

# 1997 CBT-100

## NEW JERSEY CORPORATION BUSINESS TAX RETURN FOR TAXABLE YEARS ENDING JULY 31, 1997 THROUGH JUNE 30, 1998

Taxable year beginning \_\_\_\_\_, 19\_\_\_\_, and ending \_\_\_\_\_, 19\_\_\_\_

Place the label provided below. Make necessary corrections on the label. Otherwise, type or print the requested information. Check if address change appears below.

FEDERAL EMPLOYER I.D. NUMBER		N.J. CORPORATION NUMBER	
CORPORATION NAME			
MAILING ADDRESS			
CITY		STATE	ZIP CODE
Total assets \$ _____			
<input type="checkbox"/> Check if initial return		<input type="checkbox"/> Check if 1120-S filer	<input type="checkbox"/> Check if final return

State and date of incorporation \_\_\_\_\_

Date authorized to do business in N.J. \_\_\_\_\_

Date first began business in N.J. \_\_\_\_\_

Federal business activity code \_\_\_\_\_

Corporation books are in the care of \_\_\_\_\_ at \_\_\_\_\_

Telephone Number (\_\_\_\_\_) \_\_\_\_\_

**DIVISION USE**

RP    NP                    A \_\_\_\_\_ R \_\_\_\_\_

**PAGES 1 AND 2 MUST BE COMPLETED ON THIS FORM. ONLY EXACT COPIES MAY BE SUBSTITUTED.**

1. Entire net income from Schedule A, line 38 .....	1.									
2. Allocation factor from Schedule J, Part III, line 5. Non-allocating taxpayers should not make an entry on line 2 .....	2.	• <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>								
3. Allocated net income - Multiply line 1 by line 2. Non-allocating taxpayers must enter the amount from line 1 .....	3.									
4. a) Total nonoperational income \$ _____ (Schedule O, Part I) (see instruction 32)	4(b)									
b) Allocated New Jersey nonoperational income (Schedule O, Part III) .....										
5. Total operational and nonoperational income (line 3 plus line 4(b)) .....	5.									
6. Investment Company - Enter 25% of line 1 .....	6.									
7. Real Estate Investment Trust - Enter 4% of line 1 .....	7.									
8. Tax Base - Enter amount from line 5, 6 or 7, whichever is applicable .....	8.									
9. AMOUNT OF TAX - Multiply line 8 by .09 or, if applicable, by .075 (see instruction 11(a)) (see instruction 11(d) for minimum tax requirements) .....	9.									
10. Credit for taxes paid to other jurisdictions (see instruction 28(a)) .....	10.									
11. Subtract line 10 from line 9 .....	11.									
12. Tax Credits (from Schedule A-3) (see instruction 38) .....	12.									
13. TOTAL TAX LIABILITY - line 11 minus line 12 .....	13.									
14. INSTALLMENT PAYMENT (see instruction 39) .....	14.									
15. Total of line 13 plus line 14 .....	15.									
16. PAYMENTS & CREDITS (see instruction 40) .....	16.									
17. Balance of Tax Due - line 15 minus line 16 .....	17.									
18. Penalty and Interest Due - (see instructions 7(d) and 41)	18.									
Penalty _____ Interest _____ .....		Total								
19. Interest from CBT-160 (see instruction 42) (Attach Form CBT-160) .....	19.									
20. Total Balance Due - line 17 plus line 18 plus line 19 .....	20.									
21. If line 16 is greater than line 15 plus line 18 plus line 19, enter the amount of overpayment .....		<b>DIVISION USE</b>								
		\$								
22. Amount of Item 21 to be										
	Credited to 1998 return	Refunded								
	\$	\$								

### SIGNATURE AND VERIFICATION

I declare under the penalties provided by law, 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. If the return is prepared by a person other than the taxpayer, his declaration is based on all the information relating to the matters required to be reported in the return of which he has knowledge.

(Date)	(Signature of Duly Authorized Officer of Taxpayer)	(Title)
(Date)	(Signature of Individual Preparing Return)	(Address)
		(Preparer's ID Number)
	(Name of Tax Preparer's Employer)	(Address)
		(Employer's ID Number)

**SCHEDULE A COMPUTATION OF ENTIRE NET INCOME (SEE INSTRUCTION 16)**

**EVERY CORPORATION MUST COMPLETE LINES 1 - 38 OF THIS SCHEDULE.  
 ONLY THOSE TAXPAYERS WHO FILE AN UNCONSOLIDATED FEDERAL FORM 1120 ARE  
 PERMITTED TO SUBMIT A COPY OF SUCH RETURN IN LIEU OF COMPLETING LINES 1 - 28 BELOW.**

1. Gross receipts or sales _____ Less returns and allowances _____		1	
2. Less: Cost of goods sold (Schedule A-2, line 8)		2	
3. Gross profit - Subtract line 2 from line 1		3	
4. Dividends		4	
5. Interest		5	
6. Gross rents		6	
7. Gross royalties		7	
8. Capital gain net income (attach separate Federal Schedule D)		8	
9. Net gain or (loss) from Federal Form 4797 (attach Federal Form 4797)		9	
10. Other income (attach schedule)		10	
11. TOTAL INCOME - Add lines 3 through 10		11	
12. Compensation of officers (Schedule F)		12	
13. Salaries and wages _____ Less jobs credit _____ Balance		13	
14. Repairs (Do not include capital expenditures)		14	
15. Bad debts		15	
16. Rents		16	
17. Taxes		17	
18. Interest		18	
19. Contributions		19	
20. Depreciation from Federal Form 4562 (attach copy)	20		
21. Less depreciation claimed in Schedule A and elsewhere on return	21(a)	21(b)	
22. Depletion		22	
23. Advertising		23	
24. Pension, profit-sharing plans, etc.		24	
25. Employee benefit programs		25	
26. Other deductions (attach schedule)		26	
27. TOTAL DEDUCTIONS - Add lines 12 through 26		27	
28. Taxable income before net operating loss deductions and special deductions (line 11 less line 27 must agree with line 28, page 1 of the Unconsolidated Federal Form 1120, or the appropriate line item from the Federal Forms 1120-IC-DISC, 1120-FSC or 1120-A, whichever is applicable. 1120-S filers who have not elected to be New Jersey S Corporations must report the amount from line 7, Schedule S-1 of the CBT-100.) (see instructions 8(b) and 16(c))		28	
<b>NEW JERSEY ADJUSTMENTS                  LINES 29 - 38 MUST BE COMPLETED ON THIS FORM</b>			
29. Interest on Federal, State, Municipal and other obligations not included in Item 5 above (see instruction 16(d))		29	
30. Environmental taxes deducted above (see instruction 16(e))		30	
31. New Jersey State and other states taxes deducted above (see instruction 16(f))		31	
32. Depreciation and other adjustments from Schedule S (see instruction 36)		32	
33. (a) Deduction for Foreign Taxes paid, withheld or deemed paid. (see instruction 16(h))		33(a)	
(b) Other deductions. Explain on separate rider. (see instruction 16(h))		33(b)	
(c) Other additions. Explain on separate rider. (see instruction 16(h))		33(c)	
(d) Elimination of nonoperational activity (Schedule O, Part I)		33(d)	
34. Entire net income before net operating loss deduction and dividend exclusion (total of lines 28 through 33 inclusive)		34	
35. Net operating loss deduction from Schedule A-1 (see instructions 16(i) and 17)		35	
36. Entire Net Income before dividend exclusion (line 34 minus line 35)		36	
37. Dividend Exclusion from Schedule R, line 5. (see instruction 16(j))		37	
38. ENTIRE NET INCOME (line 36 minus line 37 - carry to page 1, line 1)		38	

NAME AS SHOWN ON RETURN

FEDERAL ID NUMBER

**SCHEDULE A-1 NET OPERATING LOSS DEDUCTION AND CARRYOVER (See Instructions 16(i) and 17)**

	(1) Fiscal Year Ended	(2) Loss Reported on Schedule A, line 28	(3) Add N.J. ENI Adj.'s Excluding the Dividend Exclusion	(4) Amount
N.J. NOL'S	1.			( )
	2.			( )
	3.			( )
	4.			( )
	5.			( )
	6.			( )
	7.			( )
N.J. NOL'S Used	8.			
	9.			
	10.			
	11.			
	12.			
	13.			
	14.			
N.J. NOL Carryover	15.	Total lines 1 - 14, Column 4 . . . . .		

**SCHEDULE A-2 COST OF GOODS SOLD**

1. Inventory at beginning of year . . . . .	1.	
2. Purchases . . . . .	2.	
3. Cost of labor . . . . .	3.	
4. Additional section 263A costs . . . . .	4.	
5. Other costs (attach schedule) . . . . .	5.	
6. Total - Add lines 1 through 5 . . . . .	6.	
7. Inventory at end of year . . . . .	7.	
8. Cost of goods sold - Subtract line 7 from line 6. Enter here and on Schedule A, line 2 . . . . .	8.	

**SCHEDULE A-3 SUMMARY OF TAX CREDITS (See Instruction 38)**

1. New Jobs Investment Tax Credit from Form 304 . . . . .	1.	
2. EITHER: a) Urban Enterprise Zone Employee Tax Credit from Form 300 OR b) Urban Enterprise Zone Investment Tax Credit from Form 301 . . . . .	2.	
3. Redevelopment Authority Project Tax Credit from Form 302 . . . . .	3.	
4. Recycling Equipment Tax Credit from Form 303 . . . . .	4.	
5. Manufacturing Equipment and Employment Investment Tax Credit from Form 305 . . . . .	5.	
6. Research and Development Tax Credit from Form 306 . . . . .	6.	
7. Employer Trip Reduction Plan - Ride Share Tax Credit from Form 307 . . . . .	7.	
8. Total tax credits taken on this return - Add lines 1 through 7. Enter here and on page 1, line 12 . . . . .	8.	

