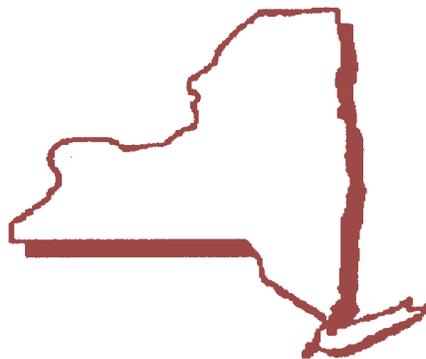


# GENERAL TAX INFORMATION FOR NEW YORK STATE NONRESIDENTS AND PART-YEAR RESIDENTS

For tax year 2006



The information presented is current as of this publication's print date. Visit our Web site at [www.nystax.gov](http://www.nystax.gov) for up-to-date information.

THIS PAGE INTENTIONALLY LEFT BLANK

<b>Table of Contents</b>	<b>Page</b>
General.....	5
Definitions.....	5
Domicile.....	5
Permanent place of abode .....	6
Resident status for income tax purposes .....	6
Filing requirements for New York State nonresidents and part-year residents .....	8
New York City or Yonkers change of residence .....	9
Yonkers nonresident earnings tax .....	10
Joint and separate returns for married taxpayers .....	10
Income tax treatment of nonresidents .....	11
New York source income – nonresidents .....	11
Special accruals for full-year nonresidents .....	15
New York source income – part-year residents .....	16
Special accruals for part-year residents .....	17
Days worked at home.....	18
Bona fide employer office .....	18
Stock options, restricted stock, and stock appreciation rights .....	20
Sales or use tax.....	20
When do you owe sales or use tax? .....	20
Who is a resident for sales and use tax purposes? .....	21
Tax shelters .....	22
Estimated income tax requirements .....	23
Sale or transfer of real property by a nonresident.....	24
Sales, conveyances, or other dispositions of shares of stock in a cooperative housing corporation.....	24
When to file.....	24
Extension of time to file.....	24
Automatic two-month extension.....	25
Electronic tax filing ( <i>e-file</i> ) .....	26
Electronic signature .....	26
Payment options.....	27
Electronic funds withdrawal .....	27
Paying by credit card .....	27
Overpayments, refunds, and collection of debts.....	27
Direct deposit of refunds.....	27
Refund by mail.....	28
Estimated tax for 2007 .....	28
Collection of debt from your refunds.....	28
Disclaiming spouse's debt .....	28
Innocent spouse relief .....	29
Adjustments for errors .....	29
Interest charges .....	29
Privacy and confidentiality .....	30
Third-party designee .....	30
Power of attorney .....	31

<b>Table of Contents (<i>continued</i>)</b>	<b>Page</b>
Penalties .....	31
Late filing penalty .....	31
Late payment penalty .....	31
Tax figured incorrectly .....	31
Underwithholding and underpayment of estimated income tax .....	31
Negligence penalty.....	32
Fraudulent returns .....	32
Frivolous returns .....	32
New York State tax forms and publications .....	32
New York State tax forms.....	33
New York State tax publications .....	34

## General

If you were a nonresident of New York State and received income during the tax year from New York State sources, or if you moved into or out of New York State during the tax year (part-year resident), you must file Form IT-203, *Nonresident and Part-Year Resident Income Tax Return*. You are subject to New York State tax on income you received from New York sources while you were a nonresident and all income you received while you were a New York State resident.

You may have to pay income tax as a resident even if you are not considered a resident for other purposes. For income tax purposes, your resident status depends on where you were domiciled and where you maintained a permanent place of abode during the tax year.

You may report the amount of New York State and local sales and use taxes that you owe, if any, on your personal income tax return. For information on filing and paying sales and use taxes on your personal income tax return, see pages 20 through 22 of this publication.

## Definitions

The following definitions are applicable in determining whether or not you were a New York State nonresident for income tax purposes.

### Domicile

Your *domicile* is the place you intend to have as your permanent home. Your domicile is, in effect, where your permanent home is located. It is the place you intend to return to after being away (as on vacation abroad, business assignments, educational leave, or military assignment).

**You can have only one domicile.** Your New York domicile does not change until you can demonstrate that you have abandoned your New York domicile and established a new domicile outside New York State.

A change of domicile must be clear and convincing. Easily controlled factors such as where you vote, where your driver's license and registration are issued, or where your will is located are **not** primary factors establishing domicile. To determine whether you have, in fact, changed your domicile, you should compare:

- the size, value, and nature of use of your first residence to the size, value, and nature of use of your newly acquired residence;
- your employment and business connections in both locations,
- the amount of time spent in both locations;
- the physical location of items that have significant sentimental value to you in both locations; and

- your close family ties in both locations.

A change of domicile is clear and convincing only when your primary ties are clearly **greater** in the new location. When weighing your primary ties, keep in mind that some ties may weigh more heavily than others depending on your overall lifestyle. If required by the Tax Department, it is the taxpayer's responsibility to produce documentation showing the necessary intention to effect a change of domicile.

If you move to a new location but intend to stay there only for a limited amount of time (no matter how long), for work, school, or any other purpose, your domicile does not change.

If your domicile is New York State and you go to a foreign country because of a business assignment by your employer, or for study, research, or any other purpose, your domicile does not change unless you show that you definitely do not intend to return to New York State.

**Permanent place of abode**

A *permanent place of abode* is a residence (a building or structure where a person can live) you permanently maintain, whether you own it or not and usually includes a residence your husband or wife owns or leases. A place of abode is not permanent if you maintain it only during a temporary or limited period of time for the accomplishment of a particular purpose.

**Resident status for income tax purposes**

Generally, if your domicile is not New York State you are considered a New York State nonresident. However, if your domicile is not New York State, but you maintain a permanent place of abode in New York State for more than 11 months of the year and spend 184 days or more (a part of a day is a day for this purpose) in New York State during the tax year, you are considered to be a resident of New York State and must file a resident income tax return using either Form IT-150, *Resident Income Tax Return (short form)*, or Form IT-201, *Resident Income Tax Return (long form)*.

If your domicile is New York State, you are generally considered a resident of New York State. However, even if your domicile is New York State, you are not a resident if you meet **all three** conditions in either Group A or Group B as follows:

**Group A**

- (1) you did not maintain any permanent place of abode in New York State during the tax year; and
- (2) you maintained a permanent place of abode outside New York State during the entire tax year; and

- (3) you spent 30 days or less (a part of a day is a day for this purpose) in New York State during the tax year.

