending     .

**Attach to your return unless a tax exempt organization.**

Name(s) as shown on Form 140, 140NR, 140PY, 140X, 120, 120A, 120S, 120X, 165, 99, or 99T	Your Social Security Number or Employer Identification Number
------------------------------------------------------------------------------------------	---------------------------------------------------------------

**Part I Eligibility**

- |                                                                                                                                                            |                            |                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|--------------------------|
|                                                                                                                                                            | <b>YES</b>                 | <b>NO</b>                |
| 1 Has the taxpayer made an application with the Arizona Commerce Authority and received an initial certification of the solar energy project? .....        | 1 <input type="checkbox"/> | <input type="checkbox"/> |
| 2 After the installation of the solar energy device was complete, did the taxpayer receive a Credit Certificate from the Arizona Commerce Authority? ..... | 2 <input type="checkbox"/> | <input type="checkbox"/> |

*If the answer to either question 1 or question 2 is "No", you do not qualify for this credit. In this case, do not complete Form 336.*

**Part II Credit Computation for Installing Qualifying Devices**

- |                                                                                                                        |          |  |
|------------------------------------------------------------------------------------------------------------------------|----------|--|
| 3 Enter the total number of devices installed during the taxable year for which the taxpayer is claiming a credit..... | <b>3</b> |  |
| 4 Enter the total number of buildings on which the taxpayer installed solar energy devices .....                       | <b>4</b> |  |

	(a) <b>BUILDING 1</b>	(b) <b>BUILDING 2</b>	(c) <b>BUILDING 3</b>
5 Enter the address of the building on which the device was installed.....			
6 Enter the Arizona Commerce Authority Credit Certificate Number For the Device .....			

		BUILDING 1	BUILDING 2	BUILDING 3
7 Enter the installed cost of the device....	<b>7</b>	\$ <input style="width: 80px;" type="text"/> 00	\$ <input style="width: 80px;" type="text"/> 00	\$ <input style="width: 80px;" type="text"/> 00
8 Credit Factor.....	<b>8</b>	<input style="width: 80px;" type="text"/> 10%	<input style="width: 80px;" type="text"/> 10%	<input style="width: 80px;" type="text"/> 10%
9 Multiply the amount on line 7 by the percentage on line 8. Enter the result.....	<b>9</b>	\$ <input style="width: 80px;" type="text"/> 00	\$ <input style="width: 80px;" type="text"/> 00	\$ <input style="width: 80px;" type="text"/> 00
10 Maximum Credit Per Building .....	<b>10</b>	\$ <input style="width: 80px;" type="text"/> 25,000 00	\$ <input style="width: 80px;" type="text"/> 25,000 00	\$ <input style="width: 80px;" type="text"/> 25,000 00
11 In columns (a) through (c), enter the lesser of the amount on line 9, or the amount on line 10.....	<b>11</b>	\$ <input style="width: 80px;" type="text"/> 00	\$ <input style="width: 80px;" type="text"/> 00	\$ <input style="width: 80px;" type="text"/> 00
12 Add the amounts on line 11 in each column and enter the result.....	<b>12</b>			00
13 Enter the total from continuation sheets, if applicable.....	<b>13</b>			00
14 Add the amount on line 12 to the amount on line 13. Enter the total .....	<b>14</b>			00
15 Maximum allowable credit .....	<b>15</b>			<b>50,000 00</b>
16 Enter the smaller of line 14 or line 15.....	<b>16</b>			00



Name(s) as shown on page 1	Social Security or Employer Identification Number
----------------------------	---------------------------------------------------

**Part VI S Corporation Credit Election and Shareholder's Share of Credit**

31 The S corporation has made an irrevocable election for the taxable year ending: MM,DD,YYYY  
to (**check only one box**):

- Claim the credit for solar energy devices as shown on Part V, line 30, for the taxable year mentioned above.
- OR-
- Pass the credit for solar energy devices as shown on Part V, line 30, for the taxable year mentioned above through to its shareholders.

\_\_\_\_\_  
Signature Title Date

*If passing the credit through to the shareholders, complete lines 32 through 34 separately for each shareholder. Furnish each shareholder with a copy of the completed Form 336.*

32 Name of shareholder: \_\_\_\_\_

33 Shareholder's TIN: \_\_\_\_\_

34 Shareholder's share of the amount shown on Part V, line 30 ..... **34**   **00**

**Part VII Partner's Share of Credit**

*Complete lines 35 through 37 separately for each partner. Furnish each partner with a copy of the completed Form 336.*

35 Name of partner: \_\_\_\_\_

36 Partner's TIN: \_\_\_\_\_

37 Partner's share of the amount on Part V, line 30..... **37**   **00**

**Part VIII Available Credit Carryover**

	(a) Carryover From Taxable Year	(b) Original Credit Amount	(c) Amount Previously Used	(d) Available Carryover: Subtract column (c) from column (b).
38	<b>2006</b>	\$ .00	\$ .00	\$ .00
39	<b>2007</b>	\$ .00	\$ .00	\$ .00
40	<b>2008</b>	\$ .00	\$ .00	\$ .00
41	<b>2009</b>	\$ .00	\$ .00	\$ .00
42	<b>2010</b>	\$ .00	\$ .00	\$ .00
43	TOTAL AVAILABLE CARRYOVER.....			\$ .00

**Part IX Total Available Credit**

44 Individuals, corporations, or S corporations: *Enter the amount from Part V, line 30.....*  
 • S corporation shareholders: *Enter the amount from Part VI, line 34.*  
 • Partners of a partnership: *Enter the amount from Part VII, line 37.*

**44**   **00**

45 Available credit carryover from Part VIII, line 43, column (d) .....

**45**   **00**

46 **Total Available Credit:** *Add the amount on line 44 to the amount on line 45 .....*

**46**   **00**

- Corporations, including S corporations that are claiming the credit: *Also enter the amount from Part IX, line 46 on Form 300, Part I, line 16.*
- Individuals: *Also enter the amount from Part IX, line 46 on Form 301, Part I line 21.*

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## CONTACTS FOR COMMERCIAL AND INDUSTRIAL SOLAR ENERGY TAX CREDIT PROGRAM

### Arizona Commerce Authority (ACA)

•Application forms •Program guidelines

Internet home page: [www.azcommerce.com](http://www.azcommerce.com)

Program Manager (602) 845-1200

### Department of Revenue

•tax forms and instructions •information and assistance

Internet home page: [www.azdor.gov](http://www.azdor.gov)

Taxpayer assistance (602) 255-3381

From area codes 520 and 928, toll-free (800) 352-4090

Hearing impaired TDD user

Phoenix (602) 542-4021

From area codes 520 and 928, toll-free (800) 397-0256

## General Instructions

For taxable years beginning on or after January 1, 2006 through December 31, 2018, Arizona law provides a solar energy credit for a taxpayer that installs one or more solar energy devices for commercial, industrial, or any other nonresidential application in the taxpayer's facility located in Arizona.

The solar energy credit is 10% of the cost of the installed device. The credit cannot exceed \$25,000 with respect to the same building in the same tax year, or \$50,000 in total credits in any given tax year.

If the allowable tax credit is more than the tax, the taxpayer may carry the unused credit forward for up to the next 5 consecutive tax years.

## Who May Claim This Credit

This credit is available to individuals, corporations and S corporations. A partnership may pass the credit through to its partners. An S corporation may pass the credit through to its shareholders. The taxpayer, including a tax exempt organization that would otherwise qualify for the credit, may elect to transfer the credit to the third party that financed, installed, or manufactured the solar energy device. All taxpayers, including a tax exempt organization, that elect to transfer the credit to a third party, must complete Arizona Form 336 to make this election.

## Tax Exempt Organizations

A tax exempt organization that is transferring this credit to a third party must complete Parts I, II and IV of Form 336. The tax exempt organization must furnish each taxpayer, to which it transfers a credit, a completed copy of Form 336. The exempt organization must mail a copy of the completed Form 336 to:

Arizona Department of Revenue  
Office of Economic Research and Analysis  
PO Box 25248  
Phoenix, AZ 85002

An exempt organization must mail a copy of the completed Form 336 to the above address regardless of whether the organization is required to file Arizona Form 99 or 99T.

## Credit Eligibility

To be eligible for this credit, the Arizona Commerce Authority (ACA) must have issued the taxpayer a credit certificate that includes an identifying number. To obtain a credit certificate, the taxpayer must follow the procedures outlined by the ACA. These procedures include the requirement that the taxpayer file an application with the ACA so that the ACA can determine whether the project meets the criteria for the purpose of this tax credit. Once the ACA determines that the project meets the criteria, the ACA will issue an initial certification of the project. To receive a credit certificate, the taxpayer must file additional information to the ACA once the installation is complete. For more information on how to make an application for this credit with the ACA, visit [www.azcommerce.com](http://www.azcommerce.com).

**NOTE:** A taxpayer cannot claim this credit without a credit certificate issued from the Arizona Commerce Authority.

## Solar Energy Devices

For the purpose of this credit, a solar energy device means a system or series of mechanisms designed primarily to provide heating, to provide cooling, to produce electrical power, to produce mechanical power, to provide solar day lighting or to provide any combination of the foregoing by means of collecting and transferring solar generated energy into such uses either by active or passive means, including wind generator systems that produce electricity. Solar energy systems may also have the capability of storing solar energy for future use. Passive systems shall clearly be designed as a solar energy device, such as a trombe wall, and not merely as a part of a normal structure, such as a window.

The person who sells or installs the solar energy device must furnish the taxpayer with an accounting of the cost.

## Line-by-Line Instructions

Enter the names and taxpayer identification numbers (TIN) as shown on Form 140, 140NR, 140PY, 140X, 120, 120A, 120S, 120X, 165, 99, or 99T. If the taxpayer is an exempt organization that is not required to file Arizona Form 99 or 99T, enter the organization's name and employer identification number (EIN). Fiscal year basis taxpayers must indicate the period covered by the taxable year. Attach the completed form to the tax return. Exempt organizations must file this form as noted under the heading titled "Tax Exempt Organizations."

All returns, statements, and other documents filed with the Department of Revenue (Department) require a taxpayer identification number (TIN). The TIN is either a correct SSN or, for a business, the EIN. Paid tax preparers must also include their TIN on forms where requested. Taxpayers and paid preparers who fail to include the preparer TIN may be subject to a penalty. Please check the return to be sure that all required identification numbers are accurate and written clearly. Missing, incorrect, or unclear identification numbers may cause delays in processing the return.

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**Part I - Eligibility**


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**Lines 1 and 2 -**

Answer the questions on lines 1 and 2. If you answer "NO" to either question 1 or question 2, you do not qualify for this credit. In this case, do not complete form 336.

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**Part II - Credit Computation for Installing Qualifying Devices**


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**Lines 3 through 16 -**

Use lines 3 through 16 to figure your credit for installing one or more solar energy devices for commercial, industrial, or nonresidential purposes on your business property located in Arizona.

If you have installed more than one device on the same building during the same taxable year, complete your own separate schedule for each device installed on that building. The separate schedules should show the information required on lines 5 through 9 for a single device. Enter the aggregate amount for all devices installed on the same building in the column designated for that building. When you file your return, attach your separate schedules along with Form 336 to your return. Exempt organizations must file this form as noted under the heading titled "Tax Exempt Organizations."

If you have installed devices on more than three buildings, complete an additional schedule. The additional schedule should show the same information that is shown on the form for the first three buildings.

Complete lines 3 through 16 as instructed on the form.

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**Part III - Allowable Credit Transferred to You as a Third Party**


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**Lines 17 through 19 -**

Use lines 17 through 19 to claim a credit if you are the third party to which the taxpayer transferred the credit. The credit may be transferred to you as a third party only if you financed, installed or manufactured the solar energy device.

**Line 17 - Credit Limitation**

The total credit allowed in any given tax year cannot exceed \$50,000. Line 17 limits the amount of credit allowed to be claimed in both Part II and Part III to the \$50,000 maximum. Complete Line 17 as instructed on the form.

**Line 18 - Credits Transferred to You as a Third Party**

Enter the amount from Form 336, Part IV, line 24 received from the taxpayer otherwise eligible for the credit. If more than one taxpayer has transferred a credit to you as the third party, enter the aggregate amount from Part IV, line 24 from all Forms 336 received from the transferors.

**NOTE:** *If claiming the credit as a third party, you must attach a copy of the Form 336 from which the credit was transferred. If you are claiming a credit from more than one taxpayer, attach all Forms 336 from which the credits were transferred.*

**Line 19 - Allowable Credit to Third Party**

Enter the smaller of line 17 or line 18. This is the amount of credit allowable to you as a third party.

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**Part IV - Taxpayer's Third Party Election**


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**Lines 20 through 25 -**

All taxpayers claiming the credit must complete Part IV. The taxpayer must make an irrevocable election either to claim the credit or to transfer the credit to a third party. The credit may be transferred to a third party that financed, installed or manufactured the solar energy device.

If a taxpayer makes the election to transfer the credit to a third party, the taxpayer must transfer the entire credit allowable for that device to the third party. The taxpayer may not use a portion of the credit and also allow the third party to use a portion of the credit. However, if the taxpayer has installed more than one device, the taxpayer may claim the credit for one device and transfer the credit for the second device to a third party.

The taxpayer must sign the election statement. In the case of a corporation, the election must be signed by one of the officers of the corporation who is also a signatory to the Arizona Form 120, Form 120A or Form 120S. In the case of a partnership, the election must be signed by a partner who is also a signatory to the Arizona Form 165. In the case of a tax exempt organization, the election must be signed by an officer of the organization.

If you have credits for multiple devices that you are transferring to more than one third party, complete a separate Form 336 for each third party to which you are transferring a credit. On line 25, enter the total amount of the credit transferred to all third party organizations. If you are transferring the credit to only one third party organization, enter the amount from line 24 on line 25.

**NOTE:** *If you are not transferring any credit to a third party, enter zero on both lines 24 and 25.*

The taxpayer must furnish each third party with a copy of the completed Form 336. The third party will use the information from Part IV, line 24 to complete its own Form 336 to claim the credit.

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**Part V - Current Year's Credit**


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**Lines 26 through 30 -**

Use lines 26 through 30 to figure the current year's credit. Complete lines 26 through 30 as instructed on the form.

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**Part VI – S Corporation Credit Election and Shareholder’s Share of Credit**


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**Lines 31 through 34 -**

The S corporation must complete Form 336, Parts I through V. Then the S corporation must also complete Part VI of Form 336 in order for the S corporation or its shareholders to claim this credit. The S corporation must make an irrevocable election either to claim the credit or to pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Arizona Form 120S.

If the S corporation elects to pass the credit through to its shareholders, it must complete lines 32 through 34 separately for each shareholder. Each shareholder may claim only a pro rata share of the credit based on the shareholder’s ownership interest in the S corporation. The S corporation must furnish each shareholder with a copy of the completed Form 336.

Each shareholder must complete Parts VIII and IX.

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**Part VII - Partner's Share of Credit**


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**Lines 35 through 37 -**

Partnerships must complete Form 336, Parts I through V. Then complete Part VII, lines 35 through 37, separately for each partner. Each partner may claim only a pro rata share of the credit based on the partner’s ownership interest in the partnership. The partnership must furnish each partner with a copy of the completed Form 336.

Each partner must complete Parts VIII and IX.

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**Part VIII - Available Credit Carryover**


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**Lines 38 through 43 -**

Use Part VIII to figure your total available credit carryover. Use lines 38 through 43 to figure your credit carryover from 2006, 2007, 2008, 2009 and/or 2010 if the credit claimed on your 2006, 2007, 2008, 2009 and/or 2010 return was more than your tax.

- In column (b), enter the credit originally computed for the taxable year.
- In column (c), enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d).
- Add the amounts entered on lines 38 through 42 in column (d).

Enter the total on line 43, column (d).

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**Part IX - Total Available Credit**


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**Lines 44 through 46 -**

Use lines 44 through 46 to figure your total available credit. Complete lines 44 through 46 as instructed on the form.

Corporations, also enter the total available credit from Form 336, Part IX, line 46, on Arizona Form 300, Part I, line 16.

Individuals, also enter the total available credit from Form 336, Part IX, line 46, on Arizona Form 301, Part I, line 21.

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**Credit for Water Conservation System  
Plumbing Stub Outs**

For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name as shown on Form 120, 120A, 120S, 120X, or 165	Employer identification number
-----------------------------------------------------	--------------------------------

**Part I Current Taxable Year's Credit**

1 Amount of credit for calendar year 2011 shown on the Corporate Income Tax Credit Certification for Installation of a Water Conservation System Plumbing Stub Out from the Arizona Department of Revenue - *attach Credit Certification*.... 

1		00
---	--	----

**Part II Corporate Partner's Share of Credit**

Complete lines 2 through 4 separately for each corporate partner.  
Furnish each corporate partner with a copy of the completed Form 337.

2 Name of corporate partner \_\_\_\_\_  
3 Corporate partner's EIN \_\_\_\_\_  
4 Corporate partner's share of the amount on Part I, line 1 ..... 

4		00
---	--	----

**Part III Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - subtract column (c) from column (b)
5				
6				
7				
8				
9				
10	Total available carryover			

**Part IV Total Available Credit**

11 Current year's credit. Corporations or S corporations - *enter the amount from Part I, line 1.*  
Corporate partners of a partnership - *enter the amount from Part II, line 4*..... 

11		00
----	--	----

12 Available credit carryover - *enter the amount from Part III, line 10, column (d)*..... 

12		00
----	--	----

13 **Total available credit.** *Add lines 11 and 12. Enter the total here and on Form 300, Part I, line 17*..... 

13		00
----	--	----

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Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

### **General Instructions**

ARS § 43-1182 provides a nonrefundable corporate income tax credit for the installation of a water conservation system plumbing stub out in each house or dwelling unit constructed by the taxpayer. The houses or dwelling units must be located in Arizona.

The tax credit applies to taxable years beginning from and after December 31, 2006 and ending before January 1, 2012. The amount of total credits the Department of Revenue may allow cannot exceed \$500,000 for each calendar year.

**NOTE:** *Calendar year 2011 is the last year to establish a new credit for water conservation system plumbing stub outs. Taxpayers with a fiscal year ending in 2012 do not qualify to establish a credit for 2011. Carryovers will be allowed for not more than five taxable years.*

Qualifying installations of water conservation system plumbing stub outs must:

- Comply with rules that are adopted by the Department of Environmental Quality that relate to the recovery and disposal of gray water that is separate and distinct from the regular plumbing system.
- Meet applicable local building codes.

The amount of the credit is equal to the lesser of \$200 or the installation cost *for each installation* of a water conservation system plumbing stub out *in each separate house or dwelling unit*.

The tax credit is in lieu of a deduction for the expenses of installing the water conservation system plumbing stub outs for which the credit is claimed.

The credit is available only to corporate taxpayers. A partnership may pass this credit through only to its corporate partners. While an S corporation may claim this credit, the S corporation may not pass this credit through to its shareholders.

Co-owners of a business, including corporate partners of a partnership, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business.

If the allowable tax credit exceeds the taxes otherwise due, or if there are no taxes due, the amount of the credit not used to offset taxes may be carried forward for not more than five consecutive taxable years as a credit against subsequent years' income tax liability.

### **CREDIT CERTIFICATION PROCEDURE**

*If the taxpayer's installation of the stub outs is contingent upon receiving the credit, the taxpayer may call (602) 716-6927 to see how much room under the credit limitation is available. Although a guarantee of credit availability cannot be provided, a fairly educated guess of credit availability can be made.*

**The Department will certify credits not to exceed \$500,000 annually, on a first come, first served basis. The certification process works as follows:**

- Taxpayer purchases and installs the qualifying stub out(s).
- Taxpayer then completes and files the "Application for Corporate Income Tax Credit for Installation of Water Conservation System Plumbing Stub Outs" which can be found on the department's website under the "Tax Credits" link, and includes copies of documentation for installation of the plumbing stub out(s), with date of installation and address(es) shown.
- The department approves or denies taxpayer's application. The department may verify that a water conservation system plumbing stub out has been installed by the taxpayer.
- If taxpayer's application is approved, the department will issue a "Corporate Income Tax Credit Certification for Installation of a Water Conservation System Plumbing Stub Out" (Credit Certification) indicating that the taxpayer is entitled to take the tax credit and the amount of tax credit to which the taxpayer is entitled.
- Taxpayer shall attach the Credit Certification to Form 337 when filing its tax return.

### **Specific Instructions**

Complete the name and employer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, an S corporation, or a partnership is the taxpayer's employer identification number. A taxpayer that fails to include its TIN may be subject to a penalty.

#### **Part I - Current Taxable Year's Credit**

Enter the amount of tax credit the taxpayer is entitled to according to the Credit Certification. If more than one Credit Certification has been received, enter the sum of all Credit Certifications. *Attach the Credit Certification(s) immediately following Form 337.*

#### **Part II - Corporate Partner's Share of Credit**

##### **Lines 2 through 4 -**

Partnerships must complete Form 337, Part I. Next, a partnership must complete lines 2 through 4 separately for each corporate partner.

Each corporate partner is entitled to only a pro rata share of the credit based on the corporate partner's ownership interest in the partnership. The total of the credit allowed to all corporate partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each corporate partner with a copy of the completed Form 337. Each corporate partner must complete Part III and Part IV.

### **Part III - Available Credit Carryover**

Complete Part III only if the allowable credit for prior taxable years exceeded the Arizona income tax liability for those taxable years.

Each corporate partner must complete Part III for the computation of the available carryover of the credit passed through by the partnership.

#### **Lines 5 through 10 -**

Enter the taxable year(s) from which you are carrying over the credit in column (a) on lines 5 through 9. In column (b), enter the credit originally computed for that taxable year. In column (c), enter the amount of the credit from that taxable year which you have already used. Subtract the amount in

column (c) from the amount in column (b) and enter the difference in column (d). Add the amounts entered on lines 5 through 9 in column (d). Enter the total on line 10, column (d). This is the total credit carryover available for the current taxable year.

### **Part IV - Total Available Credit**

#### **Line 11 -**

*Corporations and S corporations* - enter the current taxable year's credit from Part I, line 1.

*Corporate partners of a partnership* - enter the amount from Part II, line 4.

#### **Line 12 -**

Enter the total available credit carryover from Part III, line 10, column (d).

#### **Line 13 -**

Add lines 11 and 12. Enter the total here and on Form 300, Part I, line 17. This is the total available credit which may be applied to the current taxable year's corporate income tax liability.

For the calendar year 2011, or  
fiscal year beginning [M,M|D,D|Y,Y,Y,Y] and ending [M,M|D,D|Y,Y,Y,Y].

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120S or 165	Your Social Security Number or Employer Identification Number
---------------------------------------------------------------	---------------------------------------------------------------

**NOTE:** For the year in which the credit is available, you must file your return claiming the credit by the original due date or the extended due date of your return. If you fail to claim this credit for the taxable year on a timely filed return, the credit for that taxable year expires and no carryover will be allowed.

**Part I Current Year's Credit**

1 Amount of credit for taxable year 2011 shown on the Arizona Commerce Authority's *Authorization of Tax Credits* ..... 1 00

To be eligible for the credit, you must *attach a copy* of the Arizona Commerce Authority's *Authorization of Tax Credits* to your return.

**Part II S Corporation: Individual Shareholder's Share of Credit**

Complete lines 2 through 4 separately for each individual shareholder. Furnish each individual shareholder with a copy of the completed Form 338.

2 Name of individual shareholder: \_\_\_\_\_

3 Individual shareholder's SSN: \_\_\_\_\_

4 Individual shareholder's share of the amount on Part I, line 1 ..... 4 00

**Part III Partnership: Individual Partner's Share of Credit**

Complete lines 5 through 7 separately for each individual partner. Furnish each individual partner with a copy of the completed Form 338.

5 Name of individual partner: \_\_\_\_\_

6 Individual partner's SSN: \_\_\_\_\_

7 Individual partner's share of the amount on Part I, line 1 ..... 7 00

**Part IV Available Credit Carryover**

	(a) Taxable Year from which you are carrying the credit	(b) Original Credit Amount	(c) Amount Previously Used	(d) Available Carryover: Subtract column (c) from column (b).
8	<b>2008</b>	\$ .00	\$ .00	\$ .00
9	<b>2009</b>	\$ .00	\$ .00	\$ .00
10	<b>2010</b>	\$ .00	\$ .00	\$ .00
11	TOTAL AVAILABLE CARRYOVER .....			\$ .00

**Part V Total Available Credit**

12 Enter the amount from Part I, line 1 ..... 12 00

- Individual S corporation shareholders, enter the amount from Part II, line 4.
- Individual partners in a partnership, enter the amount from Part III, line 7.

13 Enter the amount of available carryover from Part IV, line 11, column (d) ..... 13 00

14 Total Available Credit: Add line 12 and line 13, and enter the total here and also on Form 301, Part I, line 22 ..... 14 00

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# 2011 Credit for Investment in Qualified Small Businesses

# Arizona Form 338

## CONTACTS FOR QUALIFIED SMALL BUSINESS CAPITAL INVESTMENT TAX CREDIT PROGRAM

### Arizona Commerce Authority (ACA)

•Application forms •Program guidelines

Internet home page: [www.azcommerce.com](http://www.azcommerce.com)

Program Manager (602) 845-1200

### Department of Revenue

•Tax forms and instructions •information and assistance

Internet home page: [www.azdor.gov](http://www.azdor.gov)

Taxpayer assistance (602) 255-3381

From area codes 520 and 928, toll-free (800) 352-4090

Hearing impaired TDD user

Phoenix (602) 542-4021

From area codes 520 and 928, toll-free (800) 397-0256

## General Instructions

For taxable years beginning from and after December 31, 2006 through December 31, 2019, Arizona law allows a credit for investments made in qualified small businesses.

The amount of the credit is the amount determined and authorized by the Arizona Commerce Authority (ACA).

To claim this credit, you must attach a copy of the ACA's *Authorization of Tax Credits* to your income tax return.

You must claim the credit on a timely filed return filed for the tax year in which the credit is available. A timely filed return is a return that you file by the return's original or extended due date. If you fail to timely file a return claiming the credit for a taxable year, the credit expires for that taxable year and there is no carryforward of the expired credit.

If the allowable tax credit is more than your tax liability or if you have no tax liability, you may carry the unused credit forward for up to the next 3 consecutive tax years.

This credit is available to individuals only. A corporation, including an S corporation, may not claim this credit. However, an S corporation may pass the credit through to its individual shareholders. A partnership may pass the credit through to its individual partners.

The basis of any investment with respect to which you claim a credit must be reduced by the amount of the credit claimed with respect to the investment.

## Qualified Small Business Capital Investment Program

The ACA administers the Qualified Small Business Capital Investment program. The ACA cannot allocate tax credits exceeding \$20 million during the life of the program. Tax credits are authorized on a first come, first served basis. Income tax credits are equal to 30% or 35% of the investment amount and are claimed over a three year period.

To seek a tax credit under this program, you must submit an application for an *Authorization of Tax Credits* to the ACA. To obtain an *Authorization of Tax Credits*, you must document that each investment and the small business meet the eligibility requirements. The ACA will issue an *Authorization of Tax Credits* after determining eligibility of the investor. For more information about this credit, visit the ACA's web site at: [www.azcommerce.com](http://www.azcommerce.com).

## Line-by-Line Instructions

Enter the names and taxpayer identification numbers (TIN) as shown on Form 140, 140PY, 140NR, 140X, 120S or 165. Fiscal year basis taxpayers must indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the Department of Revenue require a TIN. The TIN is either a correct social security number (SSN) or, for a business, the employer identification number (EIN). Paid tax preparers must also include their TIN on forms where requested. Taxpayers and paid preparers who fail to include a TIN may be subject to a penalty. Please check the return to be sure that all required identification numbers are accurate and written clearly. Missing, incorrect, or unclear identification numbers may cause delays in processing the returns.

## Part I - Credit

### Line 1 -

Enter the amount of credit shown for the taxable year on the ACA's *Authorization of Tax Credits*. On line 1, enter only the credit available for the current taxable year. You must attach a copy of each ACA's *Authorization of Tax Credits* to Form 338 when you file.

## Part II - S Corporation: Individual Shareholder's Share of Credit

### Lines 2 through 4 -

An S corporation cannot claim this credit, but it may pass the credit through to its individual shareholders. If an S corporation is passing the credit through to its individual shareholders, the S corporation must complete lines 2 through 4.

An S corporation must complete line 1 of Form 338. Then, complete lines 2 through 4 separately for each individual shareholder. Each individual shareholder may claim only a pro rata share of the credit based on the shareholder's ownership interest in the S corporation. The S corporation must furnish each individual shareholder with a copy of the completed Form 338.

Each shareholder must complete Part IV and Part V.

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**Part III – Partnership: Individual Partner’s Share of Credit**


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**Lines 5 through 7 -**

A partnership must complete line 1 of Form 338. Then, complete lines 5 through 7 separately for each individual partner. Each individual partner may claim only a pro rata share of the credit based on the partner’s ownership interest in the partnership. The partnership must furnish each individual partner with a copy of the completed Form 338.

Each partner must complete Part IV and Part V.

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**Part IV - Available Credit Carryover**


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**Lines 8 through 11 -**

Use Part IV to figure your total available credit carryover. Complete lines 8 through 11 if you claimed the credit on a prior year return and the credit was more than your tax liability.

- In column (b), enter the credit originally computed for the taxable year listed in column (a).
- In column (c), enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d).
- Add the amounts on lines 8 through 10 in column (d).

Enter the total on line 11, column (d).

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**Part V - Total Available Credit**


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**Line 12 - Current Year’s Credit**

If you are the investor, enter the amount from Part I, line 1. If you are receiving the credit as an S corporation shareholder, enter the amount from Part II, line 4. If you are receiving the credit as an individual partner in a partnership, enter the amount from Part III, line 7.

**Line 13 - Available Credit Carryover**

Enter the amount from Part IV, line 11, column (d).

**Line 14 - Total Available Credit**

Add the amounts on line 12 and line 13. Enter the total here and on Form 301, Part I, line 22.



For the calendar year 2011, or  
fiscal year beginning [M,M|D,D|Y,Y,Y,Y] and ending [M,M|D,D|Y,Y,Y,Y].

**Attach to your return.**

Your Name as shown on Form 140, 140PY, 140NR or 140X	Your Social Security Number
Spouse's Name as shown on Form 140, 140PY, 140NR or 140X (if a joint return)	Spouse's Social Security Number

**Part I Current Year's Credit**

1 Amount of credit for calendar year 2011 shown on the Arizona Department of Revenue Individual Income Tax Credit Certification for Installation of a Water Conservation System... 1      00

**Part II Available Credit Carryover**

	(a) Taxable Year from which you are carrying the credit	(b) Original Credit Amount	(c) Amount Previously Used	(d) Available Carryover: <i>Subtract column (c) from column (b).</i>
2	<b>2007</b>	\$ .00	\$ .00	\$ .00
3	<b>2008</b>	\$ .00	\$ .00	\$ .00
4	<b>2009</b>	\$ .00	\$ .00	\$ .00
5	<b>2010</b>	\$ .00	\$ .00	\$ .00
6				
7	TOTAL AVAILABLE CARRYOVER .....			\$ .00

**Part III Total Available Credit**

8 Current year's credit: <i>Enter the amount</i> from Part I, line 1 .....	<b>8</b>		00
9 Available credit carryover from Part II, line 7, column (d) .....	<b>9</b>		00
10 Total Available Credit: <i>Add</i> line 8 and line 9, and <i>enter the total</i> here and also on Form 301, Part I, line 23 .....	<b>10</b>		00

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## Phone Numbers

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928, toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928, toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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## General Instructions

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For taxable years beginning from and after December 31, 2006, and ending before January 1, 2012, Arizona law provides a credit for an individual who installs a water conservation system in his or her residence located in Arizona.

To be eligible for this credit, you must be an Arizona resident who is not a dependent of another taxpayer. This credit is available to individuals only.

To claim this credit, you must have received a credit certification from the Arizona Department of Revenue (Department) that indicates you are entitled to claim the credit and the amount of credit that you are eligible to claim. You must attach a copy of the Credit Certification to your tax return.

If the allowable tax credit is more than your tax or if you have no tax, you may carry the unused credit forward for up to the next 5 consecutive tax years.

***NOTE:** For calendar year filers, tax year 2011 is the last year to establish a new credit for a water conservation system. Carryovers will be allowed for no more than five taxable years. Fiscal year filers, with an ending date after December 31, 2011, cannot establish a new credit.*

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## How to Apply for a Credit Certification

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To claim this credit, you must make an application to the Department on the Department's form titled *Application for Individual Income Tax Credit for Installation of a Water Conservation System*. To obtain an application form, or for more information about the credit, visit our web site at [www.azdor.gov](http://www.azdor.gov).

You may make an application only after the actual purchase and installation of the system. You must attach a copy of the receipt for the purchase and installation of the system. The receipt must show the date of the installation. The department may verify that a water conservation system has been installed in your residence.

After reviewing your application, the department will determine whether you are eligible for the credit. If you are eligible for the credit, the department will send you a credit certification that will indicate the amount of credit you may claim. You must attach a copy of the credit certification to your individual income tax return when you file.

The credit for installing a water conservation system is 25% of the cost of the system, or \$1,000. If you install another system in a later year, the cumulative credit cannot exceed \$1,000 for the same residence.

The department must certify the amount for all water conservation system credits allowable for the calendar year. The maximum amount of water conservation system credits that the department can certify in a calendar year is \$250,000. Credits will be granted on a first come, first served basis. If an application is received that, if authorized, would require the department to exceed \$250,000, the department will grant that applicant only the remaining credit amount that would not exceed the \$250,000 limit.

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## What is a Water Conservation System?

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A water conservation system is a system or series of components or mechanisms that are designed to provide for the collection of rainwater or residential graywater. A water conservation system includes a system that is capable of storing rainwater or residential graywater for future use and reusing the collected water for the same residential property. To qualify for the credit, a residential graywater system and its installation must comply with rules adopted by the Arizona Department of Environmental Quality that relate to the recovery and disposal of graywater.

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## Line-by-Line Instructions

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Enter the name(s) and taxpayer SSN(s) as shown on Form 140, 140PY, 140NR or 140X. Fiscal year basis taxpayers must indicate the period covered by the taxable year. Attach the completed form to the tax return.

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## Part I - Credit

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### Line 1 -

Enter the amount of credit shown for the taxable year on the Arizona Department of Revenue Credit Certification form. You must attach a copy of the Credit Certification form to Form 339 when you file.

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## Part II - Available Credit Carryover

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### Lines 2 through 7 -

Use Part II to figure your total available credit carryover. Complete lines 2 through 7 if you claimed the credit on a prior year return and the credit was more than your tax.

- In column (b), enter the credit originally computed for the taxable year listed in column (a).
- In column (c), enter the amount of the credit from that taxable year which you have already used.
- Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d).
- Add the amounts on lines 2 through 6 in column (d).

Enter the total on line 7, column (d).

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## Part III - Total Available Credit

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### Line 8 - Current Year's Credit

Enter the amount from Part I, line 1.

### Line 9 - Available Credit Carryover

Enter the amount from Part II, line 7, column (d).

### Line 10 - Total Available Credit

Add the amounts on line 8 and line 9. Enter the total here and on Form 301, Part I, line 23.