**SCHEDULE B BALANCE SHEET AS OF \_\_\_\_\_ 19\_\_\_\_**

Figures appearing below must be the same as year-end figures shown on the taxpayer's books. If not, explain and reconcile on rider. Consolidated returns are not permitted.

Assets	Beginning of the Tax Year	End of Tax Year
1. Cash		
2. Trade notes and accounts receivable		
(a) Reserve for bad debts	(                    )	(                    )
3. Loans to stockholders / affiliates		
4. Stock of subsidiaries		
5. Corporate stocks		
6. Bonds, mortgages and notes		
7. New Jersey State and Local government obligations		
8. All other government obligations		
9. Patents and copyrights		
10. Deferred charges		
11. Goodwill		
12. All other intangible personalty (itemize)		
13. <i>Total intangible personal property</i> (total lines 1 to 12)		
14. Land		
15. Buildings and other improvements		
(a) Less accumulated depreciation	(                    )	(                    )
16. Machinery and equipment		
(a) Less accumulated depreciation	(                    )	(                    )
17. Inventories		
18. All other tangible personalty (net) (itemize on rider)		
19. <i>Total real and tangible personal property</i> (total lines 14 to 18)		
20. Total assets (add lines 13 and 19)		
<b>Liabilities and Stockholder's Equity</b>		
21. Accounts payable		
22. Mortgages, notes, bonds payable in less than 1 year (attach schedule)		
23. Other current liabilities (attach schedule)		
24. Loans from stockholders / affiliates		
25. Mortgages, notes, bonds payable in 1 year or more (attach schedule)		
26. Other liabilities (attach schedule)		
27. Capital stock:      (a) Preferred stock		
(b) common stock		
28. Paid-in or capital surplus		
29. Retained earnings - appropriated (attach schedule)		
30. Retained earnings - unappropriated		
31. Less cost of treasury stock		
32. Total liabilities and stockholder's equity (total lines 21 to 31)		

NAME AS SHOWN ON RETURN	FEDERAL ID NUMBER
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**SCHEDULE C RECONCILIATION OF INCOME PER BOOKS WITH INCOME PER RETURN (See Instruction 21)**

1. Net income per books		7. Income recorded on books this year not included in this return (itemize)	
2. Federal income tax		(a) Tax-exempt interest \$ _____	
3. Excess of capital losses over capital gains		(b) _____	
4. Income subject to tax not recorded on books this year (itemize)		(c) _____	
5. Expenses recorded on books this year not deducted in this return (itemize)		8. Deductions in this tax return not charged against book income this year (itemize)	
(a) Depreciation \$ _____		(a) Depreciation \$ _____	
(b) Contributions Carryover \$ _____		(b) Contributions Carryover \$ _____	
(c) Other (itemize) \$ _____		9. Total of lines 7 and 8	
6. Total of lines 1 through 5		10. Income (Item 28, Sch. A) - line 6 less 9	

**SCHEDULE C-1 ANALYSIS OF UNAPPROPRIATED RETAINED EARNINGS PER BOOKS (See Instruction 21)**

1. Balance at beginning of year		5. Distributions	
2. Net income per books		(a) Cash \$ _____	
3. Other increases (itemize)		(b) Stock \$ _____	
4. Total of lines 1, 2 and 3		(c) Property \$ _____	
		6. Other decreases (itemize)	
		7. Total of lines 5 and 6	
		8. Balance end of year (line 4 less 7)	

**SCHEDULE E GENERAL INFORMATION (See Instruction 22)**

**ALL TAXPAYERS MUST ANSWER THE FOLLOWING QUESTIONS. RIDERS MUST BE PROVIDED WHERE NECESSARY.**

1. Type of business \_\_\_\_\_  
Principal products handled \_\_\_\_\_  
Internal Revenue Center where corresponding Federal tax return was filed \_\_\_\_\_
2. FINAL DETERMINATION OF NET INCOME BY FEDERAL GOVERNMENT (See Instruction 15)  
Has a change or correction in the amount of taxable income of the reporting corporation or for any other corporation purchased, merged or consolidated with the reporting corporation, been finally determined by the Internal Revenue Service, and not previously reported to New Jersey? "Yes" or "No" \_\_\_\_\_. **If "Yes", an amended return must be filed.**
3. Did one or more other corporations own beneficially, or control, a majority of the stock of taxpayer corporation or did the same interests own beneficially, or control, a majority of the stock of taxpayer corporation and of one or more other corporations? "Yes" or "No" \_\_\_\_\_. **If "Yes", give full information below (Attach rider if necessary).**

Name of Controlled Corporations	Percent of Stock Owned or Controlled	By Whom Controlled

4. Is the capital stock of the taxpayer listed on any exchange? "Yes or No" \_\_\_\_\_. If yes, specify exchanges where listed and submit taxpayer's Annual Report to stockholders for the period covered by this return.
5. **This question must be answered by domestic corporations only -**
  - (a) Does the taxpayer hold any personal property, including moneys, negotiable instruments, choses in action, interest, dividends, wages, debts or demands, stocks, bonds, deposits, and the accretions thereon, due or belonging to another where the owner, beneficial owner or person entitled to such property has been unknown, or where the whereabouts of such owner has been unknown, or where such personal property has been unclaimed for a period of fourteen successive years, (five successive years in the case of cash items such as money, wages, cash dividends, etc.) as of the last day of the accounting period covered in this return? "Yes or No" \_\_\_\_\_.
  - (b) If "Yes", itemize on a separate rider the nature of the property, value thereof and last known names and addresses of such owners or persons.
6. **This question must be answered by corporations with income from sources outside the United States.**
  - (a) Is income from sources outside the United States included in entire net income at line 38 of Schedule A. "Yes or No" \_\_\_\_\_.
  - (b) If the answer is "No", set forth such items of gross income, the source, the deductions and the amount of foreign taxes paid thereon. Enter at line 33, Schedule A, the difference between the net of such income and the amount of foreign taxes paid thereon not previously deducted.





NAME AS SHOWN ON RETURN

FEDERAL ID NUMBER

**SCHEDULE L**

**INVESTMENT COMPANIES**

1. DEFINITION OF INVESTMENT COMPANY: "Investment company" shall mean any corporation whose business during the period covered by its report consisted to the extent of at least 90% thereof, of holding, investing and reinvesting in stocks, bonds, notes, mortgages, debentures, patents, patent rights and other securities, for its own account. But this shall not include any corporation which: (1) is a merchant or a dealer of stocks, bonds and other securities, regularly engaged in buying the same and selling the same to customers; or (2) had less than 90% of its average gross assets in New Jersey, at cost, invested in stocks, bonds, debentures, mortgages, notes, patents, patent rights or other securities or consisting of cash on deposit during the period covered by its report; or (3) is a banking corporation or a financial business corporation as defined in the Corporation Business Tax Act.
2. NOTE: If taxpayer does not qualify under this definition, it is not entitled to report as an investment company.
3. In order to qualify as an investment company, taxpayer *must submit* a schedule showing that it meets the following three-part business test and the assets test.
  - (a) i Income Adjusted: For purposes of the 90 percent requirement above, taxpayer, during the entire period covered by its report, must have derived 90 percent or more of its total income before deductions as reported for Federal income tax purposes from cash and/or investment type assets. Total income before deductions as reported for Federal income tax purposes must be adjusted as follows:
    - (1) Add gross receipts or gross sales adjusted for gross profit (loss) reported for Federal income taxes;
    - (2) Add gross sales price from the disposition of assets adjusted for capital gain or loss or net gain or loss reported for Federal income taxes;
    - (3) Add interest on Federal, State, municipal and other obligations included in determining New Jersey net income, but not otherwise included in Federal total income;
  - (4) Do not add any capital loss carry back or carry forward in computing total income.
  - ii Income Unadjusted: For purposes of the 90 percent requirement above, taxpayer during the entire period covered by its report, must have derived 90 percent or more of its total income before deductions as reported for Federal income tax purposes from cash and/or investment type assets, plus interest on Federal, State municipal and other obligations not otherwise included in Federal taxable income and exclusive of any capital loss carry back or carry forward.
    - (1) A gain resulting from the disposition of an asset and reported on the installment basis for Federal income taxes is considered income for purposes of the investment company statute in the year in which the installment is received under both 3(a) i and ii above. Income reported on the installment basis is treated as investment type income only if it is generated by the sale of an investment type asset. Interest income received in conjunction with each installment is deemed investment type income.
  - iii Deductions: For purposes of the 90 percent requirement above, taxpayer, during the entire period covered by its report, must have incurred 90 percent or more of its total deductions as reported for Federal income tax purposes for holding, investing and reinvesting in cash and/or investment type assets.
  - (b) Assets test: For purposes of the 90 percent requirement provided by 1.(2) above, at least 90 percent of the taxpayer's gross assets located in New Jersey, valued at cost, must consist of cash and/or investment type assets, during the period covered by its report.
4. The election to report as an investment company is effective only for the particular year covered by the return and if desired for a subsequent year must be renewed.
5. The minimum tax for an investment company is \$250.00.