**Group B**

- (1) you were in a foreign country for at least 450 days during any period of 548 consecutive days; and
- (2) you spent 90 days or less (a part of a day is a day for this purpose) in New York State during this 548-day period, and your spouse (unless legally separated) or minor children spent 90 days or less in New York State during this 548-day period in a permanent place of abode maintained by you; and
- (3) during the nonresident portion of the tax year in which the 548-day period begins, and during the nonresident portion of the tax year in which the 548-day period ends, you were present in New York State for no more than the number of days that bears the same ratio to 90 as the number of days in such portion of the tax year bears to 548. The following formula illustrates this condition:

$$\frac{\text{number of days in the nonresident portion}}{548} \times 90 = \text{maximum days allowed in New York State}$$

**Note:** For purposes of determining your resident status for income tax purposes, your presence in New York does not count as a day or part of a day for purposes of determining your total days in New York State, if any of the following apply:

- 1. You travel to New York for the sole purpose of boarding a plane, ship, train, or bus for a destination outside New York State.
- 2. You are continuing travel that began outside of New York State that takes you through the state by automobile, plane, ship, train, or bus, to a destination outside New York State.
- 3. You are seeking treatment for an illness at a New York State medical facility or are confined to a New York State nursing home facility.

Additionally, if you are a member of the armed forces on assignment in New York State, and your domicile is not New York State, you are not a resident. For more information, see Publication 361, *New York State Income Tax Information for Military Personnel and Veterans*.

**Filing  
requirements for  
New York State  
nonresidents and  
part-year residents**

If you were a New York State resident or nonresident for only part of the year, you are a New York State part-year resident.

You must file Form IT-203, *Nonresident and Part-Year Resident Income Tax Return*, if you meet any of the following conditions:

- You have income from a New York source and your New York adjusted gross income is more than your New York State standard deduction. (See *New York source income - nonresidents* starting on page 11 of this publication and *New York source income – part-year residents* starting on page 16 of this publication.)
- You want to claim a refund of any New York State, New York City, or Yonkers income taxes withheld from your pay.
- You want to claim a refund of any of the following New York State, New York City, or Yonkers refundable credits:
  - Biofuel production credit;
  - Brownfield credits (brownfield redevelopment tax credit, remediated brownfield credit for real property taxes, and environmental remediation insurance credit);
  - Part-year resident child and dependent care credit;
  - Claim of right credit (New York State, New York City, and Yonkers);
  - Clean heating fuel credit;
  - Conservation easement tax credit;
  - Part-year resident New York State earned income credit;
  - Part-year resident New York City earned income credit;
  - Part-year resident New York City school tax credit;
  - Empire State child credit;
  - Empire State film production credit;
  - Empire Zone (EZ) credits (EZ wage tax credit, EZ investment tax credit and EZ investment tax credit for the financial services industry, EZ employment incentive credit and EZ employment incentive credit for the financial services industry);

- Employment incentive credit for the financial services industry;
  - Farmer's school tax credit;
  - Home heating system credit;
  - Industrial or manufacturing business (IMB) credit;
  - Investment tax credit and investment credit for the financial services industry;
  - Nursing home assessment credit;
  - Qualified emerging technology company (QETC) credits (QETC employment credit and QETC facilities, operations, and training credit);
  - Qualified empire zone enterprise (QEZE) credit for real property taxes;
  - Security officer training credit;
  - Special additional mortgage recording tax credit;
- You are subject to the minimum income tax on tax preference items derived from or connected with New York sources.
  - You were a part-year resident and you are subject to a separate tax on lump-sum distributions for your resident period derived from or connected with New York sources.
  - You incurred a net operating loss for New York State personal income tax purposes for the tax year, without incurring a similar net operating loss for federal income tax purposes.

For more information on filing requirements, see the instructions for Form IT-203, *Nonresident and Part-Year Resident Income Tax Return*. For more information on tax credits, see Publication 99-IND, *General Information on New York State and New York City Income Tax Credits for Individuals for Tax Year 2006*, and Publication 99-B, *General Information on New York State and New York City Income Tax Credits for Businesses – For tax year 2006*.

**New York City or  
Yonkers change of  
residence**

If during the year you had a New York City or Yonkers change of resident status, you must complete Form IT-360.1, *Change of City Resident Status*, and pay New York City resident tax or Yonkers

resident tax surcharge for the part of the year that you lived in New York City or Yonkers. File Form IT-360.1 with your Form IT-203.

**Yonkers nonresident earnings tax**

If you were not a Yonkers resident, but earned wages or carried on a trade or business in Yonkers, you are subject to the Yonkers nonresident earnings tax. You must compute your Yonkers nonresident earnings tax on Form Y-203, *Yonkers Nonresident Earnings Tax Return*. If you are married, you cannot file jointly on Form Y-203. If you and your spouse each have separate taxable Yonkers earnings, you must each complete a separate Form Y-203 and attach it to your Form IT-203.

**Joint and separate returns for married taxpayers**

If you filed a joint federal return and one spouse is a New York State resident and the other is a nonresident or part-year resident, you are permitted to file separate New York State returns. The resident spouse must use Form IT-150, *Resident Income Tax Return* (short form), or Form IT-201, *Resident Income Tax Return* (long form). The nonresident or part-year resident spouse, if required to file a New York State return, must use Form IT-203. If you choose to file a joint New York State tax return, both spouses' income will be taxed as full-year residents of New York State.

If you file a joint federal return and:

- both spouses are nonresidents and both have New York source income, **or**
- one spouse is a part-year resident and the other is a non-resident with New York source income, **or**
- both spouses are part-year residents,

you must file a joint New York State return using *Married filing joint return* as your filing status. Both spouses must sign the return and will generally be jointly and severally (individually) liable for the entire tax, penalty, or interest due.

**Exception:** If you meet one of the preceding three conditions but are unable to file a joint New York State return because the address or whereabouts of your spouse is unknown, or your spouse refuses to sign a joint New York State return, you **may** be eligible to file a separate New York State return using *Married filing separate return* as your filing status. For more information, see the instructions for Form IT-203.

If you file a joint federal return and:

- both spouses are nonresidents but only one has New York source income, **or**

- one spouse is a part-year resident and the other is a nonresident with no New York source income,

you must file a joint New York State return using *Married filing joint return* as your filing status and include in the *Federal amount* column of Form IT-203 the joint income as reported on your federal income tax return. However, only the spouse with the New York source income should sign Form IT-203. The spouse that is required to sign Form IT-203 must also complete Form IT-203-C, *Nonresident or Part-Year Resident Spouse's Certification*, and attach it to the front of Form IT-203. In this case, any refund or notice of tax, penalty, or interest due will be issued only in the name of the spouse required to sign Form IT-203.

**Income tax treatment of nonresidents**

If you are a nonresident of New York State and receive income from New York State sources (see *New York source income – nonresidents* below), you must file Form IT- 203, *Nonresident and Part-Year Resident Income Tax Return*. Your New York State nonresident tax is computed as follows:

- (1) You first compute a tax as if you were a New York State resident for the entire tax year.
- (2) Reduce the tax computed in Step 1 by any applicable household credit, child and dependent care credit, or earned income credit. Also compute these credits as if you were a resident for the entire year. This figure is called the *base tax*.
- (3) Multiply the base tax by the income percentage. The *income percentage* is the percentage computed by dividing your New York source income for the year by your New York adjusted gross income, computed as if you were a resident for the entire year. The income percentage will be more than 100% when your New York source income is more than your New York adjusted gross income.
- (4) Reduce the amount computed in Step 3 further by any other New York State credits that you are entitled to, and increase it by any other New York State taxes that you are liable for. The resulting figure is your New York State personal income tax for the year.

