

# 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).

## Publications

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

## General Instructions

### Use of the Form

A business entity that files a single Arizona income tax return that includes income from more than one transaction privilege tax (TPT) license may file this election form if it expects that the credit for accounting and reporting expenses for all TPT licenses will meet or exceed the maximum credit amount for the calendar year.

- For taxpayers that file their TPT return(s) on paper, the credit is equal to 1 percent of the tax due, up to a maximum credit of \$10,000 for the calendar year.
- For taxpayers that file their TPT return(s) electronically, the credit is equal to 1.2 percent of the tax due, up to a maximum credit of \$12,000 for the calendar year.

**NOTE:** *Taxpayers that do not file all their TPT returns electronically for the calendar year, do NOT qualify for the accounting and reporting credit of 1.2% of the tax due (up to a maximum credit of \$12,000).*

Complete and submit Form 51T to allocate the credit among the licensees.

Claim the Credit for Accounting and Reporting Expenses on the licensees' TPT return(s), Form TPT-2.

For additional information, see Arizona Revised Statutes § 42-5017.

### 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. If the taxpayer is a new entity, the election is due 30 days prior to beginning operations.

Use whole dollar amounts to allocate the credit. If no credit is allocated to a particular licensee, enter "0".

### 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 claimed.

## Mail the original or the amended election to:

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

## Specific Instructions

### Name, Address, and Employer Identification Number

Enter the reporting entity's name, address, and employer identification number (EIN), Tax Identification Number (TIN), or Social Security Number (SSN) as it appears at the top of the taxpayer's Arizona income tax return.

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.**

### Change in Credit Allocation

If this is a change of your credit allocation, check the box. Enter the effective date of the change.

### Entity Type

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

- Check Box "H" if the taxpayer is an S corporation
- Check Box "I" if the taxpayer is an Individual
- Check Box "P" if the taxpayer is a Partnership
- Check Box "E" if the taxpayer is an Estate
- Check Box "T" if the taxpayer is a Trust
- If the taxpayer is a C corporation, indicate its Arizona filing method:
  - Check Box "S" if the C corporation files as a Separate Company.
  - Check Box "C" if the C corporation files as a Combined (Unitary) group.
  - Check Box "F" if the C corporation is an Arizona Consolidated group.
- If the taxpayer is a Limited Liability Company (LLC), indicate its method of filing federally :
  - Check Box "LC" if the LLC filed its federal return as a C corporation
  - Check Box "LH" if the LLC filed its federal return as an S corporation
  - Check Box "LP" if the LLC filed its federal return as a Partnership
  - Check Box "LI" if the LLC filed its federal return as a Sole Proprietor (Individual)

### Lines 1 through 6 -

Enter the requested information in the following columns on lines 1 through 6 for all Arizona transaction privilege tax licenses that will be part of the group subject to the election. If you are allocating this credit to more than 6 licensees, complete an additional Form 51T or complete your own schedule.

**Column (a) Add/Change/Delete -**

Use this column to identify if you are adding the licensee to the election (ADD), or are deleting the licensee from the election (DEL).

If you are changing the election amount for the licensee, enter (CHG). Report changes to the election net of any accounting and reporting expenses credit already claimed by the licensee.

**Column (b) Name of TPT Licensee -**

Enter the name of the licensee.

**Column (c) TPT License Number -**

Enter the TPT license number for each licensee.

**Column (d) Election Amount -**

Enter the amount of the credit to be allocated to each licensee. The total amount of the credit cannot exceed \$10,000. If a licensee is electing not to receive a portion of the credit, enter "0". Round all amounts to the nearest whole dollar.

**Column (e) Additional eFile Election Amount -**

If all licensees within this group filed their TPT returns electronically for the calendar year, the taxpayer is eligible for up to an additional \$2,000 credit. Complete this column to allocate the additional \$2,000 credit to each licensee. Round all amounts to the nearest whole dollar.

**Column (f) Total Election Amount -**

For each line, 1 through 6, add the amounts in Column (d) and Column (e). Enter the total in Column (f).

**Line 7 -**

Add lines 1 through 6 of Columns (d), (e) and (f). Enter the totals.

**Signatures Required**

The following persons are authorized to sign the return for each type of business entity.

- **Sole proprietorship** - The individual who owns the business.
- **Corporation (including a limited liability company (LLC) treated as a corporation)** - The president, vice president, or other principal officer duly authorized to sign.
- **Partnership (including an LLC treated as a partnership) or unincorporated organization** - A responsible and duly authorized member, partner, or officer having knowledge of its affairs.
- **Single member LLC treated as a disregarded entity for federal income tax purposes** - The owner of the LLC or a principal officer duly authorized to sign.
- **Trust or estate** - The fiduciary.

**Paid preparers:** Sign and date the return. Complete the firm name and address lines (the paid preparer's name and address, if self-employed). Enter the paid preparer's TIN, which is the firm's EIN or the individual paid preparer's SSN.