**SCHEDULE M REGULATED INVESTMENT COMPANIES AND REAL ESTATE INVESTMENT TRUSTS**

**REGULATED INVESTMENT COMPANIES -**

**GENERAL INFORMATION (See Instruction 30)**

1. Is this taxpayer registered and regulated under the Federal Investment Company Act of 1940 (54 Stat. 789, as amended)?  
 "Yes" or "No" \_\_\_\_\_  
 If "Yes", give registration number and date of registration with the Securities and Exchange Commission:  
 Reg No. \_\_\_\_\_ Date \_\_\_\_\_

**IMPORTANT NOTE:** If the taxpayer's certificate under the Act was not obtained prior to the commencement of the period covered in the return or if such authority was not continued during such entire period, then the taxpayer is not entitled to report as a Regulated Investment Company.

2. Has the taxpayer satisfied the requirements of Chapter 1, Sub-Chapter M, Part I, Section 852(a) of the Federal Internal Revenue Code? "Yes" or "No" \_\_\_\_\_. If "No", taxpayer is not entitled to report as a Regulated Investment Company.

3. Every taxpayer seeking to report as a regulated investment company **MUST SUBMIT WITH THIS RETURN ITS PRINTED ANNUAL REPORT TO STOCKHOLDERS** for the period covered by this return together with all other stockholder reports issued by the company during such period.
4. The tax liability for a Regulated Investment Company is \$250.00 and should be reported on Line 9, page 1 of the return.

**REAL ESTATE INVESTMENT TRUSTS -**

**GENERAL INFORMATION (See Instruction 30)**

1. Is the taxpayer a corporation, unincorporated trust or unincorporated association which is qualified and has elected to be taxed as a real estate investment trust under Federal law?  
 "Yes" or "No" \_\_\_\_\_.



NAME AS SHOWN ON RETURN

FEDERAL ID NUMBER

**SCHEDULE S PART I DEPRECIATION AND SAFE HARBOR LEASING (See Instruction 36)**

1. Section 179 Deduction . . . . .	1	
2. MACRS - for assets placed in service during <b>accounting periods</b> beginning on and after July 7, 1993 . . . . .	2	
3. MACRS - for assets placed in service during <b>accounting periods</b> beginning prior to July 7, 1993 . . . . .	3	
4. ACRS . . . . .	4	
5. Other Depreciation - for assets placed in service after December 31, 1980 . . . . .	5	
6. Other Depreciation - for assets placed in service prior to January 1, 1981 . . . . .	6	
7. Listed Property - for assets placed in service during accounting periods beginning on and after July 7, 1993 . . . . .	7	
8. Listed Property - for assets placed in service during accounting periods beginning prior to July 7, 1993 . . . . .	8	
9. Total depreciation claimed in arriving at line 28, Schedule A . . . . .	9	

**Attach Form 4562 to Return**

Adjustments at Line 32, Schedule A - Depreciation and Certain Safe Harbor Lease Transactions

**10. Additions**

- (a) ACRS and MACRS from lines 3, 4, 5 and 8 above . . . . . a. \_\_\_\_\_
- (b) Distributive share of ACRS and MACRS from a partnership . . . . . b. \_\_\_\_\_
- (c) Deductions on Federal return resulting from an election made pursuant to IRC Section 168(f)8 exclusive of elections made with respect to mass commuting vehicles.
  - Interest . . . . . \_\_\_\_\_
  - Rent . . . . . \_\_\_\_\_
  - Amortization of Transactional Costs . . . . . \_\_\_\_\_
  - Other Deductions . . . . . \_\_\_\_\_ c. \_\_\_\_\_
- Total line 10 (lines a, b and c) . . . . . 10 \_\_\_\_\_

**11. Deductions**

- (a) New Jersey depreciation - (From Schedule S, Part II) . . . . . a. \_\_\_\_\_
- (b) Recomputed depreciation attributable to distributive share of recovery property from a partnership (From Schedule S, Part II) . . . . . b. \_\_\_\_\_
- (c) Any income included in the return with respect to property described at line 10(c) solely as a result of that election . . . . . c. \_\_\_\_\_
- (d) The lessee/user should enter the amount of depreciation which would have been allowable under the Internal Revenue Code at December 31, 1980 had there been no safe harbor lease election - (From Schedule S, Part II) . . . . . d. \_\_\_\_\_
- (e) Excess of accumulated ACRS and MACRS over accumulated N.J. depreciation on physical disposal of recovery property (attach computations) e. \_\_\_\_\_
- Total line 11 (lines a, b, c, d and e) . . . . . 11 \_\_\_\_\_

**12. ADJUSTMENT** - (line 10 minus line 11) Enter at line 32, Schedule A . . . . . 12 \_\_\_\_\_



NAME AS SHOWN ON RETURN

FEDERAL ID NUMBER

**SCHEDULE S-1**      **MODIFICATION OF FEDERAL TAXABLE INCOME FOR S CORPORATIONS THAT HAVE NOT ELECTED TO BE NEW JERSEY S CORPORATIONS (See Instruction 37)**

- 1. Ordinary income (loss) from page 1 of form 1120S ..... 1. \_\_\_\_\_
- 2. Distributive income items not included in line 1:
  - (a) Net short-term capital gain over net long-term capital loss ..... a. \_\_\_\_\_
  - (b) Net long-term capital gain over net short-term capital loss ..... b. \_\_\_\_\_
  - (c) Other net gain (loss) under Section 1231 ..... c. \_\_\_\_\_
  - (d) Other Income. Explain on separate rider ..... d. \_\_\_\_\_
- TOTAL ..... 2. \_\_\_\_\_
- 3. Line 1 plus line 2 ..... 3. \_\_\_\_\_
- 4. Distributive expense items not included in line 1:
  - (a) Expense deduction for recovery property under Section 179 .... a. \_\_\_\_\_
  - (b) Interest on investment indebtedness ..... b. \_\_\_\_\_
  - (c) Total foreign taxes paid or accrued ..... c. \_\_\_\_\_
  - (d) Other deductions. Explain on separate rider. (See Instruction 36) d. \_\_\_\_\_
- TOTAL ..... 4. \_\_\_\_\_
- 5. Line 3 less line 4 ..... 5. \_\_\_\_\_
- 6. Deductible contributions (limited to 10% of taxable income) ..... 6. \_\_\_\_\_
- 7. Taxable income before net operating loss and special deductions (carry to Schedule A, line 28) ..... 7. \_\_\_\_\_

## INSTRUCTIONS FOR CORPORATION BUSINESS TAX RETURN

(Form CBT-100 - 1997)

### SCHEDULE CHART

**TAXPAYER MUST COMPLETE SCHEDULES INDICATED BY "X" FOR ITS RESPECTIVE CLASS**

CLASS OF TAXPAYER	SCHEDULES													
	A	B	C	C-1	E	F	H	J	L	M	P	R	S	S-1*
1. Non-Allocating	X	X	X	X	X	X	X				X	X	X	X
2. Allocating	X	X	X	X	X	X	X	X			X	X	X	X
3. Investment Co.	X	X	X	X	X	X	X		X		X	X	X	X
4. Reg. Inv. Co.										X				
5. Real Est. Inv. Trust	X	X	X	X	X	X	X			X		X	X	X

\* Only S Corporations which have not elected to be New Jersey S Corporations are required to complete Schedule S-1.

#### 1. Please read all instructions carefully before completing returns.

- Statutory references are to the New Jersey Statutes Annotated and indicate, unless otherwise designated, the section of the Corporation Business Tax Act, as amended and supplemented, on which the instruction is based. To obtain additional information or tax forms, follow the instructions on the bottom of page 9.
- Remove the pre-printed name and address label from the front of the booklet and place it in the appropriate space provided on the return. If any information on this label is incorrect, make all necessary changes on the label. If no label is provided, print or type the Federal Employer Identification Number, New Jersey Corporation Number, Corporation Name, complete address and zip code in the space provided on the return.
- Provide the remaining information requested on the top portion of the return. The principal business activity code should be taken from the taxpayer's Federal tax return. Be sure to provide the location of the corporate books as well as a contact person and telephone number.
- Send the completed return to: State of New Jersey, Division of Taxation, Corporation Tax, PO Box 666, Trenton, NJ 08646-0666. Use the large preprinted envelope provided in this packet to mail the return.

2. All schedules and questions must be answered unless permission to omit or substitute is indicated on the return form. All applicable schedules must be submitted on the official New Jersey tax form or an exact reproduction thereof. If the answer to any item is "No" or "None", write "No" or "None". Do not merely leave the item blank.

#### 3. (a) 1997 ACCOUNTING PERIODS AND DUE DATES:

The 1997 Corporation Business Tax Return should only be used for accounting periods ending on and after July 31, 1997 through June 30, 1998. The due dates for all 1997 Corporation Business Tax Returns and payments are reported on the following schedule.

If accounting period ends on:	July 31, 1997	Aug 31, 1997	Sept 30, 1997	Oct. 31, 1997	Nov. 30, 1997	Dec. 31, 1997
Due date for filing is:	Nov. 17, 1997	Dec. 15, 1997	Jan. 15, 1998	Feb. 17, 1998	Mar. 16, 1998	Apr. 15, 1998
If accounting period ends on:	Jan. 31, 1998	Feb. 28, 1998	Mar. 31, 1998	Apr. 30, 1998	May 31, 1998	June 30, 1998
Due date for filing is:	May 15, 1998	June 15, 1998	July 15, 1998	Aug. 17, 1998	Sept. 15, 1998	Oct. 15, 1998

Calendar or fiscal accounting year is the same accounting period upon which the taxpayer is required to report to the United States Treasury Department for Federal Income Tax purposes. Please note the ending month of the accounting period for Federal returns and New Jersey returns must match, however, the tax return year for the Federal and State returns may differ. (i.e. A taxable year ending 8/31/97 may be filed on a 1996 Federal 1120; the same taxable year must be filed on a 1997 NJ CBT-100.) All accounting periods must end on the last day of the month, except that taxpayers may use the same 52-53 week accounting year that is used for Federal Income Tax purposes, see N.J.A.C. 18:7-2.3.