**ARIZONA FORM  
340**

**Credit for Donations to  
the Military Family Relief Fund**

**2011**

For the calendar year 2011, or  
fiscal year beginning [M,M|D,D|Y,Y,Y,Y] and ending [M,M|D,D|Y,Y,Y,Y].

**Attach to your return.**

Your Name as shown on Form 140, 140NR, 140PY or 140X	Your Social Security No. 
Spouse's Name as shown on Form 140, 140NR, 140PY or 140X (if a joint return)	Spouse's Social Security No. 

- 1** Did you receive a receipt from the Arizona Department of Veterans' Services that indicates that your contribution qualifies for this credit? .... **YES** **NO**  
1

If you answered "No," STOP! You do not qualify for this credit.

<b>2</b> Total qualified donations made to the Military Family Relief Fund during 2011 .....	<b>2</b>	00
<b>3</b> Single taxpayers or heads of household, <i>enter \$200 here</i> . Married taxpayers <i>enter \$400 here</i> .....	<b>3</b>	00
<b>4</b> Current year's credit before tax: <i>Enter the smaller of line 2 or line 3. If you are married filing a separate return, enter one-half (1/2) of the smaller of line 2 or line 3. Also enter this amount on Form 301, Part I, line 24</i> .....	<b>4</b>	00

# 2011 Credit for Donations to the Military Family Relief Fund

# Arizona Form 340

## Phone Numbers

If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928, toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928, toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

## General Instructions

For taxable years 2008 through 2012, Arizona law allows a credit for cash donations made to the Military Family Relief Fund. If your donation qualifies for the credit, your credit will be the smaller of 1 through 4 below.

1. The amount you donated to the fund during the taxable year.
2. If you are a single taxpayer or a head of household, \$200.
3. If you are married filing a joint return, \$400. If you are filing separate returns you each may claim only 1/2 of the credit that would have been allowed on a joint return.
4. Your tax liability for the taxable year.

There is no carry forward for this credit. You must use this credit on the tax return filed for the taxable year in which you made your donation.

This credit is available only to individuals. Corporations may not claim this credit. A partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

You cannot claim both a tax credit and an itemized deduction for your donation.

Before you claim this credit, you must have received a receipt from the Arizona Department of Veterans' Services. Your receipt must show **all** of the following:

- Your full name.
- Your address.
- The last four digits of your SSN.
- The amount you donated.
- Your donation qualifies for the credit.

## Military Family Relief Fund

The Arizona Department of Veterans' Services administers the Military Family Relief Fund. The fund helps service members and their families faced with unforeseen expenses when a loved one becomes a casualty of war. Your donations to the fund may qualify for this income tax credit. Donations to the fund will qualify for the credit if the total amount donated to the fund during the calendar year has not exceeded one million dollars. Donations made to the fund once the total donations for the calendar year reach one million dollars will not qualify for the credit. The determination of whether a donation will qualify for the credit is made on a first come, first served basis.

The Arizona Department of Veterans' Services will provide you with a receipt that will let you know if your donation qualifies for the credit. The Arizona Department of Veterans' Services will also send a copy of that receipt to the Arizona Department of Revenue.

For more information about the Military Family Relief Fund, contact the Arizona Department of Veterans' Services at [www.azdvs.gov](http://www.azdvs.gov).

## Line-by-Line Instructions

### Line 1 -

To claim this credit, you must have received a receipt from the Arizona Department of Veterans' Services that indicates that your contribution qualifies for the credit. Answer the question on line 1. If your answer to this question is "No", STOP, you do not qualify for the credit. If your answer to this question is "Yes", complete lines 2 through 4.

### Line 2 -

Enter the amount of qualified donations that you made to the Military Family Relief Fund during the taxable year. To be a qualified donation, the Arizona Department of Veterans' Services must have issued you a receipt that shows that the donation qualifies for the credit.

### Line 3 -

Single taxpayers and taxpayers filing as head of household, enter \$200. Married taxpayers enter \$400.

### Line 4 -

Enter the smaller of line 2 or line 3. If you are married filing a separate return, enter 1/2 of the smaller of line 2 or line 3. Also, enter this amount on Arizona Form 301, Part I, line 24.

**Credit for Corporate Contributions to  
School Tuition Organizations for  
Displaced Students or Students With Disabilities**

For the calendar year 2011 or fiscal year beginning <input type="text" value="MM/DD/YYYY"/> and ending <input type="text" value="MM/DD/YYYY"/> .
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**Attach to your return.**

Name as shown on Form 120, 120A, 120S, 120X, or 165	Employer identification number
-----------------------------------------------------	--------------------------------

**Part I Current Taxable Year's Credit Calculation**

	(a) School tuition organization name and address	(b) Credit approval number	(c) Contribution amount
1			00
2			00
3			00
4			00
5			00
6			00
7			00
8			00
9			00
10			00
11	Total current year's credit. Add lines 1 through 10 .....		00

**Part II Corporate Partner's Share of Credit**

Complete lines 12 through 14 separately for each corporate partner.  
 Furnish each corporate partner with a copy of the completed Form 341.

12 Name of corporate partner \_\_\_\_\_

13 Corporate partner's TIN \_\_\_\_\_

14 Corporate partner's share of the amount on Part I, line 11, column (c) ..... 

14		00
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**Part III Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - Subtract column (c) from column (b)
15				
16				
17				
18				
19				
20	Total available carryover			

**Part IV Total Available Credit**

21 Current year's credit. Corporations and S corporations - enter the amount from Part I, line 11, column (c).

Corporate partners of a partnership - enter the amount from Part II, line 14.....

22 Available credit carryover - from Part III, line 20, column (d).....

23 Total available credit. Add lines 21 and 22. Enter the amount here and on Form 300, Part I, line 18.....

21		00
22		00
23		00

# 2011 Credit for Corporate Contributions to School Tuition Organizations for Displaced Students or Students With Disabilities

**Arizona Form  
341**

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

## General Instructions

A.R.S. § 43-1184 provides a nonrefundable corporate income tax credit for contributions made to a school tuition organization that provides scholarships or grants to displaced students or students with disabilities. The credit is available for contributions made from and after August 26, 2009. For donations made from and after July 29, 2010, the school tuition organization must be certified pursuant to Chapter 15 of Title 43 at the time of donation.

The unused portion of this tax credit may be carried forward for five succeeding taxable years. The amount of total credits the Department of Revenue may allow cannot exceed \$5 million in any fiscal year. The state's fiscal year begins on July 1, and ends on June 30 of the following year.

The credit is equal to the amount the Department has preapproved, if the taxpayer has made that amount of contribution to the school tuition organization within ten days of when the school tuition organization notified the taxpayer of the preapproval.

The corporate income tax credit is available only to corporate taxpayers. A partnership may pass this credit through only to its corporate partners, each of which may claim a pro rata share of the credit based on ownership interest. An S corporation may only claim this credit against income Arizona is taxing at the corporate level.

Students who received a grant or scholarship under Title 15, Chapter 8, Article 1.2 or 8 in order to attend a qualified school during the 2008-2009 academic year are given priority to receive educational scholarships or tuition grants under this program. Displaced or disabled students that attended a governmental school full-time for at least 100 days of the prior fiscal year who are transferring to a qualified school may receive educational scholarships or tuition grants under this program.

Students who receive an educational scholarship or tuition grant under this program may be eligible for another scholarship or tuition grant in a subsequent year, if they continue to meet the requirements and attend a qualified school.

Contributions designated as being for the direct benefit of any specific student will not qualify for the credit. This credit is in lieu of any deduction taken under IRC § 170 for state tax

purposes. A taxpayer shall not claim a credit for this credit and the credit provided under A.R.S. § 43-1183, claimed on Arizona Form 335, with respect to the same contribution.

## CREDIT PREAPPROVAL PROCEDURE

*Before claiming the credit, obtain a copy of the school tuition organization's preapproved application. Attach a copy of the preapproved application to Form 341. Failure to do so could result in a disallowance of this credit.*

The Department will preapprove the credits on a first-come, first-served basis. The preapproval process works as follows:

- Before making the contribution, the taxpayer notifies the school tuition organization of the intended amount.
- The school tuition organization requests preapproval from the Department of Revenue.
- The Department of Revenue preapproves or denies the request within twenty days after it has received the request, and notifies the school tuition organization.
- If the request is preapproved, the school tuition organization notifies the taxpayer immediately.
- The taxpayer must make the contribution within ten days of receiving notice from the school tuition organization.

## QUALIFIED SCHOOL TUITION ORGANIZATION REQUIREMENTS

The school tuition organization receiving contributions under this program must meet the following criteria in order for the contributions to be eligible for this credit. It must:

- Be tax exempt under Section 501(c)(3) of the Internal Revenue Code.
- Allocate ninety percent of its annual revenue for educational scholarships or tuition grants to qualified students to allow them to attend any qualified school of their custodian's choice.
- Use at least ninety percent of the contributions it receives under this program to fund scholarships or tuition grants for displaced or disabled students.
- Limit each educational scholarship or tuition grant to the cost of tuition for a qualified student to attend the qualified school or ninety per cent of the amount of state aid that otherwise would be computed for the student as provided in Title 15, Chapter 9, Article 5, whichever is less.

## QUALIFIED SCHOOL REQUIREMENTS

A "qualified school" is a nongovernmental primary or secondary school or a preschool for handicapped students that:

- Is located in Arizona.
- Does not discriminate on the basis of race, color, handicap, familial status, or national origin.
- Satisfies the requirements prescribed by law for private schools in Arizona on January 1, 2009.

## Specific Instructions

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

### Part I - Current Taxable Year's Credit Calculation

List each school tuition organization's name, address, credit approval number, and approved contribution amount. If you made contributions to more than ten organizations, complete and attach additional schedules.

Add the amount of contributions made to all school tuition organizations listed on lines 1 through 10, and any additional schedule(s). Enter the total on line 11.

### Part II - Corporate Partner's Share of Credit

Partnerships must complete Form 341, Part I. The partnership must complete Part II, lines 12 through 14, separately for each corporate partner.

Each corporate partner is entitled to only a pro rata share of the credit based on the corporate partner's ownership interest in the partnership. The total of the credit allowed to all corporate partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each corporate partner with a copy of the completed Form 341. Each corporate partner would then complete Parts III and IV.

### Part III - Available Credit Carryover

Use Part III to figure your total available credit carryover from prior taxable years. Complete lines 15 through 20, columns (a) through (d), if you claimed the credit on a prior year's return and the credit exceeded your tax liability.

Enter the taxable year(s) from which you are carrying over the credit in column (a) on lines 15 through 19. In column (b), enter the credit originally computed for that taxable year. In column (c), enter the amount of the credit from that taxable year which you have already used. Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d). Add the amounts entered on lines 15 through 19 in column (d). Enter the total on line 20, column (d). This is the total credit carryover available for the current taxable year.

### Part IV - Total Available Credit

#### Line 21 -

Enter the current year's credit.

*Corporations and S corporations* - enter the amount from Part I, line 11, column (c).

*Corporate partners of a partnership* - enter the amount from Part II, line 14.

#### Line 22 -

Enter the available credit carryover from prior years from Part III, line 20, column (d).

#### Line 23 -

Add the amounts on lines 21 and 22 and enter the total on line 23, and on Form 300, Part I, line 18.



For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

Attach this completed form and the Certification of Qualification from the Arizona Commerce Authority to your return.

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
---------------------------------------------------------------------------------	----------------------------------------------------------

**Part I Listing of Post-Approved Renewable Energy Operations and Apportioned Credit Amount**

List renewable energy operations for which you are entitled to claim a credit during this taxable year.  
If you have more than two operations, attach additional schedules. See instructions.

(a) Arizona Commerce Authority Post-Approval Information			(b)
(a)1 Allocation Year	(a)2 Post-Approval Date	(a)3 Post-Approval Number	Apportioned Credit Amount
1 YYYY	MM DD YYYY		00
2 YYYY	MM DD YYYY		00
3 Aggregate total from all additional schedules.....			00
4 Total - add lines 1 through 3.....			00

**Part II S Corporation Credit Election and Shareholder's Share of Credit**

5 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:

**(CHECK ONLY ONE BOX)**

Claim the credit for renewable energy industry as shown on Part I, line 4 (for the taxable year mentioned above);

**OR**

Pass the credit for renewable energy industry as shown on Part I, line 4 (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 6 through 8 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 342.

6 Name of shareholder \_\_\_\_\_

7 Shareholder's TIN \_\_\_\_\_

8 Shareholder's share of the apportioned credit for renewable energy industry from Part I, line 4 ..... 

8		00
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**Part III Partner's Share of Credit**

Complete lines 9 through 11 separately for each partner.  
 Furnish each partner with a copy of the completed Form 342.

9 Name of partner \_\_\_\_\_

10 Partner's TIN \_\_\_\_\_

11 Partner's share of the apportioned credit for renewable energy industry from Part I, line 4 ..... 

11		00
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**Part IV Total Apportioned Credit Claimed This Taxable Year**

12 Total apportioned credit for renewable energy industry.  
 Individuals, corporations, or S corporations - *enter the amount from Part I, line 4.*  
 S corporation shareholders - *enter the amount from Part II, line 8.*  
 Partners of a partnership - *enter the amount from Part III, line 11*  
 Corporations - *also enter this amount on Form 120, line 25; or Form 120A, line 17; or Form 120X, line 25.*  
 S corporations - *also enter this amount on Form 120S, line 21.*  
 Individuals - *also enter this amount on Form 140, line 37; or Form 140NR, line 37; or Form 140PY, line 39; or Form 140X, line 42* .....

12		00
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## 2011 Credit for Renewable Energy Industry

### CONTACTS FOR RENEWABLE ENERGY INDUSTRY TAX INCENTIVES PROGRAM

#### Arizona Commerce Authority (formerly the Arizona Department of Commerce)

•Application forms •Program guidelines

Internet home page: [www.azcommerce.com](http://www.azcommerce.com)

Program Manager (602) 845-1200

#### Department of Revenue

•tax forms and instructions •information and assistance

Internet home page: [www.azdor.gov](http://www.azdor.gov)

Taxpayer assistance (602) 255-3381

From area codes 520 and 928, toll-free (800) 352-4090

Hearing impaired TDD user

Phoenix (602) 542-4021

From area codes 520 and 928, toll-free (800) 397-0256

### General Instructions

ARS §§ 43-1083.01 and 43-1164.01 provide refundable individual and corporate income tax credits for expanding or locating qualified renewable energy operations in this state. "Renewable energy operations" are limited to manufacturers of, and headquarters for, systems and components that are used or useful in manufacturing renewable energy equipment for the generation, storage, testing and research and development, transmission or distribution of electricity from renewable resources, including specialized crates necessary to package the renewable energy equipment manufactured at the facility. The credit is effective for taxable years beginning from and after December 31, 2009 through December 31, 2014.

The credit is up to 10 percent of the taxpayer's total capital investment in Arizona. The credit is apportioned and claimed in five equal annual installments in each of five consecutive taxable years.

The credit for renewable energy industry is in lieu of the following credits, with respect to the same employment positions:

- The enterprise zone credit, under former ARS § 43-1074 or former ARS § 43-1161 (claimed on Arizona Form 304);
- The credit for new employment, under ARS § 43-1074 or ARS § 43-1161 (claimed on Arizona Form 345);
- The defense contracting credit, under ARS § 43-1077 or ARS § 43-1165 (claimed on Arizona Form 302);
- The military reuse zone credit, under ARS § 43-1079 or ARS § 43-1167 (claimed on Arizona Form 306).

In order to claim the credit for renewable energy industry, a renewable energy business must apply for and receive pre-approval from the Arizona Commerce Authority (formerly the Arizona Department of Commerce). Once pre-approval is received, the renewable energy business must incur at least \$250,000 in qualifying investment within 12 months of pre-approval.

The tax year of pre-approval determines the "allocation year." The allocation year is the calendar year to which the credit was applied to the annual credit cap.

The renewable energy business must enter into a managed review with the Arizona Commerce Authority prior to application for post-approval.

The renewable energy business must obtain post-approval from the Arizona Commerce Authority prior to claiming the credit. The first fifth of the apportioned credit is claimed on the tax return that includes the post-approval date.

For example, Company A, a renewable energy business, is a calendar year filer. Company A received pre-approval from the Arizona Commerce Authority for renewable energy operations on March 10, 2010, and received its post-approval on March 16, 2012. Because Company A completed everything necessary to earn the credit in calendar year 2012, the first fifth of the credit must be claimed on the tax return for calendar year 2012.

**NOTE:** *Each fifth of the credit for renewable energy industry must be claimed on a timely filed original income tax return, including extensions. The credit may not be claimed on an amended return. Failing to claim the apportioned credit on a timely filed return will result in loss of the apportioned credit for that taxable year.*

The amount of the credit for renewable energy industry a taxpayer may claim can never exceed the amount that is on the post-approval from the Arizona Commerce Authority.

**NOTE:** *The renewable energy business must submit a copy of the Certification of Qualification from the Arizona Commerce Authority with Form 342 when claiming the credit.*

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business.

### Credit Recapture

During the pre-approval process with the Arizona Commerce Authority, the applicant must consent to adjustment or recapture of the income tax credit in the case of noncompliance with ARS § 41-1511.

If, within five taxable years after first receiving the credit for renewable energy industry, the Certification of Qualification is rescinded by the Arizona Commerce Authority, the taxpayer is disqualified from the apportioned credits for subsequent taxable years and may be subject to recapture.

On a determination that the taxpayer has committed fraud or relocated outside of this state within five taxable years of first receiving a credit, all credits previously allowed are subject to recapture.

The recapture of the credit is computed by increasing the amount of taxes imposed in the year following the year of termination or revocation by the full amount of all credits previously allowed.

## Specific Instructions

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, an S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. A taxpayer that fails to include its TIN may be subject to a penalty.

### **Part I - Listing of Post-Approved Renewable Energy Operations and Apportioned Credit Amount**

#### **Lines 1 through 4 -**

In Part I, list renewable energy operations that the Arizona Commerce Authority has post-approved and that have apportioned credit amounts that are eligible to be claimed on this year's tax return. Credits for renewable energy industry are to be claimed on the tax return that includes the post-approval date and must be filed timely, including extensions.

Write the allocation year in column (a)1. The allocation year is the calendar year to which the credit was applied to the annual credit cap. This date will be noted on the post-approval document received from the Arizona Commerce Authority. The Arizona Commerce Authority has assigned each operation a priority placement number, which should be the same on both pre-approval and post-approval documents. List this number in column (a)3. Enter the apportioned credit amount per the post-approval document in column (b).

If you do not have enough lines on the form to enter all of the apportioned credits required to be claimed this tax year, attach a schedule that shows all of the information Part I requires. Enter the total apportioned credit amounts from all attached schedules on line 3. Add lines 1 through 3, and enter the total on line 4. This is the total apportioned credit for renewable energy industry for this year.

### **Part II - S Corporation Credit Election and Shareholder's Share of Credit**

#### **Lines 5 through 8 -**

S corporations must complete this portion of Form 342 in order for the S corporation or its shareholders to claim the credit. The S corporation must make an irrevocable election either to claim this taxable year's apportioned credit or to pass this taxable year's apportioned credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Arizona Form 120S.

If the S corporation elects to pass this year's apportioned credit through to its shareholders, it must first complete Form 342, Part I, then complete Part II, lines 6 through 8, separately for each shareholder. Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credits allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 342. Each shareholder would then complete Part IV.

### **Part III - Partner's Share of Credit**

#### **Lines 9 through 11 -**

A partnership must complete Form 342, Part I, then complete Part III, lines 9 through 11, separately for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credits allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 342. Each partner would then complete Part IV.

### **Part IV - Total Apportioned Credit Claimed This Taxable Year**

#### **Line 12 -**

Enter the current year's apportioned credit for renewable energy industry.

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the amount from Part I, line 4.

*S corporation shareholders* - enter the amount from Part II, line 8.

*Partners of a partnership* - enter the amount from Part III, line 11.

Also enter this amount and check the box for Form 342 on your tax return.

*Corporations* - enter the amount on Form 120, line 25; or Form 120A, line 17; or Form 120X, line 25.

*S corporations* - enter the amount on Form 120S, line 21.

*Individuals* - enter the amount on Form 140, line 37; or Form 140NR, line 37; or Form 140PY, line 39; or Form 140X, line 42.

For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X or 165	Social security number or employer identification number
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**Part I Current Taxable Year's Credit**

- 1 Did you receive a Certificate from the Arizona Department of Revenue?  
*If yes, attach a copy of the Certificate. If no, you do not qualify for this credit. Do not file Form 343.*.....  Yes  No
- 2 Enter the credit amount on the Certificate from the Arizona Department of Revenue for this taxable year ..... 

<b>2</b>		<b>00</b>
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**Part II S Corporation Credit Election and Shareholder's Share of Credit**

- 3 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:  
**(CHECK ONLY ONE BOX)**  
 Claim the renewable energy production tax credit as shown on Part I, line 2 (for the taxable year mentioned above);  
**OR**  
 Pass the renewable energy production tax credit as shown on Part I, line 2 (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 4 through 6 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 343.

- 4 Name of shareholder \_\_\_\_\_
- 5 Shareholder's TIN \_\_\_\_\_
- 6 Shareholder's share of the renewable energy production tax credit from Part I, line 2 ..... 

<b>6</b>		<b>00</b>
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**Part III Partner's Share of Credit**

Complete lines 7 through 9 separately for each partner.  
Furnish each partner with a copy of the completed Form 343.

- 7 Name of partner \_\_\_\_\_
- 8 Partner's TIN \_\_\_\_\_
- 9 Partner's share of the amount on Part I, line 2 ..... 

<b>9</b>		<b>00</b>
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**Part IV Available Credit Carryover**

	(a) Taxable year	(b) Original credit amount	(c) Amount previously used	(d) Available carryover - subtract column (c) from column (b)
10				
11				
12				
13				
14				
15	Total available carryover			

**Part V Total Available Credit**

**16** Current year's credit.

Individuals, corporations or S corporations - enter the amount from Part I, line 2.

S corporation shareholders - enter the amount from Part II, line 6.

Partners of a partnership - enter the amount from Part III, line 9 .....

<b>16</b>		<b>00</b>
<b>17</b>		<b>00</b>
<b>18</b>		<b>00</b>

**17** Available credit carryover - from Part IV, line 15, column (d).....

**18 Total available credit.** Add lines 16 and 17. Enter the result. Corporations, and S corporations - enter amount on Form 300, Part I, line 19. Individuals - enter amount on Form 301, Part I, line 25 .....

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**General Instructions**

ARS §§ 43-1083.02 and 43-1164.03 provide nonrefundable individual and corporate income tax credits for production of electricity by a qualified energy generator that produces electricity using a qualified energy resource.

“Qualified energy generator” means a facility that has at least five megawatts generating capacity, that is located on land in Arizona owned or leased by the taxpayer, that produces electricity using a qualified energy resource and that sells electricity to an unrelated entity, unless the electricity is sold to a public service corporation.

“Qualified energy resource” means a resource that generates electricity through the use of only: solar light, solar heat, wind or biomass.

The qualified energy generator must first produce electricity from and after December 31, 2010, and before January 1, 2021. The credit is effective for taxable years beginning from and after December 31, 2010.

The Department will certify credits on a first-come, first-served basis. The entity that holds title to the qualified energy generator must apply between January 2 and January 31 of the year following the calendar year of production. Fiscal year taxpayers will claim the credit on the return for the taxable year in which the calendar year ends.

The amount of total credits the Department of Revenue may allow cannot exceed \$20 million in any calendar year. The amount of credit per facility is limited to \$2 million per calendar year, for up to 10 consecutive calendar years. The amount of the credit is based on electricity produced, the qualified energy resource used, the year of production, and Department certification.

The Department will issue a Certificate of Renewable Energy Production Tax Credit (“Certificate”) to the applicant if it is certified to claim the tax credit. Each taxpayer must attach a copy of the Certificate to its return.

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business. The unused portion of this tax credit may be carried forward for five succeeding taxable years.

For more information regarding this credit, review the program guidelines developed by the Department. They are available on the Department's website: [www.azdor.gov](http://www.azdor.gov).

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, an S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. A taxpayer that fails to include its TIN may be subject to a penalty.

**Part I - Current Taxable Year’s Credit**

**Line 1 -**

If the taxpayer received a Certificate from the Department, check the “Yes” box. Otherwise, check the "No" box and do not file Form 343.

**Line 2 -**

If you checked the “Yes” box on line 1, enter the amount of credit for calendar year 2011 on your Certificate from the Department. Be sure to attach a copy of your Certificate.

**Part II - S Corporation Credit Election and Shareholder's Share of Credit**

**Line 3 - S Corporation Credit Election**

S corporations must complete line 3. The S corporation must make an irrevocable election to either claim the current taxable year credit or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S. If the S corporation elects to claim the credit itself, it can skip lines 4 through 6 and complete Part IV and Part V.

**Lines 4 through 6 -**

If an S corporation elects to pass the credit through to its shareholders, it must also complete lines 4 through 6. After the S corporation completes Part I, it must complete Part II, lines 4 through 6, separately for each shareholder.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 343 and a copy of the Certificate.

**Part III - Partner’s Share of Credit**

Partnerships must complete Form 343, Part I. The partnership must complete Part III, lines 7 through 9, separately for each partner.

Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 343 and a copy of the Certificate. Each partner would then complete Part IV and Part V.

#### **Part IV - Available Credit Carryover**

**NOTE:** *Since 2011 is the first year for this credit, there can be no carryover from a prior year. For the 2011 taxable year, do not enter any amount on lines 10 through 15.*

Use Part IV to figure your total available credit carryover from prior taxable years. Complete lines 10 through 15, columns (a) through (d), if you claimed the credit on a prior year's return and the credit exceeded your tax liability.

Enter the taxable year(s) from which you are carrying over the credit in column (a) on lines 10 through 14. In column (b), enter the credit originally computed for that taxable year. In column (c), enter the amount of the credit from that taxable year which you have already used. Subtract the amount in column (c) from the amount in column (b) and enter the difference in column (d). Add the amounts entered on lines 10 through 14 in column (d). Enter the total on line 15, column (d). This is the total credit carryover available for the current taxable year.

#### **Part V - Total Available Credit**

##### **Line 16 -**

Enter the current year's credit.

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the amount from Part I, line 2.

*S corporation shareholders* - enter the amount from Part II, line 6.

*Partners of a partnership* - enter the amount from Part III, line 9.

##### **Line 17 -**

Enter the available credit carryover from prior years from Part IV, line 15, column (d).

##### **Line 18 -**

Add lines 16 and 17. This is the total available renewable energy production tax credit that may be applied to the current year's tax liability.

*Corporations and S corporations* - enter the total here and on Form 300, Part I, line 19.

*Individuals* - enter the total here and on Form 301, Part I, line 25.



For the calendar year 2011 or  
fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

**Attach to your return.**

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
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**Part I Current Taxable Year's Credit Calculation**

1 Wages for qualified services (do not include wages used in figuring the federal work opportunity credit) .....	1	00	
2 Cost of supplies .....	2	00	
3 Rental or lease cost of computers .....	3	00	
4 Contract research expenses. <i>See instructions</i> .....	4	00	
5 Total research expenses. <i>Add lines 1 through 4. Enter the total</i> .....	5	00	
6 Research expenses included on lines 1 through 4 related to solar liquid fuel that will be claimed on Arizona Form 308-I or Arizona Form 308 .....	6	00	
7 Total qualified research expenses. <i>Subtract line 6 from line 5</i> .....	7	00	
8 Average annual Arizona gross receipts. <i>See instructions</i> .....	8	00	
9 Fixed-base percentage (not more than 16% (.1600)). <i>See instructions</i> .....	9	.	
10 Base amount. <i>Multiply line 8 by the percentage on line 9. Enter the result</i> .....	10	00	
11 Subtract line 10 from line 7. <i>If less than zero, enter zero</i> .....	11	00	
12 Multiply line 7 by 50% (.50). <i>Enter the result</i> .....	12	00	
13 Enter the lesser of line 11 or line 12 .....	13	00	
14 Multiply line 13 by 40% (.40). <i>Enter the result. This is your current year's solar liquid fuel credit</i> .....	14	00	

**Part II S Corporation Credit Election and Shareholder's Share of Credit**

15 The S corporation has made an irrevocable election for the taxable year ending MM DD YYYY to:  
**(CHECK ONLY ONE BOX)**

Claim the solar liquid fuel credit as shown on Part I, line 14 (for the taxable year mentioned above);

**OR**

Pass the solar liquid fuel credit as shown on Part I, line 14 (for the taxable year mentioned above) through to its shareholders.

\_\_\_\_\_  
Signature Title Date

If passing the credit through to the shareholders, complete lines 16 through 18 separately for each shareholder.  
Furnish each shareholder with a copy of the completed Form 344.

16 Name of shareholder \_\_\_\_\_

17 Shareholder's TIN \_\_\_\_\_

18 Shareholder's share of the amount on Part I, line 14 ..... **18** \_\_\_\_\_ **00**

**Part III Partner's Share of Credit**

Complete lines 19 through 21 separately for each partner.  
 Furnish each partner with a copy of the completed Form 344.

19 Name of partner \_\_\_\_\_

20 Partner's TIN \_\_\_\_\_

21 Partner's share of the amount on Part I, line 14 ..... 

21		00
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**Part IV Total Available Credit**

22 Current year's credit. Individuals, corporations or S corporations - *enter the amount from Part I, line 14.*

S corporation shareholders - *enter the amount from Part II, line 18.*

Partners of a partnership - *enter the amount from Part III, line 21.*

Corporations, and S corporations - *also enter this amount on Form 300, Part I, line 20.*

Individuals - *also enter this amount on Form 301, Part I, line 26.....*

22		00
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**2011 Solar Liquid Fuel Credit**

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**General Instructions**

ARS §§ 43-1085.01 and 43-1164.02 provide nonrefundable individual and corporate income tax credits for increased research activities related to solar liquid fuel. This credit is allowed for taxable years beginning from and after December 31, 2010 through December 31, 2021.

Additional credits related to solar liquid fuel will become available in 2016 for production and delivery system costs.

"Solar liquid fuel" means liquid fuel that is generated through processes that use sunlight, carbon dioxide and water to produce infrastructure compatible liquid hydrocarbon fuels.

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business.

There is no carry forward for the solar liquid fuel credit. This credit must be used on the tax return filed for the taxable year in which the research was conducted.

The solar liquid fuel credit is in lieu of the credit for increased research activities under ARS §§ 43-1074.01 or 43-1168 (claimed on Arizona Form 308-I or Form 308) with respect to the same expenses.

The Arizona solar liquid fuel credit related to increased research is allowed in an amount computed pursuant to IRC § 41 with the following exceptions:

- Qualified research includes only research related to solar liquid fuel conducted in Arizona. The term "qualified research," for purposes of the Arizona tax credit, means qualified research, as defined in IRC § 41, that is conducted in Arizona.
- The amount of the credit is based on the federal regular credit computation method for Arizona qualified research expenses. [Taxpayers CANNOT use the federal alternative credit computation method.] The allowable current taxable year credit is 40 percent of the excess, if any, of the Arizona qualified research expenses for the taxable year, over the base amount.

**Specific Instructions**

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation or partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their TIN may be subject to a penalty.

**Part I - Current Taxable Year's Credit Calculation**

**Line 1 -**

Enter total wages paid or incurred for qualified services performed in Arizona. Do not include the amount of such wages paid to employees that were used in the calculation of the federal work opportunity credit. Wages include any wages paid or incurred to an employee for qualified services performed by such employee. Qualified services consist of engaging in qualified research or engaging in the direct supervision or direct support of research activities that constitute qualified research.

**Line 2 -**

Enter the cost of supplies paid or incurred for use in the conduct of qualified research in Arizona. Supplies include expenditures for any tangible property other than land or improvements to land, and property of a character subject to the allowance for depreciation.

**Line 3 -**

Enter the amount paid or incurred to rent or lease the right to use computers in the conduct of qualified research in Arizona.

**Line 4 -**

Enter the total of:

- (a) Seventy-five percent (.75) of any amount paid or incurred for qualified research performed in Arizona by a qualified research consortium on the taxpayer's behalf. "Qualified research consortium" is any qualifying organization as defined in IRC § 41(b)(3)(C)(ii). **CORPORATIONS ONLY:** Also include 75 percent of that portion of basic research payments, paid to a university in this state that is a qualified research consortium that does not exceed the qualified organization base period amount.
- (b) Sixty-five percent (.65) of any amount paid or incurred for qualified research performed in Arizona on the taxpayer's behalf, other than such amounts paid to a qualified research consortium. Prepaid contract research expenses are considered paid in the year the research is actually done. **CORPORATIONS ONLY:** Also include 65 percent of that portion of basic research payments, paid to a university in this state that does not exceed the qualified organization base period amount, other than amounts paid to a university in this state that is a qualified research consortium.

**Line 6 -**

Enter the amount of expenses included on lines 1 through 4 that are related to solar liquid fuel that will be claimed on Form 308-I or Form 308. The solar liquid fuel credit is in lieu of the credit for increased research activities, under ARS §§ 43-1074.01 or 43-1168 (claimed on Arizona Form 308-I or 308) with respect to the same expenses.

**Line 8 -**

Enter the average annual Arizona gross receipts for the four taxable years preceding the taxable year for which the credit is being determined (the credit year). The taxpayer may be required to annualize gross receipts for any short taxable year.

If 2011 is the first year the taxpayer is in business, the average annual Arizona gross receipts for the preceding taxable years is zero. If the taxpayer has been in business in Arizona for less than four taxable years prior to the credit year, then the average is the sum of annual Arizona gross receipts of the applicable period, divided by the number of taxable years.

Example: ABC Corporation began business in Arizona in 2011. Its annual Arizona gross receipts for 2011 were \$100,000. Its annual Arizona gross receipts for 2012 were \$200,000. Therefore, ABC Corporation's average annual Arizona gross receipts for the 2013 credit year is \$150,000 ([\$100,000 plus \$200,000] divided by 2).

**Line 9 -****Fixed base percentage**

Use the same type of formulas to compute your fixed-base percentage for Arizona as you would for computing your federal fixed-base percentage. The difference is that you use Arizona qualified research expense and gross receipts amounts instead of federal amounts. Other than that, the calculations are the same. Round off the percentage to the nearest one, one hundredth of one percent (four decimal places).

If the percentage computation involves *de minimis* amounts of gross receipts and qualified expenses in a taxable year or short taxable years are involved, the amounts may be annualized or disregarded. Refer to IRC §§ 41(c)(3) and 41(f)(4) for details.

**Existing firms and start-up companies**

Arizona's definition of whether an organization is an existing firm or a start-up company is also the same as federal, albeit on an Arizona basis:

- **Existing firms** - An existing firm is one that had both Arizona gross receipts and Arizona qualified research expenses for at least three taxable years beginning after December 31, 1983, and before January 1, 1989. The fixed-base percentage is the ratio that the aggregate Arizona qualified research expenses for all taxable years beginning after 1983 and before 1989, bears to the aggregate Arizona gross receipts for such taxable years.
- **Start-up companies** - A start-up company is one that had both Arizona gross receipts and Arizona qualified research expenses either (1) for the first time in a taxable year beginning after December 31, 1983, or (2) for fewer than three taxable years beginning after 1983 and before 1989.