**New York source income — nonresidents**

The *New York source income of a nonresident* is the sum (with adjustments for special accruals, see *Special accruals for full-year nonresidents*, on page 15 of this publication) of income, gain, loss, and deduction from:

- real or tangible personal property located in New York;
- services performed in New York;
- a business, trade, profession, or occupation carried on in New York; and
- a New York S corporation in which you are a shareholder (including installment income from an IRC 453 transaction; see Publication 35, *New York Tax Treatment of S Corporations and Their Shareholders*).

New York source income also includes:

- your distributive share of New York State partnership income or gain;
- your share of New York State estate or trust income or gain;
- lottery winnings won in the New York State lottery, if the prize was won on or after October 1, 2000, and the total proceeds of the prize are more than \$5,000; and
- any gain from the sale, transfer, or other disposition of shares of stock in a cooperative housing corporation in connection with the grant or transfer of a proprietary leasehold when the real property comprising the units of such cooperative housing corporation is located in New York State.

*New York source income of a nonresident* does **not** include the following income even if it was included in your federal adjusted gross income:

- Income from pension plans described in section 114 of Title 4 of the U.S. Code. The plans described in section 114 of Title 4 of the U.S. Code are as follows:
  - A qualified trust under section 401(a) of the Internal Revenue Code (IRC) that is exempt from taxation under section 501(a) of the IRC. These qualified plans are the regular type of plans maintained by employers to provide retirement benefits to employees. They include both defined contribution and defined benefit plans. In addition to regular employee plans, also included in this category are Keogh (HR-10) plans for self-employed persons and section 401(k) deferred compensation plans.

- A simplified employee pension (SEP) defined in section 408(k) of the IRC. These are plans under which employers, including self-employed individuals, contribute to Individual Retirement Accounts on behalf of their employees.
- An annuity plan described in section 403(a) of the IRC. These plans are basically the equivalent of *qualified plans*, but they are funded by annuity contracts.
- An annuity contract described in section 403(b) of the IRC. These are tax sheltered annuities which utilize insurance contracts to fund a special type of pension arrangement available only to employees of public educational organizations (such as public schools) and certain other tax exempt organizations.
- An individual retirement plan described in section 7701(a)(37) of the IRC. These plans are Individual Retirement Accounts (IRAs), including Roth IRAs.
- An eligible deferred compensation plan as defined in section 457 of the IRC. These are plans set up by state and local governments and any other tax exempt organizations which permit employees, subject to certain limits, to contribute pre-tax dollars to the plans.
- A governmental plan as defined in section 414(d) of the IRC. These are plans established for its employees by the government of the United States, or a state or political subdivision of a state, or any agency or instrumentality of the United States or any state.
- A trust described in section 501(c)(18) of the IRC. These are trusts created before June 25, 1959, which are part of a pension plan meeting special requirements and funded only by contributions of employees.
- Any plan, program, or arrangement described in section 3121(v)(2)(C) of the IRC or any plan, program, or arrangement that is in writing, that provides for retirement payments in recognition of prior service to be made to a retired partner and that is in effect immediately before retirement begins, provided payments under the plan are part of a series of substantially equal periodic payments (which may include income described in the plans above) made for:

- (a) the life or life expectancy of the recipient (or for the joint lives or joint expectancies of the recipient and the designated beneficiary of the recipient); or
- (b) a period of not less than 10 years.

However, a plan described above that is created solely to provide retirement benefits to employees that would exceed the benefits that could be provided to employees under a *qualified plan* (commonly referred to as *excess benefit plans*) is not subject to the periodic payment requirements set forth in (a) and (b) previously. These plans will qualify as covered plans regardless of the payout period or the method (lump-sum, etc.) in which the payments are made.

This provision relates to nonqualified deferred compensation arrangements. They are plans that are not recognized as *qualified* under the IRC. These are unlimited, flexible arrangements without contribution limits, funding requirements, or limits on payment provisions. These plans are often unfunded.

The fact that payments may be adjusted from time to time pursuant to such plan, program, or arrangement to limit total disbursements under a predetermined formula, or to provide cost of living or similar adjustments, will not cause the periodic payments provided under such plan, program or arrangement to fail the *substantially equal periodic payments* test.

For purposes of this section, the term *retired partner* is an individual who is described as a partner in section 7701(a)(2) of the IRC of 1986 and who is retired under such individual's partnership agreement.

- Any retirement or retainer pay of a member or former member of a uniformed service computed under Chapter 71 (Computation of Retired Pay) of Title 10 (Armed Forces) of the United States Code.
- Annuities and pensions that meet the New York State definition of an annuity, unless the annuity is employed in or used as an asset of a business, trade, profession, or occupation carried on in New York State.
- Interest, dividends, or gains from the sale or exchange of intangible personal property, unless they are part of the income

you received from carrying on a business, trade, profession or occupation in New York.

- Gambling winnings, other than lottery winnings won in the New York State lottery as described on page 12, unless you are engaged in the business of gambling and you carry on that business in New York State.
- Compensation you received for active service in the United States military (see Publication 361, *New York State Income Tax Information for Military Personnel and Veterans*, for more information).
- Your income as a shareholder of a corporation that is a New York C corporation.
- Compensation you received from an interstate rail carrier, interstate motor carrier or an interstate motor private carrier for regularly assigned duties performed in more than one state.
- Compensation you received from an interstate air carrier if 50% or less of the compensation received from the air carrier is earned in New York State.
- Compensation paid to you if (1) you are engaged on a vessel to perform assigned duties in more than one state as a pilot licensed under section 7101 of Title 46, of the United States Code, or (2) you perform regularly assigned duties while engaged as a master, officer, or crewman on a vessel operating on the navigable waters of more than one state.

**Special accruals for full-year nonresidents**

If you were a full-year New York State nonresident for 2006, you may have to use special accrual rules (see below) to compute your New York State personal income tax for 2006. You are subject to the special accrual rules **only** if you have accrued income for 2006 (see below) **and**:

- you were a resident of New York State on December 31, 2005; or
- you will be a resident of New York State on January 1, 2007.

You have accrued income for 2006 if:

- you have an item of income that was fixed and determinable in a tax year prior to 2006, but you are reporting that income for federal income tax purposes in tax year 2006; **or**

- you have an item of non-New York source income\* that was fixed and determinable in tax year 2006, but you will be reporting that income for federal income tax purposes in a tax year after 2006.

\**Non-New York source income* is income that is **not** attributable to (1) a business, trade, profession, or occupation carried on in New York State, or (2) the ownership of any interest in real or tangible personal property in New York State.

See Publication 210, *Change of Resident Status Special Accruals (For tax year 2006)*, for more detailed information and for assistance in computing your 2006 tax.

### **New York source income — part-year residents**

If you move into or out of the state, your move is generally considered a change of resident status if, at the time of your move, you definitely intended to permanently leave your home and establish a new permanent home elsewhere. If you have a change of resident status during the year, you are considered a part-year resident for the year.