Do not alter the year appearing in the upper left hand corner of the taxable year caption on page 1 of the CBT-100. Changing the above information will delay the processing of your return. If returns are required for a different year, please refer to the forms ordering instructions on page 9 of this booklet.

#### (b) NEW CORPORATIONS:

- Every New Jersey corporation acquires a taxable status beginning 1) on the date of its incorporation, or 2) on the first day of the month following its incorporation if so stated in its certificate of incorporation. Every corporation which incorporates, qualifies or otherwise acquires a taxable status in New Jersey must file a Corporation Business Tax Return. A tax return must be filed for each fiscal period, or part thereof, beginning on the date the corporation acquired a taxable status in New Jersey regardless of whether it had any assets or conducted any business activities. No return may cover a period exceeding twelve (12) months, even by a day.
- Every corporation that elects to be a New Jersey S Corporation must file a "New Jersey S Corporation Election" (Form CBT-2553) within one calendar month subsequent to the Federal S Corporation filing requirement.
- Every corporation which incorporates, qualifies or otherwise acquires a taxable status in New Jersey and which has adopted a fiscal year other than December 31, shall advise the Division of Taxation promptly of the date of such accounting period. If no such advice is received on or before April 15, 1998, the taxpayer will be deemed "delinquent" if no return is filed on or before April 15, 1998.

4. (a) **PAYMENT OF TAX: Make remittance payable to "State of New Jersey - CBT" and forward with the preprinted payment voucher provided in this packet. MAKE OUT A SEPARATE REMITTANCE FOR EACH TAX RETURN (CBT-100) OR ESTIMATED PAYMENT VOUCHER (CBT-150) SUBMITTED. Do not remit the tax for two or more returns in one check. Indicate the taxpayer's Federal Employer Identification Number on each remittance.**

(b) All corporations are required to make installment payments of estimated tax. Generally, these payments are remitted with the form CBT-150. Refer to instruction 39 for further information.

5. **ELECTRONIC FUNDS TRANSFERS:** The Division of Taxation has established procedures to allow the remittance of tax payments through Electronic Funds Transfer (EFT). Taxpayers with a prior year's liability of \$20,000 or more in any one tax are required to remit all tax payments using EFT. If you have any questions concerning the EFT program, call (609) 984-9830 or write to N.J. Division of Taxation, EFT Section, PO Box 191, Trenton, NJ 08646-0191.

6. **PERSONAL LIABILITY OF OFFICERS AND DIRECTORS:** Any officer or director of any corporation who shall distribute or cause to be distributed any assets in dissolution or liquidation to the stockholders without having first paid all corporation franchise taxes, fees, penalties and interest imposed upon said corporation, in accordance with N.J.S.A. 14A:6-12, N.J.S.A. 54:50-18 and other applicable provisions of law, shall be personally liable for said unpaid taxes, fees, penalties and interest. Compliance with N.J.S.A. 54:50-13 is also required in the case of certain mergers, consolidations and dissolutions.

7. **EXTENSION OF TIME TO FILE RETURN:**

(a) The Division of Taxation will grant an automatic extension of six (6) months for filing the final Corporation Business Tax Return, except for banking and financial business corporations where extensions are limited to five (5) months. No extensions will be granted unless requested on tentative return form CBT-200-T which must be postmarked on or before the original due date for filing the return. The Tentative Return must show the full name, address, Federal Employer Identification Number, N.J. Corporation Number, the tax liability, and must be submitted with payment for the total amount due. A preprinted CBT-200-T voucher is included in this packet.

(b) In general, the extended period may not exceed six (6) months from the original due date of the return.

(c) Installment Payment - Any taxpayer with a tax liability of less than \$500 on line 1 of the CBT-200-T, may make a payment of 50 percent of line 1 in lieu of making the installment payments otherwise required. Taxpayers who report a tax liability of \$500 or more on line 1 should not make an entry on line 2 and are required to make installment payments as indicated in instruction 39.

(d) **PENALTIES AND INTEREST**

(1) Interest - The annual interest rate is 3% above the average predominant prime rate. Interest is imposed each month or fraction thereof on the unpaid balance of tax from the original due date to the date of payment. At the end of each calendar year, any tax, penalties and interest remaining due will become part of the balance on which interest will be charged.

**NOTE:** The average predominant prime rate is the rate as determined by the Board of Governors of the Federal Reserve System, quoted by commercial banks to large businesses on December 1st of the calendar year immediately preceding the calendar year in which payment was due or as redetermined by the Director in accordance with N.J.S.A. 54:48-2. The prime rates are published in the quarterly issues of the New Jersey State Tax News.

(2) Insufficiency Penalty - If the amount paid with the Tentative Return, Form CBT-200-T, is less than 90% of the tax liability computed on Form CBT-100, or in the case of a taxpayer whose preceding return covered a full 12 month period, is less than the amount of the tax computed at the rates applicable to the current accounting year but on the basis of the facts shown and the law applicable to the preceding accounting year, the taxpayer may be liable for a penalty of 5% per month or fraction thereof on the

amount of underpayment from the original due date to the date of actual payment.

8. (a) **CONSOLIDATED RETURNS NOT PERMITTED:** A corporation which is included in a consolidated Federal Income Tax Return must complete **all schedules** on its own separate basis and attach a copy of the Affiliations Schedule, Form 851, which it filed with Form 1120 for Federal Income Tax purposes.

(b) **FEDERAL S CORPORATIONS:** Federal S Corporations which have not elected to be New Jersey S Corporations must complete this return as though no election had been made under Section 1362 of the Internal Revenue Code. Schedule S-1 must be completed and a copy of form 1120S as filed must be submitted in lieu of completing lines 1 through 27 on Schedule A of the CBT-100. New Jersey S Corporations must file the New Jersey S Corporation Business Tax Return, Form CBT-100S.

(c) **DOMESTIC INTERNATIONAL SALES CORPORATIONS (DISC's):** A Domestic International Sales Corporation must complete this return as though no election had been made under Sections 992-999 of the Internal Revenue Code. A DISC must complete all applicable schedules on the return.

(d) **FOREIGN SALES CORPORATIONS (FSC's):** A foreign sales corporation must complete this return as though no election had been made under Sections 922-927 of the Internal Revenue Code. An FSC must complete all applicable schedules on the return.

(e) **FINANCIAL BUSINESS CORPORATIONS:** Corporations which qualify as financial businesses, those which derive 75% of their gross income from the financial activities enumerated at N.J.A.C. 18:7-1.16(a)1 through (a)7, must file the New Jersey Corporation Business Tax Return for Banking and Financial Business, Form BFC-1. This form and related information may be obtained from the Division of Taxation, Special Audit Section, PO Box 269, Trenton, NJ 08646-0269 or by calling (609) 292-5300.

9. **ACCOUNTING METHOD:** The return must be completed using the same method of accounting, cash, accrual or other, that was employed in the taxpayer's Federal Income Tax Return.

10. **RIDERS:** Where space is insufficient, attach riders in the same form as the original printed sheets. Write on only one side of sheet.

11. **TAX RATE:**

(a) For taxpayers with Entire Net Income (Page 1, line 1) of \$100,000 or less, the tax rate is 7.5% (.075) on adjusted entire net income or such portion thereof as may be allocable to New Jersey. All other taxpayers must use 9%.

(b) **INVESTMENT COMPANIES AND REAL ESTATE INVESTMENT TRUSTS:** The tax payable by Investment Companies and Real Estate Investment Trusts shall be computed at the rates stated in (a) above. Minimum tax \$250.

(c) **REGULATED INVESTMENT COMPANY:** The tax payable by a qualified Regulated Investment Company is \$250.00.

(d) **MINIMUM TAX:** Minimum tax requirements are as follows:

Period beginning in calendar year . . . . .	1996	1997	1998
Domestic Corporations . . . . .	\$150	\$200	\$200
Foreign Corporations . . . . .	\$200	\$200	\$200

The minimum tax cannot be prorated.

12. **WHO MAY BE SUBJECT TO TAX:** Any domestic or foreign corporation, joint-stock company or association and any business conducted by a trustee or trustees wherein interest or ownership is evidenced by a certificate of interest or ownership or similar written instrument is subject to tax. This includes limited partnership associations organized pursuant to N.J.S.A. 42:3-1 et seq. and foreign limited partnership associations. No new limited partnership associations shall be formed in New Jersey after September 21, 1988.

In general, limited liability companies are required to file for New Jersey purposes in the same manner that they report for Federal purposes.

13. **CORPORATIONS REQUIRED TO FILE THIS RETURN:**

(a) In general, every corporation existing under the laws of the State of

New Jersey; and

- (b) Every foreign corporation which (1) holds a general certificate of authority to do business in this State issued by the Secretary of State; or (2) holds a certificate, license or other authorization issued by any other State department or agency, authorizing the company to engage in corporate activity within this State; or (3) does business in this State; or (4) employs or owns capital within this State; or (5) employs or owns property in this State; or (6) maintains an office in this State, is required to file a return. A foreign corporation that is a general partner of a New Jersey partnership is deemed doing business in the state and should file a return.
- (c) Foreign corporations that meet the filing requirements and whose income is immune from tax pursuant to Public Law 86-272, 15 U.S.C. § 381 et seq., must obtain and complete Schedule N and remit the minimum tax.