If the percentage computation involves *de minimis* amounts of gross receipts and qualified expenses in a taxable year or short taxable years are involved, the amounts may be annualized or disregarded. Refer to IRC §§ 41(c)(3) and 41(f)(4) for details.

**NOTE:** *The maximum percentage that can be entered on line 9 is 16 percent (.1600).*

**Line 12 -**

Multiply line 7 by 50 percent (.50). The base amount cannot be less than 50 percent of the current year qualified research expenses. This rule applies both to existing and start-up companies.

**Line 14 -**

Compute the amount of current year's credit by multiplying the amount on line 13 by 40 percent (.40).

**Part II - S Corporation Credit Election and Shareholder's Share of Credit****Line 15 - S Corporation Credit Election**

S corporations must complete line 15. The S corporation must make an irrevocable election to either claim the current taxable year credit or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S. If the S corporation elects to claim the credit itself, it can skip lines 16 through 18 and complete Part IV.

**Lines 16 through 18 -**

If an S corporation elects to pass the credit through to its shareholders, it must also complete lines 16 through 18.

After the S corporation completes Part I, it must complete Part II, lines 16 through 18, separately for each shareholder. The S corporation must furnish each shareholder with a copy of the completed Form 344. Each shareholder must complete Part IV.

**Part III - Partner's Share of Credit****Lines 19 through 21 -**

After a partnership completes Part I, it must complete Part III, lines 19 through 21, separately for each partner. The partnership must furnish each partner with a copy of the completed Form 344. Each partner must complete Part IV.

**Part IV - Total Available Credit****Line 22 -**

*Individuals, corporations and S corporations claiming the credit* - enter the amount from Part I, line 14.

*S corporation shareholders* - enter the amount from Part II, line 18.

*Partners of a partnership* - enter the amount from Part III, line 21.

This is the current taxable year's solar liquid fuel credit that may be applied to the current year's tax liability.

*Corporations and S corporations* - enter this amount on Form 300, Part I, line 20.

*Individuals* - enter this amount on Form 301, Part I, line 26.

**NOTE: This credit is available only for taxable years beginning after June 30, 2011.**

For the fiscal year beginning MM,DD,YYYY and ending MM,DD,YYYY.

Attach to your return.

Name(s) as shown on Form 140, 140PY, 140NR, 140X, 120, 120A, 120S, 120X, or 165	Social security number or employer identification number
---------------------------------------------------------------------------------	----------------------------------------------------------

**Part I Qualification for Credit and Credit Calculation**

- 1 Did you receive a Certification from Arizona Commerce Authority?  Yes  No  
If yes, attach a copy of the Certification. If no, do not file this form, as you do not qualify for the credit.
- 2 Enter the number of first year positions that the Arizona Commerce Authority certified for the business for this taxable year. This number cannot exceed 400..... 

<b>2</b>	
----------	--
- 3 Enter the number of second year positions that the Arizona Commerce Authority certified for the business for this taxable year. This number cannot exceed 400..... 

<b>3</b>	
----------	--
- 4 Enter the number of third year positions that the Arizona Commerce Authority certified for the business for this taxable year. This number cannot exceed 400..... 

<b>4</b>	
----------	--
- 5 Total positions. Add lines 2 through 4, and enter the total..... 

<b>5</b>	
----------	--
- 6 Multiply the number on line 5 by \$3,000. Enter the result. **This is the total credit for this taxable year** ..... 

<b>6</b>		<b>00</b>
----------	--	-----------

**Part II Business Information**

7 Business name.....	<b>7</b>
8 Business location address.....	<b>8</b>
9 Employer identification number .....	<b>9</b>

**10a** What type of entity is the business?  
 corporation  limited liability company (LLC)  partnership  S corporation  sole proprietorship

**10b** If the business is an LLC, what is the federal tax classification?  
 corporation  disregarded entity  partnership  S corporation  
 If the business is an LLC, a partnership or an S corporation, attach a schedule that lists ownership information including: name, address, TIN, and ownership percentage at the end of the tax year.

**Part III S Corporation Credit Election and Shareholder's Share of Credit**

**11** The S corporation has made an irrevocable election for the fiscal year ending MM DD YYYY to:  
**(CHECK ONLY ONE BOX)**

Claim the credit for new employment as shown on Part I, line 6 (for the fiscal year mentioned above);

**OR**

Pass the credit for new employment as shown on Part I, line 6 (for the fiscal year mentioned above) through to its shareholders.

Signature	Title	Date
-----------	-------	------

If passing the credit through to the shareholders, complete lines 12 through 14 separately for each shareholder. Furnish each shareholder with a copy of the completed Form 345.

<b>12</b> Name of shareholder _____	
<b>13</b> Shareholder's TIN _____	
<b>14</b> Shareholder's share of the amount on Part I, line 6 .....	<b>14</b> <span style="float: right; border: 1px solid black; padding: 2px;"><b>00</b></span>

**Part IV Partner's Share of Credit**

Complete lines 15 through 17 separately for each partner.  
 Furnish each partner with a copy of the completed Form 345.

15 Name of partner \_\_\_\_\_

16 Partner's TIN \_\_\_\_\_

17 Partner's share of the amount on Part I, line 6 ..... 

17		00
----	--	----

**Part V Available Credit Carryover**

		(a)	(b)	(c)	(d)	(e)	(f)
18	Taxable year						
19	Original credit amount						
20	Amount previously used						
21	Tentative carryover - <i>subtract line 20 from line 19</i>						
22	Amount unallowable - <i>See instructions</i>						
23	Available carryover - <i>subtract line 22 from line 21</i>						
24	Total available carryover						

**Part VI Total Available Credit**

25 Current year's credit for new employment.  
 Individuals, corporations, or S corporations - *enter the amount from Part I, line 6.*  
 S corporation shareholders - *enter the amount from Part III, line 14.*  
 Partners of a partnership - *enter the amount from Part IV, line 17* .....

26 Available credit carryover - *from Part V, line 24, column (f)*.....

27 **Total available credit.** *Add lines 25 and 26. Corporations and S corporations - enter total here and on Form 300, Part I, line 21. Individuals - enter total here and on Form 301, Part I, line 27* .....

25		00
26		
27		00

**Form 345-1 (2011) Employees at Business Location**

Complete a Form 345-1 for each employee, whether or not the employee is in a qualified employment position. See instructions for Form 345-1 (beginning on page 2 of the Instructions for Form 345) about providing the requested information in an alternative format.

- 1 Employee name \_\_\_\_\_
- 2 Employee's taxpayer identification number (TIN) \_\_\_\_\_
- 3 What year is this employee?  First  Second  Third  Fourth or more
- 4a Current date of employment \_\_\_\_\_
- 4b Termination date, if the employee was terminated before the end of the taxable year \_\_\_\_\_
- 5a If employee was previously employed by the business, list the previous date of employment. (See instructions.)  
\_\_\_\_\_
- 5b If employee was previously employed by the business, list the date of separation \_\_\_\_\_
- 5c Did the employee relocate to this state from out of state?  Yes  No
- 5d If the employee relocated from out of state, enter date of relocation: \_\_\_\_\_
- 6a Is the employee in a permanent position that consists of at least 1750 hours per year?  Yes  No
- 6b If the answer to line 6a is yes, list the number of hours the employee actually worked during the taxable year (see instructions) \_\_\_\_\_
- 7 Are the employee's job duties performed primarily at the location(s) of the business?  Yes  No
- 8a Employee's annual compensation for the taxable year \$ \_\_\_\_\_
- 8b Employee's hourly wage \$ \_\_\_\_\_ /hour
- 9a Total cost of health insurance provided by employer for employee. (See instructions.) \$ \_\_\_\_\_
- 9b Total cost of health insurance for employee paid by employer. (See instructions.) \$ \_\_\_\_\_
- 10 Is this employee in a new qualified employment position?  Yes  No
- 11a Has this employee been substituted for another employee in a qualified employment position?  Yes  No
- 11b If answer on line 11a is yes, list the date of substitution \_\_\_\_\_ and indicate whether the individual is a second year employee or a third year employee. *See instructions before answering this question.*
- Check only one box.**  second year employee  third year employee

**Form 345-2 (2011)**

**Employees in Qualified Employment Positions**

If you are claiming more than 23 employees in qualified employment positions, complete additional schedules.	(b)	(c)			(d)
(a) Employee name	Social security number	Check the appropriate box. This employee is a:			Limitation on total number of credits is 400 QEPs per taxpayer each year. See instructions before checking this box.
		1st year employee (c1)	2nd year employee (c2)	3rd year employee (c3)	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
<b>24 Total - Add lines 1 through 23 including only lines with check marks. Enter the total here.</b>					



## 2011 Credit for New Employment

### CONTACTS FOR CREDIT FOR NEW EMPLOYMENT

#### Arizona Commerce Authority

•Certification forms •Program guidelines

Internet home page: [www.azcommerce.com](http://www.azcommerce.com)

Program Manager (602) 845-1200

#### Arizona Department of Revenue

•tax forms and instructions •information and assistance

Internet home page: [www.azdor.gov](http://www.azdor.gov)

Taxpayer assistance (602) 255-3381

From area codes 520 and 928, toll-free (800) 352-4090

Hearing impaired TDD user

Phoenix (602) 542-4021

From area codes 520 and 928, toll-free (800) 397-0256

### General Instructions

**Note:** Laws 2012, Chapter 3, sections 45 and 52 (SB 1045) amended the Arizona Revised Statutes that authorize this credit to be effective for taxable years from and after June 30, 2011. Therefore, the credit for new employment is not available to taxpayer's whose taxable year began before July 1, 2011.

Arizona Revised Statutes (ARS) §§ 43-1074 and 43-1161 provide nonrefundable individual and corporate income tax credits for net increases in qualified employment positions in Arizona at a business location in Arizona. This credit applies to taxable years beginning from and after June 30, 2011. The credit is limited to 400 first year qualified positions per year, per taxpayer. No more than 10,000 first year qualified positions for all taxpayers shall be allowed annually. The 10,000 qualified position cap is administered by the Arizona Commerce Authority.

**Note for Form 120 filers:** Taxpayers filing on a combined or consolidated basis are considered to be a single taxpayer for the purposes of the credit for new employment.

If the documents filed with the Arizona Commerce Authority (Authority) or the Arizona Department of Revenue (Department) contain materially false information, the taxpayer is ineligible for the credit for new employment and is subject to recovery of the amount of tax credits allowed in preceding taxable years based on the false information, plus penalties and interest.

The credit for new employment is in lieu of the following credits, with respect to the same employment positions:

- The military reuse zone credit, under ARS § 43-1079 or ARS § 43-1167 (claimed on Arizona Form 306);
- The credit for healthy forest enterprises, under ARS § 43-1076 or ARS § 43-1162 (claimed on Arizona Form 332); and
- The credit for renewable energy industry, under ARS § 43-1083.01 or ARS § 43-1164.01 (claimed on Arizona Form 342).

To qualify for the credit for new employment, the owner must either, in the taxable year a first year credit is claimed:

- Invest at least \$5 million of capital investment and create at least 25 new qualified employment positions within the exterior boundaries of a city or town in Arizona that has a population of fifty thousand.
- Invest at least \$1 million of capital investment and create at least 5 new qualified employment positions in any other location in Arizona.

To qualify for the credit for new employment, the qualified employment positions must meet the following requirements:

- Consist of at least 1,750 hours per year of permanent employment.
- The job duties are performed primarily at the location or locations of the business in Arizona.
- The employment provides health insurance coverage for the employee where the employer pays 65% of the premium or membership cost.
- The employer pays at least equal to the median wage by county as computed annually by the Authority.

The credit for new employment for qualified employment positions is equal to:

- \$3,000 for each Arizona employee in a qualified employment position in the first year or partial year of employment.
- \$3,000 for each Arizona employee in a qualified employment position for the full taxable year, in the second year of continuous employment.
- \$3,000 for each Arizona employee in a qualified employment position for the full taxable year, in the third year of continuous employment.

The credit is limited to 400 first year employees, per taxpayer, in any taxable year. The credit is allowed for second and third year employees only for qualified employment positions for which a credit was claimed and allowed in the first year.

If the allowable tax credit exceeds the taxes otherwise due on the claimant's income, or if there are no taxes due, the amount of the credit not used to offset taxes may be carried forward for not more than 5 taxable years as a credit against subsequent years' income tax liabilities.

Co-owners of a business, including partners in a partnership and shareholders of an S corporation, may each claim only the pro rata share of the credit allowed based on the ownership interest. The total of the credits allowed all such owners may not exceed the amount that would have been allowed for a sole owner of the business.

**Reporting requirements:** Attach a copy of the Certification received from the Authority stating that the taxpayer timely complied with the reporting requirements for that agency and indicating the number of positions certified for the taxable year. A taxpayer must timely comply with the reporting requirements of both the Department and the Authority in order to claim the credit.

**Aggregate summary:** This is a single Form 345 that combines the results of multiple business locations in Arizona for which the

taxpayer is claiming the credit for new employment. Taxpayers having multiple business locations must first complete separate Forms 345, 345-1 and 345-2 for each business location. Then, complete the aggregate summary Form 345. Do not complete aggregate summaries of Forms 345-1 and 345-2.

Taxpayers do NOT need to complete Part II - Business Information, of the aggregate summary Form 345.

### Specific Instructions

Complete the name and taxpayer identification number section at the top of the form. Indicate the period covered by the taxable year. Attach the completed form and all supporting documentation to the tax return.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). The TIN for a corporation, S corporation, or a partnership is the taxpayer's employer identification number. The TIN for an individual is the taxpayer's social security number or an IRS individual taxpayer identification number. Taxpayers that fail to include their taxpayer identification number may be subject to a penalty.

#### Part I - Qualification for Credit and Credit Calculation

##### Line 1 -

If the taxpayer received a Certification from the Authority, check the "Yes" box. Otherwise, do not file this form, as the taxpayer does not qualify for the credit.

##### Line 2 -

Enter the number of first year positions the Authority certified for the business for this taxable year. This number cannot exceed 400 employment positions.

##### Line 3 -

*NOTE: No second year positions are available for tax year 2011. Do not enter a number on line 3.*

Enter the number of second year positions the Authority certified for the business for this taxable year. This number cannot exceed 400 employment positions.

##### Line 4 -

*NOTE: No third year positions are available for tax year 2011. Do not enter a number on line 4.*

Enter the number of third year positions the Authority certified for the business for this taxable year. This number cannot exceed 400 employment positions.

##### Line 5 -

Enter the sum of the numbers on lines 2, 3 and 4. This is the total number of positions the Authority certified for the business for this taxable year.

##### Line 6 -

Multiply the number on line 5 by \$3,000 and enter the result. This is the total credit for the current taxable year.

#### Part II - Business Information

##### Lines 7 through 9 -

On lines 7, 8, and 9, enter the name, address, and employer identification number of the business location.

##### Line 10a and Line 10b -

Answer the questions on line 10a and line 10b. If the business is an LLC, a partnership, or an S corporation, be sure to include a schedule that lists ownership information including: name, address, TIN, and ownership percentage at the end of the tax year. Attach the schedule immediately after Form 345, but before the attached Forms 345-1.

Complete Forms 345-1 and 345-2 before completing the rest of Form 345.

#### FORM 345-1

Complete a Form 345-1 for each employee at the business location, WHETHER OR NOT THE EMPLOYEE IS IN A QUALIFIED EMPLOYMENT POSITION.

**NOTE:** ARS § 41-1525(D)(1) provides for the information requested in the Form 345-1 to be submitted in a form prescribed by the Department and may include electronic media. The Department will accept a hard copy spreadsheet that contains all the requested information or the information may be submitted on electronic media as a Microsoft Excel spreadsheet or pdf file on a CD-ROM or DVD. The chosen media must be Microsoft Windows compatible.

Regardless of the form, the information must be filed on or before the due date of the tax return including any extensions. Taxpayers submitting the information on CD-ROM or DVD should attach a statement to Form 345 in the tax return that the information is being separately submitted in that format. The Forms 345-1 submitted on CD-ROM or DVD are part of the income tax return and are subject to the sworn statement on the return that they are true and correct to the best of the signer's knowledge and belief.

The CD-ROM or DVD should be labeled as Form 345-1 with the taxpayer's name, employer identification number, and taxable year and sent directly to:

Arizona Department of Revenue  
Attn: Corporate Audit/New Employment Credits  
1600 West Monroe  
Phoenix, AZ 85007

**FORM 345-1, LINE 4a** - List the employee's current date of hire.

**FORM 345-1, LINE 4b** - If the employee was terminated before the end of the taxable year, list the employee's termination date.

**FORM 345-1, LINES 5a, 5b, 5c AND 5d** - Complete these lines if the employee was previously employed by the business (prior to the current employment), or relocated from out-of-state.

**FORM 345-1, LINE 6b** - Enter the number of hours actually worked by the employee. Include paid time off for holidays, vacation, or sick. Do not include bonuses or over-time.

**FORM 345-1, LINES 9a and 9b** - On line 9a, enter the total amount of the insurance premium or membership cost provided for the employee. If the business is self-insured, list the total amount of a predetermined fixed cost for the employee for an insurance program that is payable whether or not the employee has filed claims. On line 9b, enter the total amount of the insurance premium or membership cost paid by the employer.

**FORM 345-1, LINES 11a and 11b** - Arizona's statutes do not require that the employee who is claimed in the second and third years of continuous employment be the same employee who was claimed in the first and second years of employment. Therefore, if one of the originally claimed new employees leaves employment, the business can claim the subsequent years' credits for another employee in a qualified employment position who is in the same year of continuous employment as the departed employee. If the employee is being substituted for another employee, check the box on line 11a, and enter the date of substitution on line 11b.

**FORM 345-2**

List each employee in a qualified employment position. Do not list employees that are not in qualified positions.

**FORM 345-2, COLUMN (d)**

Check this box to indicate the qualified employment positions for which the taxpayer is claiming the credit.

**FORM 345-2, LINE 24**

The totals on line 24 must include only the qualified employment positions for which the taxpayer is claiming the credit. These employees would be listed on lines that have a checkmark in column (d).

**FORM 345**

**Part III - S Corporation Credit Election and Shareholder's Share of Credit**

**Line 11 -**

An S corporation must make an irrevocable election to either claim the credit itself or pass the credit through to its shareholders. The election statement must be signed by one of the officers of the S corporation who is also a signatory to the Form 120S. If the S corporation elects to claim the credit itself, it can skip lines 12 through 14 and complete Parts V and VI.

If the S corporation elects to pass the credit through to its shareholders, it must first complete Form 345, Parts I and II, then complete Part III, lines 12 through 14, separately for each shareholder.

**Lines 12 through 14 -**

If the S corporation elects to pass the credit through to its shareholders, it must complete lines 12 through 14 separately for each shareholder.

Each S corporation shareholder is entitled to only a pro rata share of pass-through credit based on ownership interest in the S corporation. The total of the credit allowed to all shareholders may not exceed the amount that would have been allowed for a sole owner.

The S corporation must furnish each shareholder with a copy of the completed Form 345. Each shareholder must complete Parts V and VI.

*Taxpayers who are partners or shareholders in multiple entities claiming the credit must complete a schedule detailing the amount of the credit passed through from each partnership or S corporation, and attach the schedule to their tax returns.*

**Part IV - Partner's Share of Credit**

**Lines 15 through 17 -**

Complete Part IV, lines 15 through 17, separately for each partner. Each partner is entitled to only a pro rata share of the credit based on the partner's ownership interest in the partnership. The total of the credit allowed to all partners may not exceed the amount that would have been allowed for a sole owner.

The partnership must furnish each partner with a copy of the completed Form 345. Each partner must complete Parts V and VI.

*Taxpayers who are partners or shareholders in multiple entities claiming the credit must complete a schedule detailing the amount of the credit passed through from each partnership or S corporation, and attach the schedule to their tax returns.*

**Part V - Available Credit Carryover**

**NOTE:** No carryover from a prior taxable year is available for tax year 2011. Do not enter any numbers in Part V.

The taxpayer who is utilizing the credit carryover should complete Part V only if its allowable credit for new employment for qualified employment positions for prior taxable years exceeded its Arizona income tax liability for those taxable years.

Enter the taxable year(s) from which you are carrying over the credit on line 18 in columns (a) through (e). On line 19, enter the credit originally computed for that taxable year. On line 20, enter the amount of the credit from that taxable year already used. Subtract the amount on line 20 from the amount on line 19 and enter the result on line 21.

On line 22, enter the amount of the credit that is unallowable because the business changed ownership. Subtract the amount entered on line 22 from line 21, and enter the result on line 23.

**Line 24 -**

Add the results from columns (a) through (e) on line 23 and enter the result in column (f) on line 24. This is the total credit for new employment carryover available from prior taxable years.

**Part VI - Total Available Credit**

**Line 25 -**

*Individuals and corporations (including S corporations that elected to claim the credit)* - enter the amount from Part I, line 6.

*S corporation shareholders* - enter the amount from Part III, line 14.

*Partners of a partnership* - enter the amount from Part IV, line 17.

This is the current year's credit for new employment.

**Line 26 -**

**NOTE:** No carryover from a prior taxable year is available for tax year 2011. Do not enter any amount on line 26.

Enter the amount from Part V, line 24, column (f). This is the total available credit carryover for new employment.

**Line 27 -**

Add lines 25 and 26 and enter the total. This is the total available credit for new employment for qualified employment positions that may be applied to the current year's tax liability.

*Corporations and S corporations* - enter the total here and on Form 300, Part I, line 21.

*Individuals* - enter the total here and on Form 301, Part I, line 27.

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ARIZONA FORM 141AZ

Arizona Fiduciary Income Tax Return

FOR CALENDAR YEAR 2011

OR FISCAL YEAR BEGINNING [M,M,D,D|Y,Y,Y,Y] AND ENDING [M,M,D,D|Y,Y,Y,Y]. 66

82E [ ] Check box 82E if filing under extension

Print Name of Estate or Trust [1] Employer Identification Number (required)

Print Name and Title of Fiduciary [2]

Address of Fiduciary - number and street, or rural route [3] REVENUE USE ONLY. DO NOT MARK IN THIS AREA.

City, Town or Post Office [4] State Zip Code

Daytime Phone Number of Fiduciary/Representative - include area code [88]

Check only one box:

- 5a Resident Estate, 5b Nonresident Estate, 5c Resident Trust, 5d Nonresident Trust

Check applicable box(es):

- 6 1 Amended Return, 2 Final Return, Initial Return, Decedent's Estate, Bankruptcy Estate, Grantor Trust, Simple Trust, Complex Trust, Charitable Remainder Trust

7 Federal taxable income: Resident estates or trusts, enter federal taxable income from federal Form 1041. Nonresident estates or trusts, enter the amount from Arizona Form 141AZ, Schedule A, line A6 ..... 7 00

8 Net fiduciary adjustment: Enter the amount from Form 141AZ, Schedule B, line B10. If a negative number, enter that number in brackets..... 8 00

9 Net fiduciary adjustment allocated to beneficiaries: Enter the amount from Form 141AZ, Schedule C, line C15..... 9 00

10 Net fiduciary adjustment allocated to fiduciary: Enter the amount from Form 141AZ, Schedule C, line C16..... 10 00

11 Subtotal: If the amount on line 10 is a positive number, add the amount on line 10 to line 7. If the amount on line 10 is a negative number, subtract the amount on line 10 from line 7..... 11 00

12 Electing Small Business Trust (ESBT) income: Attach federal computation ..... 12 00

13 Add line 11 and line 12. Enter the result..... 13 00

14 Income of a trust established as a Medical Savings Account ..... 14 00

15 Arizona Taxable Income: Subtract line 14 from line 13..... 15 00

16 Tax on amount on line 15. See Tax Table on page 12 of the instructions..... 16 00

17 - 18 Clean Elections Fund Tax Reduction. See instructions, page 9..... 17 [ ] 18 00

19 Reduced tax: Subtract line 18 from line 16..... 19 00

20 Credit for taxes paid to other states or countries. See instructions..... 20 00

21 Subtract line 20 from line 19. If line 20 is more than line 19, enter zero..... 21 00

22 Clean Elections Fund Tax Credit from worksheet on page 10 of the instructions..... 22 00

23 Balance of tax: Subtract line 22 from line 21. If line 22 is more than line 21, enter zero..... 23 00

24 Arizona estimated tax payments..... 24 00

25 Payment with extension ..... 25 00

26 Arizona income tax withheld. See instructions..... 26 00

27 Payment with original return (if amending) plus all payments after return was filed..... 27 00

28 Total payments: Add lines 24 through 27..... 28 00

29 Refund from original return (if amending) ..... 29 00

30 Balance of payments: Subtract line 29 from line 28..... 30 00

31 Voluntary gift to the Citizen's Clean Elections Fund ..... 31 00

32 Balance due: Subtract line 30 from line 23, then add line 31. Make check payable to Arizona Department of Revenue; write your EIN on payment, and attach to upper left corner of this page..... 32 00

33 Refund due: Subtract lines 23 and 31 from line 30 ..... 33 00

34 Amount of line 33 to be applied to your 2012 estimated tax..... 34 00

ONE STAPLE. NO TAPE.

**SCHEDULE A: Nonresident Estate or Trust Source Income Schedule**

Only nonresident estates and nonresident trusts should complete Schedule A. Arizona resident estates and Arizona resident trusts should not complete Schedule A.

		FEDERAL COLUMN	ARIZONA COLUMN
<b>A1</b>	Income (specify type):		
<b>A1(a)</b>	_____	00	00
<b>A1(b)</b>	_____	00	00
<b>A1(c)</b>	_____	00	00
<b>A1(d)</b>	_____	00	00
<b>A1(e)</b>	_____	00	00
<b>A2</b>	Total Income: Add lines A1(a) through A1(e) .....	00	00
<b>A3</b>	Deductions (specify):		
<b>A3(a)</b>	_____	00	00
<b>A3(b)</b>	_____	00	00
<b>A3(c)</b>	_____	00	00
<b>A3(d)</b>	_____	00	00
<b>A3(e)</b>	_____	00	00
<b>A4</b>	Total deductions: Add lines A3(a) through A3(e).....	00	00
<b>A5</b>	<b>Federal Taxable Income:</b> Subtract line A4 from line A2 in the Federal column.	00	
<b>A6</b>	<b>Arizona Gross Income:</b> Subtract line A4 from line A2 in the Arizona column. Enter the difference here and also on Form 141AZ, page 1, line 7.....		00

**SCHEDULE B: Fiduciary Adjustment**

**Fiduciary adjustment increasing federal taxable income**

<b>B1</b>	Positive Arizona fiduciary adjustment from another estate or trust.....	00
<b>B2</b>	Non-Arizona municipal bond interest.....	00
<b>B3</b>	Other additions to federal taxable income. See instructions.....	00
<b>B4</b>	Total: Add lines B1 through B3.....	00

**Fiduciary adjustment decreasing federal taxable income**

<b>B5</b>	Negative Arizona fiduciary adjustment from another estate or trust .....	00
<b>B6</b>	Interest received from U.S. obligations.....	00
<b>B7</b>	Refunds from other states.....	00
<b>B8</b>	Other subtractions from federal taxable income. See instructions.....	00
<b>B9</b>	Total: Add lines B5 through B8.....	00
<b>B10</b>	<b>Net adjustment:</b> Subtract line B9 from line B4. If the result is a negative number, enter the difference in brackets. Also, enter the difference on Form 141AZ, page 1, line 8 .....	00

**SCHEDULE C: Fiduciary Adjustment Allocation**

The Arizona fiduciary adjustment is allocated among the beneficiaries and the fiduciary in proportion to their share of the federal distributable net income.

	(a) Beneficiary	(b) Share of Federal Distributable Net Income		(c) Percent	
		\$	00		%
C1		\$	00		%
C2		\$	00		%
C3		\$	00		%
C4		\$	00		%
C5		\$	00		%
C6		\$	00		%
C7		\$	00		%
C8		\$	00		%
C9		\$	00		%
C10		\$	00		%
C11	Subtotal: If more than 10 beneficiaries, <i>attach an additional schedule</i> .....	C11 \$	00		%
C12	Fiduciary .....	C12 \$	00		%
C13	<b>Total:</b> Add lines C11 and C12. This should total the federal distributable net income .....	C13 \$	00		100 %
C14	<i>Enter the fiduciary adjustment</i> from Form 141AZ, Schedule B, line B10 here and also on Form 141AZ Schedule K-1, line 1 <u>or</u> Form 141AZ Schedule K-1(NR), line 3.....	C14			00
C15	<i>Multiply</i> the amount on line C14 by the percentage on line C11. <i>Enter the result</i> here and also on Form 141AZ, page 1, line 9 .....	C15			00
C16	<i>Multiply</i> the amount on line C14 by the percentage on line C12. <i>Enter the result</i> here and also on Form 141AZ, page 1, line 10 .....	C16			00

**SCHEDULE D: Federal Distributable Net Income From Arizona Sources**

Complete Schedule D only if the estate or trust has nonresident beneficiaries. Use the information in Schedule D to complete Form 141AZ, Schedule K-1(NR). Do not complete Schedule D if all of the beneficiaries are Arizona residents.

	(a)	(b)		(c)	
		FEDERAL		ARIZONA	
D1	Dividends .....	D1	00		00
D2	Interest.....	D2	00		00
D3	Partnership/fiduciary income.....	D3	00		00
D4	Net rents and royalties.....	D4	00		00
D5	Net profit (loss) business .....	D5	00		00
D6	Other income .....	D6	00		00
D7	Total: Add lines D1 through D6 .....	D7	00		00
D8	Expenses .....	D8	00		00
D9	Federal distributable income: <i>Subtract</i> line D8 from line D7 and <i>enter the difference</i> here. Also, <i>enter the amount</i> from column (c) on Form 141AZ, Schedule K-1(NR), line 1 .....	D9	00		00

**SCHEDULE E: Questions**

- E1 Check the box if this return is for a short taxable year .....
- E2 Have Arizona income tax returns been filed for the four (4) years preceding date of death? .....  YES  NO  
 If "No", please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- E3 Date of decedent's death or date the trust was established .....   M  M  D  D  Y  Y  Y  Y    
 YES  NO
- E4 Was a fiduciary return filed the preceding year? .....  YES  NO
- E5 Check the box to indicate whether this return was prepared on a cash or accrual basis: .....  CASH  ACCRUAL
- E6 Has the federal government made an additional assessment on the income of this estate in the last four (4) years? .....  YES  NO  
 If "Yes", submit a detailed report with this return.
- E7 If return is for a trust, enter the name and address of the grantor:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I declare under the penalties of perjury 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.

**PLEASE SIGN HERE**

→ \_\_\_\_\_ DATE \_\_\_\_\_  
 SIGNATURE OF FIDUCIARY OR OFFICER REPRESENTING FIDUCIARY

→ \_\_\_\_\_ DATE \_\_\_\_\_  
 SIGNATURE OF PERSON OTHER THAN TAXPAYER OR AGENT

\_\_\_\_\_  
 ADDRESS OF FIDUCIARY OR OFFICER

\_\_\_\_\_  
 NAME OF FIRM OR EMPLOYER, IF ANY

→ \_\_\_\_\_ DATE \_\_\_\_\_ FIRM'S NAME (PREPARER'S IF SELF-EMPLOYED)  
 PAID PREPARER'S SIGNATURE

\_\_\_\_\_  
 PAID PREPARER'S TIN

\_\_\_\_\_  
 PAID PREPARER'S ADDRESS

( ) \_\_\_\_\_  
 PAID PREPARER'S PHONE NO.

- If you are sending a payment with this return, mail to:  
 Arizona Department of Revenue, PO Box 52016, Phoenix, AZ, 85072-2016.
- If you are expecting a refund or owe no tax, or owe tax but are not sending a payment, mail to:  
 Arizona Department of Revenue, PO Box 52138, Phoenix, AZ, 85072-2138.

NOTE: If an estate is being probated, the fiduciary may have to obtain a certificate from the department that shows no income tax is due. See pages 2 and 3 of the instructions for details. Make requests for an income tax certificate separately. Do not attach requests for the income tax certificate to Form 141AZ.



## 2011 Arizona Fiduciary Income Tax Return

### Phone Numbers

If you have any questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

### General Information

#### Estates

An Arizona resident estate is the estate of a decedent who was a resident of Arizona at the time of death. The starting point for the Arizona income tax computation for a resident estate is the estate's federal taxable income.

A nonresident estate is an estate that is not a resident estate. The starting point for a nonresident estate is that portion of the estate's federal taxable income derived from Arizona sources.

#### Trusts

An Arizona resident trust is a trust of which the fiduciary is a resident of Arizona. If the trust has more than one fiduciary, the trust is a resident trust if at least one of the fiduciaries is a resident of Arizona. If a corporate fiduciary engaged in interstate trust administration is the sole fiduciary of a trust, or is a co-fiduciary with a nonresident, the trust is a resident trust only if the corporate fiduciary conducts the administration of the trust in Arizona. The starting point for the Arizona income tax computation for a resident trust is the trust's federal taxable income.

A nonresident trust is a trust that is not a resident trust. The starting point for a nonresident trust is that portion of the trust's federal taxable income derived from Arizona sources.

### Who Must File

The fiduciary, or fiduciaries, must file a return for an estate or trust if either of the following apply:

1. The estate or trust has any Arizona taxable income for the tax year.
2. The estate's or trust's gross income for the tax year is \$5,000 or more, regardless of the amount of the Arizona taxable income.

The above also applies to bankruptcy estates.

The fiduciary does not have to file a return if the income does not exceed the amounts shown in items 1 or 2 above.

**NOTE:** *The fiduciary must file a final return for an estate when the fiduciary is requesting a tax certificate required by the probate court. In this case, the fiduciary must file a final return regardless of the estate's income. See instructions for requesting a certificate on pages 2 and 3.*

### Fiduciary Filing Return on Form 140

A personal representative must file a return on Form 140 if any of the following apply:

- The Arizona adjusted gross income of a single decedent was \$5,500 or more.

- The gross income of a single decedent was \$15,000 or more.
- The Arizona adjusted gross income of a married decedent for which the representative will file a separate return was \$5,500 or more.
- The gross income of a married decedent for which the representative will file a separate return was \$15,000 or more.
- The Arizona adjusted gross income of a married decedent and his or her surviving spouse for which a joint return will be filed was \$11,000 or more.
- The gross income of a married decedent and his or her surviving spouse for which a joint return will be filed was \$15,000 or more.

For individual filing purposes, gross income is gross income as defined under the Internal Revenue Code (I.R.C.) less income included in gross income that is excluded from Arizona taxation.

#### Example:

A taxpayer died on June 29, 2011. The decedent had wages of \$9,700 and interest income of \$920 received through the date of death. The personal representative files a final Form 140 for the period January 1, 2011, through June 29, 2011. The personal representative notes on the Form 140 that the taxpayer is deceased as of June 29, 2011. The personal representative reports the wage and interest income of \$10,620 on the Form 140. The personal representative reports all income that the estate receives from June 30, 2011, forward on the Form 141AZ.

A fiduciary who has charge of the income of an individual must file a return of income on Form 140 if that individual's income meets the filing requirements. Such fiduciaries include guardians of minors and guardians or committees of legally incompetent persons.