As a New York State part-year resident, you must file Form IT-203, *Nonresident and Part-Year Resident Income Tax Return*, for the year during which your status changes.

Compute your part-year New York State personal income tax in the same manner that the New York State nonresident tax is computed (see *Income tax treatment of nonresidents* on page 11), except that your New York source income (the numerator in the income percentage) is the sum of the following:

- (1) your New York adjusted gross income for your period of residence, computed as if your tax year for federal income tax purposes were limited to the period of residence; and
- (2) your New York source income for your period of nonresidence, computed as if your tax year for federal income tax purposes were limited to the period of nonresidence; and
- (3) any special accruals that may be required (see *Special accruals for part-year residents* on page 17).

If you also changed your **New York City** resident status during the year (by moving into or out of New York City), you must also file Form IT-360.1, *Change of City Resident Status*. Compute your New York City resident tax for that part of the year you were a New York City resident on Form IT-360.1.

If you also changed your **Yonkers** resident status (by moving into or out of Yonkers), you must also file Form IT-360.1. Compute your Yonkers resident income tax surcharge for that part of the year you were a Yonkers resident on Form IT-360.1.

If you received any wages or net earnings from self-employment from Yonkers sources during your nonresident period, you may have to file Form Y-203, *Yonkers Nonresident Earnings Tax Return*.

**Note:** If you change either your New York City or Yonkers resident status, but do not change your New York State resident status, you have to complete Form IT-201, *Resident Income Tax Return*; Form IT-360.1, and possibly Form Y-203.

More information about changes in resident status is provided in the instructions for Form IT-203. Form IT-360.1-I contains the instructions for Form IT-360.1, *Change of City Resident Status*.

### **Special accruals for part-year residents**

Income accrues to you as a taxpayer when the amount of income becomes fixed and determinable and you have an unrestricted right to receive it.

Your accrued income as an individual **moving out** of New York State is income you earned during your New York resident period but did not receive until after you became a nonresident of New York State.

If you **moved out** of New York State, you must accrue any item of income, gain, loss, or deduction that, under an accrual method of accounting, would be reportable at the time you changed your residence. This includes income or gain you elected to report on the installment basis. You must also accrue to New York State items of tax preference subject to the minimum income tax (Form IT-220, *Minimum Income Tax*) and the total taxable amount of lump-sum distributions subject to the separate tax on lump-sum distributions (Form IT-230, *Separate Tax on Lump-Sum Distributions*).

Your accrued income as an individual **moving into** New York State is non-New York source income you earned before you became a New York State resident but received (or will receive) after you became a resident.

If you became a New York State resident during the tax year, you must accrue any item of income, gain, loss, or deduction that, under an accrual accounting method would be reportable at the time you changed your residence. However, no accrual is required or allowed for items of income, gain, loss, or deduction derived from or connected with New York State sources.

For any subsequent tax year, any item of income, gain, loss, or deduction accrued up to the time you changed your residence must be excluded in determining your New York source income, New York adjusted gross income, minimum taxable income, or total taxable amount of lump-sum distributions.

See Publication 210, *Change of Resident Status Special Accruals (For tax year 2006)*, for more detailed information and for assistance in computing your 2006 tax.

**Days worked at home**

For tax years beginning on or after January 1, 2006, it is the Tax Department's position that if your assigned or primary office is in New York State, any normal work day spent working at your home will be treated as a day worked outside the state **if** your home office is a bona fide employer office (see *Bona fide employer office* below). Any day spent at the home office that is not a normal workday would be considered a nonworking day.

A normal workday means any day that you performed the usual duties of your job. For this purpose, responding to occasional phone calls or e-mails, reading professional journals or being available if needed does not constitute performing the usual duties of your job.

**Bona fide employer office**

Use the factors below to determine if your home office constitutes a bona fide employer office. The factors are divided into three categories: the primary factor, secondary factors, and other factors. In order for an office to be considered a bona fide employer office, the office must meet either:

- a) the primary factor, or
- b) at least four of the secondary factors and three of the other factors.

**Primary factor** – Your home office contains or is near specialized facilities.

**Secondary factors:**

- 1) Your home office is a requirement or condition of employment.
- 2) Your employer has a bona fide business purpose for the employee's home office location.
- 3) You perform some of the core duties of your employment at your home office.

- 4) You meet or deal with clients, patients, or customers on a regular and continuous basis at your home office.
- 5) Your employer does not provide you with designated office space or other regular work accommodations at one of its regular places of business.
- 6) Your employer reimburses your expenses for your home office.

**Other factors**

- 1) Your employer maintains a separate telephone line and listing for your home office.
- 2) Your home office address and phone number is listed on the business letterhead and/or business cards of your employer.
- 3) You use a specific area of your home exclusively to conduct the business of your employer that is separate from your living area. Your home office will not meet this factor if the area is used for both business and personal purposes.
- 4) Your employer's business is selling products at wholesale or retail and you keep an inventory of the products or product samples in your home for use in your employer's business.
- 5) Business records of your employer are stored at your home office.
- 6) Your home office has a sign indicating it is a place of business of your employer.
- 7) Advertising for your employer shows your home office as one of your employer's places of business.
- 8) Your home office is covered by a business insurance policy or by a business rider to your homeowner's insurance policy.
- 9) You are entitled to and actually claim a deduction for home office expenses for federal income tax purposes.
- 10) You are not an officer of the company.

For more information, see TSB-M-06(5)I, *New York Tax Treatment of Nonresidents and Part-Year Residents Application of the Convenience of the Employer Test to Telecommuters and Others*.

**Stock options,  
restricted stock,  
and stock  
appreciation rights**

If, as a New York State nonresident or part-year resident, you received compensation income attributable to stock options, restricted stock, or stock appreciation rights and the stock options, restricted stock, or stock appreciation rights you received are attributable to services performed in New York State, some or all of the federal income related to the compensation income may be included in New York source income.

At the time this publication was sent to print, the Tax Department, pursuant to the authority granted by Chapter 62 of the Laws of 2006, had proposed new regulations concerning the allocation of compensation related to stock options, restricted stock options, and stock appreciation rights. This regulation will apply to tax year 2006. Visit the Tax Department Web site ([www.nystax.gov](http://www.nystax.gov)) for up-to-date information on this topic.

**Sales or use tax**

You must report any unpaid sales or use tax owed for 2006 on your personal income tax return for 2006. However, if you are registered, or required to be registered, for sales tax purposes, all sales and use taxes owed with respect to business purchases must be reported and paid with the appropriate sales tax returns.

For additional information, see the instructions for Form IT-203 and Publication 774, *Purchasers Obligations to Pay Sales and Use Taxes Directly to the Tax Department*.