**14. SIGNATURE:** Each return must be signed by an officer of the corporation who is authorized to attest to the truth of the statements contained therein. The fact that an individual's name is signed on the return shall be prima facie evidence that such individual is authorized to sign the return on behalf of the corporation. Tax preparers who fail to sign the return or provide their assigned tax identification number shall be liable for a \$25.00 penalty for each such failure. If the tax preparer is not self-employed, the name of the tax preparer's employer and the employer's tax identification number should also be provided. In the case of a corporation in liquidation or in the hands of a receiver or trustee, certification shall be made by the person responsible for the conduct of the affairs of such corporation.

**15. FINAL DETERMINATION OF NET INCOME BY FEDERAL GOVERNMENT:** Any change or correction made by the Internal Revenue Service to the Federal taxable income must be reported to the Division within ninety (90) days. Changes for tax years ending prior to July 31, 1989 must be reported on the form IRA-100. For tax years ending on and after July 31, 1989, the form CBT-100-X must be used to report such changes.

**FEDERAL/STATE TAX AGREEMENT:** The New Jersey Division of Taxation and the Internal Revenue Service participate in a Federal/State program for the mutual exchange of tax information to verify the accuracy and consistency of information reported on Federal and New Jersey tax returns.

**16. SCHEDULE A - COMPUTATION OF ENTIRE NET INCOME:** Every taxpayer must complete this schedule on the form provided. In lieu of completing lines 1 to 28, taxpayers (except for Former DISC's Interest Charge DISC's, Federal S Corporations or Foreign Sales Corporations) may submit a copy of the corresponding Federal Income Tax return. See Instruction 25. For New Jersey tax purposes, each such corporation will be taxed on the basis of its entire net income in the same manner and to the same extent as if no federal income tax election were permissible or had been made. Refer to instruction 8.

(a) **GENERAL:**

- (1) Where the corporation has filed a Federal Income Tax Return on its own separate basis, the figures shown at lines 1 to 28 must be the same as lines 1 to 28 on page 1, Federal Income Tax Return, Form 1120.
- (2) Where the corporation has not filed a separate Federal Income Tax Return, or where the figures shown at lines 1 to 28 are not the same as lines 1 to 28 on page 1 of the Federal Income Tax Return, taxpayer must explain and reconcile on rider.
- (3) **CONSOLIDATED RETURNS NOT PERMITTED:** A corporation which is included in a consolidated Federal Income Tax Return must complete lines 1 to 38 on its own separate basis without consolidation with any other corporation. Refer to instruction 8(a).
- (b) **Lines 8 and 9:** Add a rider or schedules showing the same information shown on Federal Form 1120, Schedule D and/or Form 4797.
- (c) **Line 28:** This amount must agree with line 28, page 1 of the taxpayer's unconsolidated Federal Form 1120 or the appropriate line from the Federal Forms 1120-IC-DISC, 1120-FSC or 1120-A whichever is applicable. 1120-S filers which have not elected to be New Jersey S Corporations must report the amount from line 7,

Schedule S-1 of the CBT-100.

- (d) **Line 29:** Include any interest income that was not taxable for Federal Income Tax purposes, and was not included in total income reported on line 28, Schedule A.
- (e) **Line 30:** Enter the total environmental taxes paid or accrued to the United States taken as a deduction in Schedule A and reflected in line 28.
- (f) **Line 31:** Enter the total taxes paid or accrued to the United States, a possession or territory of the United States, a state, a political subdivision thereof, or the District of Columbia, on or measured by profits or income, or business presence or business activity, taken as a deduction in Schedule A and reflected in line 28. Refer to instruction 24(a).
- (g) **Line 32:** Enter the depreciation and other adjustments from Schedule S. (Refer to instruction 36).
- (h) **Line 33(a): DEDUCTION FOR FOREIGN TAXES PAID, WITHHELD, OR DEEMED PAID:** Taxes actually paid to or withheld by a foreign country and claimed as a credit on the Federal Income Tax Return may be deducted only to the extent that the related income is included in entire net income on line 38. Any such taxes appearing as a deduction in arriving at line 28, entire net income before special deductions or net operating loss deduction, on the Federal Income Tax Return must be adjusted to the extent that they relate to dividends excluded from line 38. Attach a copy of the Federal Foreign Tax Credit Form 1118.

The portion of any Section 78 gross-up included in dividend income on line 4, Schedule A that is not excluded from entire net income on line 38, may be treated as a deduction for foreign taxes. Refer to instruction 24(b).

**Lines 33(b) and (c):** Use these lines to report amounts of (1) adjustments not otherwise specifically provided for and (2) gross income, less deductions and expenses in connection therewith, from sources outside the United States, not included in Federal taxable income. Attach separate riders explaining fully such items.

**Line 33 (d):** Enter the net effect of the elimination of nonoperational activity from Schedule O, Part I, line 36.

- (i) **Line 35:** A net operating loss for any taxable year ending after June 30, 1984 may be carried forward as a net operating loss deduction to a succeeding year. A net operating loss is the excess of allowable deductions over gross income used in computing entire net income. Neither a net operating loss deduction nor the dividend exclusion is an allowable deduction in computing a net operating loss. The statute authorizes a carryover of the deduction for seven years. Schedule A-1 must be completed if the net operating loss deduction is taken. Refer to instruction 17.
- (j) **Line 37:** Dividends from all sources must be included in Schedule A. However, an exclusion from entire net income for certain dividend income may be taken as indicated in Schedule R. Taxpayer may not include money market fund income as part of the dividend exclusion.
- (k) **RIGHT OF DIRECTOR TO CORRECT DISTORTIONS OF NET INCOME:** The Director is authorized to adjust and redetermine items of gross receipts and expenses as may be necessary to make a fair and reasonable determination of tax payable under the Corporation Business Tax Act. For details regarding the conditions under which this authority may be exercised, refer to regulation N.J.A.C. 18:7-5.10.

**17. SCHEDULE A-1 - NET OPERATING LOSS DEDUCTION AND CARRYOVER:** Complete this schedule only if a net operating loss has been carried forward from a previous tax year and claimed as a deduction on the current year's return. Use lines 1 through 7, columns 1 through 4 to compute the net operating loss from a previous tax year or years. Determine the amount of the net operating loss by adding back to the loss reported on Schedule A, line 28, all New Jersey adjustments except for the dividend exclusion for that tax year. Use lines 8 through 14 in columns 1 and 4 to report for each year a net operating loss deduction is taken, the amount of the previous year's net operating loss used to offset entire net income before the dividend exclusion. The net amount reported on line 15 represents the unused net operating loss carryover

available for future use.

18. **SCHEDULE A-2 - COST OF GOODS SOLD:** The amounts reported on this schedule must be the same as the amounts reported on the taxpayer's Federal income tax return.
19. **SCHEDULE A-3 - SUMMARY OF TAX CREDITS:** This schedule must be completed if one or more tax credits are claimed for the current tax period. The total on line 8 must equal the amount reported on page 1, line 12. Refer to instruction 38 for tax credit information.
20. **SCHEDULE B - BALANCE SHEET:** Every taxpayer must complete this schedule. The amounts reported must be the same as the year end figures shown on the taxpayer's books. A taxpayer who is included in a consolidated Federal income tax return must complete this schedule on its own separate basis.
21. **SCHEDULE C - RECONCILIATION OF INCOME PER BOOKS WITH INCOME PER RETURN and SCHEDULE C-1 - ANALYSIS OF UNAPPROPRIATED RETAINED EARNINGS PER BOOKS:**
  - (a) Every corporation must complete these schedules or submit legible copies of Schedules M-1 and M-2 from their unconsolidated Federal Form 1120. For requirements relating to reproduction of Federal tax schedules, see instruction 25.
  - (b) Line 8 of Schedule M-2 must correspond with the unappropriated retained earnings reported for the end of the tax year on Schedule B.
22. **SCHEDULE E - GENERAL INFORMATION:** All taxpayers must answer all questions on this schedule. In addition, riders must be submitted where necessary in answering the questions.
23. **SCHEDULE F - CORPORATE OFFICERS - GENERAL INFORMATION AND COMPENSATION:** All applicable information should be provided for each corporate officer regardless of whether or not compensation was received.
24. **SCHEDULE H - TAXES:**
  - (a) Itemize all taxes which were in any way deducted in arriving at taxable net income, whether reflected at line 2 (Cost of goods sold and/or operations), line 17 (Taxes), line 26 (Other deductions) or anywhere on Schedule A. Also refer to instruction 16(f).
  - (b) Foreign taxes taken as a credit for Federal Income Tax purposes should be shown at line (f), column 4 of this schedule and separately identified on Schedule C. Also refer to instruction 16(h).
25. **OPTIONAL COPIES OF SCHEDULES A, C, AND C-1:** Any taxpayer who files an unconsolidated Federal Form 1120 with the Internal Revenue Service may submit copies of page 1 and Schedules M-1 and M-2 of that return in lieu of completing lines 1 to 28 of Schedule A and Schedules C and C-1 of the CBT-100. Such copies or reproductions must be facsimiles of the complete schedules, they must be of good legibility and on paper of substantially the same weight and texture, and of a quality at least as good as that used in the official form, CBT-100. They must also be of the same size as that of the official schedules, both as to the overall dimensions of the paper and the image reproduced thereon.