Where several fiduciaries exist, a return filed by one of two or more joint fiduciaries is sufficient.

### Filing for a Charitable Remainder Trust

Charitable remainder trusts should file on Arizona Form 141AZ. The fiduciary should indicate that the return is for a charitable remainder trust by checking the appropriate box on line 6.

The trustee should not enter any numerical figures on the face of the return. The trustee should not complete an Arizona Form 141AZ, Schedule K-1, or Schedule K-1(NR) for any of its beneficiaries.

### Grantor Trusts

Grantor trusts file only an information return since the income reverts to the grantor. The grantor reports this income on the individual income tax return (Form 140). Do not enter any numerical figures on the face of the return. Go directly to the signature line. The fiduciary should indicate that the return is for a grantor trust by checking the appropriate box on line 6.

### Where Should You Mail The Return?

If you are expecting a refund, or owe no tax, or owe tax but are not sending a payment, mail the return to:

Arizona Department of Revenue  
PO Box 52138  
Phoenix AZ 85072-2138

If you are sending a payment with this return, mail the return to:  
 Arizona Department of Revenue  
 PO Box 52016  
 Phoenix AZ 85072-2016

### When Should You File?

Your 2011 calendar year tax return is due no later than midnight, April 17, 2012. You have extra time to file and pay for 2011 because April 15, 2012, is a Sunday and April 16, 2012, is a legal holiday in Washington, DC. You must file a return made on a fiscal year basis by the 15th day of the fourth month following the close of the fiscal year. Your original filing date must be the same for Arizona as it is for federal purposes.

You may request an extension if you know you will not be able to file on time. *An extension does not extend the time to pay the income tax. Failure to pay at least 90% of the tax due by the original due date will result in a penalty.* Beginning April 18, Arizona charges interest on any unpaid tax. The extension underpayment penalty is ½ of 1% (.005) of the tax not paid for each 30-day period or fraction of a 30-day period. The extension underpayment penalty cannot exceed 25% of the unpaid tax.

**NOTE:** *Arizona will grant a five-month extension. For more information, see Fiduciary Tax Ruling FTR 09-1.*

### To Get a Filing Extension, You Can Either:

1. Apply for a state extension (Form 141AZ EXT). To apply for an automatic 5-month state extension, file Arizona Form 141AZ EXT by April 17. See Form 141AZ EXT for details. You do not have to attach a copy of the extension to your return when you file, but make sure that you check extension box 82E on page 1 of the return. If you must make a payment, use Arizona Form 141AZ EXT.
2. Use your federal extension - file your Arizona return by the same due date. You do not have to attach a copy of the extension to your return, but make sure that you check extension box 82E on page 1 of the return.

### Does an Estate or Trust Have to Make Estimated Payments?

An estate or trust does not have to make estimated payments. An estate or trust may elect to make Arizona estimated tax payments on Arizona Form 141AZ ES.

### What if You File or Pay Late?

If you file or pay late, we will charge you interest and penalties on the amount you owe. If the U.S. Post Office postmarks your 2011 calendar return by April 17, 2012, your return will not be late. You may also use certain private delivery services designated by the IRS to meet the "timely mailing as timely filed" rule.

### Late Filing Penalty

If you file late, we will charge you a late filing penalty. This penalty is 4½% (.045) of the tax required to be shown on the return for each month or fraction of a month the return is late. This penalty cannot exceed 25% of the tax found to be remaining due.

### Late Payment Penalty

If you pay your tax late, we will charge you a late payment penalty. This penalty is ½ of 1% (.005) of the amount shown as tax for each month or fraction of a month for which the failure continues. We charge this penalty from the original

due date of the return until the date you pay the tax. This penalty cannot exceed a total of 10% of the unpaid tax.

### Extension Underpayment Penalty

If you file your return under an extension, you must pay 90% of the tax shown on your return by the return's original due date. If you do not pay this amount, we will charge you a penalty. This penalty is ½ of 1% (.005) of the tax not paid for each 30-day period or fraction of a 30-day period. We charge this penalty from the original due date of the return until the date you pay the tax. This penalty cannot exceed 25% of the unpaid tax. If we charge you the extension underpayment penalty, we will not charge you the late payment penalty under A.R.S. § 42-1125(D).

**NOTE:** *If you are subject to two or more of the above penalties, the total cannot exceed 25%.*

### Interest

We charge interest on any tax not paid by the due date. We will charge you interest even if you have an extension. If you have an extension, we will charge you interest from the original due date until the date you pay the tax. The Arizona interest rate is the same as the federal rate.

### Amended Returns

If you are filing an amended Form 141AZ, check the amended return box on line 6. Complete the entire return, correct the appropriate line(s) with the new information, and recompute your tax liability. On an attached schedule, explain the reason(s) for the amendment(s) and identify the line(s) and amount(s) being changed on the amended return. Also, attach a copy of the amended federal Form 1041.

**NOTE:** *You must plainly mark an amended return "Amended" by checking the appropriate box on line 6. The period covered by this return must be the same accounting period as covered by the original return. If you are amending a prior year return, use Form 141AZ for that taxable year.*

### Copy of Will or Trust Instrument

Upon the department's request, the fiduciary must submit a copy of the will or trust instrument when the estate's or trust's gross income is \$5,000 or more. The fiduciary must swear that the will or trust instrument is a true and complete copy.

### Reporting Payments Made by a Trust or Estate

An estate or trust that paid salaries or wages may have to report those payments to the department.

### Request for Certificate of Payment of Taxes

**IMPORTANT:** *Make requests for this income tax certificate separately. Do not attach requests for the income tax certificate to Form 141AZ. The department can issue certificates only if required by the probate court.*

Mail requests to:

Arizona Department of Revenue  
 Fiduciary Certificate Request  
 Box B-06  
 1600 W. Monroe  
 Phoenix, AZ 85007

If an estate is in probate, the probate court may require a certificate from the department that shows no income tax is due. The probate court may require this before approving the fiduciary's final account.

Arizona law requires a certificate only when **all** of the following apply.

1. The estate is subject to probate.
2. The value of the assets of the estate at the decedent's date of death exceeds \$20,000.
3. The estate has a beneficiary that is not an Arizona resident.

In order for the department to issue a certificate, **all** of the following must be met.

1. The fiduciary has filed Arizona Form 210 - *Notice of Assumption of Duties in a Fiduciary Capacity*.
2. A return was filed by or on behalf of the decedent and for the estate for each taxable year in which the respective incomes of the decedent or estate exceeded the requirements for filing returns.
3. A final Arizona fiduciary return is filed when the certificate is requested. This return must be filed regardless of the gross or net income for the year. If there is no income, submit a return with "zero" on all lines.

If filing a final return and you are expecting a refund, or owe no tax, or owe tax but are not sending a payment, mail the return to:

Arizona Department of Revenue  
PO Box 52138  
Phoenix, AZ 85072-2138

If filing a final return and you are sending a payment with this return, mail the return to:

Arizona Department of Revenue  
PO Box 52016  
Phoenix, AZ 85072-2016

4. The request must contain a statement regarding the status of returns filed by, or on behalf of, the decedent or for the estate for the four taxable years immediately preceding the date of the request. The fiduciary must make the statement under declaration of perjury. The statement must indicate:
  - The years for which returns were filed.
  - The years for which the gross and Arizona taxable incomes were less than the amount necessary to require the filing of returns.

If you have any questions, call us at (602) 716-7809.

### Additional Returns or Forms You May Have to File

Form 140, 140PY, or 140NR to report a decedent's income for the period to the date of death.

Form 210 - *Notice of Assumption of Duties in a Fiduciary Capacity* - Filed for all estates

Form 141AZ EXT - Extension of Time to File

Form 141AZ ES - Estate or Trust Estimated Tax Payment

### Line-by-Line Instructions

#### Period Covered

The accounting period for the return must be the same for Arizona as it is for federal purposes. If the period is for a

fiscal year, it cannot exceed a 12-month period. A fiscal year period cannot end on the last day of December.

For each return filed in the future, you must keep the same accounting period unless you receive written permission from the department to change it.

If filing for a fiscal year, enter the beginning and ending month and year.

#### Lines 1 through 4 -

Enter the name of the estate or trust. Enter the name, title, address, and zip code of the fiduciary. Enter the employer identification number (EIN) of the estate or the trust.

#### Lines 5a through 5d -

If you are filing this return for a	check box (only one)
resident estate	5a
nonresident estate	5b
resident trust	5c
nonresident trust	5d

#### Line 6 -

Check the box (es) that identify the type of return you are filing.

#### Line 7 - Federal Taxable Income of Fiduciary

An Arizona resident estate or trust should enter the federal taxable income shown on page 1 of the federal fiduciary return, Form 1041.

A nonresident estate or trust must complete Form 141AZ, Schedule A, before entering an amount on line 7. For a nonresident estate or trust, the fiduciary should enter the amount from Form 141AZ, Schedule A, line A6 on line 7.

**NOTE:** Before completing the rest of page 1 of Form 141AZ, complete Schedules A, B, C, D and E, as necessary.

### Schedule A - Nonresident Estate or Trust Source Income Schedule

Schedule A is used to compute the federal taxable income of the estate or trust from Arizona sources. All nonresident estates and nonresident trusts must complete Schedule A. *Resident estates and resident trusts should skip Schedule A.*

#### Federal Column

Enter all items of income and modifications that correspond to those items listed on the federal fiduciary return. Line A5 should equal the federal taxable income reported on the federal fiduciary return.

#### Arizona Column

Enter that part of each item of income reported in the federal column that is derived from Arizona sources. Intangible income will not be considered to be from Arizona sources except where it is part of a business, trade, or occupation carried on in Arizona.

### Schedule B - Fiduciary Adjustment

#### Fiduciary adjustment increasing federal taxable income

Use lines B1 through B4 to figure the amount of fiduciary adjustment that increases federal taxable income.

**Line B1 - Positive Arizona Fiduciary Adjustment From Another Trust or Estate**

Use this adjustment only if the estate's or trust's Arizona Form 141AZ, Schedule K-1, indicates a difference between federal and state distributable income. If the amount shown on the Arizona Form 141AZ, Schedule K-1, is a positive number, enter that amount here.

**Line B2 - Non-Arizona Municipal Bond Interest**

Arizona taxes interest received from non-Arizona municipal bonds. Enter the amount of this type of interest income that you did not include on the federal return.

You may exclude any expenses incurred to purchase or hold the bond(s). Reduce the interest income by the amount of expenses that you could not deduct on your federal return.

**Line B3 - Other Additions to Federal Taxable Income**

Enter any other additions, including those shown below, to federal taxable income. Attach your own schedule.

**A. Total Depreciation Included in Arizona Gross Income**

Enter the amount of depreciation deducted on the federal return that is included in Arizona gross income. If you make an entry here, also see the instructions for line B8, "Other Subtractions From Federal Taxable Income."

**B. Net Operating Losses**

Arizona does not have specific provisions for calculating the net operating loss of estates or trusts. Generally, the net operating loss deduction included in the federal taxable income is the amount allowable for Arizona purposes. There are, however, instances when the amount allowable for Arizona may be different.

You must adjust the net operating loss deduction included in the federal taxable income if the estate or trust has already deducted any amount of the net operating loss included in federal taxable income for Arizona purposes. Enter on line B3, the amount of net operating loss included in federal taxable income that was previously deducted for Arizona purposes.

Usually, Arizona conforms to the federal net operating loss and the carryback provisions. Arizona, however, did not conform to the special federal net operating loss rules for 2008 and 2009. Under the special rules for 2008 and 2009, a taxpayer could have elected to carry the net operating loss back for 3, 4, or 5 years, instead of the normal 2 years. This election would have been allowed under I.R.C. § 172(b)(1)(h) as amended by the American Recovery and Reinvestment Act of 2009 or the Worker, Homeownership, and Business Assistance Act of 2009. If a taxpayer deducted a federal net operating loss carryback under the federal American Recovery and Reinvestment Act of 2009 or the federal Worker, Homeownership, and Business Assistance Act of 2009, see the instructions for line B8, (#N).

For information on deducting a net operating loss carryback in cases where a taxpayer did not make an election under I.R.C. § 172(b)(1)(H), see Arizona Department of Revenue Income Tax Procedure *ITP 99-1*.

**C. Annuity Income in Excess of Contributions**

Use this adjustment if both of the following apply.

1. The estate or trust received annuity income and the first payment received from the annuity was before December 31, 1978.

2. The sum of the proceeds received from the annuity in all taxable years prior to and including the current tax year exceeds the total consideration premiums paid.

**D. Excess of a Partner's Share of Partnership Taxable Income or Loss**

Use this adjustment if the Arizona Form 165, Schedule K-1, shows a difference between federal and state distributable income.

If the difference reported on the Arizona Form 165, Schedule K-1, is a positive number, enter that difference as an addition. Enter the addition on line B3.

If the difference reported on the Arizona Form 165, Schedule K-1, is a negative number, enter that difference as a subtraction. Enter the subtraction on line B8.

**E. Claim of Right Adjustment for Amounts Repaid in 2011**

You must make an entry here if **all** of the following apply:

1. During 2011, the estate or trust was required to repay amounts held under a claim of right.
2. The amount required to be repaid was subject to Arizona income tax in the year included in income.
3. The amount required to be repaid during 2011 was more than \$3,000.
4. The estate or trust took a deduction for the amount repaid on its 2011 federal income tax return.
5. The deduction taken on the estate's or trust's federal income tax return is reflected in the Arizona taxable income.

If all of the above apply, enter the amount deducted on the federal income tax return that is reflected in the Arizona taxable income.

For more information on the Arizona claim of right provisions, see Arizona Department of Revenue Individual Income Tax Procedure *ITP 95-1*.

**F. Claim of Right Adjustment for Amounts Repaid in Prior Taxable Years**

You must make an entry here if **all** of the following apply:

1. During a year prior to 2011, the estate or trust was required to repay amounts held under a claim of right.
2. The estate or trust computed its tax for that prior year under Arizona's claim of right provisions.
3. A net operating loss or capital loss was established due to the repayment made in the prior year.
4. The estate or trust is entitled to take that net operating loss or capital loss carryover into account when computing its 2011 Arizona taxable income.
5. The amount of the loss carryover included in the estate's or trust's federal income is more than the amount allowed to be taken into account for Arizona purposes.

Enter the amount by which the loss carryover included in the federal income is more than the amount allowed for the taxable year under Arizona law.

**G. Nonqualified Withdrawals From 529 College Savings Plans**

Use this adjustment if **both** of the following apply.

1. The estate or trust received a nonqualified withdrawal from a 529-college savings plan.

2. The amount of withdrawal was not included in the federal taxable income.

The amount that the fiduciary must add is the amount of withdrawal, but no more than the difference between the amount of contributions subtracted in prior years and the amount added in any prior years.

A nonqualified withdrawal is a withdrawal other than any of the following:

- A qualified withdrawal. A qualified withdrawal is a withdrawal from an account to pay the qualified higher education expenses of the designated beneficiary of the account.
- A withdrawal made as the result of the death or disability of the designated beneficiary of an account.
- A withdrawal that is made on the account of a scholarship, or the allowance or payment described in I.R.C. § 135(d)(1)(B) or (C), and that is received by the designated beneficiary, but only to the extent of the amount of this scholarship, allowance, or payment.
- A rollover or change of designated beneficiary.

#### H. Original Issue Discount (OID) on Reacquisition of Debt Instrument

For federal purposes, when an estate or trust made the special election to defer discharge of indebtedness (DOI) income under I.R.C. § 108(i), the estate or trust was not allowed to take a deduction with respect to the portion of any OID that accrued with respect to that DOI income, during the income deferral period. In this case, the estate or trust had to deduct the aggregate amount of the OID deductions disallowed ratably over a 5 year period, beginning with the period in which the income was includible in federal adjusted gross income.

Arizona did not adopt the federal provisions requiring an estate or trust to defer the OID deduction in cases where the estate or trust federally deferred the DOI income. For Arizona purposes, the estate or trust had to report the DOI income from a debt reacquisition in the year in which it reacquired the debt, and it was allowed to subtract any OID related to that DOI income in the year the OID accrued. (See the instructions for "Other Subtractions From Federal Taxable Income." (#P)) If the estate's or trust's federal taxable income includes a deduction for any accrued OID already subtracted for Arizona purposes, make an addition to Arizona income for the amount of deferred OID deducted on the federal return. Generally, this addition will not apply until taxable year 2014 through 2018. However, if the estate or trust was required to accelerate reporting of the DOI income for federal purposes and was allowed to deduct accrued OID attributable to that income on a return filed for a year prior to 2014, this addition may apply to an earlier year. On line B3, enter the amount of any previously deferred OID deducted in computing the estate's or trust's 2011 federal taxable income, to the extent that the amount was previously subtracted from Arizona taxable income.

#### I. Other Adjustments

Other special adjustments may be necessary. You may need to make an addition for depreciation or amortization. Call one of the numbers listed on page 1 of these instructions if any of the following apply.

1. You sold or disposed of property that was held for the production of income and your basis was computed under the Arizona Income Tax Act of 1954.
2. You elected to amortize the basis of a pollution control device or the cost of a childcare facility under Arizona law in effect

before 1990. You are still deducting amortization or depreciation for that device or facility on your federal income tax return.

#### Line B4 - Total Adjustments Increasing Federal Taxable Income

Add lines B1 through B3. Enter the total.

#### Fiduciary Adjustment Decreasing Federal Taxable Income

Use lines B5 through B9 to figure the amount of fiduciary adjustment that decreases federal taxable income.

You may only subtract those items for which statutory authority exists. Without such authority, you cannot take a subtraction. If you have any questions concerning subtractions from income, call one of the numbers listed on page 1 of these instructions.

**NOTE:** *You cannot subtract any amount that is allocable to income excluded from Arizona taxable income.*

Enter the following other subtractions from federal taxable income. Attach your own schedule.

#### Line B5 - Negative Arizona Fiduciary Adjustment From Another Estate or Trust

Use this adjustment only if the Arizona Form 141AZ, Schedule K-1, indicates a difference between federal and state distributable income. If the amount shown on the Arizona Form 141AZ, Schedule K-1, is a negative number, enter that amount here.

#### Line B6 - Interest Received on U.S. Obligations

Enter the amount of interest income from U.S. Government obligations included on page 1, line 7. U.S. Government obligations include obligations such as U.S. savings bonds and treasury bills. You cannot deduct any interest or other related expenses incurred to purchase or carry the obligations. If such expenses are included in Arizona gross income, you must reduce the subtraction by such expenses. Reduce the subtraction only by the amount of such expenses included in your Arizona gross income.

**NOTE:** *Do not subtract interest earned on FNMA or GNMA bonds since this interest is taxable by Arizona. For details, see the Income Tax Ruling, ITR 06-1.*

Do not subtract any amount received from a qualified pension plan that invests in U.S. Government obligations. Do not subtract any amount received from an IRA that invests in U.S. Government obligations. These amounts are not interest income. For more information, see Income Tax Rulings ITR 96-2 and ITR 96-3.

#### Line B7 - Refunds From Other States

Enter any state income tax refunds received from states other than Arizona. Enter an amount only to the extent it is included on page 1, line 7 of Arizona Form 141AZ.

#### Line B8 - Other Subtractions From Federal Taxable Income

Enter any other subtractions, including those shown below, to federal taxable income. Attach your own schedule.

#### A. Exclusion for U.S. Government, Arizona State, or Local Government Pensions

If the estate or trust received pension income from any of the sources listed below, subtract the amount received or \$2,500,

whichever is less. Only include amounts which the estate or trust reported as income on the federal return.

**Public pensions from the following sources qualify for this subtraction:**

- The United States Government Service Retirement and Disability Fund
- The United States Foreign Service Retirement and Disability System
- Retired or retainer pay of the uniformed services of the United States
- Any other retirement system or plan established by federal law

**NOTE:** *This applies only to those retirement plans authorized and enacted into the U.S. Code. This does not apply to a retirement plan that is only regulated by federal law (i.e., plans that must meet certain federal criteria to be qualified plans).*

- The Arizona State Retirement System
- The Arizona State Retirement Plan
- The Corrections Officer Retirement Plan
- The Public Safety Personnel Retirement Plan
- The Elected Officials' Retirement Plan
- A retirement plan established for employees of a county, city, or town in Arizona
- An optional retirement program established by the Arizona Board of Regents under Arizona Revised Statutes
- An optional retirement program established by an Arizona community college district

**NOTE:** *Public retirement pensions from states other than Arizona do not qualify for this subtraction.*

This subtraction does not apply to nonresident estates or trusts.

**B. Annuity Income, First Payment Received Prior to December 31, 1978**

Arizona allows an estate or trust to subtract the amount of annuity income included in the estate's or trust's federal income pursuant to I.R.C. § 72. This subtraction is allowed only if the first payment from the annuity was received before December 31, 1978.

This subtraction does not apply to nonresident estates or trusts.

**C. Qualified Wood Stove, Wood Fireplace, or Gas Fired Fireplace**

Arizona allows a subtraction for converting an existing fireplace to one of the following.

- a qualified wood stove.
- a qualified wood fireplace, or
- a gas fired fireplace and non-optional equipment directly related to its operation.

You may subtract up to \$500 for converting an existing fireplace on property located in Arizona to a qualified wood stove, qualified wood fireplace, or gas fired fireplace.

**D. Claim of Right Adjustment for Amounts Repaid in Prior Taxable Years**

You must make an entry here if **all** of the following apply:

1. During a year prior to 2011, the estate or trust was required to repay amounts held under a claim of right.

2. The estate or trust computed its tax for that prior year under Arizona's claim of right provisions.
3. A net operating loss or capital loss was established due to the repayment made in the prior year.
4. The estate or trust is entitled to take that net operating loss or capital loss carryover into account when computing its 2011 Arizona taxable income.
5. The amount of the loss carryover allowed to be taken into account for Arizona purposes is more than the amount included in your federal income.

Enter the amount by which the loss carryover allowed for the taxable year under Arizona law is more than the amount included in your federal income.

**E. Certain Expenses Not Allowed For Federal Purposes**

The estate or trust may subtract some expenses that it cannot deduct on its federal return when the estate or trust claims certain federal tax credits. These federal tax credits are

- The federal work opportunity credit
- The empowerment zone employment credit
- The credit for employer-paid social security taxes on employee cash tips
- The Indian employment credit

If the estate or trust claimed any of these federal tax credits for 2011, enter the portion of wages or salaries it paid or incurred during the taxable year equal to the amount of those federal tax credits it received.

A nonresident estate or trust should enter the amount of wages or salaries that it paid or incurred during the taxable year that is related to the income sourced to Arizona. The subtraction is equal to the amount of the federal credits it received.

**F. Employer Contributions Made to Employee Medical Savings Accounts**

If the estate or trust is an employer, it may subtract the amount contributed to its employees' medical savings accounts that are established under Arizona law. The amount the estate or trust can subtract is equal to the amount that was not deductible on its federal return. The amount it can subtract is equal the amount that is included in its Arizona gross income.

**G. Agricultural Crops Given to Charitable Organizations**

Arizona allows a subtraction for qualified crop gifts made during 2011 to one or more charitable organizations. To take this subtraction, **all** of the following must apply:

- The estate or trust must be engaged in the business of farming or processing agricultural crops.
- The crop must be grown in Arizona.
- The gift must be made to a charitable organization located in Arizona.
- The charitable organization must be exempt from Arizona income tax.

The subtraction is the greater of 80% of the wholesale market price or 80% of the most recent sale price for the crop given. To determine if the estate's or trust's crop gift qualifies for this subtraction, see Arizona Department of Revenue Procedure, ITP 93-2.

**H. Installment Sale Income From Another State Taxed by the Other State in a Prior Taxable Year**

The estate or trust may subtract any income from an installment sale that has been properly subjected to income tax in another state in a prior tax year. Enter the amount of such income included in Arizona gross income in the current taxable year.

This subtraction does not apply to nonresident estates or trusts.

**I. Subtraction for World War II Victims**

The estate or trust may subtract distributions made to it for the decedent's or settlor's persecution by Nazi Germany or any other Axis regime for racial, religious, or political reasons. The estate or trust may also subtract distributions made for the persecution of the ancestors of the decedent or settlor. If the estate or trust is the first recipient of such distributions, enter the amount of the distributions that it had to include in the estate's or trust's federal taxable income.

The estate or trust may also subtract certain items of income, if the decedent or settlor was persecuted by Nazi Germany or any other Axis regime for racial, religious, or political reasons before, during, or immediately after World War II. The income must be attributable to, derived from, or related to assets that were stolen or hidden from the decedent or settlor. If the estate or trust is the first recipient of such income, enter the amount of income that it had to include in the estate's or trust's federal taxable income.

A nonresident estate or trust should enter such payments only to the extent included in Arizona taxable income.

**J. Recalculated Arizona Depreciation Resident Estate or Trust**

Enter the total amount of depreciation allowable pursuant to I.R.C. § 167(a) for the taxable year calculated as if the taxpayer had elected not to claim bonus depreciation for eligible properties for federal purposes.

**Nonresident estate or trust**

Enter the total amount of depreciation attributable to assets used in an Arizona business allowable pursuant to I.R.C. § 167(a) for the taxable year calculated as if the taxpayer had elected not to claim bonus depreciation for eligible properties for federal purposes.

**K. Basis Adjustment for Property Sold or Otherwise Disposed of During the Taxable Year**

With respect to property that is sold or otherwise disposed of during the taxable year by a taxpayer who has complied with the requirement to add back all depreciation with respect to that property on tax returns for all taxable years beginning from and after December 31, 1999; enter the amount of depreciation that was allowed pursuant to I.R.C. § 167(a), to the extent that the amount has not already reduced Arizona taxable income in the current or prior years. (Note: The practical effect of this is to allow a subtraction for the difference in basis for any asset for which bonus depreciation has been claimed on the federal return.) A nonresident estate or trust may make this adjustment for only property that was used in an Arizona business.

**L. Federal Estate Taxes Paid by an Estate**

An estate may subtract the amount of federal estate tax paid by the estate in the current taxable year. Enter the amount of federal estate taxes paid in 2011.

**M. Contributions to 529 College Savings Plans**

For taxable years 2008 through 2012, an estate or trust may subtract amounts it contributes to 529 college savings plans during

the taxable year. The estate or trust may subtract the amount contributed during the year up to a total of \$750.

**N. Net Operating Loss Adjustment**

**NOTE:** *This subtraction applies to only those estates or trusts that made an election under the special federal net operating loss rules for 2008 and 2009. Under these rules for 2008 and 2009, an estate or trust could have elected to carry the net operating loss back for 3, 4, or 5 years, instead of the normal 2 years. This election would have been allowed under I.R.C. § 172(b)(1)(H) as amended by the American Recovery and Reinvestment Act of 2009 or the Worker, Homeownership, and Business Assistance Act of 2009.*

Arizona did not adopt the special federal net operating loss rules for losses incurred during 2008 or 2009. For Arizona purposes, estates or trusts must deduct a net operating loss as if the loss was computed under I.R.C. § 172 in effect prior to the enactment of those special rules.

**Resident estate or trust**

If the estate or trust made an election to deduct a 2008 or 2009 federal net operating loss under I.R.C. § 172(b)(1)(H), the estate or trust may have to enter an amount here. Figure how much of the net operating loss carry forward would have been allowed as a deduction on the estate's or trust's 2011 federal income tax return, if the election described in I.R.C. § 172(b)(1)(H) had not been made in the year of the loss. On line B8, enter the amount that exceeds the actual net operating loss carry forward that was deducted in arriving at federal taxable income.

**Nonresident estate or trust**

Figure how much of the net operating loss carry forward would have been allowed as a deduction on the estate's or trust's 2011 federal income tax return, if the election described in I.R.C. § 172(b)(1)(H) had not been made in the year of the loss. Then figure how much of the carry forward computed under that method was derived from Arizona source losses. The amount the estate or trust may take as a subtraction is the difference between the amount of Arizona source net operating loss carryover allowable as a deduction for federal purposes under the as if calculation and the amount of the Arizona source net operating loss deduction actually taken for federal purposes that the estate or trust included in its Arizona gross income. On line B8, enter the amount of allowable Arizona source loss carry forward deduction that exceeds the actual amount of Arizona source net operating loss carry forward deduction that was deducted in arriving at Arizona gross income.

**NOTE:** *As an Arizona nonresident estate or trust, the estate or trust may have had a loss from prior year Arizona business operations. However, the loss cannot offset this year's income unless the as if calculation results in an Arizona source net operating loss deduction for federal purposes. The estate or trust can only take this subtraction if the as if federal net operating loss deduction for 2011 includes Arizona source losses that have not been absorbed by non-Arizona income in any intervening years. The estate or trust cannot subtract any amount of that net operating loss that has been absorbed by non-Arizona income in any intervening years. The estate or trust also cannot take a subtraction for any amount that has already been deducted for Arizona purposes.*

## O. Previously Deferred Discharge of Indebtedness (DOI) Income Adjustment

Generally, when a loan is settled for less than the amount owed, DOI income is realized by the debtor and usually must be included in the debtor's gross income. The amount of DOI income is generally equal to the amount of loan forgiveness. DOI income also occurs when a debtor repurchases its own debt at a discount (a price lower than the adjusted basis issue price of the debt instrument). In debt repurchase transactions, the amount of DOI income is generally equal to the difference between the adjusted issue price and the price paid for the debt instrument.

For federal purposes, an estate or trust may have made a special election for taxable years 2009 or 2010 to include DOI income in connection with the reacquisition of a business debt instrument, ratably over a 5 year period. An estate or trust that made this election will generally include this income in federal taxable income beginning with the 2014 taxable year. An estate or trust would have made the federal election under I.R.C. § 108(i) as added by the American Recovery and Reinvestment Act of 2009. Arizona did not adopt the special federal DOI income deferral provisions for the 2009 or 2010 taxable year.

For Arizona purposes, if a taxpayer made the federal election to defer the inclusion of DOI income under I.R.C. § 108(i), the estate or trust was required to add the amount of deferred DOI income to Arizona income for the year for which the estate or trust made the election. If the estate or trust made the required addition to Arizona income on the Arizona return filed for the year in which the estate or trust reacquired the debt instrument (2009 or 2010), Arizona will not tax that DOI income twice. In the year in which the estate or trust includes that deferred DOI income in federal taxable income, the estate or trust may take a subtraction for the amount included for that year. Usually this subtraction will apply to taxable years 2014 through 2018. However, if the estate or trust had to accelerate the deferral for federal purposes, this subtraction may apply to a taxable year prior to 2014.

### Resident estate or trust

On line B8, enter the amount of previously deferred DOI income included in federal taxable income for the current taxable year to the extent that the amount was previously added to the Arizona income.

### Nonresident estate or trust

On line B8, enter the amount of previously deferred Arizona source DOI that the estate or trust included in its Arizona gross income for the current taxable year to the extent that the amount was previously added to the estate's or trust's Arizona income.

## P. Original Issue Discount (OID) on Reacquisition of Debt Instrument

For federal purposes, when an estate or trust made the special election to defer discharge of indebtedness (DOI) income under I.R.C. § 108(i) (for 2009 or 2010), the taxpayer was not allowed to take a deduction with respect to the portion of any OID that accrued with respect to that DOI income, during the income deferral period. Arizona did not adopt the federal provisions requiring an estate or trust to defer the OID deduction in cases where the estate or trust federally deferred the DOI income under I.R.C. § 108(i). In this case, the estate or trust must deduct the aggregate amount of the OID deductions disallowed ratably over a 5 year period, beginning with the period in which the income is includible in an estate's or trust's federal taxable income.

For Arizona purposes, an estate or trust was required to add the amount of deferred DOI income to its Arizona income on the return filed for the year in which it reacquired the debt instrument. Since Arizona is taxing the federally deferred DOI income for 2009 or 2010 on the 2009 or 2010 Arizona return, the estate or trust may subtract the amount of OID that accrued during the taxable year with respect to that DOI income.

### Resident estate or trust

On line B8, enter the amount of any OID that was deferred and not allowed to be deducted in computing federal taxable income for 2011 under I.R.C. § 108(i).

### Nonresident estate or trust

On line B8, enter the amount of any OID related to that Arizona source income that was deferred and not allowed to be deducted in computing federal taxable income for 2011 under I.R.C. § 108(i).

## Q. Other Adjustments

Other special adjustments may be necessary. Call one of the numbers listed on page 1 of these instructions if any of the following apply.

- You sold or disposed of property that was held for the production of income and your basis was computed under the Arizona Income Tax Act of 1954.
- You deferred exploration expenses determined under I.R.C § 617 in a taxable year ending before January 1, 1990, and you have not previously taken a subtraction for those expenses.

### Line B9 - Total Adjustments Decreasing Federal Taxable Income

Add lines B5 through B8. Enter the total.

### Line B10 - Net Fiduciary Adjustment

Subtract the amount on line B9 from the amount on line B4. If the result is a negative number, enter the result in brackets. Also, enter the result on Form 141AZ, page 1, line 8.

## Schedule C - Fiduciary Adjustment Allocation

Use Schedule C to determine the allocation of the shares of the Arizona fiduciary adjustment. This adjustment is divided among the beneficiaries and the fiduciary in proportion to their share of the federal distributable net income. If there is no federal distributable net income, each beneficiary's share of the adjustment is in proportion to each share of the estate or trust income distributed. Any balance of the adjustment not allocated to the beneficiaries is allocable to the fiduciary.

### Lines C1 through C10 -

In column (a), enter the name of each beneficiary. In column (b), enter each beneficiary's share of the federal distributable net income. In column (c), enter the percentage of the estate or trust to be distributed to each beneficiary in accordance with the documents or laws controlling distribution of the estate or trust. If the estate or trust has more than 10 beneficiaries, complete an additional schedule. The schedule should show the same information required on lines C1 through C10.

### Line C11 -

Add the amounts on lines C1 through C10 in column (b). Add the percents on lines C1 through C10 in column (c). If the fiduciary completed an additional schedule because there



are more than 10 beneficiaries, include the amounts from the additional schedule on line C11.

**Line C12 -**

In column (b), enter the fiduciary's share of the federal distributable net income. In column (c), enter the percentage of the fiduciary's share of federal distributable net income computed in accordance with the documents or laws controlling distribution of the estate or trust.

**Lines C13 through C16 -**

Complete lines C13 through C16 as instructed on the form.

**Schedule D - Federal Distributable Net Income From Arizona Sources**

Schedule D is used to determine the net estate or trust income reportable to Arizona by nonresident beneficiaries. Use the information in Schedule D to complete Forms 141AZ, Schedule K-1(NR) for nonresident beneficiaries.

The fiduciary should complete Schedule D only if the trust or estate has Arizona nonresident beneficiaries. If the trust or estate does not have any nonresident beneficiaries, the fiduciary should skip Schedule D.

**Lines D1 through D9 -**

In column (b), enter an amount for each item from which federal distributable net income is comprised. The total entered on line D9, column (b), should equal the federal distributable net income.

In column (c), enter that portion of federal distributable net income derived from Arizona sources. Such income includes Arizona rental and business income, and gains on the sale of Arizona property.

**Schedule E - Questions**

Answer the questions on lines E1 through E7.

