

# Transaction Privilege Tax Election to Allocate Credit for Accounting and Reporting Expenses

# Arizona Form 51T

## For information or help, call one of the numbers listed:

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

## Tax forms, instructions, and other tax information

If you need tax forms, instructions, and other tax information, go to the department's website at [www.azdor.gov](http://www.azdor.gov).

## Income Tax Procedures and Rulings

These instructions may refer to the department's income tax procedures and rulings for more information. To view or print these, go to our website and click on *Legal Research* then click on *Procedures* or *Rulings* and select a tax type from the drop down menu.

## Publications

To view or print the department's publications, go to our website and click on *Publications*.

## General Instructions

### Use of the Form

A business entity that files a single Arizona income tax return which includes income from more than one transaction privilege tax license, should file this election form if it is expected that the credit for accounting and reporting expenses for all transaction privilege tax licenses will meet or exceed the maximum \$10,000 amount for the calendar year. The credit is taken on Form TPT-2. This election form should indicate how the credit will be allocated among the licensees. See *Arizona Administrative Code* rule *R15-5-2007*.

### Filing an Original Election

The election is due on or before the 15th day of January of the first year for which an election is being made or within 30 days prior to beginning operations if the taxpayer is a new entity.

Use whole dollar amounts to allocate the credit. If no credit is allocated to a particular licensee, enter zero.

Mail the election to:

Arizona Department of Revenue  
PO Box 29010  
Phoenix, AZ 85038-9010

### Filing an Amended Election

An amended election may be filed under the following circumstances:

- 1) If the taxpayer does not claim the entire credit by the end of the calendar year, the taxpayer may amend the election at the end of the calendar year to reallocate the unclaimed portion. The amended election is due by January 31 of the following year.
- 2) If the taxpayer acquires, sells or terminates a taxable business during the calendar year, the taxpayer may amend the election at that time to reallocate the portion of the credit that has not been claimed, at least 30 days prior to the next due date of Form TPT-2 on which the reallocated credit will be taken.

## Specific Instructions

### Name, Address, and Employer Identification Number

The name, address, and employer identification number (EIN) should be the same as that reported on page 1 of the taxpayer's income tax return.

If a *consolidated* return is being filed, list the parent corporation's name with the phrase "and subsidiaries", the parent's address, and the parent's EIN.

If a *combined* return is being filed, list the name, address, and EIN of the corporation under which the group is filing. The name for a combined return should include either the phrase "and unitary subsidiaries", or "and unitary affiliates", whichever is applicable.

If the taxpayer has a foreign address, enter the information in the following order: city, province or state, and country. Follow the country's practice for entering the postal code. **Do not abbreviate the country's name.**

### Entity Type

Check a box to indicate the type of entity filing Form 51T.

### Change in Election

If this is a change in election, check the box to indicate the change and enter the date the change is effective.

### Add/Change/Delete Column

In the "Add/Change/Delete" column, identify if you are adding the licensee to the election (ADD), changing the election amount for the licensee (CHG) or deleting the licensee from the election (DEL). Changes to the election will be net of any accounting and reporting expenses credit already claimed by the licensee.

### TPT Licensee Column

Enter the name of the licensee.

### Entity Type Column

Enter the Entity Type of the licensee. Use the following legend:

Entity Type Code:	Type of Entity:
L	Limited Liability Company
S	Separate Corporation
P	Partnership
F	Consolidated
E	Estate
I	Sole Proprietor
C	Combined (Unitary) Group
H	Subchapter S Corporation
T	Trust

**EIN, TPT License, and Election Amount Columns**

Enter the EIN, TPT license number and election amount for each licensee. Use whole dollar amounts. The total of all allocations cannot exceed \$10,000. If you are allocating the accounting and reporting expenses credit to more than 9 Licensees, complete an additional Form 51T or complete your own schedule.

**Signatures Required**

An authorized person must sign for the taxpayer and date the election. Include the title of the signor and his or her telephone number.

**Paid preparers:** Sign the election where indicated. Enter the paid preparer's PTIN, TIN, which is the firm's EIN, or the individual paid preparer's social security number.