Separate pages must be fastened together in proper order and must be attached to the return form. The taxpayer's full name and identifying number must be typed or printed on each reproduced page or copy.

26. **SCHEDULE J PART I - GENERAL INSTRUCTIONS REGARDING ALLOCATION OF ADJUSTED ENTIRE NET INCOME:**
  - (a) **WHO IS PERMITTED TO ALLOCATE:** No domestic or foreign corporation is permitted to allocate less than 100% of its adjusted entire net income to New Jersey, unless, during the period covered by the return, it **actually maintained a regular place of business outside of New Jersey** other than a statutory office.
  - (b) **DEFINITION OF REGULAR PLACE OF BUSINESS:** A "regular place of business" is any bona fide office (other than a statutory office), factory, warehouse, or other space of the taxpayer which is regularly **MAINTAINED, OCCUPIED and USED** by the taxpayer in carrying on its business and in which one or more regular employees are in attendance. To maintain a place of business, the

taxpayer must either own or rent the premises. That cost must be borne directly by the taxpayer and not by some related entity or person.

- (c) **ALLOCATION PERCENTAGES:** In computing the allocation factor in Schedule J, division must be carried to six decimal places, e.g., .123456.
  - (d) **ELECTION TO ALLOCATE:** If the taxpayer is entitled to allocate, the election should be made with the filing of the Corporation Business Tax return regardless of the amount of income reported on line 38 of Schedule A. Schedule J must be completed to validate the election.
  - (e) Only the receipts, property and payroll expenses attributable to operational activity are to be used in computing the allocation factor denominators.
27. **SCHEDULE J PART II - AVERAGE VALUES:** Average value is generally computed on a quarterly basis where the taxpayer's accounting practice permits such computation. At the option of the taxpayer or the State, a more frequent basis (monthly, weekly or daily) may be used. Where the taxpayer's accounting practice does not permit computation of average value on a quarterly or more frequent basis, semi-annual or annual frequency may be used only where no distortion of average value results. If any basis other than quarterly is used, state the basis and reasons for use thereof on a rider.

The average values of real and tangible personal property owned which are used in determining the property fraction of the allocation factor are based on book value. The numerator and denominator must take into account accumulated depreciation deferred for net income purposes where the taxpayer accounts for its property on its books on a Federal income tax basis. Rented or leased property is valued at eight times its annual rent, including any amounts (such as taxes) paid or accrued in addition to or in lieu of rent during the period covered by the return. All other property which is used by the taxpayer but is neither owned, rented or leased, should be valued at book value, however, if no such book value exists, the market value of the property should be used.

28. **SCHEDULE J PART III - COMPUTATION OF ALLOCATION FACTOR:** This schedule may be omitted if the taxpayer does not maintain a regular place of business outside this State other than a statutory office, in which case the tax law requires the allocation factor to be 100%.
  - (a) However, if the allocation factor is 100% but the taxpayer in fact pays tax to another state based on or measured by income which is included on Schedule A of this return, it may compute a reduction in its N.J. Corporation Business Tax under certain conditions. Refer to N.J.A.C. 18:7-8.3 for eligibility and the method of computing such reduction. A copy of this regulation can be obtained from the Taxpayer Forms Service which can be contacted by following the instructions on the bottom of page 9.
  - (b) **Line 1 - PROPERTY FRACTION:** For general information regarding method of valuation in arriving at average values, see instruction 27. Tangible personal property is within New Jersey if and so long as it is physically situated or located here. Property of the taxpayer held in New Jersey by an agent, consignee or factor is (and property held outside New Jersey by an agent, consignee or factor is not) situated or located within New Jersey. Property, while in transit from a point outside New Jersey to a point in New Jersey or vice versa does not have a fixed situs either within or outside the State and, therefore, will not be deemed to be "situated" or "located" either within or outside New Jersey and accordingly the average value of such property should be omitted from both the numerator and the denominator of the property fraction. Ships, aircraft, satellites used in the communications industry, and other mobile or movable property are subject to the specific rules defined in N.J.A.C. 18:7-8.4.
  - (c) **Line 2(a) - RECEIPTS FRACTION:** Receipts from sales of tangible personal property are allocated to New Jersey where the goods are shipped to points within New Jersey.

Receipts from the sale of goods are allocable to New Jersey if shipped to a New Jersey or a non-New Jersey customer where possession is transferred in New Jersey. Receipts from the sale of

goods shipped to a taxpayer from outside of New Jersey to a New Jersey customer by a common carrier are allocable to New Jersey. Receipts from the sale of goods shipped from outside of New Jersey to a New Jersey location where the goods are picked up by a common carrier and transported to a customer outside of New Jersey are not allocable to New Jersey.

Receipts from the following are allocable to New Jersey; services performed in New Jersey; rentals from property situated in New Jersey; royalties from the use in New Jersey of patents or copyrights; all other business receipts earned in New Jersey.

(d) **Lines 2(e) and 2(g)**

(1) **RECEIPTS FROM SALES OF CAPITAL ASSETS:** Receipts from sales of capital assets (property not held by the taxpayer for sale to customers in the regular course of business), either within or outside New Jersey, should be included in the numerator and the denominator based upon the net gain recognized and not upon gross selling prices. Where the taxpayer's business is the buying and selling of real estate or the buying and selling of securities for trading purposes, gross receipts from the sale of such assets should be included in the numerator and the denominator of the receipts fraction.

(2) **DIVIDEND INCOME:** The amount of dividends excluded from entire net income at line 38, Schedule A, must not be included in the numerator or denominator of the receipts fraction.

(e) **Lines 2(h) and 2(i)** - The percentage of receipts in New Jersey should be entered on both lines 2(h) and 2(i) to effect a double-weighted receipts fraction in the computation of the allocation factor.

(f) **Line 3 - PAYROLL FRACTION:** In general, a taxpayer reporting to the Division of Employment Security in the New Jersey Department of Labor will allocate to New Jersey all wages, salaries and other personal service compensation, etc., reportable to that Division, including the portions thereof, in individual cases, in excess of taxable wages. All executive salaries are includible in both the numerator and denominator. See N.J.S.A. 54:10A-7 for the definition of wages, salaries and other personal services compensation allocable to New Jersey.

(g) **ALLOCATION FACTOR - GENERAL:** The allocation factor is computed by adding together the percentages shown at lines 1(c), 2(h), 2(i) and 3(c) of Schedule J, Part III for the period covered by the return, and dividing the total of the percentages by four (4). However, if the property or payroll fraction is missing, the remaining percentages are added and the sum is divided by three. If the receipts fraction is missing, the other two percentages are added and the sum is divided by two. If two of the fractions are missing, the remaining percentage may be used as the allocation factor. A fraction is not missing merely because its numerator is zero, but is missing if its denominator is zero.

(1) If there is a declaration of nonoperational income, expenses, or assets from Schedule O, those items attributable to the non-operational activity should be excluded from the denominator of all three fractions of the allocation factor.

**29. SCHEDULE L - INVESTMENT COMPANIES:**

(a) Every taxpayer electing to report as an Investment Company must meet the qualifications contained in this schedule. See instruction 30 and Schedule M for Regulated Investment Companies.

(b) **ELECTION TO REPORT AS AN INVESTMENT COMPANY:** The election is effective only for the particular year covered by the return.

**30. SCHEDULE M - REGULATED INVESTMENT COMPANIES - REAL ESTATE INVESTMENT TRUSTS - GENERAL INFORMATION:** This schedule must be completed by every taxpayer electing to report as a Regulated Investment Company or a Real Estate Investment Trust. The election is effective only for the particular year covered by the return.

**NOTE: A Regulated Investment Company need only complete Schedule M and Page 1 of the return.**

**31. SCHEDULE N - NEXUS - IMMUNE ACTIVITY DECLARATION:** Foreign corporations that claim their income is immune from taxation pursuant to Public Law 86-272, 15 U.S.C. §381 et seq., must complete Schedule N. This schedule may be obtained from the Taxpayer Forms Service which can be contacted by following the instructions on the bottom of page 9.

**32. SCHEDULE O - NONOPERATIONAL ACTIVITY:** Corporations that claim to have nonoperational activity or nonoperational assets must complete Schedule O. This schedule may be obtained from the Taxpayer Forms Service which can be contacted by following the instructions on the bottom of page 9.

**33. SCHEDULE P - SUBSIDIARY INVESTMENT ANALYSIS:** Itemize the investment in each subsidiary company, showing the name of each subsidiary, the percentage of interest held in each company, the individual book value included in the balance sheet for each subsidiary investment and the amount of dividends received from each subsidiary which is included in gross income on Schedule A. Do not include advances or other receivables due to subsidiaries in the book value reported at Column 3.

**34. SCHEDULE P-1 - PARTNERSHIP INVESTMENT ANALYSIS:** Itemize the investment in each partnership, limited liability company and any other entity which is treated for Federal tax purposes as a partnership. List the name, the date and state where organized, and the Federal Identification number for each partnership. Also, check the type of ownership (general or limited), the tax accounting method used to reflect your share of partnership activity on this return (flow through method or separate accounting) and whether or not the partnership has nexus in New Jersey. Attach a copy of schedule NJK-1 from form NJ-1065 if the partnership is filing in New Jersey, or the Federal form K-1 if not. Any one member limited liability company should be included on this schedule.