**When do you owe  
sales or use tax?**

When you make a purchase of taxable property or services from a seller (vendor) located in New York State and take delivery in New York State, the vendor should collect state and local sales or use tax and forward it to the Tax Department. However, you are responsible for paying the tax directly to the Tax Department under the following three circumstances:

1. **Deliveries into New York State** — You owe state or local sales or use tax if you purchase property or a service which is delivered to you in New York State without payment of New York State and local tax to the seller, such as through the Internet, by catalog, from television shopping channels, or on an Indian reservation.
2. **Purchases outside New York State with subsequent use in New York State** — You may also owe state and local sales or use tax if you are a *resident* of New York State at the time you purchase any of the following *outside* the state:
  - property you bring into New York State for use in New York State;

- a service performed on property outside New York State and you bring that property into New York State for use here; or
- a service (such as an information service) you bring into New York State for use here.

However, you are not required to pay state or local sales or use tax on any property or service that you bring into New York State which you purchased outside of the state before you became a resident of New York State.

3. **Additional local tax** —You may owe an additional **local** tax if you are a resident of a locality (county or city) at the time of purchase and you:

- bring property into that locality that you purchased in another locality in New York State that has a lower tax rate;
- bring property into that locality on which you had a taxable service performed in another locality in New York State that has a lower tax rate; or
- bring a service (such as an information service) into that locality which you purchased in another locality in New York State that has a lower tax rate.

However, you are not required to pay any additional local tax on any property or service that you bring into a locality in New York State that you purchased outside that locality before you became a resident of that locality.

**Note:** You may be eligible for a credit for sales or use tax paid to another state or to another locality in New York State. For more information, see Publication 39, *A Guide to New York State Reciprocal Credits for Sales Tax Paid to Other States*.

**Who is a resident for sales and use tax purposes?**

For sales and use tax purposes, the definition of *resident* includes persons who may not be considered residents for personal income tax purposes. For example, persons maintaining a permanent place of abode in New York who do not spend more than 183 days a year in the state, college students, and military personnel may all be residents for sales and use tax purposes even if they are not residents for income tax purposes. For sales and use tax purposes, an individual is a resident of the state and of any locality in which he or she maintains a permanent place of abode. A *permanent place of abode* is a dwelling place maintained by a person, or by another for that person to use, whether or not owned by such person, on other than a temporary or transient basis. The dwelling may be a home, apartment or flat; a room including a

room at a hotel, motel, boarding house or club; a room at a residence hall operated by an educational, charitable or other institution; housing provided by the armed forces of the United States, whether the housing is located on or off a military base or reservation; or a trailer, mobile home, houseboat or any other premises. This includes second homes.

Therefore, you can be a resident of more than one locality and state for sales and use tax purposes.

An individual doing business in New York State is a resident for sales and use tax purposes of the state and of any county or city in which the individual is doing business, with respect to purchases of taxable property or services used in the business. Therefore, if an individual is engaged in business in New York State but has no permanent place of abode in New York State, the individual will owe use tax only on taxable purchases made with respect to the business operated in New York.

If you are not filing an income tax return but owe sales or use tax for 2006, you must pay any unpaid sales or use tax by filing Form ST-140, *Individual Purchaser's Annual Report of Sales and Use Tax*, by April 16, 2007. However, if you or the business is registered, or required to be registered, for sales tax purposes, all sales and use taxes owed with respect to business purchases must be reported and paid with the periodic sales and use tax return.

## **Tax shelters**

The New York State Tax Law requires you to disclose certain information relating to transactions that present the potential for tax avoidance (a tax shelter). These reporting requirements are similar to the tax shelter disclosure requirements for federal income tax purposes. Separate reporting requirements are imposed on those who utilize tax shelters and those who promote the use of tax shelters.

Every taxpayer who files an income tax return on or after June 13, 2005, who is or was also required to file a disclosure statement related to a reportable transaction or a listed transaction with the Internal Revenue Service (IRS), pursuant to section 6011 of the Internal Revenue Code (IRC), must disclose that information using New York State Form DTF-686, *Tax Shelter Reportable Transactions – Attachment to New York State Return*, for any tax shelter activities in which the taxpayer participated in before July 1, 2007.

Every person required to make and file a statement or return pursuant to IRC section 6111 (material advisor) on or after April 12, 2005, and prior to July 1, 2007, must file a duplicate of that statement or return, including all documentation submitted to the IRS in connection with the statement or return, with the Commissioner of Taxation and Finance if any of the following apply:

- the person is organized in this state;
- the person is doing business in this state;
- the person is deriving income in this state; or
- (1) the list, required to be maintained by this person pursuant to IRC section 6112, identifies or is required to identify a taxpayer subject to tax under Tax Law Articles 9, 9-A, 22, 32, or 33, and (2) this person is a material advisor, as defined in IRC section 6111, who provides any material aid, assistance, or advise with respect to organizing, managing, promoting, selling, implementing, or carrying out any reportable transaction.

**Exception:** A material advisor who is required to file a duplicate of the statement or return submitted to the IRS pursuant to IRC section 6111 may file an abbreviated disclosure statement if:

- The material advisor has designated one person as the designated material advisor for federal income tax purposes (a designation agreement); **and**
- The designated material advisor elects collective disclosure by supplying a list of names, addresses, and tax identification numbers for each of the material advisors included in the IRS designation agreement.

For more information, see Form DTF-686, *Tax Shelter Reportable Transactions – Attachment to New York State Return*, Form DTF-664, *Tax Shelter Disclosure for Material Advisors*, TSB-M-05(2)C,(4)I, *Disclosure of Certain Transactions and Related Information Regarding Tax Shelters*, and TSB-M-05(2.1)C, (4.1)I, *Supplement to the Disclosure of Certain Transactions and Related Information Regarding Tax Shelters*, and TSB-M-05(2.2)C, (4.2)I, *Additional Supplement to the Disclosure of Certain Transactions and Related Information Regarding Tax Shelters*.

## **Estimated income tax requirements**

New York State Tax Law requires you to pay income tax during the year, either through withholding or estimated tax. If you are self-employed, if you receive a taxable pension or annuity, or if you receive any other income from which taxes are not withheld, you may have to pay estimated tax.

Generally, you must pay estimated income tax if you expect to owe, after subtracting your tax withheld and credits, at least \$300 of either New York State, New York City, or Yonkers income tax, and you expect your withholding and credits to be less than the smaller of:

- 90% of your income tax liability for this year; or
- 100% of your income tax liability from the previous year (110% of that amount if you are not a farmer or fisherman and the New York adjusted gross income on that return is more than \$150,000 or, if married filing separately, more than \$75,000), based upon a return covering 12 months.

For more information see Form IT-2105, *Estimated Income Tax Payment Voucher for Individuals*, and Form IT-2105-I, *Instructions for Form IT-2105*, or see Publication 94, *Should You Be Paying Estimated Tax in 2007?*

**Note:** You can now make estimated tax payments, check your balance, and reconcile your estimated income tax account online by accessing the *Online Tax Center* on the Tax Department Web site ([www.nystax.gov](http://www.nystax.gov)).

**Sale or transfer of real property by a nonresident**

Nonresident individuals, estates, and trusts are required to pay estimated tax on the gain, if any, from the sale or transfer of certain real property located in New York State.

For more information, see Form IT-2663, *Nonresident Real Property Estimated Income Tax Payment Form*, and the instructions for Form IT-2663.