**Tax Computation**

**Line 12 - Electing Small Business Trust (ESBT) Income**

Enter the federal taxable income of Electing Small Business Trusts (ESBT) from the I.R.C. § 641(c) worksheet attached to your Federal Form 1041. Attach a copy of the worksheet to the Arizona return. A nonresident trust should enter the amount of ESBT income received from the S corporation that was derived from sources within Arizona.

**Line 13 -**

Add lines 11 and 12. Enter the total.

**Line 14 - Income of a Trust Established as a Medical Savings Account**

Arizona law provides a subtraction of income earned during the taxable year by a trust established as a medical savings account. Subtract such amounts only to the extent the trust included the income in Arizona gross income.

**Line 15 - Arizona Taxable Income**

Subtract line 14 from line 13. Enter the difference.

**Line 16 - Tax Amount**

Compute the tax on the amount on line 15 from the tax table on page 12 of these instructions.

**Lines 17 and 18 - Clean Elections Fund Tax Reduction**

You may designate \$5 of the tax to go to the Clean Elections Fund and may also reduce the tax on line 16 by up to \$5.

To make this designation, check box 17. If you checked box 17 and the amount on Form 141AZ, page 1, line 16 is \$10 or more, enter \$5 on line 18. If the amount on line 16 is less than \$10, complete the following worksheet.

Clean Elections Fund Tax Reduction Worksheet	
1. Enter the amount of tax from Form 141AZ, page 1, line 16.	.00
2. If you checked box 17, enter \$5.	.00
3. Balance of tax eligible for tax reduction. Subtract line 2 from line 1. If less than zero, enter zero "0."	.00
4. Tax reduction. Enter the smaller of line 3 or \$5. Also, enter this amount on Form 141AZ, page 1, line 18.	.00

**Line 20 - Credit for Taxes Paid to Another State or Country (Form 309)**

If both Arizona and another state or country considers an estate or trust to be a resident, Arizona will allow the estate or trust a tax credit against the Arizona income tax liability for taxes paid to the other state or country.

The credit allowed on the Arizona fiduciary return is subject to the following conditions:

1. The credit is allowed only for the proportion of the taxes paid to the other state or country that the income taxable to Arizona and also subject to tax in the other state or country bears to the entire income on which the taxes paid to the other state or country are imposed.
2. The credit cannot exceed the proportion of the tax payable to Arizona that the income subject to tax in the other state or country and also taxable to Arizona bears to the entire income that is taxable to Arizona.
3. The credit is not allowed for taxes paid to the other state or country on income from sources within Arizona.

If claiming this tax credit, the estate or trust must attach the following items to the Arizona Form 141AZ:

1. A copy of the other state or country's income tax return.
2. A schedule showing how the credit was calculated.

**Line 22 - Clean Elections Fund Tax Credit**

**NOTE:** Amounts designated to the Clean Elections Fund on page 1, line 18 do not qualify for the credit. Do not include those amounts here.

If the estate or trust contributed to the Citizens Clean Elections Fund, the estate or trust may claim a credit for those contributions.

For 2011, the estate or trust may claim a credit for the following:

- Donations the estate or trust made directly to the fund during 2011.
- A donation the estate or trust made to the fund on its 2010 income tax return filed in 2011.

The estate or trust may not claim a credit on its 2011 return for a donation made to the fund on its 2011 return. If the estate or trust donates to the fund with its 2011 return, the estate or trust may claim a credit for that donation on its 2012 return.

Complete the following worksheet to figure the credit.

<b>Worksheet for Calculating the 2011 Clean Elections Fund Tax Credit</b>	
1. Enter the amount the trust or estate donated directly to the fund during 2011.	.00
2. Enter the amount the trust or estate donated to the fund with its 2010 tax return.	.00
3. Add line 1 and line 2. Enter the total.	.00
4. Enter the amount from Form 141AZ, line 21.	.00
5. Multiply line 4 by 20% (.20).	.00
6. Enter \$670.	\$670.00
7. Enter the larger of line 5 or line 6.	.00
8. Enter the smaller of line 3, line 4, or line 7 here and on Form 141AZ, line 22.	.00

## Payments

### Line 24 - Arizona Estimated Tax Payments

If you made any estimated tax payments to the State of Arizona for 2011, enter that amount.

### Line 25 - Payment With Extension

Enter the amount of payment made with an extension request (Form 141AZ EXT).

### Line 26 - Arizona Income Tax Withheld

Use line 26 to claim a credit for any Arizona income tax withheld (and not repaid) by:

- an employer on wages and salaries of a decedent received by the decedent's estate;
- a payer of certain gambling winnings (e.g., state lottery winnings); or
- a payer of distributions from pensions, annuities, retirement, or profit-sharing plans received by a decedent's estate or trust.

Attach a copy of Form W-2, or Form W-2G, or Form 1099-R to the back of the return.

### Line 27 - Payment With Original Return (if amending)

Enter the payment sent with the original Form 141AZ return. Also, include any additional tax payments made after the return was filed.

### Line 28 - Total Payments

Add lines 24 through 27. Enter the total.

Also, do the following if the estate or trust computed the 2011 tax under Arizona's claim of right provisions.

- Write "A.R.S. 43-1029" and the amount of the prior year tax reduction in the space to the left of the total payment amount.

- Include the credit for the prior year tax reduction in the total entered on line 28.
- Attach a schedule explaining the amounts repaid and the computation of the tax reduction for the prior year(s).

For more information on Arizona's claim of right provisions, see Individual Income Tax Procedure *ITP 95-1*.

### Line 29 - Refund From Original Return (if amending)

Enter any refunds received from your original filing.

### Line 30 - Balance of Payments

Subtract Line 29 from Line 28.

### Line 31 - Voluntary Gift to the Citizens Clean Elections Fund

**NOTE:** *If the estate or trust makes a gift, the trust or estate cannot change the amount of that gift later on an amended return.*

The estate or trust may give some or all of its refund to the Citizens Clean Elections Fund. The estate or trust may also send in additional money with its return. If the estate or trust sends in additional money with its return, include that amount on line 32. Enter the amount donated on line 31.

If the estate or trust donates to the fund with its 2011 return filed in 2012, the estate or trust may claim a credit for that donation on its 2012 return.

The Citizens Clean Elections Fund provides funding to each participating candidate who qualifies for campaign funding.

## Overpayment or Balance Due

### Line 32 - Balance Due

Subtract line 30 from line 23. If making a donation on line 31, also add that amount to the amount entered on line 32. This is the amount the estate or trust owes. Make the check payable to the Arizona Department of Revenue. Be sure to write the estate's or trust's EIN on the front of the check. Attach the check to the front of the return in the upper left hand corner where indicated.

### Line 33 - Refund Due

Subtract lines 23 and 31 from line 30. This is the amount the State of Arizona owes the estate or trust.

### Line 34 - Amount of Line 33 to be Applied to the 2012 Estimated Tax

If the estate or trust wants all or part of the refund applied to next year's Arizona estimated taxes, enter that amount.

## Declaration

The individual or authorized officer of the organization receiving or having custody, control, or management of the income of the estate or trust must sign the declaration. If two or more individuals act jointly as fiduciaries, any one of them may sign the declaration.

## Filing Reminder to Fiduciary Filers

- Be sure to use the correct year's form to file the return. Also, be sure to clearly mark the period covered by the return.
- Enter the correct EIN on the return.
- If the estate or trust is ready to file but has not yet received an EIN, it may file the return. Let us know

what the number is as soon as it is received. Mail the correspondence to:

Taxpayer Assistance  
Arizona Department of Revenue  
PO Box 29086  
Phoenix, AZ 85038-9086

4. Write the estate's or trust's EIN on the front of all checks and correspondence.
5. Do not attach correspondence to the back of the returns. Mail all correspondence separate from returns to:
 

Taxpayer Assistance  
Arizona Department of Revenue  
PO Box 29086  
Phoenix, AZ 85038-9086
6. When filing returns that generate a refund due to any previous payments (i.e., amount paid with extension, amount paid as estimated payment, amount paid with original returns), it may speed the refund process if a copy of the canceled check of the previous payment accompanies the return generating the refund.
7. If the estate or trust is a fiscal year filer (for periods not ending in December), use the Tax Table for the prior year. Example: If filing for April 1, 2010, to March 31, 2011, use the 2010 Tax table. If this return is for a short taxable year, use the 2011 Tax Table. Example: If filing for June 1, 2011, to November 30, 2011, use the 2011 Tax Table.
8. If the income is taxable but deductions bring the return to zero, make sure all necessary lines are filled in to support this declaration.
9. Grantor trusts file an information return using Form 141AZ showing no numerical figures for lines 7 through 34. Taxable income on a grantor trust reverts to the grantor. The grantor reports this income on the individual income tax return. The fiduciary should indicate that the return is for a grantor trust by checking the appropriate box on line 6.
10. When filing an amended Form 141AZ return, be sure the return is marked as an amended return. You must plainly mark an amended return "amended" by checking the appropriate box on line 6. If amending the 2011 return use the 2011 form. If amending a different tax year use the Form 141AZ for that tax year.
11. File returns on time to avoid late filing and/or late payment penalties. Returns are due on the 15th day of the fourth (4th) month from the date the tax period ends.

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## Taxpayer Identification Number

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All returns, statements, and other documents filed with the Department of Revenue require a taxpayer identification number (TIN). The TIN for a trust or an estate is its employer identification number.

Taxpayers who fail to include the proper TIN may be subject to a penalty. Please check the return to be sure that all required identification numbers are accurate and written clearly. Missing, incorrect, or unclear identification numbers may cause delays in processing the returns.

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## Identification Numbers for Paid Preparers

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If you pay someone else to prepare your return, that person must also include an identification number where requested.

A paid preparer may use any of the following:

- his or her SSN
- his or her PTIN
- the EIN for business

A paid preparer who fails to include the proper numbers may also be subject to a penalty.

**Example of the computation of Arizona fiduciary income tax, resident beneficiary's Arizona fiduciary adjustment, and nonresident beneficiary's Arizona source income.**

**The federal Form 1041 for the Judy Jones estate showed the following items of income and deduction:**

Interest Income	\$ 32,614
Dividends	4,800
Net Rent Income (AZ)	<u>16,832</u>
Total Income	<u>\$ 54,246</u>
Less: Fiduciary Fees	6,000
Accountant's Fees	<u>1,500</u>
Total Fees	<u>(7,500)</u>
Adjusted Total Income	\$ 46,746
Income Distribution Deduction	34,189
Exemption	<u>600</u>
Total Deductions	(\$ 34,789)
Taxable Income	<u>\$ 11,957</u>

The estate also had \$2,476 in non-Arizona municipal bond interest during the taxable year. \$24,000 was distributed to Jane Jones, an Arizona Resident and \$12,000 to June Jones, a nonresident of Arizona. The estate had \$8,700 in U.S. Government interest.

**The shares of federal distributable net income are as follows:**

Jane Jones	\$ 24,000	48.76%
June Jones	12,000	24.38%
Judy Jones Estate	<u>13,222</u>	<u>26.86%</u>
Total	\$ 49,222	100.00%

**The estate's Arizona taxable income is figured as follows:**

Federal taxable income	\$ 11,957
Modifications increasing federal taxable income: Non-Arizona municipal bond interest	\$ 2,476
Modifications decreasing federal taxable income: U.S. Government Interest	<u>\$ 8,700</u>
Net Modifications	\$(6,224)
Allocated to the estate @ 26.86%	<u>\$ (1,672)</u>
Arizona taxable income	<u>\$ 10,285</u>

**Jane Jones share of the Arizona fiduciary adjustment is figured as follows:**

Share of non-Arizona municipal bond interest @ 48.76%	\$ 1,207
Share of U.S. Government Interest @ 48.76%	<u>4,242</u>
Net modification	\$(3,035)

**June Jones income reportable to Arizona is figured as follows:**

Share of federal distributable net income	\$ 12,000
From Arizona sources @ 29.67%	3,561

Arizona source income is figured as follows:

<u>Rental income (Arizona) \$16,832</u>	
Total income \$56,722 (\$54,246 + \$2,476)	= 29.67%

This can be verified as follows:

<u>June's share of income \$12,000</u>	
DNI \$49,222 (\$46,746+\$2,476)	= 29.67%
Share of rental income \$16,832 X 24.38%	= \$4,104
Share of fees \$7,500 X 24.38% X 29.67% *	= <u>(543)</u>
Net Arizona income	\$3,561

\* Share of fees allocated to rental income

**2011 Tax Table for Estate or Trust**

(a)	(b)	(c)	(d)	(e)	(f)
If taxable income from Form 141AZ, page 1, line 15 is:	Enter the amount from Form 141AZ, page 1, line 15	Multiply the amount entered in column (b) by	Enter the result	Subtract	Tax Enter this amount on Form 141AZ, page 1, line 16
Over	But not over				
\$0	\$10,000	X .0259	=	-	0
\$10,000	\$25,000	X .0288	=	-	\$ 29.00
\$25,000	\$50,000	X .0336	=	-	\$ 149.00
\$50,000	\$150,000	X .0424	=	-	\$ 589.00
\$150,000	and over	X .0454	=	-	\$ 1,039.00

**Resident or Part-Year Resident Beneficiary's  
Share of Fiduciary Adjustment**

**2011**

For calendar year 2011, or  
fiscal year beginning                  and ending                 .

Name of Estate or Trust			Estate or Trust Employer Identification No. (EIN)		
Beneficiary's Name		Beneficiary's I.D. No.	Fiduciary's Name		
Beneficiary's Address - number and street, or rural route			Fiduciary's Address - number and street, or rural route		
Beneficiary's City, Town or Post Office	State	Zip Code	Fiduciary's City, Town or Post Office	State	Zip Code
Beneficiary's Daytime Phone Number – <i>include area code</i>			Fiduciary's Phone Number – <i>include area code</i>		

- 1 Net fiduciary adjustment to be allocated: *Enter the amount from Form 141AZ, Schedule C, line C14*.....
- 2 Percent of beneficiary's share of federal distributable income from Form 141AZ, Schedule C .....
- 3 *Multiply* the amount on line 1 by the percent on line 2, and *enter the result*.....

1		00
2		%
3		00

**Full-year Resident Individual Beneficiaries:**

- If the amount on line 3 is a positive number, enter this amount as an other addition to income on Arizona Form 140, page 2, line B11.
- If the amount on line 3 is a negative number, enter this amount as an other subtraction from income on Arizona Form 140, page 2, line C29.

**Part-year Resident Individual Beneficiaries:**

- If the amount on line 3 is a positive number, enter that portion of line 3 allocable to estate or trust income taxable by Arizona as an other addition to income on Arizona Form 140PY, page 2, line C23.
- If the amount on line 3 is a negative number, enter that portion of line 3 allocable to estate or trust income taxable by Arizona as an other subtraction from income on Arizona Form 140PY, page 2, line D35.

# 2011 Resident or Part-Year Resident Beneficiary's Share of Fiduciary Adjustment

# Arizona Schedule 141AZ K-1

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## Phone Numbers

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If you have any questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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## Instructions to Fiduciary

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Complete a Form 141AZ, Schedule K-1, for each resident or part-year resident beneficiary.

**File one copy of each Schedule K-1 with the fiduciary's Form 141AZ.**

Provide all beneficiaries with a copy of their Schedule K-1. Keep a copy for your records.

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## Beneficiary's Share of Fiduciary Adjustment

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### Line 1 -

Enter the net fiduciary adjustment to be allocated to beneficiaries from Form 141AZ, Schedule C, line C14. If this is a negative amount, enter the amount in brackets.

### Line 2 -

Enter the percentage of the beneficiary's share of federal distributable net income from Form 141AZ, Schedule C.

### Line 3 -

Multiply line 1 by the percentage on line 2. Enter the result. If the result is a negative number, enter the number in brackets. This is the beneficiary's share of the fiduciary adjustment.

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## Instructions to Beneficiary

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The fiduciary uses Form 141AZ, Schedule K-1, to report to you your share of the fiduciary adjustment from the trust or estate.

Do not file this Schedule K-1 with your return. Keep this Schedule K-1 with your records. The fiduciary filed a copy of this form with the department.

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## Resident Beneficiary

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Line 3 shows your share of the fiduciary adjustment from the estate or trust.

If the amount on line 3 is a positive number, you must report this amount as an addition to income on your Arizona return. If you are an individual, report this amount as an other addition to income on your Arizona Form 140, page 2, line B11.

If the amount on line 3 is a negative number, you must report this amount as a subtraction from income on your Arizona return. If you are an individual, make this subtraction on your Arizona Form 140, page 2, line C29.

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## Part-Year Resident Beneficiary

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If you are a part-year resident individual, report estate or trust income received while you were an Arizona resident. Also, report estate or trust income received from Arizona sources while you were a nonresident. Report this income on Arizona Form 140PY, page 2, line B14 (ARIZONA column). The amount that you should report on your Arizona Form 140PY, page 2, line B14 (FEDERAL column) is the amount from your federal income tax return.

If the amount on line 3 is a positive number, enter that portion of line 3 that is allocable to estate or trust income taxable by Arizona on Form 140PY, page 2, line C23.

If the amount on line 3 is a negative number, enter that portion of line 3 that is allocable to estate or trust income taxable by Arizona on Form 140PY, page 2, line D35.

**Nonresident Beneficiary's  
Share of Income and  
Share of Fiduciary Adjustment**

**2011**

For calendar year 2011, or  
fiscal year beginning                  and ending                 .

Name of Estate or Trust			Estate or Trust Employer Identification No. (EIN)		
Beneficiary's Name		Beneficiary's I.D. No.	Fiduciary's Name		
Beneficiary's Address - number and street, or rural route			Fiduciary's Address - number and street, or rural route		
Beneficiary's City, Town or Post Office	State	Zip Code	Fiduciary's City, Town or Post Office	State	Zip Code
Beneficiary's Daytime Phone Number – <i>include area code</i>			Fiduciary's Phone Number – <i>include area code</i>		

**Part I Arizona Nonresident Beneficiary's Share of  
Federal Distributable Income from Arizona Sources**

1	Federal distributable net income from Arizona sources: <i>Enter the amount from Form 141AZ, Schedule D, line D9, column (c)</i> .....	00
2	Beneficiary's share of the amount entered on line 1: Nonresident individual beneficiaries, also enter this amount on Form 140NR, page 2, line B11, Arizona column.....	00

**Part II Arizona Nonresident Beneficiary's Share of  
Fiduciary Adjustment Related to Arizona Source Income**

3	Net fiduciary adjustment to be allocated: <i>Enter the amount from Form 141AZ, Schedule C, line C14</i> .....	00
4	Amount on line 3 related to Arizona source income allocated to nonresident beneficiaries.....	00
5	Beneficiary's share of the amount entered on line 4.....	00

- If the amount on line 5 is a positive number, enter this amount as an other addition to income on Arizona Form 140NR, page 2, line C20.
- If the amount on line 5 is a negative number, enter this amount as an other subtraction from income on Arizona Form 140NR, page 2, line D31.

# 2011 Nonresident Beneficiary's Share of Income and Share of Fiduciary Adjustment

# Arizona Schedule 141AZ K-1 (NR)

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## Phone Numbers

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928, toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928, toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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## Instructions to Fiduciary

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Complete a Form 141AZ, Schedule K-1(NR), for each nonresident beneficiary.

**File one copy of each Schedule K-1(NR) with the fiduciary's Form 141AZ.**

Provide all nonresident beneficiaries with a copy of their Schedule K-1(NR). Keep a copy for your records.

### Part I - Beneficiary's Share of Federal Distributable Net Income From Arizona Sources

#### Line 1 -

Enter the federal distributable net income from Arizona sources. Enter the amount from Form 141AZ, Schedule D, line D9, column (c).

#### Line 2 -

Enter the beneficiary's share of federal distributable net income from Arizona sources.

### Part II - Beneficiary's Share of Fiduciary Adjustment Related to Arizona Source Income

#### Line 3 -

Enter the net fiduciary adjustment to be allocated to the beneficiaries from Form 141AZ, Schedule C, line C14. If this is a negative amount, enter the amount in brackets.

#### Line 4 -

Enter the amount of line 3 related to Arizona source income that is allocable to nonresident beneficiaries.

#### Line 5 -

Enter the amount of line 4 allocated to the beneficiary. If the result is a negative number, enter the number in brackets. This is the beneficiary's share of the fiduciary adjustment.

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## Instructions to Beneficiary

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The fiduciary uses Form 141AZ, Schedule K-1(NR), to report to you your share of the federal distributable income from Arizona sources and your share of fiduciary adjustment from the estate or trust.

Do not file this Schedule K-1(NR) with your return. Keep this Schedule K-1(NR) with your records. The fiduciary filed a copy of this form with the department.

Nonresident individual beneficiaries should enter the amount from Form 141AZ, Schedule K-1(NR), line 2, on Form 140NR, page 2, line B11, in the Arizona column.

Line 5 shows your share of the fiduciary adjustment from the estate or trust.

If the amount on line 5 is a positive number, you must report this amount as an addition to income on your Arizona return. If you are a nonresident individual, report this amount as an other addition to income on your Arizona Form 140NR, page 2, line C20.

If the amount on line 5 is a negative number, you must report this amount as a subtraction from income on your Arizona return. If you are a nonresident individual, report this amount as an other subtraction from income on your Arizona Form 140NR, page 2, line D31.





ONE STAPLE. NO TAPE.

ARIZONA FORM  
**141AZ ES**

**Estate or Trust Estimated Income Tax Payment**

FOR  
CALENDAR YEAR  
**2012**

- DO NOT USE THIS FORM TO MAKE DELINQUENT INCOME TAX PAYMENTS.
- Use this form only for voluntary estimated payments for an estate or trust.

This estimated payment is for tax year ending December 31, 2012, or for tax year ending:   M  M  D  D     2  0     Y  Y  

Print Name of Estate or Trust <b>1</b>	Employer Identification Number (required)
-------------------------------------------	-------------------------------------------

Print Name and Title of Fiduciary <b>2</b>
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Address of Fiduciary - number and street, or rural route <b>3</b>	<b>REVENUE USE ONLY. DO NOT MARK IN THIS AREA.</b>
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City, Town or Post Office <b>4</b>	State	Zip Code
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Daytime Phone Number of Fiduciary/Representative - include area code	<b>88</b>
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**1** Check box 1 if you are a first time Arizona income tax return filer .....  **81** **80**

**2** The enclosed amount is payment for quarter number .....

**3 Payment:** You must round your estimated payment to a whole dollar (no cents). Enter the amount of **payment enclosed** ..... \$   **00**

**IMPORTANT**

To ensure proper application of this payment, be sure that you:

- ✓ Complete this form in its entirety.
- ✓ Make your check payable to Arizona Department of Revenue.
- ✓ Write your EIN on your payment.
- ✓ Attach your payment to the upper left corner of this page.
- ✓ Mail to Arizona Department of Revenue, PO Box 29085, Phoenix, AZ 85038-9085.

*Be sure to review your estimated income and adjust your payments as necessary during the year. Payments for calendar year filers are due April 17, 2012; June 15, 2012; September 17, 2012; and January 15, 2013.*

# 2012 Estate or Trust Estimated Income Tax Payment Instructions

# Arizona Form 141AZ ES

## Phone Numbers

If you have questions, please call one of the following numbers:

Phoenix (602) 255-3381  
From area codes 520 & 928, toll-free (800) 352-4090  
Hearing impaired TDD user:  
Phoenix (602) 542-4021  
From area codes 520 & 928, toll-free (800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

## Who Should Use Form 141AZ ES

A fiduciary making a voluntary estimated payment on behalf of an estate or a trust should use Form 141AZ ES.

## General Information

- Please type or print the employers identification number (EIN) of the estate or trust.
- Complete Form 141AZ ES using black ink.
- Once you make an estimated payment, you must file a tax return for that year in order to claim the estimated payment.
- You must round each estimated payment to whole dollars (no cents).
- Use the 2011 tax table to help estimate this year's tax liability.

## Voluntary Payments

Estates and trusts are not required to make Arizona estimated income tax payments. An estate or a trust may choose to make voluntary estimated income tax payments.

Taxpayers who elect to make voluntary estimated payments may choose one of the following methods to make their payments.

**Method 1:** If you file federal estimated tax, you can file Form 141AZ ES at the same time. The amount that you remit with Form 141AZ ES should be 10%, 15%, or 20% of the amount that you paid on the federal **Form 1041-ES**.

**Method 2:** You may file installments using Form 141AZ ES. If you are a calendar year taxpayer, pay four installments by the following dates.

Installment	Due Date
First	April 17, 2012
Second	June 15, 2012
Third	September 17, 2012
Fourth	January 15, 2013

If you are a fiscal year filer, use the due dates established for federal filing.

The sum of the amounts remitted should equal your estimated end-of-tax-year liability.

**Method 3:** You may file an Arizona Estimated Tax Payment Form 141AZ ES with a single, lump-sum payment before January 15, 2013. The payment should reflect your estimated end-of-tax-year liability.

Record of Estimated Income Tax Payments		
Payment #	Date Made	Amount
Amount of 2011 overpayment applied to 2012 estimated tax		.00
1		.00
2		.00
3		.00
4		.00
Total:		.00

## Sending Your Payment

Fiduciaries filing Arizona Form 141AZ ES making estimated payments must make those payments by check or money order.

### Check or money order

Fill in the amount of your payment on Form 141AZ ES. Round your payment to the nearest dollar.

Make your check payable to Arizona Department of Revenue and mail your check along with Form 141AZ ES to:

Arizona Department of Revenue  
PO Box 29085  
Phoenix, AZ 85038-9085.

The department cannot accept checks or money orders in foreign currency. You must make payment in U.S. dollars.



ONE STAPLE. NO TAPE.

ARIZONA FORM 141AZ EXT

Application for Filing Extension For Fiduciary Returns Only

FOR CALENDAR YEAR 2011

OR FISCAL YEAR BEGINNING [M,M,D,D|Y,Y,Y,Y] AND ENDING [M,M,D,D|Y,Y,Y,Y]. 66

Print Name of Estate or Trust [1] Employer Identification Number (required)
Print Name and Title of Fiduciary [2]
Address of Fiduciary - number and street, or rural route [3] REVENUE USE ONLY. DO NOT MARK IN THIS AREA.
City, Town or Post Office [4] State Zip Code
Daytime Phone Number of Fiduciary/Representative - include area code [88]
1 Check box 1 if you are a first time Arizona income tax return filer ..... 1 [81] [80]

All extension requests must be postmarked on or before the original due date of the return, unless the original due date falls on a Saturday, Sunday, or legal holiday. In that case, your request must be postmarked on or before the business day following that Saturday, Sunday, or legal holiday. If you are a calendar year filer, your request for a 2011 filing extension must be postmarked on or before April 17, 2012. Arizona will grant an automatic five-month extension to fiduciaries filing Form 141AZ. Arizona will accept a valid federal extension for the period covered by the federal extension. This includes the automatic five-month fiduciary federal filing extension.

CHECK ONE BOX:
Fiduciary Calendar Year Filers: (filing Form 141AZ) This is a request for an automatic 5-month filing extension ..... September 17, 2012
Fiduciary Fiscal Year Filers: (automatic 5-month extension period) Enter taxable year-end date and 5-month extended due date ..... M,M,D,D|Y,Y,Y,Y M,M,D,D|Y,Y,Y,Y
A federal extension will be used to file this tax return. This form is being used to transmit the Arizona extension payment.

Table with 4 rows and 2 columns: Line number, Description, Amount.
1 Tax liability for 2011. You may estimate this amount ..... 1 00
2 Arizona estimated tax payments for 2011 ..... 2 00
3 Balance of Tax: Subtract line 2 from line 1 ..... 3 00
4 Enter the amount of payment. Round your payment to the nearest dollar ..... 4 00

If you are sending a payment with this request, mail to Arizona Department of Revenue, PO Box 29085, Phoenix, AZ 85038-9085.
If you are not sending a payment with this request, mail to Arizona Department of Revenue, PO Box 52138, Phoenix, AZ 85072-2138.

# 2011 Application for Filing Extension For Fiduciary Returns

# Arizona Form 141AZ EXT

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## Phone Numbers

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928 toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928 toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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## Purpose of Form

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Use Form 141AZ EXT to apply for an extension of time to file an Arizona 141AZ.

Fiduciaries use this form to apply for an automatic five (5) month extension.

Also use Form 141AZ EXT to remit an extension payment whether you are requesting an Arizona extension or using a valid federal extension.

Enter the estate's or trust's federal employer identification number in the space provided.

Arizona will accept your federal extension for the period covered by the federal extension.

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## When to File

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For 2011, you must file Form 141AZ EXT by April 17, 2012 (or by the original due date of the return).

Complete Form 141AZ EXT to request an automatic five (5) month extension (fiduciaries filing Arizona Form 141AZ). Mark your envelope "Extension Request."

**An extension does not extend the time to pay your income tax.** You must still pay your tax liability by April 17 (or by the original due date of your return). If you do not pay at least 90% of the tax liability disclosed by your return by the return's original due date, you will be subject to the extension underpayment penalty. We charge interest from the original due date to the date of payment.

**Extension Underpayment Penalty:** We impose this penalty if you do not pay at least 90% of the tax liability shown on your return filed under an extension by the return's original due date. The extension underpayment penalty is ½ of 1% (.005) of the tax not paid for each 30-day period or fraction of a 30-day period. We impose this penalty from the original due date of the return until you pay the tax. The extension underpayment penalty cannot exceed 25% of the unpaid tax. If we charge you the extension underpayment penalty, we will not charge you the late payment penalty under Arizona Revised Statutes section 42-1125(D).

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## Making Your Payment

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### Check or money order

Fiduciaries filing Form 141AZ must make extension payments by check or money order.

Make your check or money order payable to Arizona Department of Revenue. Write the estate's or trust's EIN and **2011 extension** on the **front** of the check or money order. Attach the check or money order to the front of Form 141AZ EXT where shown.

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## Instructions Before Mailing

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Make sure that you have completed all of the information requested on the **front** of the form.

To avoid an extension underpayment penalty, make sure you pay at least 90% of your Arizona tax liability.

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## Mailing Instructions

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If you are not sending a payment with this request, mail the request to

Arizona Department of Revenue  
Extension Request  
PO Box 52138  
Phoenix AZ 85072-2138

If you are sending a payment with this request, mail the request to

Arizona Department of Revenue  
Extension Request  
PO Box 29085  
Phoenix AZ 85038-9085

The department will not return a copy of the Form 141AZ EXT to you. Be sure to keep a copy of the completed Form 141AZ EXT.

**ARIZONA FORM  
210**

**Notice of Assumption of Duties  
in a Fiduciary Capacity**

*Complete and mail to: Arizona Department of Revenue, Box B-06, 1600 West Monroe, Phoenix, AZ 85007-2650.  
For assistance, call (602) 255-3381 or toll-free from area codes 520 and 928, call (800) 352-4090.*

**Notice is hereby given of the assumption of duties in a fiduciary capacity in the estate named below pursuant to ARS Section 43-1366.**

<b>Section I Decedent Information</b>		
Full Name of Decedent	Decedent's Social Security Number	Decedent's Date of <i>Death</i> M M D D Y Y Y Y
	Estate's Employer I.D. Number	Decedent's Date of <i>Birth</i> M M D D Y Y Y Y
Full Name of Spouse	Spouse's Social Security Number	<i>If spouse is deceased</i> , Date of Death M M D D Y Y Y Y
Last known home address of decedent		
Date domicile was established in Arizona: (If nonresident, <i>describe Arizona property on a separate schedule</i> )..... M M D D Y Y Y Y		
Mailing Address – <i>if different from home address</i>		

<b>Section II Fiduciary Information</b>	
Name of Fiduciary	Telephone Number (with area code)
Address	

<b>Section III Probate Information</b>		
County in which estate is being probated	Probate Number	Date of Fiduciary's Appointment M M D D Y Y Y Y
Name of Attorney	Telephone Number (with area code)	
Address		

<b>Section IV Estate Information</b>	
Approximate Value of <i>Entire Gross Estate</i> \$	Approximate Value of <i>Probate Estate</i> \$
Name, Address, and Social Security Number of Beneficiary(ies). <i>Attach extra sheet if necessary.</i>	

<b>Section V Termination of Fiduciary Relationship</b>
<i>Complete this section only if you are terminating a prior notice of a fiduciary relationship.</i>
If you are terminating a prior notice concerning fiduciary relationships on file with the Arizona Department of Revenue, <i>check this box</i> ..... <input type="checkbox"/>
Enter the date the fiduciary capacity was terminated ..... M M D D Y Y Y Y

<b>Signature</b>
<p>▶ _____ TITLE _____ DATE _____</p> <p>SIGNATURE OF FIDUCIARY</p>

NOTE: Tax information on file with the department is confidential. If the fiduciary wants the department to discuss tax matters with someone other than the fiduciary, the fiduciary must authorize the department to release confidential information to that person. If a fiduciary wishes to authorize an individual to represent or perform certain acts on behalf of the entity, a Power of Attorney must be filed and signed by the fiduciary acting in the position of the taxpayer. Use Arizona Form 285 for this purpose. Form 285 may be filed with Form 210. You may obtain Form 285 from our web site at [www.azdor.gov](http://www.azdor.gov).

# Notice of Assumption of Duties in a Fiduciary Capacity

# ARIZONA FORM 210

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## Phone Numbers

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928, toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928, toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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## Purpose of Form

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Use Form 210 to notify the Arizona Department of Revenue of a fiduciary relationship for a decedent's estate. A fiduciary for a decedent's estate may be any of the following.

- An executor
- An administrator
- A personal representative
- A person in possession of property of a decedent

## Who Should File

The fiduciary should file Form 210 to notify the department of either of the following.

- The creation of a fiduciary relationship for a decedent's estate.
- The termination of a fiduciary relationship for a decedent's estate.

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## Instructions

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### Section I: Decedent Information

Enter the decedent's name, address, and social security number. Enter the estate's identification number, if applicable. Enter the dates of the decedent's death and birth, and the date decedent established domicile in Arizona. If the decedent was a nonresident, describe the decedent's Arizona property on a separate schedule. If applicable, provide the name of the decedent's spouse, the spouse's social security number, and, if deceased, the spouse's date of death.

### Section II: Fiduciary Information

Enter the fiduciary's name, address, and telephone number.

### Section III: Probate Information

Complete this section only if the decedent's estate is being probated. Enter the name of the county in which probate proceedings are being conducted. Also enter the probate number, the date of the fiduciary's appointment, and the name, address, and telephone number of the attorney for the estate.

If an estate is being probated, the fiduciary may have to obtain a certificate from the department that shows no income tax is due. The probate court may require this certificate before approving the fiduciary's final account. Arizona law requires a certificate only when **all** of the following apply.

1. The estate is subject to probate.
2. On the date of death, the value of the assets of the estate exceeded \$20,000.

3. The estate has a beneficiary that is not an Arizona resident. To obtain a certificate from the department, all of the following must be met.

1. A written request for a certificate must be submitted. The request must contain a statement regarding the status of returns filed by or on behalf of the decedent or for the estate for the four taxable years immediately preceding the date of the request. The fiduciary must make the statement under declaration of perjury. The statement must indicate:
  - The years for which returns were filed.
  - The years for which the gross and Arizona taxable incomes were less than the amount necessary to require the filing of returns.
2. A return was filed by or on behalf of the decedent and for the estate for each taxable year in which the respective incomes of the decedent or estate exceeded the requirements for filing returns.
3. A final return is filed when the certificate is requested. This return must be filed regardless of the gross or net income for the year. If there is no income, file a return with "zero" on all lines.
4. The fiduciary has filed Arizona Form 210.