**35. SCHEDULE R - DIVIDEND EXCLUSION:** Taxpayers may exclude from entire net income 100% of dividends from qualified subsidiaries, if such dividends were included in the taxpayer's gross income on Schedule A. A qualified subsidiary is defined as ownership by the taxpayer of at least 80 percent of the total combined voting power of all classes of stock entitled to vote and at least 80 percent of the total number of shares of all other classes of stock, except non-voting stock which is limited and preferred as to dividends. With respect to other dividends, the exclusion shall be limited to 50% of such dividends included in the taxpayer's gross income on Schedule A. Taxpayer shall not include money market fund income as part of the dividend exclusion.

**36. SCHEDULE S - DEPRECIATION AND SAFE HARBOR LEASING:** All taxpayers must complete this schedule and must submit a copy of a completed Federal Depreciation Schedule, Form 4562 even if it is not required for Federal purposes. Schedule S provides for adjustments to depreciation and certain safe harbor leasing transactions.

**Line 10 Additions:**

(a) Add any depreciation or cost recovery (ACRS and MACRS) which was deducted in arriving at Federal taxable income on recovery property placed in service on or after January 1, 1981 and prior to taxpayers' accounting periods beginning on and after July 7, 1993.

(b) Add distributive share of ACRS and MACRS from a partnership.

(c) Add any interest, amortization or transactional costs, rent, or any other deduction which was claimed in arriving at Federal taxable income as a result of a "safe harbor leasing" election made under Section 168(f)(8) of the Federal Internal Revenue Code; provided, however, any such amount with respect to a qualified mass commuting vehicle pursuant to the Federal Internal Revenue Code Section 168(f)(8)(D)(v) need not be added back to net income.

**Line 11 Deductions:**

- (a) Deduct depreciation on property placed in service after 1980 and prior to taxpayers' fiscal or calendar accounting periods beginning on and after July 7, 1993 on which ACRS and MACRS has been disallowed under 10(a) of this instruction using any method, life and salvage value which would have been allowable under the Federal Internal Revenue Code at December 31, 1980 but using the Federal basis for depreciation on the date the property was placed in service.
- (b) Deduct recomputed depreciation attributable to distributive share of recovery property from a partnership.
- (c) Deduct any item of income included in arriving at Federal taxable income solely as a result of a "safe harbor leasing" election made under Section 168(f)(8) of the Federal Internal Revenue Code provided, however, that any such income which relates to a qualified mass commuting vehicle pursuant to Federal Internal Revenue Code Section 168(f)(8)(D)(v) cannot be deducted from net income.
- (d) Where the user/lessee of qualified lease property which is precluded from claiming a deduction for rent under 10(c) of this instruction would have been entitled to cost recovery on property which is subject to such "safe harbor lease" election in the absence of that election, it may claim depreciation on the property in accordance with 11(a) of this instruction.
- (e) Gain or loss on property sold or exchanged is the amount properly to be recognized in the determination of Federal taxable income. However, on the physical disposal of recovery property, whether or not a gain or loss is properly to be recognized under the Federal Internal Revenue Code, there shall be allowed as a deduction any excess, or there must be restored as an item of income, any deficiency of depreciation disallowed at line 10(a) over related depreciation claimed on that property at line 11(a). A statutory merger or consolidation shall not constitute a disposal of recovery property.

**NOTE:** Uncoupling is not required for property placed into service during accounting periods beginning on or after July 7, 1993.

**37. SCHEDULE S-1 - MODIFICATION OF FEDERAL TAXABLE INCOME FOR S CORPORATIONS:** This schedule must be completed by S Corporations which have not elected to be New Jersey S Corporations to modify the Federal income (loss) reported on form 1120S to a C Corporation basis. Certain items of income and expense which pass through to the individual shareholders on the Federal Form K must be reported on this schedule. A copy of form 1120S, including Schedule K, must be submitted with the CBT-100. Complete this schedule in lieu of completing lines 1 through 27 on Schedule A.

Distributive income items are to be reported on lines 2(a) through (d) and distributive expense items are to be reported on lines 4(a) through (d). Deductible contributions are limited to 10% of taxable income for New Jersey purposes and should be computed without regard to the amount of contributions deducted for Federal purposes. Use lines 2(d) and 4(d) to report amounts of income and deductions not otherwise specifically provided for. Attach riders explaining fully such items.

**38. TAX CREDITS: (Refer to instruction 20)**

- (a) **NEW JOBS INVESTMENT TAX CREDIT:** This tax credit is available for investment in new or expanded business facilities that create new jobs in New Jersey. The investment must create at least 5 (50 for large businesses) new jobs, with a median annual compensation of \$29,200 for tax years beginning in 1996 and \$30,100 for tax years beginning in 1997. New investment is not eligible for the credit unless the average value of all real and tangible personal property in this State has increased over the prior year.

The facilities must have been purchased from an unrelated party during or after the taxpayer's accounting period beginning on or after July 7, 1993, the effective date of this legislation. It must be employed by the taxpayer in a taxable activity and must not have been in use during the 90 day period prior to purchase. Investments which qualify for the Manufacturing Equipment and Employment Investment Tax Credit cannot also qualify for this credit.

A new employee means a New Jersey resident, hired to fill a regular, permanent position in this State which did not exist prior to the qualified investment, and would not exist but for the qualified investment. The employee must be unrelated to the taxpayer and must not have been employed by the taxpayer during the six months prior to the date the investment was placed in service or use.

The taxpayer cannot claim a credit for a number of new employees that exceeds either the increase in the taxpayer's average employment for the tax year, or one-half the taxpayer's average employment for the year. Also, individuals counted in determining the New Jobs Factor must not be ones for whom the taxpayer is allowed an Urban Enterprise Zone or Urban Development Project Employees Tax Credit.

A small business taxpayer in 1997 means a taxpayer with an annual payroll of not more than \$2,230,050 and annual gross receipts of not more than \$6,690,150.

To claim this credit, the taxpayer must complete Form 304 and attach it to the tax return. This form and related information may be obtained from the Taxpayer Forms Service which can be contacted by following the instructions on the bottom of page 9.

- (b) **URBAN ENTERPRISE ZONE TAX CREDITS:** A taxpayer which has been designated as a "qualified business" as defined in the New Jersey Urban Enterprise Zones Act, N.J.S.A. 52:27H-60 et seq., may qualify for either an employee tax credit or an investment tax credit. To be eligible, the taxpayer must have been certified as a qualified business by the Urban Enterprise Zones Authority. Certification is renewable annually. The urban enterprise zones are located in Asbury Park, Bridgeton, Camden, Carteret, East Orange, Elizabeth, Guttenborg, Hillside, Irvington, Jersey City, Kearny, Lakewood, Long Branch, Millville, Mount Holly, Newark, North Bergen, Orange, Passaic, Paterson, Pemberton Township, Perth Amboy, Phillipsburg, Plainfield, Pleasantville, Trenton, Union City, Vineland and West New York. Further information can be obtained from the New Jersey Urban Enterprise Zones Authority, Department of Commerce and Economic Development, PO Box 829, Trenton, New Jersey 08625-0829, phone (609) 292-1912.

The forms required to validate the employee tax credit (Form 300) and the investment tax credit (Form 301) are available from the Taxpayer Forms Service which can be contacted by following the instructions on the bottom of page 9. Specific information on these tax credits can be obtained from the Tax Services Branch, phone (609) 292-5994.

- (1) **Employees Tax Credit:** This credit is available to a taxpayer who was certified as a qualified business in the preceding tax year as well as the current tax year. Qualifying employees must have been hired after certification and must have worked six consecutive months in the tax year following the tax year in which employment began. To claim the credit, a completed Form 300 must be attached to the tax return.
- (2) **Investment Tax Credit:** A qualified business which is not entitled to an employee tax credit may be entitled to the investment tax credit. This credit is only available to an employer with less than 50 employees. The investment must be at least \$5,000 if there are 10 or fewer employees, and increases by \$500 for each additional employee. To qualify for the credit, the investment must be approved by the Urban Enterprise Zones Authority. A completed Form 301 must be attached to the tax return to validate the investment tax credit claim.
- (c) **REDEVELOPMENT AUTHORITY PROJECT TAX CREDIT (FORMERLY THE URBAN DEVELOPMENT PROJECT TAX CREDIT):** Any taxpayer who is actively engaged in the conduct of business at a location within a project as defined in N.J.S.A. 55:19-1 et seq., and whose business at that location consists primarily of manufacturing or other business that is not retail sales or warehousing oriented, may be entitled to claim the Redevelopment Authority Project Tax Credit. This credit is allowed in the tax year next following the tax year of qualification. To claim the credit, the taxpayer must complete Form 302 and attach it to the tax return. This form and related

information may be obtained from the Taxpayer Forms Service which can be contacted by following the instructions on the bottom of page 9. Inquiries regarding the projects should be directed to the New Jersey Redevelopment Authority, PO Box 790, Trenton, New Jersey 08625-0790.

- (d) **RECYCLING EQUIPMENT TAX CREDIT:** A taxpayer who purchased qualified recycling equipment on or after October 1, 1987 and who received a certification for this equipment from the Commissioner of the Department of Environmental Protection may be eligible to claim the Recycling Equipment Tax Credit. The recycling equipment must have been used exclusively within New Jersey, except for vehicles which must have been used primarily within New Jersey.

The legislation governing this tax credit expired on December 31, 1996, however, any unused credits claimed prior to January 1, 1997, can be taken on the current tax return subject to the limitations set forth on Form 303.