**Sales, conveyances, or other dispositions of shares of stock in a cooperative housing corporation**

Nonresidents are required to pay estimated personal income tax on the gain, if any, from certain sales, conveyances, or other dispositions of shares of stock in a cooperative housing corporation, in connection with the grant or transfer of a proprietary leasehold by the owner of the shares, where the cooperative unit represented by these shares is located in New York State.

For more information, see Form IT-2664, *Nonresident Cooperative Unit Estimated Income Tax Payment Form*, and the instructions for Form IT-2664.

**When to file**

Generally, you should file your return as soon as you can after January 1, 2007, but not later than the filing deadline, April 16, 2007 (April 17, 2006, if you file your federal return at the IRS Service Center in Andover, MA). If you file for a fiscal year, your return and first payment of estimated income tax are due by the 15th day of the fourth month following the end of your fiscal year.

**Extension of time to file**

If you cannot meet the filing deadline, file Form IT-370, *Application for Automatic Six-Month Extension of Time to File for Individuals*, on or before the due date of your return, along with full payment of any tax

due (if applicable), to get an automatic extension of time to file Form IT-203. Form IT-370 automatically extends the due date of your return for six months. If you file Form IT-370 on or before April 16, 2007 (April 17, 2007, if you file your federal return at the IRS Service Center in Andover, MA), the due date of your return will be extended to October 15, 2007.

An extension of time to file does not extend your time to pay; full payment must be made of any balance due with this automatic extension of time to file. You may pay by check, money order, electronic funds withdrawal, or credit card. If you want to make your payment by electronic funds withdrawal, you must use the Tax Department's Web application or *e-file* your extension request.

You must estimate your New York State, New York City, and Yonkers income taxes due, but be as exact as you can with the information you have. If we later determine that your estimate was not reasonable, the extension will not be allowed, and you may be subject to penalty and interest. In addition, you must also pay any sales or use tax due with your extension request.

If you expect to receive a refund or anticipate having no amount of New York State, New York City or Yonkers income tax, or no sales or use tax remaining unpaid as of the due date of the return, you can file a copy of federal Form 4868, *Application for Automatic Extension of Time to File U.S. Individual Income Tax Return*, instead of Form IT-370. When you file your New York State return, you must attach another copy of the federal extension to it.

To file your extension online and learn about our payment options, access the *Online Tax Center* on the Tax Department Web site ([www.nystax.gov](http://www.nystax.gov)).

### **Automatic two-month extension**

If you qualify for a two-month automatic extension of time to file your federal income tax return because (1) you are a U.S. citizen or a U.S. resident living and working abroad, or (2) you are in military service and live outside the U.S. and Puerto Rico when your return is due, you are entitled to a similar two-month automatic extension of time to file your state income tax return. The time to pay your New York State, New York City, and Yonkers income tax and any state or local sales or use tax is similarly automatically extended. However, even if you qualify for the automatic two-month extension of time to file your New York return, interest will be charged on income tax not paid before the due date, determined without regard to any extension of time. Interest is a charge for the use of money and in most cases may not be waived. You must attach to your return a statement showing that you qualify for the federal automatic two-month extension.

If you are serving or did serve in a combat zone or certain other designated areas, you may qualify for additional extensions of time to file your return. For more information on extensions of time to file and other tax relief for military personnel, see Publication 361, *New York State Income Tax Information for Military Personnel and Veterans*.

If you cannot file your return on or before the end of the automatic two-month extension, file Form IT-370, *Application for Automatic Six-Month Extension of Time to File for Individuals* and pay any tax due with it to receive an additional four months to file.

## **Electronic tax filing (e-file)**

You can file your income tax return electronically (*e-file*) using your personal computer and one of the many commercially available software packages, or you can choose to have a tax professional *e-file* for you.

*E-filing* is the fastest way to receive your refund. The speed and accuracy of computers allow electronic returns to be processed faster than paper returns, and using tax preparation software greatly reduces the possibility of errors and delays. To receive your refund even faster, you may choose to have it deposited directly into your savings or checking account (see *Direct deposit of refunds* on page 27 of this publication).

*E-filing* is faster and more accurate than paper filing, and, if you qualify, it may be free. Several tax preparers and tax preparation software providers offer free or discounted *e-filing*. You may also be able to file your return yourself using the internet.

You may pay a balance due on an *e-filed* return by submitting a check or money order with Form IT-201-V, *Payment Voucher for E-Filed Income Tax Returns*, by using your credit card, or by authorizing the Tax Department to withdraw the payment from your bank account (electronic funds withdrawal). Authorization and account information for electronic funds withdrawal must be included with your electronic return and cannot be changed once it is transmitted. To avoid interest and penalties, your check or money order must be mailed, credit card payment authorized, or electronic funds withdrawal made, by the filing due date.

For more information and a complete list of forms that can be *e-filed*, visit our *e-file* Web site ([www.nystax.gov/elf](http://www.nystax.gov/elf)).

## **Electronic signature**

If you *e-file* your 2006 New York State personal income tax return, you must sign your return using a self-selected personal identification number (PIN). You may select the same PIN that you use to sign your federal return, or you may select a different PIN for New York. If you

are married filing a joint return, you and your spouse will each need a PIN to enter as your electronic signatures. Your software package or tax professional will guide you through this process.

## **Payment options**

If you have a balance due on your return, you may pay by check or money order. You may also pay a balance due by electronic funds withdrawal or by using your credit card.

### **Electronic funds withdrawal**

If you file Form IT-203 and you have a balance due, you can authorize payment by electronic funds withdrawal from your designated bank account. By choosing this option, you authorize the New York State Tax Department to transfer money from your account to the state's account.

Authorization and account information for electronic funds withdrawal must be included with your return and cannot be changed once your return is mailed or transmitted (*e-file*). You must specify a payment date up to and including April 17, 2007. If you file before April 17, money will not be withdrawn from your account before the date you specify. To avoid interest and penalties, you must authorize a withdrawal on or before the filing due date. If you designate a weekend or a bank holiday, the payment will be withdrawn the next business day.

For more information, see the instructions for the form or tax preparation software you are using, or access the *Online Tax Center* on the Tax Department Web site ([www.nystax.gov](http://www.nystax.gov)).

### **Paying by credit card**

You can use your American Express Card, Discover/Novus, VISA, or MasterCard to pay the amount you owe on your 2006 New York State personal income tax return, or to make tax year 2007 quarterly estimated income tax payments.

For more information on the credit card program, access the *Online Tax Center* on the Tax Department Web site ([www.nystax.gov](http://www.nystax.gov)).

## **Overpayments, refunds, and collection of debts**

### **Direct deposit of refunds**

You have the option to have your income tax refund deposited directly into your bank account. Payment by this method is more secure since there is no check to get lost or stolen. With direct deposit, you will receive your refund a day or two faster than if it were sent by mail. Direct deposit is more convenient since you eliminate the need to go to the bank to make a deposit. For more information, see the instructions of the form or tax preparation software you are using.