## Section IV: Estate Information

Enter the approximate gross value of the decedent's entire estate. If the estate is being probated, also enter the approximate value of the probate estate. Enter the name, address, and social security number of each beneficiary of the estate. Attach an extra sheet, if necessary.

## Section V: Termination of Fiduciary Relationship

Complete this section only if you are terminating a prior notice of assumption of duties in a fiduciary capacity on file with the department.

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## Signature of Fiduciary

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Sign and date the completed Form 210. Include a title describing your role as a fiduciary (executor, administrator, personal representative, etc.).

**NOTE:** *Tax information on file with the department is confidential. If the fiduciary wants the department to discuss tax matters with someone other than the fiduciary, the fiduciary must authorize the department to release confidential information to that person. Use Form 285 to:*

- *authorize the department to release confidential information to your appointee.*
  - *authorize an individual to represent or perform certain acts on behalf of the entity*
- Form 285 may be filed with Form 210.*

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## How to File

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Mail Form 210 to:

Arizona Department of Revenue  
Box B-06  
1600 W Monroe  
Phoenix, AZ 85007-2650

# Arizona Form A1-APR Arizona Annual Payment Withholding Tax Return 2011

Arizona Department of Revenue  
PO Box 29009 - Phoenix AZ 85038-9009

## I. Taxpayer Information

Name
Number and street or PO Box
City or town, state, and ZIP code
Business telephone number ( )

EIN:
Period End: <b>12/31/2011</b>

REVENUE USE ONLY. DO NOT MARK IN THIS AREA.	
POSTMARK DATE	

Check box if:  Amended Return  Address Changed  Final Return  
(CANCEL ACCOUNT)

If this is your final return, the department will cancel your withholding account.  
Complete the explanation section on page 2. (See Instructions.)  
Enter date final wages paid \_\_\_\_\_.

## II. Arizona Withholding Tax Liability

1. Total Annual Withholding Tax Liability..... 

1		
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## III. Tax Payments

2. Withholding tax payments previously made - see instructions .....	2		
3. Amount of tax paid when filing extension request - see instructions .....	3		
4. Total payments - see instructions .....	4		
5. <b>Balance of tax due</b> - If line 1 is larger than line 4, enter balance of tax due. Skip line 6. Payment must accompany return.....	5		
6. <b>Overpayment of tax</b> - If line 4 is larger than line 1, enter overpayment of tax.....	6		

## IV. Federal Form Transmittal Information

7. Total amount of Arizona income tax withheld (as shown on federal Forms W-2, W-2c, W-2G, and 1099-R).....	7		
8. Total wages paid to Arizona employees.....	8		
9. Number of Arizona employees.....	9		
10. Number of federal Forms W-2, W-2c, W-2G, and 1099-R.....	10		

Instructions: If line 1 does not equal line 7, you have misreported your annual tax withholdings OR you have misreported your employee wage withholdings.

Under penalties of perjury, I declare that I have examined this return and to the best of my knowledge and belief, it is a true, complete and correct return.

Please Sign Here \_\_\_\_\_ ( )  
Taxpayer's signature Date Business telephone number

Paid Preparer's Use Only  
Preparer's signature Date Preparer's EIN, PTIN or SSN  
Firm's name (or preparer's, if self-employed) Firm's  EIN or  SSN  
Firm's address Zip code Firm's telephone number





**2011 Arizona Annual Payment Withholding Tax Return**

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-2060
From area codes 520 and 928, toll-free	(800) 843-7196
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**General Instructions**

**Who May Use Form A1-APR**

Employers that qualify to make their withholding payment on an annual basis should use Form A1-APR, and should not file Form A1-QRT, Form A1-R, or Form A1-WP.

An employer may make its Arizona withholding payments on an annual basis if all of the following conditions are met:

- The employer has established a history of withholding activity by filing the quarterly tax return (Form A1-QRT) for at least the four preceding calendar quarters.
- The employer's withholding liability was an amount greater than zero for at least one of the four preceding calendar quarters.
- The average amount of Arizona income taxes withheld by the employer in the four preceding calendar quarters does not exceed \$200. The employer will meet this average withholding requirement if the total amount withheld in the four preceding calendar quarters is \$800 or less.
- The employer has timely filed Form A1-QRT and has timely made its Arizona withholding payments for at least three of the four preceding calendar quarters.
- The employer has filed Form A1-QRT for all preceding calendar quarters and does not have a balance due (tax, penalty, or interest) for any preceding calendar quarter.
- The employer has filed the annual reconciliation tax return (Form A1-R) for all preceding calendar years and has timely filed Form A1-R for the preceding calendar year.

An employer may continue to make its Arizona withholding payments on an annual basis for the succeeding calendar year if all of the following conditions are met:

- The average amount of Arizona income taxes withheld by the employer in the four preceding calendar quarters does not exceed \$200.
- The employer has timely filed the annual payment tax return (Form A1-APR) and has timely made its annual Arizona withholding payment for the preceding calendar year.

If an employer does not meet all of the qualifying conditions to continue making its Arizona withholding payments on an annual basis for the succeeding calendar year:

- The employer must determine its Arizona withholding payment schedule for succeeding calendar quarters according to the Arizona Withholding Liability/Payment Schedule section of Form A1-QRT instructions; and
- The employer shall file quarterly tax returns (Form A1-QRT) for succeeding calendar quarters.

**Filing Original Returns**

Returns are due on or before February 28 of the year following the close of the calendar year. If the due date falls on a Saturday, Sunday, or legal holiday, the return is considered timely filed if it is postmarked by the next day that is not a Saturday, Sunday, or legal holiday. If the employer has an Arizona extension, file the return by the extended due date. Attach a copy of the Arizona extension to the front of the return. Send the return to the Arizona Department of Revenue, PO Box 29009, Phoenix AZ 85038-9009.

Form A1-APR is also the transmittal form for federal Forms W-2, W-2c, W-2G, and 1099-R (if Forms W-2G and 1099-R include Arizona withholding). These forms are required to be filed with Form A1-APR as an integral part of the annual reconciliation of taxes withheld from employees and remitted to the Department of Revenue.

The department normally determines the timeliness of a return by the postmark or other official mark of the U.S. Postal Service stamped on the envelope in which the return is mailed. Refer to Arizona General Tax Ruling GTR 93-1 for further information. The department will also accept proof of mailing from a private delivery service included in the Internal Revenue Service (IRS) list of designated private delivery services. Contact the private delivery service for information regarding how to obtain written proof of mailing.

**Extension of Time to File a Return**

An employer may apply for an extension of time to file Form A1-APR upon a showing of good cause. The employer must file the extension request as soon as the employer knows that an extension of time to file is necessary. The extension request must be mailed on or before the due date of Form A1-APR. An extension cannot be granted if the extension request is filed after the due date of Form A1-APR. An extension of time to file Form A1-APR is also an extension of time to file federal Forms W-2, W-2c, W-2G, and/or 1099-R that are required to be filed with that return.

**NOTE:** To request an extension to file the 2011 Arizona Form A1-APR, refer to new Withholding Tax Procedure WTP 11-1, available on the department's website [www.azdor.gov](http://www.azdor.gov) under Legal Research and Procedures. Be sure to select "Withholding" from the drop down box for the Procedure Tax Type.

## Payment of Tax

The entire amount of tax is due on or before the original due date of Form A1-APR, even if the employer has been granted an extension of time to file Form A1-APR. Payments can be made via check, electronic check, money order, or credit card. Visit [www.aztaxes.gov](http://www.aztaxes.gov) to register and make payments via the internet.

Payments made with the employer's extension request should be accompanied by a completed Form A1-WP, indicating the payment is for the 4th Quarter of 2011.

## Filing Amended Returns

If this is an amended Form A1-APR, check the amended return box on page 1 of the form. Complete the Arizona Withholding Tax Liability section, the Tax Payments section, and the Federal Form Transmittal Information section on page 1 of the form according to the instructions for those sections. Complete the amended return explanation section on page 2 of the form.

## Submitting Forms W-2, W-2c, W-2G, and 1099-R

The department will accept federal Forms W-2, W-2c, W-2G, and 1099-R (if Forms W-2G and 1099-R include Arizona withholding) submitted by either method listed below:

- Optical media, including an external label to identify the filer and characteristics of the media, with the required information can be sent to:

Arizona Department of Revenue  
Information Technology Division  
Media Librarian  
1600 W Monroe  
Phoenix AZ 85007-2650

Refer to Publication 701, *Optical Media Reporting*, for information regarding optical media specifications for reporting federal Forms W-2, W-2c, W-2G, and 1099-R.

**NOTE:** Only the federal attachments to Arizona Form A1-APR may be filed via optical media. A paper copy of Arizona Form A1-APR must be filed to the address on the form, unless Form A1-APR was filed electronically through [www.aztaxes.gov](http://www.aztaxes.gov). Please do not include a paper copy of Form A1-APR with the disk containing optical media.

- A paper copy of each federal Form W-2, W-2c, W-2G, and 1099-R can be submitted with Form A1-APR. Mail Form A1-APR and the paper copies of the federal forms to:

Arizona Department of Revenue  
PO Box 29009  
Phoenix AZ 85038-9009

**NOTE:** When sending paper federal attachments to the department, employers that filed Arizona Form A1-APR electronically on [www.aztaxes.gov](http://www.aztaxes.gov) should print out a copy of Form A1-APR with the watermark "Electronically Filed" and attach paper Forms W-2, W-2c, W-2G and 1099-R to it.

## Penalties and Interest

**A. Late Filing Penalty.** A return filed after the original due date is subject to the late filing penalty unless the employer has an approved Arizona extension. The employer must attach a copy of the approved Arizona extension to the return. A return filed after its extended due date is also subject to the late filing penalty. The late filing penalty is 4½ percent (.045) of the amount of tax required to be shown on the return. "Amount of tax required to be shown on the return" is the amount of tax imposed less the amount of any part of the tax paid on or before the beginning of the month. The penalty period is each month or fraction of a month between the due date of the return and the date the employer filed the return. The maximum penalty is 25 percent of the tax found to be remaining due.

**B. Late Payment Penalty.** The department imposes the late payment penalty on any amount shown as tax on the return that is not paid by the date prescribed for its payment. The late payment penalty is ½ percent (.005) of the unpaid tax for each month or fraction of a month the tax remains unpaid, not to exceed 10 percent of the unpaid tax.

**NOTE:** If both of the penalties described in A and B apply, the maximum combined penalty is 25 percent.

**C. Additional Failure to Pay Penalty.** An employer is required to withhold Arizona income tax from compensation paid to an employee for services performed in Arizona, unless the compensation is exempt from Arizona withholding by Arizona law. The amount of tax required to be withheld is specified in Title 43, Chapter 4 of the Arizona Revised Statutes. The department may impose a penalty if the amount of tax required to be withheld, whether the amount of tax is determined by the employer or the department, is not paid to the department by the date prescribed for its payment. The amount of the penalty is 25 percent of the amount of tax required to be withheld and paid to the department.

**D. Payroll Service Company Penalty.** A payroll service company, as defined in ARS § 43-418(E)(3), is subject to a \$25 penalty for failure to make withholding payments electronically and a \$25 penalty for failure to file withholding returns electronically. Multiple \$25 penalties could apply to the same client on one return. For example, if Client A is required to make four payments in the 3rd quarter, and none of the payments are made electronically, the payroll service company would be subject to four \$25 penalties, a total of \$100. If the payroll service company files the quarterly reconciliation for Client A by paper, an additional penalty of \$25 would apply for a grand total of \$125 in penalties assessed toward the payroll service company related to Client A for the 3rd quarter.

**E. Interest.** The department assesses interest on any portion of the tax, whether determined by the department or the employer, not paid by the date prescribed for its payment. The department applies interest, compounded annually, in the same manner and at the same times as prescribed by Internal Revenue Code § 6621 with the following exception.

**Exception:** The Arizona rate of interest for both underpayments and overpayments *for all taxpayers* is the federal underpayment rate under IRC § 6621(a)(2). On January 1 of each year, the department adds any interest outstanding as of that date to the principal amount of the tax. It is then a part of the principal amount of the tax and accrues interest until paid.

## Specific Instructions

Form A1-APR may be filed online. Employers that are registered with the Arizona Department of Revenue and registered at [www.aztaxes.gov](http://www.aztaxes.gov) may file Form A1-APR and make withholding payments online. Visit [www.aztaxes.gov](http://www.aztaxes.gov) to begin the registration process.

### I. Taxpayer Information

#### Business Name and Address

Type or print the employer's name, address, and phone number in the boxes in the Taxpayer Information section. Check the appropriate box if this is an amended return, or your address has changed. If filing under extension, attach a copy of the extension request to your return.

**NOTE:** An amended Form A1-APR can only be filed through [www.aztaxes.gov](http://www.aztaxes.gov) by a payroll service company or by an employer filing through a registered transmitter. All other employers required to file an amended Form A1-APR must file a paper return.

#### Employer Identification Number (EIN)

Enter the employer identification number. An EIN can be obtained from the Internal Revenue Service.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). Taxpayers that fail to include their TIN may be subject to a penalty. Paid tax return preparers must include their TIN where requested. The TIN for a paid tax return preparer is the individual's social security number, preparer tax identification number, or the employer identification number of the business. Paid tax return preparers that fail to include their TIN may be subject to a penalty.

#### Cancellation of Employer's Withholding Account

Check the final return box on page 1 of the form to cancel your account. Enter the date that final wages were paid. Complete the reason for cancellation of employer's withholding account section on page 2 of the form.

### II. Arizona Withholding Tax Liability

#### Line 1 -

*Original Returns:* Enter the amount of Arizona income tax withheld for the calendar year. Include all monies withheld, even though payment of amounts withheld was not remitted to the department until the following February. The total should equal the amount entered on line 7.

*Amended Returns:* Enter the corrected amount of Arizona income tax withheld for the calendar year. The total should equal the total amount withheld from employee wages as shown on the federal Forms W-2, W-2c, W-2G, and 1099-R, submitted to the department.

### III. Tax Payments

#### Line 2 -

*Original Returns:* Enter the amount of all payments made for 2011. Do not include or enter the amount of an extension payment.

*Amended Returns:* Enter the amount of all payments made for 2011. The total should also include the amount of a payment sent with the original return and any payments made after the original return was filed. Do not include or enter the amount of an extension payment.

#### Line 3 -

*Original Returns:* Enter any payment made with the extension request. Attach a copy of the extension request to the front of this return.

*Amended Returns:* Enter any payment made with the extension request.

#### Line 4 -

*Original Returns:* Add lines 2 and 3. Enter the total.

*Amended Returns:* Enter the total of lines 2 and 3 less the amount of any previous refunds or the amount of any previously applied credits.

#### Line 5 -

If the amount on line 1 is larger than the amount on line 4, there is a balance of tax due. Subtract line 4 from line 1, and enter the difference. Payments can be made via check, electronic check, money order, or credit card.

#### Check or money order

Make checks payable to Arizona Department of Revenue. Write the employer's EIN on the front of the check or money order. Include the check or money order with the return.

#### Internet Payments

Employers must be registered with the Department of Revenue before they can register to pay taxes online. Go to [www.aztaxes.gov](http://www.aztaxes.gov) to begin the registration process or to make payments over the internet.

#### Electronic payment from checking or savings account

Payments can be made electronically from a checking or savings account. Go to [www.aztaxes.gov](http://www.aztaxes.gov) and choose the e-check option. There is no fee to use this method. This payment method will debit the amount from the specified checking or savings account on the date specified. If an electronic payment is made from a checking or savings account, a confirmation number will be generated. Please keep this confirmation number as proof of payment.

Credit card payment

Payments can be made via American Express, Discover, MasterCard or VISA credit cards. Go to [www.aztaxes.gov](http://www.aztaxes.gov) and choose the credit card option. This will take you to the website of the credit card payment service provider. The service provider will charge a convenience fee based on the amount of the tax payment. The service provider will disclose the amount of the convenience fee during the transaction and the option to continue or cancel the transaction will be presented. If you accept the convenience fee and complete the credit card transaction, a confirmation number will be generated. Please keep this confirmation number as proof of payment.

**Line 6 -**

If the amount on line 4 is larger than the amount on line 1, there is an overpayment of tax. Subtract line 1 from line 4, and enter the difference. This is the amount of the overpayment of tax.

Overpayments will be applied to any outstanding liabilities, possibly in another tax type. A refund will be issued if the employer has no other liabilities. A refund will not be issued once the overpayment is applied to a liability.

**IV. Federal Form Transmittal Information****Line 7 -**

Enter the total amount of Arizona income tax withheld from wages paid to employees for 2011 (as shown on federal Forms W-2, W-2c, W-2G, and 1099-R).

**Line 8 -**

Enter the total amount of wages paid to Arizona employees for 2011 (as shown on federal Forms W-2, W-2c, W-2G, and 1099-R).

**Line 9 -**

Enter the total number of Arizona employees for the calendar year.

**Line 10 -**

Enter the total number of federal Forms W-2, W-2c, W-2G, and 1099-R submitted with this return.

*Amended returns:* If you were required to make changes to this information since you filed your original Form A1-APR, write the corrected information here.

Arizona Department of Revenue  
 PO Box 29009 - Phoenix AZ 85038-9009

EIN:		
QUARTER AND YEAR *:	Q	Y Y Y Y

\* Quarter (1, 2, 3 or 4) and four digits of year

For these Months:	Enter this number for the Quarter:
January, February, March	1
April, May, June	2
July, August, September	3
October, November, December	4

**I. Taxpayer Information**

Name
Number and street or PO Box
City or town, state, and ZIP code
Business telephone number ( )

REVENUE USE ONLY. DO NOT MARK IN THIS AREA.	
POSTMARK DATE	

**Check box if:**  Amended Return  Address Changed  Final Return  
 (CANCEL ACCOUNT)

If this is your final return, the department will cancel your withholding account.  
 Complete the explanation section on page 2. (See Instructions.)  
 Enter date final wages paid \_\_\_\_\_.

Total Arizona Payroll for This Quarter..... 

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**II. Tax Liability Schedule**

(See Instructions before completing this section.)

**A. Quarterly Tax Liability**

Tax Liability..... 

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**B. Monthly Tax Liability**

Month 1 Liability.....		
Month 2 Liability.....		
Month 3 Liability.....		

*Taxpayers who incurred a semi-weekly or one-banking day tax liability during the quarter must complete the Daily Tax Liability Schedule on page 2, AND CHECK THIS BOX.*

**III. Tax Computation (See Instructions.)**

1. Liability (amount from A or total of three months in B).....	1		
2. Prior Payments made for this Quarter.....	2		

3. **Total Amount Due - Subtract line 2 from line 1.**  
 Enter the result. Bracket negative amount..... 

3		
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Make check payable to: **ARIZONA DEPARTMENT OF REVENUE (Include EIN on payment.)**  
 Send return and payment to: **Arizona Department of Revenue, PO Box 29009, Phoenix AZ 85038-9009**

Under penalties of perjury, I declare that I have examined this return and to the best of my knowledge and belief, it is a true, complete and correct return.

<b>Please Sign Here</b>	_____	_____	( )
	Taxpayer's signature	Date	Business telephone number

<b>Paid Preparer's Use Only</b>	_____	_____	_____
	Preparer's signature	Date	Preparer's EIN, PTIN or SSN
	_____	_____	Firm's <input type="checkbox"/> EIN or <input type="checkbox"/> SSN
	Firm's name (or preparer's, if self-employed)	_____	( )
_____	_____	_____	_____
Firm's address	Zip code	Firm's telephone number	

**IV. Daily Tax Liability Schedule**

A. Daily Tax Liability - 1st Month of Quarter (Semi-Weekly or One-Banking Day)												
1			8			15			22			29
2			9			16			23			30
3			10			17			24			31
4			11			18			25			Check gray boxes for one-banking day withholding obligations only.
5			12			19			26			
6			13			20			27			
7			14			21			28			

Month 1 Liability - Enter total here and Part II B on page 1 .....

B. Daily Tax Liability - 2nd Month of Quarter (Semi-Weekly or One-Banking Day)												
1			8			15			22			29
2			9			16			23			30
3			10			17			24			31
4			11			18			25			Check gray boxes for one-banking day withholding obligations only.
5			12			19			26			
6			13			20			27			
7			14			21			28			

Month 2 Liability - Enter total here and Part II B on page 1 .....

C. Daily Tax Liability - 3rd Month of Quarter (Semi-Weekly or One-Banking Day)												
1			8			15			22			29
2			9			16			23			30
3			10			17			24			31
4			11			18			25			Check gray boxes for one-banking day withholding obligations only.
5			12			19			26			
6			13			20			27			
7			14			21			28			

Month 3 Liability - Enter total here and Part II B on page 1 .....

**Amended Return Information:**

Explain why an amended return is being filed. Attach additional sheets, if necessary.

**Reason for cancellation of employer's withholding account (check the applicable box):**

- 1. Reorganization or change in business entity (example: from corporation to partnership).
- 2. Business sold.
- 3. Business stopped paying wages and will not have any employees in the future.
- 4. Business permanently closed.
- 5. Business has only leased or temporary agency employees.
- 6. Other (specify reason) \_\_\_\_\_.

## Arizona Quarterly Withholding Tax Return

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-2060
From area codes 520 and 928, toll-free	(800) 843-7196
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

### General Instructions

#### Who May Use Form A1-QRT

An employer must make its Arizona withholding payments to the department either on a quarterly basis or at the same time as the employer makes its federal withholding deposits. An employer must file a quarterly withholding tax return with the department to report its Arizona withholding tax liability.

An employer incurs an Arizona withholding tax liability either quarterly, or on the same dates as it incurs a federal withholding liability (monthly, semi-weekly, or one-banking day). An employer must determine when it incurs an Arizona withholding tax liability to establish its correct Arizona withholding payment schedule. An employer makes this determination by calculating its average Arizona withholding tax liability for the four preceding calendar quarters or by using an alternate calculation if it does not have historical data for the preceding four calendar quarters. Both computations are discussed in the Arizona Withholding Liability/Payment Schedule section of these instructions.

**Form A1-QRT:** Use the quarterly tax return if the liability is incurred on a quarterly, monthly, semi-weekly or one-banking day basis. A monthly liability employer that incurs a one-banking day liability during the calendar quarter immediately becomes an Arizona semi-weekly liability employer for the remainder of the calendar quarter.

**EXCEPTION FOR ANNUAL PAYMENT RETURN (Form A1-APR):** Certain employers may make their withholding payments on an annual basis and file an annual withholding tax return on Form A1-APR. These employers will not file Form A1-QRT or Form A1-R, or use Form A1-WP for their withholding payments.

An employer may make its Arizona withholding payments on an annual basis if all of the following conditions are met:

- The employer has established a history of withholding activity by filing the quarterly tax return (Form A1-QRT) for at least the four preceding calendar quarters.
- The employer's withholding liability was an amount greater than zero for at least one of the four preceding calendar quarters.
- The average amount of Arizona income taxes withheld by the employer in the four preceding calendar quarters does not exceed \$200. The employer will meet this average

withholding requirement if the total amount withheld in the four preceding calendar quarters is \$800 or less.

- The employer has timely filed Form A1-QRT and has timely made its Arizona withholding payments for at least three of the four preceding calendar quarters.
- The employer has filed Form A1-QRT for all preceding calendar quarters and does not have a balance due (tax, penalty, or interest) for any preceding calendar quarter.
- The employer has filed the annual reconciliation tax return (Form A1-R) for all preceding calendar years and has timely filed Form A1-R for the preceding calendar year.

An employer may continue to make its Arizona withholding payments on an annual basis for the succeeding calendar year if all of the following conditions are met:

- The average amount of Arizona income taxes withheld by the employer in the four preceding calendar quarters does not exceed \$200.
- The employer has timely filed the annual tax return and has timely made its annual Arizona withholding payment for the preceding calendar year.

If an employer does not meet all of the qualifying conditions to continue making its Arizona withholding payments on an annual basis for the succeeding calendar year:

- The employer must determine its Arizona withholding payment schedule for succeeding calendar quarters according to the instructions in the Arizona Withholding Liability/Payment Schedule section; and
- The employer shall file the quarterly tax return (Form A1-QRT) for succeeding calendar quarters.

#### Penalties and Interest

**A. Late Filing Penalty.** A return filed after the due date is subject to the late filing penalty. The late filing penalty is 4½ percent (.045) of the amount of tax required to be shown on the return. "Amount of tax required to be shown on the return" is the amount of tax imposed less the amount of any part of the tax paid on or before the beginning of the month. The penalty period is each month or fraction of a month between the due date of the return and the date the taxpayer filed the return. The maximum penalty is 25 percent of the tax found to be remaining due.

**B. Late Payment Penalty.** The department imposes the late payment penalty on any amount shown as tax on the return that is not paid by the date prescribed for its payment. The late payment penalty is ½ percent (.005) of the unpaid tax for each month or fraction of a month the tax remains unpaid, not to exceed 10 percent of the unpaid tax.

**NOTE:** *If both of the penalties described in A and B apply, the maximum combined penalty is 25 percent.*

**C. Additional Failure to Pay Penalty.** An employer is required to withhold Arizona income tax from compensation paid to an employee for services performed in Arizona, unless the compensation is exempt from Arizona withholding by Arizona law. The amount of tax required to be withheld is

specified in Title 43, Chapter 4 of the Arizona Revised Statutes. The department may impose a penalty if the amount of tax required to be withheld, whether the amount of tax is determined by the employer or the department, is not paid to the department by the date prescribed for its payment. The amount of the penalty is 25 percent of the amount of tax required to be withheld and paid to the department.

**D. Payroll Service Company Penalty.** A payroll service company, as defined in ARS § 43-418(E)(3), is subject to a \$25 penalty for failure to make withholding payments electronically and a \$25 penalty for failure to file withholding returns electronically. Multiple \$25 penalties could apply to the same client on one return. For example, if Client A is required to make four payments in the 3rd quarter, and none of the payments are made electronically, the payroll service company would be subject to four \$25 penalties, a total of \$100. If the payroll service company files the quarterly reconciliation for Client A by paper, an additional penalty of \$25 would apply for a grand total of \$125 in penalties assessed toward the payroll service company related to Client A for the 3rd quarter.

**E. Interest.** The department assesses interest on any portion of the tax, whether determined by the department or the employer/taxpayer, not paid by the date prescribed for its payment. The department applies interest, compounded annually, in the same manner and at the same times as prescribed by Internal Revenue Code § 6621 with the following exception. **Exception:** The Arizona rate of interest for both underpayments and overpayments for all taxpayers is the federal underpayment rate under IRC § 6621(a)(2) [the federal short-term rate, determined pursuant to IRC § 6621(b), plus three percentage points]. On January 1 of each year, the department adds any interest outstanding as of that date to the principal amount of the tax. It is then a part of the principal amount of the tax and accrues interest until paid.

## Arizona Withholding Liability/Payment Schedule

Arizona law requires an employer to compute its average Arizona withholding tax liability for the preceding four calendar quarters at the beginning of each new quarter. This calculation is performed to determine the correct Arizona withholding payment schedule.

An employer that has four full consecutive calendar quarters of Arizona withholding liability historical data must use the regular withholding payment schedule computation. An employer that does not have four full consecutive calendar quarters of Arizona withholding liability historical data must use the alternate withholding payment schedule computation.

### A. Regular Arizona Withholding Liability/Payment Schedule Computation

An employer required to use the regular computation must add its withholding liabilities for the preceding four calendar quarters and divide the total by four.

An employer must make its Arizona withholding payments on a quarterly basis if the average amount of Arizona income taxes withheld during the preceding four calendar quarters does not exceed \$1,500.

An employer must make its Arizona withholding tax payments at the same time as its federal withholding deposits if the average amount of Arizona income taxes withheld during the preceding four calendar quarters exceeds \$1,500.

### Example 1

An employer is trying to determine the correct Arizona withholding payment schedule for the second calendar quarter 2011. The employer would make the following calculation to compute the average amount of Arizona income taxes withheld in the preceding four calendar quarters.

First quarter 2011 withholding		\$ 1,100
Fourth quarter 2010 withholding	+	1,600
Third quarter 2010 withholding	+	1,000
Second quarter 2010 withholding	+	1,200
Total withholding	=	\$ 4,900
Divide by	÷	4
Average withholding	=	\$ 1,225

This example illustrates a four-quarter average of Arizona income taxes withheld that does not exceed \$1,500. Therefore, the employer is required to make Arizona withholding payments on a quarterly basis.

### Example 2

An employer is trying to determine the correct Arizona withholding payment schedule for the third calendar quarter 2011. The employer would make the following calculation to compute the average amount of Arizona income taxes withheld in the preceding four calendar quarters.

Second quarter 2011 withholding		\$ 1,800
First quarter 2011 withholding	+	1,400
Fourth quarter 2010 withholding	+	1,900
Third quarter 2010 withholding	+	1,300
Total withholding	=	\$ 6,400
Divide by	÷	4
Average withholding	=	\$ 1,600

This example illustrates a four-quarter average of Arizona income taxes withheld that exceeds \$1,500. Therefore, the employer is required to make Arizona withholding payments at the same time as its federal withholding deposits.

### B. Alternate Arizona Withholding Liability/Payment Schedule Computation

An employer must make its Arizona withholding payments on a quarterly basis if the average amount of Arizona income taxes withheld during the preceding four calendar quarters does not exceed \$1,500.

An employer must make its Arizona withholding tax payments at the same time as its federal withholding deposits (monthly, semi-weekly, or one-banking day), if the average amount of Arizona income taxes withheld during the preceding four calendar quarters exceeds \$1,500.

An employer required to use the alternate computation must use one of the following methods.

**An employer that purchases an existing business** must determine its Arizona withholding payment schedule for each calendar quarter by calculating the average amount withheld in the four preceding calendar quarters as follows:

- For the first quarter of withholding, the employer must calculate the previous owner's average amount of Arizona income taxes withheld in the four preceding calendar quarters.
- For the second through fourth quarters of withholding, the employer must calculate the average amount withheld in the four preceding calendar quarters by combining its prior



quarters of withholding with the previous owner's quarters of withholding.

- For subsequent quarters of withholding, the employer must add the amounts it withheld in the four preceding calendar quarters and then divide that sum by four.

**A newly formed business** must determine its Arizona withholding payment schedule as follows:

- For the first quarter of withholding, the employer must make its Arizona withholding payments on a quarterly basis.
- For the second quarter of withholding, the employer must determine its Arizona withholding payment schedule based on the amount withheld in the first quarter of withholding.
- For the third quarter of withholding, the employer must determine its Arizona withholding payment schedule by adding the amounts withheld in the first and second quarters and dividing by two.
- For the fourth quarter of withholding, the employer must determine its Arizona withholding payment schedule by adding the amounts withheld in the first, second, and third quarters and dividing by three.
- For subsequent quarters of withholding, the employer must determine its Arizona withholding payment schedule by adding the amounts withheld in the four preceding calendar quarters and dividing by four.

**When two or more employers consolidate their business activities to form one entity**, the new employer must determine its Arizona withholding payment schedule based on the combined withholding of the prior employers for the preceding four full quarters. Any prior employer with fewer than four full quarters of withholding activity must annualize the amounts withheld and divide by four. The new employer must determine its Arizona withholding payment schedule by combining this amount with the quarterly averages of the other prior employers with four full quarters of withholding activity.

### C. Withholding Payment Due Dates

**Internet payments:** Registered employers may make their withholding payments on the Internet. Go to [www.aztaxes.gov](http://www.aztaxes.gov) to register or for further information.

**Quarterly** Arizona withholding payments are due on the following dates:

- First calendar quarter - April 30;
- Second calendar quarter - July 31;
- Third calendar quarter - October 31;
- Fourth calendar quarter - January 31.

If the quarterly withholding payment due date is a non-banking day (Saturday, Sunday, or a legal holiday), the withholding payment is timely if made on the next banking day.

*An employer required to make its Arizona withholding payments at the same time as its federal withholding deposits must make its Arizona withholding payments on a monthly, semi-weekly, or one-banking day basis.*

**Monthly** Arizona withholding payments are due on the fifteenth day of the month following the calendar month in which the taxes accumulated.

If the fifteenth day of the following month is a non-banking day (Saturday, Sunday, or a legal holiday), the withholding payment is timely if made on the next banking day.

**Semi-weekly** Arizona withholding payments are due on the following schedule:

- *Wednesday through Friday semi-weekly period* - on or before the following Wednesday.
- *Saturday through Tuesday semi-weekly period* - on or before the following Friday.

If any of the *three weekdays* following the close of a semi-weekly period is a non-banking day (a legal holiday), an additional banking day is granted to make the required payment.

If a calendar quarter ends during a semi-weekly period (on a day other than Tuesday or Friday), the following rules apply:

- Taxes accumulated on the days in the current calendar quarter are subject to one payment obligation.
- Taxes accumulated on the days in the next calendar quarter are subject to a separate payment obligation.
- The payment(s) is (are) due at the normal payment due date for the semi-weekly period.

**One-banking day** Arizona withholding payments are due on the first banking day following the day that an employer incurs a federal one-banking day deposit obligation. The employer must make a one-banking day federal withholding deposit if federal taxes accumulate to \$100,000 or more on any day during a monthly or semi-weekly deposit period. The Arizona withholding payment is due the same day as the federal withholding deposit although the Arizona withholding tax liability may not have reached \$100,000 for the same monthly or semi-weekly period. A monthly liability payer that incurs an Arizona one-banking day withholding payment obligation during the calendar quarter immediately becomes an Arizona semi-weekly liability payer for the remainder of the calendar quarter.

**Extended Form A1-QRT due dates available to taxpayers who have made every payment on time.** ARS § 43-401(E) allows some employers additional time to file Form A1-QRT. Employers who have made every payment on time during the preceding calendar quarter may have ten additional days in which to file Form A1-QRT.

Form A1-QRT, for employers who have *not* made every payment on time during the preceding calendar quarter, are timely filed if filed by the following dates:

- First calendar quarter - April 30;
- Second calendar quarter - July 31;
- Third calendar quarter - October 31;
- Fourth calendar quarter - January 31.

Form A1-QRT filing due dates for employers who have made every payment on time during the preceding calendar quarter are:

- First calendar quarter - May 10;
- Second calendar quarter - August 10;
- Third calendar quarter - November 13;
- Fourth calendar quarter - February 11.

Because November 10, 2012, and February 10, 2013, are each on a weekend day, the payment is timely for those quarters if it is made on the next banking day.

**Specific Instructions**

Form A1-QRT may be filed online. Employers that are registered with the Arizona Department of Revenue and registered at [www.aztaxes.gov](http://www.aztaxes.gov) may file Form A1-QRT and make withholding payments online. Employers may begin both registrations online. Visit [www.aztaxes.gov](http://www.aztaxes.gov) for more details.

All returns, statements, and other documents filed with the department require the taxpayer's employer identification number (taxpayer identification number or TIN). Taxpayers and their paid preparers that fail to include their TIN may be subject to a penalty. Paid tax return preparers must include their TIN where requested. The TIN for a paid tax return preparer is the individual's social security number, preparer tax identification number, or the employer identification number of their business.