To claim this credit, the taxpayer must complete Form 303 and attach it to the tax return. This form and related information may be obtained from the Taxpayer Forms Service which can be contacted by following the instructions on the bottom of page 9.

- (e) **MANUFACTURING EQUIPMENT AND EMPLOYMENT INVESTMENT TAX CREDIT:** Investments in qualified manufacturing equipment made in tax years beginning on or after January 1, 1994 may be eligible for the Manufacturing Equipment and Employment Investment Tax Credit. Such investment has the benefit of allowing a tax credit computation for the tax year in which the investment was made as well as each of the following two tax years. The tax credit computation for the first year is based on the cost of the qualified manufacturing equipment placed in service in New Jersey during that tax year. The computations for the two following tax years are based on the average increase in New Jersey residents employed in New Jersey subject to a limitation based on the cost of the investment made in the first year.

The manufacturing equipment portion is limited to 2% of the investment credit base of qualified equipment placed in service in the tax year, up to a maximum allowed credit for the tax year of \$1,000,000. The employment investment portion is valid for each of the two tax years next succeeding the tax year for which the manufacturing equipment credit is allowed, but is limited to 3% of the investment credit base, not to exceed a maximum allowable amount for each of the two tax years of \$1,000 multiplied by the increase in the average number of qualified employees.

To claim this credit, the taxpayer must complete Form 305 and attach it to the tax return. This form and related information may be obtained from the Taxpayer Forms Service which can be contacted by following the instructions on the bottom of page 9.

- (f) **RESEARCH AND DEVELOPMENT TAX CREDIT:** A taxpayer who has performed qualified research activities in New Jersey may be eligible to claim the Research and Development Tax Credit. A credit for increased research activities is allowed based on qualified expenditures made in taxable years beginning on and after January 1, 1994. It provides a credit of 10% of the excess qualified research expenses over a base amount plus 10% of the basic research payments.

Qualified research is limited to scientific experimentation or engineering activities designed to aid in the development of a new or improved product, process, technique, formula, invention, or computer software programs held for sale, lease, or license, or used by the taxpayer in a trade or business. For in-house research expenses (see Section 41(b)(2) of the Internal Revenue Code), this trade or business requirement will be met if the taxpayer's principal purpose for conducting the research is to use the results of the research in the active conduct of a future trade or business (see Section 41(b)(4) of the Internal Revenue Code).

To claim this credit, the taxpayer must complete Form 306 and

attach it to the tax return. This form and related information may be obtained from the Taxpayer Forms Service which can be contacted by following the instructions on the bottom of page 9.

- (g) **EMPLOYER TRIP REDUCTION PLAN - RIDE SHARE TAX CREDIT:** A taxpayer who has registered with the New Jersey Department of Transportation and who has received approval for a plan to provide commuter transportation benefits may claim a tax credit based on the direct expenditures attributed to the plan.

The credit may be taken for expenditures attributed to authorized plans approved after January 1, 1994. Taxpayers subject to more than one tax for which the credit can be applied must prorate the credit amount available based on the amount that each liability has to the total of the liabilities in the reporting period.

The ride share credit is equal to 10% of the cost of commuter transportation benefits provided during the reporting period. The maximum calculation equals the per employee limit (\$73 for accounting periods beginning on and after January 1, 1996 but before January 1, 1997, and \$100 for those periods thereafter) multiplied by the number of participating employees. The per employee limit will be adjusted in subsequent periods in proportion to the consumer price index.

To claim the credit the taxpayer must complete Form 307 and attach it to the tax return. This form and related information may be obtained from the Taxpayer Forms Service which can be contacted by following the instructions on page 9.

- 39. INSTALLMENT PAYMENTS:** Taxpayers are required to make installment payments of estimated tax. The requirement for making these payments is based on the amount of the total tax liability shown on the most recent return.

- (a) **If the 1997 Total Tax Liability is \$500 or more,** the taxpayer must make installment payments towards 1998. These payments are to be made on form CBT-150 and are due on or before the 15th day of the 4th, 6th, 9th and 12th months of the tax year. Details for making these payments can be found in the CBT-150 instruction booklet.
- (b) **If the 1997 Total Tax Liability is less than \$500,** installment payments may be made as indicated in (a) above **OR** in lieu of making installment payments, the taxpayer may make a payment of 50% of the 1997 total tax liability. For taxpayers who qualify and wish to take advantage of this option, enter on line 14, 50% of the amount on line 13. This will become part of the payment to be made with the 1997 return and installment payments will not be required. This payment should be claimed as a credit when filing the 1998 return.

- 40. PAYMENTS AND CREDITS:** Credit for the total amount of the payments and credits listed below should be taken on page 1, line 16:

- (a) Include installment tax payments made with the form CBT-150 as well as any payment made on line 14 of the 1996 tax return.
- (b) Include the payment, if any, that was remitted with the tentative return, form CBT-200-T.
- (c) Include any overpayment from the preceding tax return which the taxpayer elected to have credited to the current year's tax. Do not include any amount of the overpayment which the taxpayer elected to have refunded.
- (d) Include any payments remitted electronically through the Electronic Funds Transfer Program.

- 41. LINE 18 - DELINQUENT FILING AND/OR TAX PAYMENT - COMPUTATION OF PENALTY AND INTEREST:**

**Late Filing Penalty** - 5% per month or fraction thereof of the total tax liability (Line 13) not to exceed 25% of such tax liability.

**Late Payment Penalty** - 5% of the balance of tax due paid after the due date for filing the return may be imposed.

**Interest** - The annual interest rate is 3% above the average predominant prime rate. Interest is imposed each month or fraction thereof on the unpaid balance of tax from the original due date to the date of payment.

At the end of each calendar year, any tax, penalties and interest remaining due will become part of the balance on which interest will be charged.

**NOTE:** The average predominant prime rate is the rate as determined by the Board of Governors of the Federal Reserve System, quoted by commercial banks to large businesses on December 1st of the calendar year immediately preceding the calendar year in which payment was due or as redetermined by the Director in accordance with N.J.S.A. 54:48-2. The applicable prime rates are published in the quarterly issues of the New Jersey State Tax News.

**Civil Fraud** - If any part of an assessment is due to civil fraud, there shall be added to the tax an amount equal to 50% of the assessment in accordance with N.J.S.A. 54:49-9.1.

**42. LINE 19 - UNDERPAYMENT OF ESTIMATED TAX:** The form CBT-160 must be used by taxpayers to determine whether an underpayment exists in any of the installment payment periods or if the corporation is subject to an interest charge, and if so, the amount of interest. If the taxpayer qualifies for any of the exceptions to the imposition of interest for any of the installment payments, Part II must be completed and should be filed with the taxpayer's return, form CBT-100, as evidence of such exception. The CBT-160 must be attached to the return and any interest due entered on line 19, Page 1 of the form CBT-100.

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## LIST OF CBT-100 SCHEDULES, FORMS AND INSTRUCTIONS

Page 1 .....	Computation of Tax
Schedule A .....	Computation of Entire Net Income
Schedule A-1 .....	Net Operating Loss Deduction and Carryover
Schedule A-2 .....	Cost of Goods Sold
Schedule A-3 .....	Summary of Tax Credits
Schedule B .....	Balance Sheet
Schedule C .....	Reconciliation of Income Per Books with Income Per Return
Schedule C-1 .....	Analysis of Unappropriated Retained Earnings Per Books
Schedule E .....	General Information
Schedule F .....	Corporate Officers - General Information and Compensation
Schedule H .....	Taxes
Schedule J .....	General Information for Allocating Taxpayers, Average Values, Computation of Allocation Factor
Schedule L .....	Investment Companies
Schedule M .....	Regulated Inv. Companies & Real Estate Inv. Trusts
Schedule N * .....	Nexus - Immune Activity Declaration
Schedule O * .....	Nonoperational Activity
Schedule P .....	Subsidiary Investment Analysis
Schedule R .....	Dividend Exclusion
Schedule S .....	Depreciation and Safe Harbor Leasing
Schedule S-1 .....	Modification of Federal Taxable Income for S Corporations
Form 300 * .....	Urban Enterprise Zone Employees Tax Credit and Credit Carry Forward
Form 301 * .....	Urban Enterprise Zone Investment Tax Credit and Credit Carry Forward
Form 302 and 302-A * .....	Redevelopment Authority Project Tax Credit and Credit Carry Forward (Formerly the Urban Development Project Employees Tax Credit)
Form 303 * .....	Recycling Equipment Tax Credit
Form 304 and 304-A * .....	New Jobs Investment Tax Credit
Form 305 and 305-A * .....	Manufacturing Equipment and Employment Investment Tax Credit
Form 306 and 306-A * .....	Research and Development Tax Credit
Form 307 and 307-A * .....	Employer Trip Reduction Plan - Ride Share Tax Credit

\* Must be requested from the Division's Taxpayer Forms Service.

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## TAX FORMS AND INFORMATION

Requests for forms should be addressed to the New Jersey Division of Taxation, Taxpayer Forms Service, PO Box 269, Trenton, NJ 08646-0269. You may also telephone 1-800-323-4400 to listen to prerecorded information or to order forms and publications, or 609-588-2200 to talk to a Division representative.

Many State tax forms and publications are available by fax and/or through the World Wide Web. Call NJ TaxFax at 609-588-4500 from your fax machine's phone or access the Division's home page via your computer's modem at: <http://www.state.nj.us/treasury/taxation/>