**Refund by mail**

If you compute an overpayment on your income tax return, you may choose to have the overpayment refunded by check via US mail. The Tax Department will mail your refund check to the **mailing address** listed on the front of your income tax return. If you are using a peel-off address label, check the label for accuracy. If any information is wrong, cross it out and make the corrections directly on the label.

**Estimated tax for 2007**

You have the option of applying all or a portion of your overpayment to your 2007 estimated income tax account by completing the appropriate line(s) on your income tax return. If you choose to apply all or a portion of your overpayment to your 2007 estimated income tax, you generally cannot change that decision after April 16, 2007 (April 17, 2007, if you file your federal return at the IRS Service Center in Andover, MA).

**Collection of debts from your refund**

We will keep all or part of your overpayment (refund) if you owe a New York State tax liability or a New York City or Yonkers personal income tax liability; if you owe past-due support or a past-due legally enforceable debt to the Internal Revenue Service (IRS) or a New York State agency, or to another state; if you defaulted on a guaranteed student, state university, or city university loan; or if you owe a New York City tax warrant judgment debt. We will refund any amount that exceeds your debt.

*A New York State agency* includes any state department, board, bureau, division, commission, committee, public authority, public benefit corporation, council, office, or other entity performing a governmental or proprietary function for the state or a social services district.

If you have any questions about whether you owe a past-due legally enforceable debt to the IRS, to another state, or to a New York State agency, contact the IRS, the other state, or the New York State agency.

For New York State tax liabilities or New York City or Yonkers personal income tax liabilities, call 1-800-835-3554 (from areas outside the U.S. and outside Canada call (518) 485-6800) or write to: NYS Tax Department, Tax Compliance Division, W A Harriman Campus, Albany, NY 12227.

For information relating to a New York City tax warrant judgment debt, call (212) 232-3550.

**Disclaiming of spouse's debt**

If you are filing a joint return and you do not want to apply your part of the overpayment to your spouse's debt because you are not liable for it, complete Form IT-280, *Nonobligated Spouse Allocation*, and attach it to your original return. You cannot file an amended return to disclaim your spouse's debt after you have filed your original return.

We will notify you if we keep your overpayment because of a past-due legally enforceable debt to the IRS. You cannot use Form IT-280 to disclaim liability for a legally enforceable debt to the IRS. Instead, you must file federal Form 8379, *Injured Spouse Allocation*, with the IRS. Also, you cannot use Form IT-280 to disclaim liability for a joint tax liability owed to another state where your refund is subject to an agreement between states for mutual offset of tax refunds and tax liabilities. You must contact the other state to resolve your responsibility for the asserted liability.

### **Innocent spouse relief**

You may qualify for relief from full or partial tax liability on a joint return as an innocent spouse if:

- (1) there is an understatement of tax on a joint return because of an omission or error involving your income, deduction, credit, or basis;
- (2) you can show that when you signed the return you did not know and had no reason to know of the understatement; and
- (3) taking into account all the facts and circumstances it would be unfair to hold you liable for the understated tax.

See Form IT-285, *Request for Innocent Spouse Relief (and Separation of Liability and Equitable Relief)*, for more information.

Form IT-285 is used only for innocent spouse relief under the three circumstances stated above. If you want to disclaim your spouse's defaulted guaranteed student, state university, or city university loan, or past-due support, or past-due legally enforceable debt owed to a New York State agency, or a New York City tax warrant judgment debt because you do not want to apply your part of a joint refund or refundable credit to a debt owed solely by your spouse, use Form IT-280, *Nonobligated Spouse Allocation* (see *Disclaiming of spouse's debt* on page 28).

### **Adjustments for errors**

If you make certain errors on your income tax return, the Tax Department will adjust your return during processing. As a result, you may owe additional tax (plus penalty and interest if applicable) or you may receive a smaller refund than you expected. For more information, see Publication 46, *Common Reasons for Income Tax Adjustments*.

### **Interest charges**

Interest will be charged on income tax that is not paid on or before the due date of your return, even if you received an extension of time to file your return. Interest is a charge for the use of money, and in most cases may not be waived. Interest is compounded daily and the rate is adjusted quarterly.

If you are due a refund, you may also be entitled to receive interest on your overpayment. Interest is compounded daily and the rate is adjusted quarterly. If the refund is made within 45 days after the due date of your return, no interest will be paid. If you file your return after the due date (including extensions), no interest will be paid if the refund is made within 45 days after the date you filed. If the refund is not made within this 45-day period, interest will be paid from the due date of your return or from the date you filed, whichever is later. However, interest will not be paid to you on the portion of your refund that is attributable to the real property tax credit, New York State earned income credit, child or dependent care credit, college tuition credit, farmers' school tax credit, New York City school tax credit, the New York City earned income credit, or certain other refundable credits, or if your return cannot be processed.

To be processed, your return must show your name, address, social security number, signature, and the information needed to mathematically verify your tax liability.

## Privacy and confidentiality

The Tax Law contains strict secrecy requirements to protect the confidentiality of tax returns and tax return information. Consequently, you must give specific written authorization to a practitioner, paid preparer or other representative before they will be given access to your confidential records or be allowed to represent you before the Tax Department.

## Third-party designee

If you want to authorize a friend, family member, or any other person (third-party designee) you choose to discuss your 2006 tax return with the New York State Tax Department, check the **Yes** box in the *Third-party designee* area of your return and enter the information requested.

If you mark the **Yes** box, you (and your spouse, if filing a joint return) are authorizing the Tax Department to discuss with your designee any questions that arise during the processing of your return. You are also authorizing the designee to:

- give the Tax Department any information that is missing from your return;
- call the Tax Department for information about the processing of your return or the status of your refund or payment(s); and
- respond to certain Tax Department notices that you share with the designee about math errors, offsets, and return preparation. The Tax Department will **not** send notices to the designee.

You are not authorizing the designee to receive any refund check, bind you to anything (including additional tax liability), or otherwise represent you before the Tax Department. If you want the designee to perform those services for you, you must file Form POA-1, *Power of Attorney*.

### **Power of attorney**

A power of attorney is evidence that a practitioner or other person may act on your behalf. The power of attorney must contain explicit authorization for your representative to act for you, and must be properly completed and signed.

The Tax Department prefers that practitioners use Form POA-1, *Power of Attorney* (and Form ET-14, *Estate Tax Power of Attorney*, for estate tax), but will accept other forms if they contain all the necessary elements. Form POA-1 may be used for New York State tax matters, New York City tax matters, or both.

## **Penalties**

### **Late filing penalty**

If you file late, you will be charged a penalty of 5% of the income tax due for each month, or part of a month, the return is late (maximum 25%), unless you have a valid extension of time to file or you attach to your return an explanation showing reasonable cause for the delay. If your return is more than 60 days late, this penalty will not be less than \$100, or 100% of the amount required to be shown as income tax due on the return, whichever is less, reduced by any tax paid and by any credit that you may claim.