Refer to the sample Form A1-QRT on pages 6 and 7 of the instructions. The following numbered instructions correspond to the numbered sections of the sample Form A1-QRT.

**I. Taxpayer Information Section**

**1 Business Name and Address  
Address Changed Box**

Type or print the employer's name, address, and phone number in the boxes in the Taxpayer Information section. Check the box to indicate your address is changed.

**2 Amended Returns**

Check the amended return box on page 1 of the form if this is an amended return. Complete the amended return information section on page 2 of the form. If the amended return is being filed for a quarter in a prior year, the employer must also file an amended Form A1-R for that year and include the state copies of the federal Forms W-2c, or corrected copies of Forms W-2G and 1099-R.

**NOTE:** An amended Form A1-QRT can only be filed through [www.aztaxes.gov](http://www.aztaxes.gov) by a payroll service company or by an employer filing through a registered transmitter. All other employers required to file an amended Form A1-QRT must file a paper return.

*Overpayments:* After the amended return is processed and payments are confirmed, the overpayment will be applied to any outstanding liabilities, possibly in another tax type. If the overpayment exceeds the outstanding liabilities or the employer has no outstanding liabilities, a refund will be issued. A refund will not be issued once the overpayment is applied to a liability.

*Underpayments:* Enclose payment for the underpaid amount with the amended return. The department will calculate the amount of interest and any applicable penalties and send a billing notice after the amended return is processed.

**3 Filing of Final Return Box/Cancellation of Employer's Withholding Account**

Check the final return box on page 1 of the form if this is a final return. Enter the date that final wages were paid. Complete the reason for cancellation of employer's withholding account section on page 2 of the form.

When an account is cancelled, the employer must file a final return on Form A1-QRT for the last quarter in which the final wages were paid. The employer must file a final return to report its Arizona tax liability for the quarter in which the account was

closed. **NOTE:** The employer must also file Form A1-R, *Arizona Withholding Reconciliation Return*, for that year.

**4 Total Arizona Payroll for This Quarter**

Enter the total gross Arizona payroll for this calendar quarter. "Total gross Arizona payroll" means amounts considered wages for federal income tax withholding purposes. Do not include wages exempt from Arizona withholding by Arizona law.

**5 Employer Identification Number (EIN)**

Enter the employer identification number. An employer identification number can be obtained from the Internal Revenue Service.

**6 Quarter and Year**

The chart below identifies which months are in which quarter:

For these months:	Enter this number for the Quarter:
January, February, March	1
April, May, June	2
July, August, September	3
October, November, December	4

Enter the quarter from the chart above. Enter the four-digit year.

**II. Tax Liability Schedule Section**

**NOTE:** All liabilities reported and payments made should be net of any withholding designated for tax credits in accordance with HB 2287 (2009).

**7 Quarterly Tax Liability**

An employer that incurs a quarterly withholding tax liability must complete Part IIA, Quarterly Tax Liability, and Part III, line 1. Enter the amount of Arizona withholding tax liability for the quarter, not the amount of Arizona withholding payments. **DO NOT COMPLETE PART IIB, MONTHLY TAX LIABILITY, OR PART IV, THE DAILY TAX LIABILITY SCHEDULE.**

**8 Monthly Tax Liability**

An employer that incurs a monthly withholding tax liability for all three months of the calendar quarter must complete Part IIB, Monthly Tax Liability, for months 1, 2, and 3.

Enter the amount of Arizona withholding tax liability for each applicable month, not the amount of Arizona withholding payments. Add the three monthly subtotals. Enter the total Arizona tax liability for the calendar quarter on Part III, line 1.

If the employer also incurs a one-banking day withholding obligation during a month in the calendar quarter, complete the applicable daily tax liability section for each month of the calendar quarter a one-banking day withholding obligation is incurred. Enter the amount of Arizona withholding tax liability in the applicable daily tax liability section, not the amount of Arizona withholding payments. Enter the total for each month in Part IIB. Add the three monthly subtotals. Enter the total Arizona tax liability for the calendar quarter in Part III, line 1.

**NOTE:** Be sure to check the box on page 1, in Part IIB, if the taxpayer is required to complete section A, B, and/or C of the Daily Tax Liability Schedule on page 2.

**IF AN EMPLOYER INCURS A ONE-BANKING DAY OBLIGATION DURING THE FIRST MONTH:**

- *First month* - complete section A of the daily tax liability schedule.
- *Second month* - complete section B of the daily tax liability schedule.
- *Third month* - complete section C of the daily tax liability schedule.

**IF AN EMPLOYER INCURS A ONE-BANKING DAY OBLIGATION DURING THE SECOND MONTH:**

- *First month* - complete Part IIB, month 1 liability.
- *Second month* - complete section B of the daily tax liability schedule.
- *Third month* - complete section C of the daily tax liability schedule.

**IF AN EMPLOYER INCURS A ONE-BANKING DAY OBLIGATION DURING THE THIRD MONTH:**

- *First month* - complete Part IIB, month 1 liability.
- *Second month* - complete Part IIB, month 2 liability.
- *Third month* - complete section C of the daily tax liability schedule.

**9 Daily Tax Liability (Semi-Weekly or One-Banking Day)**

**NOTE:** Be sure to check the box on page 1, in Part IIB, if the taxpayer is required to complete section A, B, and/or C of the Daily Tax Liability Schedule on page 2.

Complete sections A, B, and C, of the Daily Tax Liability Schedule; Part IIB, Monthly Tax Liability; and Part III, line 1. On lines A1 through A31, B1 through B31, and C1 through C31, of the Daily Tax Liability Schedule, make entries on the day that an Arizona withholding tax liability was incurred. Enter the amount of Arizona withholding tax liability for each applicable day, not the amount of Arizona withholding payments. Add the amounts entered on the daily liability schedule for each month. Enter the total for each month on sections A, B, and C, and on Part IIB. Add the amounts entered on Part IIB. Enter the total Arizona tax liability for the calendar quarter on Part III, line 1.

*Important note for one-banking day obligations:* Check the small gray box to the right of the number that corresponds to the day that the employer incurred an Arizona one-banking day withholding obligation. *Leave this box blank unless a one-banking day withholding obligation was incurred.*

**III. Tax Computation Section**

**10 Line 1 - Liability**

*Quarterly tax liability employer* - enter the amount from Part IIA, quarterly tax liability.

*Monthly tax liability employer (all three months of quarter)* - add the amounts in Part IIB, monthly tax liability, for months 1, 2 and 3. Enter the total.

*Monthly tax liability (less than three months)/daily tax liability employer* - add the amounts in Part IIB, monthly tax liability, for months 1, 2 and 3. Enter the total.

*Daily tax liability employer (all three months of quarter)* - add the amounts in Part IIB, monthly tax liability, for months 1, 2 and 3. Enter the total.

**11 Line 2 - Prior Payments Made for This Quarter**

Enter the total amount of prior payments made for this quarter in this field. If no income tax was withheld for this quarter, enter -0- in this field.

**12 Line 3 - Total Amount Due**

Subtract the amount on line 2 from the amount on line 1. Enter the difference.

If line 3 is a positive number, this is the amount of tax remaining due. Payments can be made via check, electronic check, money order, or credit card. The department will calculate the amount of interest, apply any applicable penalties, and send a billing notice after the return is processed.

**Check or money order**

Make checks payable to Arizona Department of Revenue. Write the taxpayer's EIN on the front of the check or money order. Include the check or money order with the return.

**Internet Payments**

Employers must be registered with the Department of Revenue before they can register to pay taxes online. Go to [www.aztaxes.gov](http://www.aztaxes.gov) to begin both registration processes or to make payments over the internet.

**Electronic payment from checking or savings account**

Payments can be made electronically from a checking or savings account. Go to [www.aztaxes.gov](http://www.aztaxes.gov) and choose the e-check option. There is no fee to use this method. This payment method will debit the amount from the specified checking or savings account on the date specified. If an electronic payment is made from a checking or savings account, a confirmation number will be generated. Please keep this confirmation number as proof of payment.

**Credit card payment**

Payments can be made via American Express, Discover, MasterCard or VISA credit cards. Go to [www.aztaxes.gov](http://www.aztaxes.gov) and choose the credit card option. This will take you to the website of the credit card payment service provider. The service provider will charge a convenience fee based on the amount of the tax payment. The service provider will disclose the amount of the convenience fee during the transaction and the option to continue or cancel the transaction will be presented. If you accept the convenience fee and complete the credit card transaction, a confirmation number will be generated. Please keep this confirmation number as proof of payment.

If line 3 is a negative number (an amount less than zero), this is the overpayment for the quarter. After the return is processed and payments are confirmed, the overpayment will be applied to any outstanding liabilities, possibly in another tax type. If the overpayment exceeds the outstanding liabilities or the employer has no outstanding liabilities, a refund check will be issued and mailed to the employer. A refund will not be issued once the overpayment is applied to a liability.

Arizona Department of Revenue  
 PO Box 29009 - Phoenix AZ 85038-9009

EIN:	(5)		
QUARTER AND YEAR *:	(6)	Q	Y Y Y Y

\* Quarter (1, 2, 3 or 4) and four digits of year

For these Months:	Enter this number for the Quarter:
January, February, March	1
April, May, June	2
July, August, September	3
October, November, December	4

**I. Taxpayer Information**

Name
Number and street or PO Box
City or town, state, and ZIP code
Business telephone number ( )

Check box if:  Amended Return  Address Changed  Final Return (CANCEL ACCOUNT)

If this is your final return, the department will cancel your withholding account. Complete the explanation section on page 2. (See Instructions.)  
 Enter date final wages paid \_\_\_\_\_

Total Arizona Payroll for This Quarter.....(4) [ ] [ ]

REVENUE USE ONLY. DO NOT MARK IN THIS AREA.	
POSTMARK DATE	

**II. Tax Liability Schedule**

(See Instructions before completing this section.)

**A. Quarterly Tax Liability**

Tax Liability.....(7) [ ] [ ]

**B. Monthly Tax Liability**

(8) Month 1 Liability.....			
Month 2 Liability.....			
Month 3 Liability.....			

*Taxpayers who incurred a semi-weekly or one-banking day tax liability during the quarter must complete the Daily Tax Liability Schedule on page 2, AND CHECK THIS BOX.*

(9)

**III. Tax Computation (See Instructions.)**

1. Liability (amount from A or total of three months in B).....(10) [1] [ ] [ ]
2. Prior Payments made for this Quarter.....(11) [2] [ ] [ ]
3. **Total Amount Due - Subtract line 2 from line 1.**  
 Enter the result. Bracket negative amount .....(12) [3] [ ] [ ]

Make check payable to: **ARIZONA DEPARTMENT OF REVENUE (Include EIN on payment.)**  
 Send return and payment to: **Arizona Department of Revenue, PO Box 29009, Phoenix AZ 85038-9009**

Under penalties of perjury, I declare that I have examined this return and to the best of my knowledge and belief, it is a true, complete and correct return.

<b>Please Sign Here</b>	Taxpayer's signature	Date	( ) Business telephone number
<b>Paid Preparer's Use Only</b>	Preparer's signature	Date	Preparer's EIN, PTIN or SSN
	Firm's name (or preparer's, if self-employed)		Firm's <input type="checkbox"/> EIN or <input type="checkbox"/> SSN
	Firm's address	Zip code	( ) Firm's telephone number

**IV. Daily Tax Liability Schedule**

A. Daily Tax Liability - 1st Month of Quarter (Semi-Weekly or One-Banking Day)														
1			8			15			22			29		
2			9			16			23			30		
3			10			17			24			31		
4			11			18			25					Check gray boxes for one-banking day withholding obligations only.
5			12			19			26					
6			13			20			27					
7			14			21			28					

Month 1 Liability - Enter total here and Part II B on page 1 .....

B. Daily Tax Liability - 2nd Month of Quarter (Semi-Weekly or One-Banking Day)														
1			8			15			22			29		
2			9			16			23			30		
3			10			17			24			31		
4			11			18			25					Check gray boxes for one-banking day withholding obligations only.
5			12			19			26					
6			13			20			27					
7			14			21			28					

Month 2 Liability - Enter total here and Part II B on page 1 .....

C. Daily Tax Liability - 3rd Month of Quarter (Semi-Weekly or One-Banking Day)														
1			8			15			22			29		
2			9			16			23			30		
3			10			17			24			31		
4			11			18			25					Check gray boxes for one-banking day withholding obligations only.
5			12			19			26					
6			13			20			27					
7			14			21			28					

Month 3 Liability - Enter total here and Part II B on page 1 .....

**Amended Return Information:**

Explain why an amended return is being filed. Attach additional sheets, if necessary.

②

**Reason for cancellation of employer's withholding account (check the applicable box):**

- 1. Reorganization or change in business entity (example: from corporation to partnership).
- 2. Business sold.
- 3. Business stopped paying wages and will not have any employees in the future.
- 4. Business permanently closed.
- 5. Business has only leased or temporary agency employees.
- 6. Other (specify reason) \_\_\_\_\_.

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Arizona Department of Revenue

PO Box 29085  
Phoenix AZ 85038-9085

Arizona law requires certain taxpayers to make withholding tax payments at the same time as federal withholding deposits are due.

Taxpayer Information

Name
Number and street or PO Box
City or town, state, and ZIP code
Business telephone number ( )

**Failure to make payment may result in a 25% penalty in addition to other penalties and interest required by law.**

EIN:		
Qtr	Year	Amount of Payment
Q	Y Y Y Y	Dollars Cents

Enter Quarter (1, 2, 3, or 4)  
Four digits of Year for which Payment is made.

REVENUE USE ONLY. DO NOT MARK IN THIS AREA.	
POSTMARK DATE	

**Return Top Portion with Payment**

Make check payable to: **ARIZONA DEPARTMENT OF REVENUE (Include EIN on payment.)**  
Return Top Portion with payment to: **Arizona Department of Revenue, PO Box 29085, Phoenix AZ 85038-9085**

**Instructions**

Employers required to make more than one Arizona withholding payment per calendar quarter use Form A1-WP to transmit Arizona withholding payments to the department. *Employers required to make quarterly withholding payments will not use this form. Employers making withholding payments by electronic funds transfer or on the Internet will not use this form.*

**Internet payments:** Employers that register may make their withholding payments on the Internet with e-check or credit card. There is a fee to pay by credit card. Visit [www.aztaxes.gov](http://www.aztaxes.gov) for further information.

**Electronic Funds Transfer (EFT)**

Refer to ARS § 42-1129 and the related Arizona Administrative Code rules (AAC R15-10-301 through R15-10-307) for detailed information regarding electronic funds transfer.

Employers whose average Arizona quarterly withholding tax liability for the preceding taxable year was \$20,000 or more must make Arizona withholding payments via the electronic funds transfer program. *If the employer makes its withholding payments by electronic funds transfer (EFT), the employer should not submit Form A1-WP to the department.*

**NOTE: Employers required to make withholding payments via EFT that fail to do so will be subject to a penalty of 5%. See ARS § 42-1125(O).**

Employers whose average Arizona quarterly withholding tax liability for the preceding taxable year was less than \$20,000 may elect voluntary participation in the electronic funds transfer program.

Participants in the Electronic Funds Transfer program must enroll online at [www.aztaxes.gov](http://www.aztaxes.gov) at least 30 days prior to the first applicable transaction.

**Taxpayer Information**

Type or print the name, address, and phone number in the boxes in the Taxpayer Information section.

**Employer Identification Number (EIN)**

Enter the employer identification number. An employer identification number can be obtained from the Internal Revenue Service.

**Quarter and Year**

The charts below identify which months or payments are included in each quarter:

For these months:	Enter this number for the Quarter:
January, February, March	1
April, May, June	2
July, August, September	3
October, November, December	4

For these payments:	Enter this number for the Quarter:
Extension payment for Form A1-APR	4
Penalty payment for Form A1-R, line 5	4

Enter the quarter from one of the charts above. Enter the four-digit year.

**Amount of Payment**

Enter the amount of payment enclosed.

**NOTE:** Do not submit Form A1-WP if the payment is zero or no payment is enclosed. Do not submit Form A1-WP to list prior payments made during the quarter. Do not submit Form A1-WP for a negative amount (to apply a credit as a payment or to claim a credit as an overpayment).

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# Arizona Form A1-C

# Arizona Charitable Withholding Statement

Arizona Department of Revenue  
Office of Economic Research and Analysis  
PO Box 25248 - Phoenix AZ 85002-5248

Due on or before January 30, 2013.

Please do not mail with Form A1-R or A1-APR.

### I. Employer Information

Name
Number and street or PO Box
City or town, state, and ZIP code
Business telephone number ( )

EIN:
Period End: <b>12/31/2012</b>

REVENUE USE ONLY. DO NOT MARK IN THIS AREA.	
POSTMARK DATE	

Check box if:  Amended Statement  Address Changed

### II. Payments Made on Behalf of Employees (Attach continuation sheet(s), if necessary):

#### Charitable Withholding Statement

Charity's name, street address, city, state, and ZIP code		
Charity's Federal identification number	Employee's Social Security number	
Employee's name		
Street address (including apt. no.)		
City, state, and ZIP code		
<b>2012</b>	1 Employee contributions made in 2012.	2 Termination date (if applicable).
	\$	

ADOR 10754 (11)

CORRECTED (if checked)

#### Charitable Withholding Statement

Charity's name, street address, city, state, and ZIP code		
Charity's Federal identification number	Employee's Social Security number	
Employee's name		
Street address (including apt. no.)		
City, state, and ZIP code		
<b>2012</b>	1 Employee contributions made in 2012.	2 Termination date (if applicable).
	\$	

ADOR 10754 (11)

CORRECTED (if checked)

### III. Explain why an amended Form A1-C is being filed (attach additional sheet, if necessary):

Send Form and any attachments to: **Arizona Department of Revenue, Office of Economic Research and Analysis,  
PO Box 25248, Phoenix AZ 85002-5248**

Under penalties of perjury, I declare that I have examined this statement and to the best of my knowledge and belief, it is true, complete and correct.

Please Sign Here \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_  
Employer's signature Date Business telephone number ( )

Paid Preparer's Use Only \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_  
Preparer's signature Date Preparer's EIN, PTIN or SSN

\_\_\_\_\_  
Firm's name (or preparer's, if self-employed) Firm's  EIN or  SSN

\_\_\_\_\_  
Firm's address Zip code Firm's telephone number ( )

ADOR 10754 (11)

### Charitable Withholding Statement

Charity's name, street address, city, state, and ZIP code		
Charity's Federal identification number	Employee's Social Security number	
Employee's name  Street address (including apt. no.)  City, state, and ZIP code		
<b>2012</b>	1 Employee contributions made in 2012. \$	2 Termination date (if applicable).

ADOR 10754 (11)  CORRECTED (if checked)

### Charitable Withholding Statement

Charity's name, street address, city, state, and ZIP code		
Charity's Federal identification number	Employee's Social Security number	
Employee's name  Street address (including apt. no.)  City, state, and ZIP code		
<b>2012</b>	1 Employee contributions made in 2012. \$	2 Termination date (if applicable).

ADOR 10754 (11)  CORRECTED (if checked)

### Charitable Withholding Statement

Charity's name, street address, city, state, and ZIP code		
Charity's Federal identification number	Employee's Social Security number	
Employee's name  Street address (including apt. no.)  City, state, and ZIP code		
<b>2012</b>	1 Employee contributions made in 2012.	2 Termination date (if applicable).

ADOR 10754 (11)  CORRECTED (if checked)

### Charitable Withholding Statement

Charity's name, street address, city, state, and ZIP code		
Charity's Federal identification number	Employee's Social Security number	
Employee's name  Street address (including apt. no.)  City, state, and ZIP code		
<b>2012</b>	1 Employee contributions made in 2012.	2 Termination date (if applicable).

ADOR 10754 (11)  CORRECTED (if checked)

**2012 Arizona Charitable Withholding Statement**

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-2060
From area codes 520 and 928, toll-free	(800) 843-7196
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

**NOTE:** Arizona Form A1-C for calendar year 2012 is due January 30, 2013. Do not mail Form A1-C with any other withholding form. Be sure to mail Form A1-C to the correct address: Arizona Department of Revenue, Office of Economic Research and Analysis, PO BOX 25248, Phoenix, AZ 85002.

**General Instructions**

Beginning January 1, 2010, an employee can request that his or her employer reduce his or her withholding in an amount equal to income tax credit(s) the employee will qualify for when filing the employee's income tax return. Only the following credits qualify for the reduction in withholding:

- contributions to charities that provide assistance to the working poor, provided by ARS § 43-1088 and claimed on Arizona Form 321;
- contributions made or fees paid to public schools, provided by ARS § 43-1089.01 and claimed on Arizona Form 322; and
- contributions to private school tuition organizations, provided by ARS § 43-1089 and claimed on Arizona Form 323.

**Who Must File Form A1-C**

Employers that make payments of the reduced withholding of its employees to charitable organizations as provided by ARS § 43-401(I)(1) must file Form A1-C, *Arizona Charitable Withholding Statement*, to report the information required by ARS § 43-401(I)(4). Form A1-C is also the Arizona transmittal statement for detail forms. These detail forms are required to be filed with the Form A1-C as an integral part of the statement required by the statute.

Instead of completing the individual Charitable Withholding Statements, employers may substitute their own schedule as long as it contains the same information.

**NOTE:** *Employers that file Form A1-C must still file either Form A1-APR, Arizona Annual Payment Withholding Tax Return, or Form A1-R, Arizona Withholding Reconciliation Return, to reconcile their payments and transmit federal Forms W-2, W-2c, W-2G, and/or 1099-R, if those forms include Arizona withholding. Mail each form to the address on the form, by the correct due date.*

**Filing Original Statements**

This statement must be filed annually, on a calendar year basis (i.e., for the period January 1, 2012, through

December 31, 2012) or within 15 days of termination of an employee whose withholding was reduced. The annual statement is due by January 30 of the year following the calendar year in which donations were withheld. If the due date falls on a Saturday, Sunday, or legal holiday, the statement is considered timely if it is filed by the next day that is not a Saturday, Sunday, or legal holiday. Send the statement to the Arizona Department of Revenue, Office of Economic Research and Analysis, PO Box 25248, Phoenix AZ 85002-5248.

**Filing Amended Statements**

If this is an amended Form A1-C, check the amended statement box. Enter the amended numbers in all areas of the form, and explain why an amended statement is being filed in the space provided. Include amended detail forms with the amended statement. Check the "Corrected" box on the amended individual statements.

**Specific Instructions**

Type or print the name, address, and phone number in the boxes in the Employer Information section. Check the boxes to indicate whether this statement is an amended statement, and whether the address of the employer has changed.

Enter the employer identification number (EIN) where indicated to the right of the employer's name and address.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). Taxpayers that fail to include their TIN may be subject to a penalty. Paid tax return preparers must include their TIN where requested. The TIN for a paid tax return preparer is the individual's social security number, preparer tax identification number, or the employer identification number of the business. Paid tax return preparers that fail to include their TIN may be subject to a penalty.

Fill out one individual Charitable Withholding Statement in Section II for each charity that each employee had the employer make payments to on behalf of the employee. There may be several individual Charitable Withholding Statements for each charity and for each employee. Attach continuation sheet(s), if necessary. Make sure the employer's name and EIN are included on the top of each continuation sheet.

Instead of completing the individual Charitable Withholding Statements, employers may substitute their own schedule as long as it contains the same information.

**Box 1 - Employee Contributions Made in 2012**

Include the amount of reduced withholding paid to the employee's chosen charity. Do not round the amount paid.

**Box 2 - Termination Date**

Enter the termination date of the employee, if applicable.

Provide a copy of the Individual Charitable Withholding Statement to the employee. Maintain a copy of the statements for the employer's records.

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Arizona Department of Revenue  
 PO Box 29009 - Phoenix AZ 85038-9009

For the calendar year 2011.  
 Due on or before February 28, 2012.

**Taxpayer Information**

Name
Number and street or PO Box
City or town, state, and ZIP code
Business telephone number ( )

EIN:
Period End: <b>12/31/2011</b>

REVENUE USE ONLY. DO NOT MARK IN THIS AREA.	
POSTMARK DATE	

Check box if:  Amended Return  Address Changed

**This Arizona Form A1-R is an information return. Do not submit any liability owed or try to claim refunds due with this return. To submit additional liability or claim a refund, file amended quarterly withholding tax Form(s) A1-QRT.**

1. Total Arizona Tax Withheld per federal Forms W-2, W-2c, W-2G and 1099-R.....		00
2. Total wages paid to Arizona employees for 2011 .....		00
3. Number of Arizona employees in 2011.....		
4. Number of federal Forms W-2, W-2c, W-2G, and 1099-R submitted.....		
5. Information Return Penalty.....		00

**Annual Summary of Amounts Reported on 2011 Arizona Forms A1-QRT**

		Liability Reported	
6.	1st quarter		00
7.	2nd quarter		00
8.	3rd quarter		00
9.	4th quarter		00
10.	Total annual withholding reported		00

**Explain why an amended Form A1-R is being filed (attach additional sheet, if necessary):**

Send return to: **Arizona Department of Revenue, PO Box 29009, Phoenix AZ 85038-9009**

Under penalties of perjury, I declare that I have examined this return and to the best of my knowledge and belief, it is a true, complete and correct return.

**Please Sign Here** Taxpayer's signature \_\_\_\_\_ Date \_\_\_\_\_ ( ) Business telephone number \_\_\_\_\_

**Paid Preparer's Use Only** Preparer's signature \_\_\_\_\_ Date \_\_\_\_\_ Preparer's EIN, PTIN or SSN \_\_\_\_\_

Firm's name (or preparer's, if self-employed) \_\_\_\_\_ Firm's  EIN or  SSN \_\_\_\_\_

Firm's address \_\_\_\_\_ Zip code \_\_\_\_\_ ( ) Firm's telephone number \_\_\_\_\_

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## 2011 Arizona Withholding Reconciliation Return

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-2060
From area codes 520 and 928, toll-free	(800) 843-7196
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

### General Instructions

#### Who May File Form A1-R

Employers that file Form A1-QRT must file Form A1-R, *Arizona Withholding Reconciliation Return*, to perform the reconciliation required by ARS § 43-412. Form A1-R is also the Arizona transmittal return for federal Forms W-2, W-2c, W-2G, and/or 1099-R, if those forms include Arizona withholding. These federal forms are required to be filed with the Form A1-R as an integral part of the reconciliation required by the statute.

**NOTE:** *Employers that file Form A1-APR, Arizona Annual Payment Withholding Tax Return, will not file Form A1-R. Form A1-APR contains the reconciliation required by ARS § 43-412.*

#### Filing Original Returns

File this return only on a calendar year basis, i.e., for the period January 1, 2011, through December 31, 2011. The return is due by February 28 of the year following the calendar year for which payments were made. If the due date falls on a Saturday, Sunday, or legal holiday, the return is considered timely if it is filed by the next day that is not a Saturday, Sunday, or legal holiday. If the employer has an Arizona extension, file the return by the extended due date. Attach a copy of the extension request to the front of the return. Send the return to the Arizona Department of Revenue, PO Box 29009, Phoenix AZ 85038-9009.

#### Extension of Time to File a Return

An employer may apply for an extension of time to file Form A1-R upon a showing of good cause. The employer must file the extension request as soon as the employer knows that an extension of time to file is necessary. The extension request must be mailed on or before February 28. An extension cannot be granted if the extension request is filed after the due date of Form A1-R. An extension of time to file Form A1-R is also an extension of time to file federal Forms W-2, W-2c, W-2G, and 1099-R associated with that return. Attach a copy of the extension request to the front of Form A1-R when filing Form A1-R.

**NOTE:** To request an extension to file the 2011 Arizona Form A1-R, refer to new Withholding Tax Procedure WTP 11-1, available on the department's website [www.azdor.gov](http://www.azdor.gov) under Legal Research and Procedures. Be sure to select "Withholding" from the drop down box for the Procedure Tax Type.

#### Filing Amended Returns

If this is an amended Form A1-R, check the amended return box. Enter the amended numbers in all areas of the form, and explain why an amended return is being filed in the space provided. Include amended federal Forms W-2, W-2c, W-2G, and/or 1099-R with the amended return.

#### Penalties

This form is an information return. The penalty for failing to file, filing late (including extensions) or filing an incomplete information return is \$100 for each month, or fraction of a month, that the failure continues, up to a maximum penalty of \$500.

**NOTE:** If you owe the information return penalty, please do not send your payment with Form A1-R. Instead, make your payment online or mail your payment with a completed Form A1-WP. Indicate that the payment is for the 4th quarter, 2011.

#### Submitting Federal Forms W-2, W-2c, W-2G, and 1099-R

The department will accept federal Forms W-2, W-2c, W-2G, or 1099-R submitted by either method listed below:

- Optical media, including an external label to identify the filer and characteristics of the media, with the required information can be sent to:  
Arizona Department of Revenue  
Information Technology Division  
Media Librarian  
1600 W Monroe  
Phoenix AZ 85007-2650

Refer to Publication 701, *Optical Media Reporting*, for information regarding optical media specifications for reporting federal Forms W-2, W-2c, W-2G, and 1099-R.

**NOTE:** *Only the federal attachments to Arizona Form A1-R may be filed via optical media. A paper copy of Arizona Form A1-R must be filed to the address on the form.*

- A paper copy of each federal Form W-2, W-2c, W-2G, and 1099-R can be submitted with Form A1-R. Mail Form A1-R and the paper copies of the federal forms to:  
Arizona Department of Revenue  
PO Box 29009  
Phoenix AZ 85038-9009

### Specific Instructions

Type or print the name, address, and phone number in the boxes in the Taxpayer Information section. Check the boxes to indicate whether this return is an amended return, and whether your address is changed. If filing under extension, attach a copy of the extension request to your return.

Enter the employer identification number (EIN) where indicated to the right of the taxpayer name. Complete lines 1 through 4.

All returns, statements, and other documents filed with the department require a taxpayer identification number (TIN). Taxpayers that fail to include their TIN may be subject to a penalty. Paid tax return preparers must include their TIN

where requested. The TIN for a paid tax return preparer is the individual's social security number, preparer tax identification number, or the employer identification number of the business. Paid tax return preparers that fail to include their TIN may be subject to a penalty.

#### **Line 5 -**

Form A1-R is an information return. An information return that is incomplete or filed after its due date (including extensions) is subject to a penalty of \$100 for each month, or fraction of a month, that the failure continues, up to a maximum penalty of \$500. If the employer files this return after its due date (including extensions), enter the amount of the penalty on this line. Payments can be made via check, electronic check, money order, or credit card.

#### **Check or money order**

Make checks payable to Arizona Department of Revenue. Write the employer's EIN on the front of the check or money order. Do not include the check or money order with the return. Instead, mail your payment with a completed Form A1-WP. Indicate that the payment is for the 4th quarter, 2011.

#### **Internet Payments**

Employers must be registered with the Department of Revenue before they can register to pay taxes online. Go to [www.aztaxes.gov](http://www.aztaxes.gov) to begin the registration process or to make payments over the internet.

#### **Electronic payment from checking or savings account**

Payments can be made electronically from a checking or savings account. Go to [www.aztaxes.gov](http://www.aztaxes.gov) and choose the e-check option. There is no fee to use this method. This payment method will debit the amount from the specified checking or savings account on the date specified. If an electronic payment is made from a checking or savings account, a confirmation number will be generated. Please keep this confirmation number as proof of payment.

#### **Credit card payment**

Payments can be made via American Express, Discover, MasterCard or VISA credit cards. Go to [www.aztaxes.gov](http://www.aztaxes.gov) and choose the credit card option. This will take you to the website of the credit card payment service provider. The service provider will charge a convenience fee based on the amount of the tax payment. The service provider will disclose the amount of the convenience fee during the transaction and the option to continue or cancel the transaction will be presented. If you accept the convenience fee and complete the credit card transaction, a confirmation number will be generated. Please keep this confirmation number as proof of payment.

### **Annual Summary of Amounts Reported on 2011 Arizona Forms A1-QRT**

#### **Lines 6 through 10 -**

Enter the amount of Arizona tax reported on Form A1-QRT for each quarter and total the amounts on line 10.

#### **Underpayment of Tax for 2011**

If you discover that you have an underpayment of tax for 2011, submit an amended Form A1-QRT for each underpaid quarter.

Remit a separate payment with each amended Form A1-QRT. Enter your employer identification number on your check. The department will calculate the amount of interest and any applicable penalties and send a billing notice after the amended return is processed.

#### **Overpayment of Tax for 2011**

If you discover that you have an overpayment of tax for 2011, submit an amended Form A1-QRT for each overpaid quarter.

After the amended return is processed and payments are confirmed, the overpayment will be applied to any outstanding liabilities, possibly in another tax type. If the overpayment exceeds the outstanding liabilities or the employer has no outstanding liabilities, a refund will be issued. A refund will not be issued once the overpayment is applied to a liability.



Name	EIN
Address (number and street or rural route)	
City or town, state, and ZIP code	

Number of Arizona employees \_\_\_\_\_

Election is hereby made to not withhold Arizona taxes from compensation paid to employees during the month of December 2012, and certification is made that all employees have been notified of this and given the option of completing a new Form A-4 to change the withholding percentage for the rest of the year.

I certify that I am authorized to make and have made the election marked above.		
_____	( ) _____	_____
SIGNATURE	TELEPHONE NUMBER	DATE

Mail to: Arizona Department of Revenue, Office of Economic Research & Analysis, PO Box 25248, Phoenix, AZ 85002-5248.

**GENERAL INSTRUCTIONS**

**Purpose of Form A1-E**

Form A1-E is to be used by Arizona employers to elect to **not** withhold Arizona taxes from compensation paid to employees during December. If you make this election, it applies to **all** employees.

**Action Required**

- Notify all your employees in writing, informing them of your election to not withhold Arizona taxes from their December 2012 wages and informing them that they can, if they wish, complete Form A-4 to adjust their Arizona withholding rate to compensate for the change in their annual withholding amount.
- Complete Form A1-E and mail it by July 1, 2012. **You only need to submit one Form A1-E for all employees.**

**Deadline**

Form A1-E must be filed and all employees notified by July 1, 2012.

**Where to Mail Form A1-E**

Mail Form A1-E to:

<b>ARIZONA DEPARTMENT OF REVENUE OFFICE OF ECONOMIC RESEARCH AND ANALYSIS PO Box 25248 PHOENIX, AZ 85002-5248</b>
-------------------------------------------------------------------------------------------------------------------------------

**Duration of this Election**

This election is valid for December 2012 only.

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Type or print your full name	Your social security number
Home address (number and street or rural route)	
City or town, state, and ZIP code	

**Arizona Withholding Percentage Election Options**

**Choose only one:**

1  I choose to have Arizona withholding at the rate of  
**(check only one box):**  0.8%  1.3%  1.8%  2.7%  3.6%  4.2%  5.1% of my gross taxable wages.  
 Additional amount to be withheld per paycheck \$ \_\_\_\_\_

2  I hereby elect an Arizona withholding percentage of zero, and I certify that I expect to have no Arizona tax liability for the current taxable year.