### **Late payment penalty**

If you do not pay your income tax when due, you will be charged a penalty of  $\frac{1}{2}$  of 1% of the unpaid amount for each month or part of a month it is not paid (maximum 25%). This penalty is in addition to the interest charged for late payments. This penalty may be waived if you attach to your return an explanation showing reasonable cause for paying late.

### **Tax figured incorrectly**

You may have to pay a penalty if the income tax you report on your return is less than your correct income tax. If you are off by more than 10% or \$2,000, whichever is more, you may have to pay this penalty. The penalty is 10% of the difference between the income tax you reported and the income tax you actually owe.

### **Underwithholding and underpayment of estimated income tax**

If your 2006 withholding and estimated income tax payments do not equal:

- at least 90% of your 2006 income tax; or

- 100% of your 2005 income tax (110% of that amount if you are not a farmer or fisherman and the New York adjusted gross income on that return is more than \$150,000 or, if married filing separately, more than \$75,000), based upon a return covering 12 months, or

you may be subject to a penalty for underpayment of estimated income tax. However, you will only be charged the penalty if you owe at least \$300 of New York State or New York City or Yonkers income tax after deducting tax withheld and credits you are entitled to claim. For more information see Form IT-2105.9, *Underpayment of Estimated Income Tax by Individuals and Fiduciaries*, and its instructions (Form IT-2105.9-I).

### **Negligence penalty**

If your return does not show all of the income tax imposed under the Tax Law, its rules or regulations, due to negligence or intentional disregard but not with intent to defraud, you may be charged a penalty of 5% of any deficient amount.

In general, a deficiency is the difference between the correct income tax and the income tax shown on your return. In addition, 50% of the interest due on any underpayment resulting from negligence will be added to your tax.

### **Fraudulent returns**

If any part of a deficiency is due to fraud, you may be charged a penalty of 50% of the deficiency. In general, a deficiency is the difference between the correct income tax and the income tax shown on your return. In addition, 50% of the interest due on any deficiency resulting from a fraudulent act will be added to your tax.

### **Frivolous returns**

A penalty of up to \$500 will be imposed on any person who files a frivolous tax return. A return is considered frivolous when it does not contain information needed to judge the correctness of the tax return, or reports information that is obviously and substantially incorrect, and is intended to delay or impede the administration of the personal income tax.

### **New York State tax forms and publications**

New York State tax forms and publications can be accessed on the Tax Department Web site ([www.nystax.gov](http://www.nystax.gov)). In addition, the Tax Department provides an automated forms ordering system. If you have access to a fax machine, you may order many forms and other documents from a touch-tone telephone, 24 hours a day, 7 days a week by calling toll free 1 800 748-3676. You may also request most of these documents listed below by calling toll free 1 800 462-8100. From areas outside the U.S. and outside Canada, call (518) 485-6800.

**New York State tax forms**

The following is a list of tax forms referred to in this publication:

- Form IT-203, *Nonresident and Part-Year Resident Income Tax Return*
- Form IT-203-C, *Nonresident or Part-Year Resident Spouse's Certification*
- Form IT-150, *Resident Income Tax Return* (short form)
- Form IT-201, *Resident Income Tax Return* (long form)
- Form IT-360.1, *Change of City Resident Status*
- Form Y-203, *Yonkers Nonresident Earnings tax return*
- Form IT-220, *Minimum Income Tax*
- Form IT-230, *Separate Tax on Lump-Sum Distributions*
- Form IT-370, *Application for Automatic Six-Month Extension of Time to File for Individuals*
- Form IT-2105, *Estimated Income Tax Payment Voucher for Individuals*
- Form IT-2105.9, *Underpayment of Estimated Income Tax by Individuals and Fiduciaries*
- Form IT-2663, *Nonresident Real Property Estimated Income Tax Payment Form*
- Form IT-2664, *Nonresident Cooperative Unit Estimated Income Tax Payment Form*
- Form ST-140, *Individual Purchaser's Annual Report of Sales and Use Tax*
- Form IT-280, *Nonobligated Spouse Allocation*
- Form IT-285, *Request for Innocent Spouse Relief (and Separation of Liability and Equitable Relief)*
- Form DTF-686, *Tax Shelter Reportable Transactions – Attachment to New York State Return*

**New York State tax publications**

- Form DTF-664, *Tax Shelter Disclosure for Material Advisors*

The following is a list of tax publications referred to in this publication:

- Publication 46, *Common Reasons for Income Tax Adjustments*
- Publication 94, *New York State Tax Information – Should You Be Paying Estimated Tax in 2007?*
- Publication 99-B, *General Information on New York State and New York City Income Tax Credits for Businesses – For tax year 2006*
- Publication 99-IND, *General Information on New York State and New York City Income Tax Credits for Individuals – For tax year 2006*
- Publication 361, *New York State Income Tax Information for Military Personnel and Veterans*
- Publication 774, *Purchaser’s Obligations to Pay Sales and Use Taxes Directly to the Tax Department*

# Electronic Services

The NYS Department of Taxation and Finance is continuing its efforts to provide our customers – the citizens and businesses of this state – with world-class service. We are using the latest technology to develop innovative ways to better serve you. Many of these initiatives are available on the Department's Web site at

***www.nystax.gov***



## Services currently available include . . .

- Visit our Taxpayer Answer Center to find answers to frequently asked tax questions.
- Determine if you are eligible for free e-filing with FreeFile.
- Learn how to e-file, the fastest and most accurate way to file your return.
- Apply for an automatic six-month extension of time to file your return.
- Make estimated tax payments, check your balance, and reconcile your estimated tax account balance.



- Check the status of your current year income tax refund.
- Pay your income taxes by credit card and electronic funds withdrawal.
- Use the penalty and interest calculator.
- View and pay open assessments.
- Check out our available online services for businesses.
- Sign up for our free e-mail Subscription Service to receive notification of Tax Department updates and technical guidance.

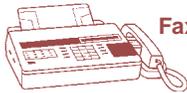
***www.nystax.gov***

## Need help?



**Internet access:** [www.nystax.gov](http://www.nystax.gov)

Access our Answer Center for answers to frequently asked questions; check your refund status; check your estimated tax account; download forms, publications; get tax updates and other information.



**Fax-on-demand forms:** Forms are available 24 hours a day, 7 days a week.

1 800 748-3676



**Telephone assistance** is available from 8:00 A.M. to 5:00 P.M. (eastern time), Monday through Friday.

Refund status: 1 800 443-3200

(Automated service for refund status is available 24 hours a day, 7 days a week.)

To order forms and publications: 1 800 462-8100

Personal Income Tax Information Center: 1 800 225-5829

From areas outside the U.S. and outside Canada: (518) 485-6800



**Hotline for the hearing and speech impaired:** If you have access to a telecommunications device for the deaf (TDD), contact us at 1 800 634-2110. If you do not own a TDD, check with independent living centers or community action programs to find out where machines are available for public use.



**Persons with disabilities:** In compliance with the Americans with Disabilities Act, we will ensure that our lobbies, offices, meeting rooms, and other facilities are accessible to persons with disabilities. If you have questions about special accommodations for persons with disabilities, please call 1 800 225-5829.