I certify that I have made the percentage election marked above.	
_____	_____
SIGNATURE	DATE

**EMPLOYEE'S INSTRUCTIONS**

Arizona law requires your employer to withhold Arizona income tax from your wages for work done in Arizona. This amount is applied to your Arizona income tax due when you file your tax return. The amount withheld is a percentage of your gross taxable wages of every paycheck. You may also have your employer withhold an extra amount from each paycheck. Complete this form to select a percentage and any extra amount to be withheld from each paycheck.

**What are my "Gross Taxable Wages"?**

For withholding purposes, your "gross taxable wages" are the wages that will generally be in box 1 of your federal Form W-2. It is your gross wages less any pretax deductions, such as your share of health insurance premiums.

**New Employees**

Complete this form in the first five days of employment to select an Arizona withholding percentage. You may also have your employer withhold an extra amount from each paycheck. If you do not file this form, the department requires your employer to withhold 2.7% of your gross taxable wages.

**Current Employees**

If you want to change the current amount withheld, you must file this form to change the Arizona withholding percentage or change the extra amount withheld.

**What Should I do With Form A-4?**

Give your completed Form A-4 to your employer.

**Electing a Withholding Percentage of Zero**

You may elect an Arizona withholding percentage of zero if you expect to have no Arizona income tax liability for the current year. Arizona tax liability is gross tax liability less any tax credits, such as the family tax credit, school tax credits, or credits for taxes paid to other states. If you make this election, your employer will not withhold Arizona income tax from your wages for payroll periods beginning after the date you file the form. Zero withholding does not relieve you from paying Arizona income taxes that might be due at the time you file your Arizona income tax return. If you have an Arizona tax liability when you file your return or if at any time during the current year conditions change so that you expect to have a tax liability, you should promptly file a new Form A-4 and choose a percentage that applies to you.

**Voluntary Withholding Election by Certain Nonresident Employees**

Compensation earned by nonresidents while physically working in Arizona for temporary periods is subject to Arizona income tax. However, under Arizona law, compensation paid to certain nonresident employees is not subject to Arizona income tax withholding. These nonresident employees need to review their situations and determine whether they should elect to have Arizona income taxes withheld from their Arizona source compensation. Nonresident employees may request that their employer withhold Arizona income taxes by completing this form to elect an Arizona withholding percentage.

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# Employer's Instructions for the Employee's Arizona Withholding Percentage Election

# Arizona Form A-4

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-2060
From area codes 520 and 928, toll-free	(800) 843-7196
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's Internet home page at [www.azdor.gov](http://www.azdor.gov).

Arizona Revised Statutes (ARS) § 43-401 requires an employer to make Form A-4 available to employees at all times and to inform employees of the Arizona withholding election options.

Beginning July 1, 2010, Arizona withholding is based on a percentage of gross taxable wages. "Gross taxable wages" is the amount that meets the federal definition of "wages" contained in IRC § 3401 and that will generally be included in box 1 of the employee's federal Form W-2 at the end of the calendar year (i.e. gross wages net of pretax deductions, such as the employee's portion of health insurance premiums). Employees may also designate an additional amount to be withheld from each paycheck.

## New Employees

New employees must complete Form A-4 within the first five days of employment. If the employee does not complete this form, the employer must withhold 2.7% of the employee's gross taxable wages, until the employer receives a completed form from the employee.

## Current Employees

Current employees must complete Form A-4 to elect a different Arizona withholding percentage or to change the additional amount designated to be withheld from each paycheck. If the employee wants to increase or decrease the amount of Arizona withholding, the employee must complete Form A-4 to change the Arizona withholding percentage or change the additional amount designated to be withheld each paycheck.

## Electing a Withholding Percentage of Zero

An employee may elect an Arizona withholding percentage of zero, if the employee expects to have no Arizona income tax liability for the current taxable year. If an employee makes this election, the employer will not withhold Arizona income tax from the employee's compensation for payroll periods beginning after the date of the employee's election.

**NOTE:** *This election must be renewed annually by each employee claiming to be exempt from Arizona withholding.*

## Voluntary Withholding Election by a Nonresident Employee Exempt Under ARS § 43-403(A)(5)

A qualifying employee may use this form to voluntarily elect to have a portion of the employee's compensation withheld under the provisions of ARS § 43-403(D)(1) for application toward the employee's Arizona income tax liability. The employee completes

this form to elect an Arizona withholding percentage and to designate an additional amount to be withheld from each paycheck.

**NOTE:** *This exemption does not apply to a nonresident employee who is in this state solely for athletic or entertainment purposes.*

### QUALIFYING CRITERIA FOR THE ARS § 43-403(A)(5) EXEMPTION.

The exemption under the provisions of ARS § 43-403(A)(5) applies to wages paid to nonresident individuals who are:

1. Employed by a company having property, payroll, and sales in Arizona or by a related entity having more than 50 percent direct or indirect common ownership; **and**
2. Physically present in Arizona for less than 60 days in a calendar year for the purpose of performing a service that will benefit the employer.

Activities not included in determining the number of days of service are:

- a. Being in transit.
- b. Engaging in personal activities.
- c. Participating in training or professional development activities or attending meetings that are not directly connected to the Arizona operations of the employer.

A "related entity having more than 50 percent direct or indirect common ownership" means that the related entities are more than 50 percent owned by the same interests. The examples below illustrate three different situations in which the nonresident employee is performing services in Arizona for such an entity for less than 60 days during a calendar year. In these examples, the employer has met the qualifying criteria for the ARS § 43-403(A)(5) exemption and, therefore, does not have to withhold Arizona income taxes from compensation paid to the employee for services performed in Arizona.

### Example 1:

Corporation A is the U.S. domestic parent of Corporation B, a wholly owned foreign subsidiary corporation. Corporation A has property, payroll and sales in Arizona. Corporation B operates in China and does not have property, payroll and sales in Arizona. Individual R, an Arizona nonresident, is an employee of Corporation B. Individual R performs services for Corporation B in Arizona for 45 days during calendar year 2011.

### Example 2:

Corporation F, based in California, is the common parent of Corporation W. Corporation F does not have property, payroll and sales in Arizona. Corporation W does have property, payroll and sales in Arizona. Individual L, an Arizona nonresident, is an employee of Corporation F. Individual L performs services for Corporation F in Arizona for 55 days during calendar year 2011.

### Example 3:

Individual D owns 60 percent of Corporation K and 51 percent of Corporation S. Individual N owns 40 percent of Corporation K and 49 percent of Corporation S. Corporation S has property, payroll and sales in Arizona. Corporation K, based in California, does not have property, payroll and sales in Arizona. Individual T, an Arizona nonresident, is an employee of Corporation K. Individual T performs services for Corporation K in Arizona for 35 days during calendar year 2011.

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Type or print your full name (last, first, middle initial)	Your social security number
Home address (number and street or rural route)	Annuity Contract Claim or I.D. Number
City or town, state, and ZIP code	Telephone Number ( )

**Annuitant's Voluntary Arizona Income Tax Withholding Options**

**Choose only one:**

- 1  I hereby elect to have Arizona income taxes withheld from my annuity or pension payments as authorized by ARS §43-404.  
I choose to have Arizona withholding at the rate of  
**(check only one box):**  0.8%  1.3%  1.8%  2.7%  3.6%  4.2%  5.1% of the  
taxable amount of distribution.

Additional amount to be withheld per distribution \$ \_\_\_\_\_

- 2  I hereby elect to terminate my prior election for voluntary Arizona income tax withholding from my annuity or pension payments as authorized by ARS §43-404.

I certify that I have made the percentage election marked above.

---

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**GENERAL INSTRUCTIONS**

**Who May Use Form A-4P**

A person who receives an annuity or pension may use this form to elect voluntary Arizona income tax withholding. Arizona withholding is a percentage of the taxable amount of distribution in Box 2a of federal Form 1099-R. Therefore, you may elect voluntary Arizona income tax withholding at the applicable percentage rates and designate an additional amount to be withheld.

"Annuity" means any amount paid to an individual as a pension or annuity, but only to the extent that the amount is includible in the Arizona gross income of that individual.

You may NOT elect to have Arizona income tax withheld from nonperiodic payments, lump sum distributions, or individual retirement account distributions, that do not meet the definition of annuity listed above.

You also may NOT elect to have Arizona income tax withheld from Social Security pensions, Veteran's Administration annuities, or Railroad Retirement pensions.

**Where to Send Form A-4P**

Send Form A-4P to the payor of your annuity or pension. Do not send Form A-4P to the Arizona Department of Revenue.

**Duration of Voluntary Arizona Withholding Election**

The payor of your pension or annuity will withhold Arizona income tax from your payments until you notify the payor to terminate Arizona withholding.

**How to Terminate a Voluntary Arizona Withholding Election**

You may terminate your voluntary Arizona withholding election at any time. You may use Form A-4P to terminate Arizona withholding or you may send a written notice to the payor of your pension or annuity requesting termination of withholding.

**Statement of Income Tax Withheld**

The payor of your pension or annuity will provide you with a form that lists the total amount of your pension or annuity payments and the total amount of Arizona income tax withheld from these payments for the calendar year 2012. The payor of your pension or annuity will provide this form to you in early 2013.

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Type or print your full name (last, first, middle initial)	Your social security number
Home address (number and street or rural route)	
City or town, state, and ZIP code	

**Voluntary Arizona Income Tax Withholding Options**

**Choose only one:**

- 1  I am an Arizona resident employed outside of Arizona. I hereby elect to have Arizona income taxes withheld from my compensation paid for services performed outside of Arizona for my employer as authorized by ARS §43-408. I choose to have Arizona withholding at the rate of **(check only one box):**  0.8%  1.3%  1.8%  2.7%  3.6%  4.2%  5.1% of my gross taxable wages.  
Additional amount to be withheld per paycheck \$ \_\_\_\_\_
- 2  I am an Arizona resident employed outside of Arizona. I hereby elect to terminate my prior election for voluntary Arizona income tax withholding from my compensation paid for services performed outside of Arizona for my employer.

I certify that I have made the percentage election marked above.

\_\_\_\_\_  
EMPLOYEE'S SIGNATURE

\_\_\_\_\_  
DATE

**GENERAL INSTRUCTIONS**

**Who May Use Form A-4V**

Arizona Form A-4V is for Arizona resident employees who are performing work outside of Arizona. Use this form to request that your employer withhold Arizona income taxes from your wages for work done outside of Arizona. This amount is applied to your Arizona income tax due when you file your return. Your employer is not required by statute to grant your request.

If your employer agrees to withhold Arizona income tax from your wages, Arizona withholding is a percentage of your gross taxable wages of every paycheck. You may also have your employer withhold an additional amount from each paycheck.

**What are my "Gross Taxable Wages"?**

For withholding purposes, "gross taxable wages" are the wages from each paycheck that will generally be in box 1 of your federal Form W-2. It is your gross wages next of pretax deductions, such as your share of health insurance premiums.

**What Should I do With Form A-4V?**

Complete this form to request that your employer withhold Arizona income tax from your wages and elect an Arizona withholding percentage and any additional amount to be withheld from each paycheck. Give your completed form to your employer.

**EMPLOYER CERTIFICATION**

\_\_\_\_\_, the employer of an Arizona resident, \_\_\_\_\_,  
(NAME OF EMPLOYER - COMPANY OR INDIVIDUAL) (EMPLOYEE'S NAME)  
whose compensation is for services performed outside of Arizona, has agreed to withhold Arizona income taxes from the employee's compensation as authorized by ARS §43-408. As stated in ARS §43-408(B), the employer understands and agrees that the employer and the employee are subject to the provisions of Chapter 4 of Title 43 of the Arizona Revised Statutes, as if the employer were required to withhold Arizona income taxes from such compensation.

\_\_\_\_\_  
SIGNATURE OF OFFICER, SOLE PROPRIETOR, OR AGENT

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

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For use by nonresident employees who anticipate no Arizona income tax liability for the taxable year based on eligibility of a tax credit allowance for income taxes paid to the state of domicile or residency. Arizona income tax returns will still be required if the nonresident employee meets Arizona filing requirements.

**See Instructions on Reverse Side.**

---

Type or print full name (last, first, middle initial)

Your social security number

---

Home address (number and street or rural route)

---

City, state, and ZIP code

---

Employee's certification: I declare that I am a resident of the state of \_\_\_\_\_  
\_\_\_\_\_ and that I am on a temporary duty assignment for my employer, \_\_\_\_\_  
\_\_\_\_\_, in Arizona. I certify that as a nonresident of Arizona, I anticipate no Arizona net income tax liability since I am eligible for a tax credit allowance under ARS § 43-1096, as amended, for income taxes which will be paid to my state of residence or domicile for the year 2012.

Signature \_\_\_\_\_ Date \_\_\_\_\_

---

Employee - File the completed certificate with your employer.

Employer - Keep this certificate for your records. You only need to provide a copy to the Department upon request.

---

# Withholding Exemption Certificate

# ARIZONA FORM WEC

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Visit our Web site at: [www.azdor.gov](http://www.azdor.gov)

## General Instructions

### Who May Use Form WEC

A nonresident employee who performs services for an employer within Arizona may claim an exemption from Arizona income tax withholding providing the following two requirements are met:

1. The employee is a resident of, or domiciled in, one of the following states:  
  
California, Indiana, Oregon, or Virginia; AND
2. The employee is allowed a tax credit for income taxes paid to the employee's state of residency or domicile pursuant to ARS § 43-1096.

### How to Claim an Exemption From Arizona Income Tax Withholding

The employee must complete Arizona Form WEC to claim an exemption from Arizona income tax withholding. Give the completed certificate to your employer.

The employer should keep the certificate for your records. You only need to provide a copy to the Department upon request.

### Does the Employee Have to File an Arizona Nonresident Individual Income Tax Return?

Although an employee may be exempt from Arizona income tax withholding, the employee may be required to file Arizona Form 140NR, *Nonresident Personal Income Tax Return*, if:

1. The employee's gross income is \$15,000 or more; or
2. The employee's Arizona adjusted gross income is \$5,500 or more if single, head of household, or married filing a separate return, or
3. The employee's Arizona adjusted gross income is \$11,000 or more if married filing a joint return.

For purposes of the filing requirement, "gross income" is gross income as defined under the Internal Revenue Code less income included in gross income that is excluded from Arizona taxation.

For use by tribal enrolled NATIVE AMERICAN employees who live and are employed within an Indian reservation established for that tribe and thereby claim that no Arizona state income tax liabilities exist based on the decision by the Supreme Court of the United States in *McClanahan vs. Arizona State Tax Commission*, 411 U.S. 164, 93 S. Ct. 1257 (1973).

Type or print full name (last, first, middle initial)	Your social security number
Home address (number and street or rural route)	Tribal census number
City, state, and ZIP code	Tribal affiliation

Employee's certification: I declare, under penalty of perjury, that: I am a Native American residing on \_\_\_\_\_ Indian reservation; I am an enrolled member of the tribe for which that reservation was established; and all my services as an employee of \_\_\_\_\_ are performed within the boundaries of that Indian reservation. I hereby request that no Arizona state income tax be withheld and assert that no liability for state income taxes exists based upon the findings by the United States Supreme Court in *McClanahan vs. Arizona State Tax Commission*, 411 U.S. 164, 93 S. Ct. 1257 (1973).

Signature \_\_\_\_\_ Date \_\_\_\_\_

I hereby affirm that to the best of my knowledge, the above statement is true and correct.

\_\_\_\_\_  
(Employer)

NOTE: Arizona exempts Native Americans from Arizona's withholding requirements if the individual is living and employed on a reservation, and he or she is an affiliated and enrolled member of the tribe for which that reservation was established.

Employee - File completed certificate with your employer.

Employer - Keep this certificate for your records. You only need to provide a copy to the Department upon request.

**THIS PAGE INTENTIONALLY LEFT BLANK**

For use by an employee, who is a spouse of a servicemember, to claim an exemption from Arizona withholding on wages because: (i) your spouse is a member of the armed forces present in Arizona in compliance with military orders; (ii) you are present in Arizona solely to be with your spouse; and (iii) you maintain a domicile in another state, which is the same state that is the domicile of the servicemember.

Arizona income tax returns will still be required if the nonresident employee meets Arizona filing requirements.

**See Instructions on Reverse Side.**

Type or print full name (last, first, middle initial)	Your social security number
-------------------------------------------------------	-----------------------------

Home address (number and street or rural route)

City, state, and ZIP code

1. I am a resident of \_\_\_\_\_  
(insert state name here.)

2. My servicemember spouse is a resident of \_\_\_\_\_  
(insert state name here.)

Are the states listed in Questions 1 and 2 identical?  Yes (fill out the Employee's Certification below.)  No. STOP!  
You do not qualify to file Form WECM.

3. Employee's Certification: I declare that I am present in Arizona solely to be with my servicemember spouse,  
\_\_\_\_\_, \_\_\_\_\_,  
Spouse's Name Spouse's SSN  
who is present in Arizona in compliance with military orders. My military spouse identification number is \_\_\_\_\_  
and was issued on MM DD YYYY.

4.  By checking this box, I am notifying my employer to terminate this certificate, as I no longer qualify to be exempt from withholding as the spouse of a servicemember.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Employee - Attach a copy of your military spouse identification and your spouse's last Leave and Earnings Statement (LES). Keep a copy of this certificate for your records.

Employer - Keep this certificate and attachments for your records. You only need to provide a copy to the Department upon request.

I have inspected the employee's original military spouse identification, and verified the number and date on line 3 above.	
Employer's Signature _____	Date _____
Print Name _____	

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix	(602) 255-3381
From area codes 520 and 928, toll-free	(800) 352-4090
Hearing impaired TDD user	
Phoenix	(602) 542-4021
From area codes 520 and 928, toll-free	(800) 397-0256

Visit our Web site at: [www.azdor.gov](http://www.azdor.gov)

## General Instructions

### Who May Use Form WECM

An employee who performs services for an employer within Arizona is exempt from Arizona income tax withholding provided the following three requirements are met:

1. Your spouse is a member of the armed forces present in Arizona in compliance with military orders;
2. You are present in Arizona solely to be with your spouse; and
3. You maintain a domicile in another state, which is the same state that is the domicile of the servicemember.

### When to File Form WECM

File Form WECM as soon as you qualify for the exemption.

TO CONTINUE TO BE EXEMPT FROM ARIZONA WITHHOLDING, A NEW FORM WECM MUST BE FILED EVERY CALENDAR YEAR.

If the employee's situation changes and the employee no longer qualifies for the withholding exemption, the employee must file a revised Form WECM with their employer to terminate the election.

### How to Claim an Exemption From Arizona Income Tax Withholding for Military Spouses

You must complete Arizona Form WECM to claim an exemption from Arizona income tax withholding. Complete this form and give it to your employer. Attach a copy of your military spouse identification and your spouse's last Leave and Earnings Statement (LES).

Be sure to keep a copy of this certificate for your records.

The employer must keep this certificate and attachments for its records. You only need to provide a copy to the Department upon request.

### Does the Employee Have to File an Arizona Nonresident Individual Income Tax Return?

Although an employee may be exempt from Arizona income tax withholding on income earned for services performed in Arizona, the employee may be required to file Arizona Form 140NR, *Nonresident Personal Income Tax Return*, if the employee has any other income subject to Arizona income tax and:

1. The employee's gross income is \$15,000 or more; or
2. The employee's Arizona adjusted gross income is \$5,500 or more if single, head of household, or married filing a separate return; or
3. The employee's Arizona adjusted gross income is \$11,000 or more if married filing a joint return.

For purposes of the filing requirement, "gross income" is gross income as defined under the Internal Revenue Code less income included in gross income that is excluded from Arizona taxation.



**General Disclosure/Representation Authorization Form**

ARIZONA DEPARTMENT OF REVENUE

**1. TAXPAYER INFORMATION: Please print or type.**

*Enter only those that apply:*

Taxpayer Name(s)		Employer Identification Number	
Present Address - number and street, rural route	Apartment/Suite No.	Social Security Number(s)	
City, Town or Post Office	State	Zip Code	Arizona Transaction Privilege Tax License Number
Daytime Telephone Number (with area code)			

**2. APPOINTEE INFORMATION**

*Provide one of the following identification numbers:*

Name		State and State Bar Number	
Present Address - number and street, rural route	Apartment/Suite No.	State and Certified Public Accountant Number	
City, Town or Post Office	State	Zip Code	Internal Revenue Service Enrolled Agent Number
Daytime Telephone Number (with area code)	Social Security or Other ID No.		Type

**3. TAX MATTERS:** The appointee is authorized to receive confidential information for the tax matters listed below. By signing this form, I authorize the Department to release confidential information of the taxpayer(s) named above to the appointee named above for the tax type and tax year(s)/period(s) specified below. *To grant additional powers, please see section 4. To grant a Power of Attorney, please skip section 4 and go to section 5.*

TAX TYPE	YEAR(S) OR PERIOD(S)	TYPE OF RETURN/OWNERSHIP		
<input type="checkbox"/> Income Tax		<input type="checkbox"/> Individual Joint Return	<input type="checkbox"/> Individual Single Return	<input type="checkbox"/> Corporation
		<input type="checkbox"/> Partnership	<input type="checkbox"/> Fiduciary-Trust	<input type="checkbox"/> Fiduciary-Estate
<input type="checkbox"/> Transaction Privilege and Use Tax		<input type="checkbox"/> Individual/Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Corporation
		<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Limited Liability Partnership	<input type="checkbox"/> Trust
<input type="checkbox"/> Withholding Tax				
<input type="checkbox"/> Other (specify tax type):		Specify type of return(s)/ownership:		

**4. ADDITIONAL AUTHORIZATION:** Items 4a through 4h allow the taxpayer(s) to grant additional authorization to the appointee named above. *Please check the boxes accordingly.* An additional authorization must be in accordance with Arizona Supreme Court Rule 31. *See instructions.*

- 4a  Appointee shall have the power to sign a statute of limitations waiver on Taxpayer's behalf.
- 4b  Appointee shall have the power to execute a protest of a deficiency assessment or a denied refund claim or to execute an agreement on Taxpayer's behalf.
- 4c  Appointee shall have the power to request a formal hearing on Taxpayer's behalf.
- 4d  Appointee shall have the power to represent the taxpayer in any administrative tax proceeding.
- 4e  Appointee shall have the power to execute a closing agreement on Taxpayer's behalf.
- 4f  Appointee shall have the power to represent the taxpayer in any collection matter including an Offer-In-Compromise.
- 4g  Appointee shall have the authority to delegate to others any or all authority granted to appointee by this document.
- 4h  Other (please specify):

5.  **POWER OF ATTORNEY:** By checking the box on line 5, the taxpayer grants the above-named appointee a Power of Attorney to perform any and all acts that the taxpayer can perform with regard to the above-mentioned tax matters and tax year(s) or period(s). This Power of Attorney includes, but is not limited to, the powers listed in items 4a through 4h. The use of a Power of Attorney must be in accordance with Arizona Supreme Court Rule 31. *Please specify any limitation to the Power of Attorney:*

6.  **REVOCAION OF EARLIER AUTHORIZATION(S):** This authorization does not revoke any earlier authorizations or Powers of Attorney on file with the Arizona Department of Revenue unless the revocation box to the left is checked. The revocation will be effective as to all earlier authorizations and Powers of Attorney on file with the Department of Revenue except those specified (please specify):



# General Disclosure/Representation Authorization Form

# Arizona Form 285

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## Phone Numbers

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928, toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928, toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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## Purpose of Form

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A taxpayer may use Form 285 to authorize the department to release confidential information to the taxpayer's appointee. The department may have to disclose confidential information to fully discuss tax issues with, or respond to tax questions by, the appointee.

A taxpayer may also use Form 285 to grant additional powers to the appointee, up to and including a power of attorney.

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## Who Can Use Form 285?

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Any of the following may file Form 285.

- An individual
- Individuals that file joint returns
- A sole proprietorship
- A corporation
- A group of consolidated or combined corporations
- A partnership
- A limited liability company
- An estate
- A trust
- A governmental agency
- Any other organization, association, or group

**NOTE:** *A fiduciary (trustee, executor, administrator, receiver, or guardian) stands in the position of a taxpayer and acts as the taxpayer. A fiduciary does not act as a representative and should not file Form 285. If a fiduciary wants to authorize an individual to represent or perform certain acts on behalf of the entity, the fiduciary must file a signed power of attorney naming that person to act in the position of the taxpayer.*

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## Filing Instructions

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If the taxpayer is working with a specific section or employee of the department, the taxpayer should mail Form 285 to that section or employee. Otherwise, the taxpayer should mail Form 285 to:

Arizona Department of Revenue  
Taxpayer Information and Assistance  
P.O. Box 29086  
Phoenix, AZ 85038

The taxpayer may file an original, a photocopy, or a facsimile transmission (Fax) of Form 285. If the taxpayer is filing a facsimile, and is working with a specific person, the taxpayer

should Fax Form 285 to that person. Otherwise, the taxpayer should Fax Form 285 to (602) 542-2072.

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## Specific Instructions

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### Section 1 - Taxpayer Information

Enter the taxpayer's name, address, and daytime telephone number on the lines provided. If more space is needed, attach an additional page.

For income tax purposes, each individual signing this form must enter his or her social security number (SSN). A corporation, partnership, trust or estate must enter its Employer Identification number (EIN).

For withholding tax purposes, an individual, corporation, partnership, trust or estate must enter the EIN.

For transaction privilege tax (TPT) purposes, an individual must enter the TPT license number. A corporation, partnership, or trust must enter its EIN and its TPT license number. An estate must enter the decedent's SSN, the estate's EIN and the estate's TPT license number.

### Section 2 - Appointee Information

Enter the name of the person the taxpayer is appointing to receive confidential information and/or to act on the taxpayer's behalf. The appointee must be an individual. Enter the appointee's ID number. This may be an SSN, CPA number, State Bar number, Alternative Preparer Tax ID number or other ID number. If the taxpayer wants to name more than one appointee, please attach an additional sheet that contains the required information for each appointee.

### Section 3 - Tax Matters

You may use this form for more than one tax type. Please check the box or boxes to specify the tax type covered by this authorization. Also enter the tax year(s) or tax period(s). A general reference to "all years", "all periods", or periods or years "to present" will be accepted as applying only to tax years (periods) ending prior to the date the form is signed. A general reference to "all future" years or periods will be subject to a four year limitation. Also, check the box that properly describes the form of ownership of the taxpayer.

**NOTE:** *When you sign this form, you are authorizing the department to release confidential information to the named appointee. If you would like to grant additional authority to the appointee, complete section 4 of this form. If you want to grant a power of attorney, skip section 4 and complete section 5.*

### Section 4 - Additional Authorization

Items 4a through 4h allow the taxpayer to grant additional authorization to the appointee. Please check all boxes that apply.

The items specified in Items 4a through 4f are administrative matters with the department. Any other authorization that involves negotiating legal rights or responsibilities or filing documents on the taxpayer's behalf is also an administrative matter. In order to represent a taxpayer in an administrative matter, the appointee must be an Arizona attorney or must

meet the requirements of Rule 31(d)(13) of the Arizona Rules of the Supreme Court. The following individuals are authorized pursuant to Rule 31(d)(13) to represent taxpayers in administrative matters, authorized by the taxpayer.

1. Any individual, IF the total amount in dispute, including tax, penalties, and interest, is less than \$5,000.00.
2. A full-time officer, partner, member or manager of a limited liability company, or employee, if all of the following apply:
  - The taxpayer is a legal entity, such as a corporation, a formal partnership, a limited liability company, or a trust.
  - Representation of the entity is not the appointee’s primary duty to the legal entity, but secondary or incidental to other duties relating to the management or operation of the legal entity.
  - The person is not receiving separate or additional compensation (other than reimbursement for costs) for representation.

If either 1 or 2 above do not apply, then only the following individuals can represent a taxpayer when the taxpayer authorizes:

1. An active member of the State Bar of Arizona;
2. An Arizona Certified Public Accountant; or
3. A “Federally Authorized Tax Practitioner” within the meaning of Arizona Revised Statutes § 42-2069(D)(1). This includes:
  - An enrolled agent authorized to practice before the IRS.
  - An out-of-state attorney or out-of-state certified public accountant, if the person is not currently under suspension or disbarment from practice before the IRS and if the person has filed with the IRS a written declaration that he or she is currently qualified as an attorney or a CPA.
  - An individual practicing with a federally authorized tax practitioner and who is subject to the same standards of practice and ethics requirements of that person.

**Section 5 - Power of Attorney**

By checking the box on line 5, the taxpayer grants the appointee power of attorney. A power of attorney authorizes the appointee to perform any and all acts that the taxpayer can perform with regard to the tax matters and tax year(s) or period(s) specified. This includes, but is not limited to, the powers listed in items 4a through 4h. Any limitation to this power of attorney must be specified. The use of a power of attorney must be in accordance with Rule 31 of the Arizona Rules of the Supreme Court. (See Section 4.)

**Section 6 - Revocation of Earlier Authorization(s)**

This authorization **does not revoke** any earlier authorizations or powers of attorney on file with the Arizona Department of Revenue. If you want to revoke all prior authorizations and powers of attorney, please check the revocation box. If you wish to revoke only some prior authorizations and/or powers of attorney, please check the

box and list those authorizations and powers of attorney that you wish to remain in effect.

**Section 7 - Corporations Having Controlled Subsidiaries**

The department may disclose confidential information relating to a corporate taxpayer to a designee of the taxpayer who is authorized in writing by the taxpayer. A principal corporate officer of a parent corporation may execute a written authorization for a controlled subsidiary. A principal corporate officer of a parent corporation that wants to designate a person to receive confidential information regarding the corporation’s controlled subsidiaries must either: (1) Attach a list of each controlled subsidiary that the parent wants to include in the disclosure authorization (federal Form 851 may be used for this purpose) or (2) complete Section 7 of Form 285.

**Section 8 - Signature**

Type of Entity	Who must sign
Individuals, Joint Filers and Sole Proprietorships	The individual/sole proprietor or a joint filer must sign. In the case of a joint return, if both husband and wife (or former husband and wife) want to authorize the same appointee, both spouses (or former spouses) must sign.
Corporations	A principal corporate officer within the meaning of A.R.S. § 42-2003(A)(2) or any person designated by a principal corporate officer or any person designated in a resolution by the corporate board of directors or other similar governing body, must sign.
Partnerships & Limited Partnerships	A partner having authority to act in the name of the partnership must sign.
Trusts	A trustee must sign.
Estates	An Executor/Executrix or the personal representative of the estate must sign.
Limited Liability Companies	A member having authority to act in the name of the company must sign.
Governmental Agencies	An officer having authority to act on behalf of the governmental agency must sign.

**Section 9 - Declaration of Appointee**

If the appointee has been given authority under any of Section 4a through 4h or Section 5 or is otherwise authorized to practice law as defined in Rule 31(a) of the Arizona Rules of the Supreme Court, the appointee must sign and date this declaration and enter a designation from 9a through 9e. The persons who are authorized to practice law before the Department of Revenue include active Arizona attorneys and those authorized under Rule 31(d)(13) of the Arizona Rules of the Supreme Court. An appointee indicating authorization under 9d who is engaged in practice with a federally authorized tax practitioner, must provide the name of the practitioner with whom he or she works and that person's CAF number in the place provided.

**ARIZONA FORM  
450**

**Request for Certified Copies of Documents**

**REVENUE USE ONLY.**  
Do not mark in this area.

No. \_\_\_\_\_

*Read instructions on reverse side before completing this form. Please print or type.*

**1** Name(s) as shown on document:

A. \_\_\_\_\_

B. \_\_\_\_\_

**2** SSN and/or ID number as shown on document:

A. \_\_\_\_\_

B. \_\_\_\_\_

**3** Tax return for period(s):

\_\_\_\_\_

When filed:

\_\_\_\_\_

**4** Tax type. *Check only one:*

Individual Income Tax

Corporate Income Tax

Transaction Privilege & Use Tax

Withholding

Other. *Please specify:*

\_\_\_\_\_

**5** Current address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**6** Mail copies to:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**7** Signature:

\_\_\_\_\_

PRINT OR TYPE NAME OF REQUESTOR

\_\_\_\_\_

SIGNATURE OF REQUESTOR

\_\_\_\_\_

TITLE (if applicable)

\_\_\_\_\_

DATE \_\_\_\_\_ ( ) DAYTIME PHONE (with area code)

- 8** Instructions:
- **FEE** is \$1.00 for front page (per period), 10¢ for each additional page.
  - **Check or money order only.** Your canceled check is your receipt.
  - **Mail completed form to:**  
Arizona Department of Revenue  
**Copy Desk**  
1600 West Monroe  
Phoenix, AZ, 85007-2650
  - **Please allow thirty (30) days for processing.**

**DEPARTMENT OF REVENUE USE ONLY**

DOCUMENT NUMBER(S)

Serial Number: \_\_\_\_\_

Amount Received: \_\_\_\_\_

Postmark Date: \_\_\_\_\_

Date Received: \_\_\_\_\_

Date Mailed: \_\_\_\_\_

Billed: \_\_\_\_\_

Comments: \_\_\_\_\_

**Request for Certified Copies of Documents**

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**Phone Numbers**

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If you have questions, please call one of the following numbers:

Phoenix	(602) 255-3381
From area codes 520 & 928, toll-free	(800) 352-4090
Hearing impaired TDD user:	
Phoenix	(602) 542-4021
From area codes 520 & 928, toll-free	(800) 397-0256

You may also visit our web site at [www.azdor.gov](http://www.azdor.gov).

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**Instructions**

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If requesting a document and you are not the taxpayer, you must provide a Power of Attorney signed by the taxpayer. We will not process this type of request without a Power of Attorney. You can find the department's Power of Attorney forms on our website.

**1 – Name(s)**

When requesting an individual income tax document, fill in the taxpayer's full name as shown on the original document. If married, put the spouse's name on line B.

When requesting transaction privilege, withholding, or corporate income tax documents, fill in the name of the business as shown on the original document.

**2 – Identification Number**

When requesting an individual income tax document, fill in the taxpayer's social security number (SSN) as shown on the original document. If married, put the spouse's SSN on line B.

When requesting transaction privilege, withholding, or corporate income tax documents, fill in your state license number or employer identification number as shown on the original document.

**3 – Tax Period(s)**

When requesting individual income or corporate income tax documents, fill in the year needed and the date the taxpayer filed the document.

When requesting transaction privilege or withholding tax documents, fill in the period covered and the date the taxpayer filed the document.

**4 – Tax Type**

Check the tax type being requested. Check only one box. If you are requesting more than one tax type, use a separate form for each tax type.

**5 and 6 – Current or Mailing Address**

Fill in your current address. (When requesting transaction privilege, withholding, or corporate income tax documents, fill in the business address.)

If different from your current address, enter the address to which the department should mail the copies. (If same as current address, disregard.)

**7 – Signature**

Sign and date your request. We will not process your request if you do not sign this form. If you are requesting a transaction privilege, withholding, or corporate income tax document, please fill in your title. We will not process your request if you do not indicate your title.

**8 – Fees**

There is a fee for copies. The fee is \$1.00 for front page (per period), and 10¢ for each additional page. You may pay by check or money order. Your canceled check is your receipt. Please allow 30 days for processing.

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**How to File**

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Mail your completed form to  
Arizona Department of Revenue  
Copy Desk  
1600 West Monroe  
Phoenix, AZ 85007-2650

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