



FINANCE
NEW YORK

NYC
202

NEW YORK CITY DEPARTMENT OF FINANCE
**UNINCORPORATED
BUSINESS TAX RETURN**
FOR INDIVIDUALS, ESTATES AND TRUSTS

DO NOT WRITE IN THIS SPACE - FOR OFFICIAL USE ONLY

1997

For CALENDAR YEAR 1997 or FISCAL YEAR beginning _____ and ending _____ 1998

Amended return.... Final return.... - Check box if you have ceased operations. Attach copy of your entire federal Form 1040 and statement showing disposition of business property.

- Check box if you are engaged in an exempt unincorporated business activity

Affix mailing label here

Name
Business name
Business address (number and street)
City and State Zip Code
Business Telephone Number Date business began

INDIVIDUALS ENTER SOCIAL SECURITY NUMBER
ESTATES AND TRUSTS ENTER EMPLOYER IDENTIFICATION NUMBER
NEW YORK STATE SALES TAX ID NUMBER - ENTER 9, 10 OR 11 DIGITS
BUSINESS CODE NUMBER FROM FEDERAL SCHEDULE C

SCHEDULE A Computation of Tax

BEGIN WITH SCHEDULE B ON PAGE 2. COMPLETE ALL OTHER SCHEDULES. TRANSFER APPLICABLE AMOUNTS TO SCHEDULE A.

Table with 3 columns: Description, Line Number, and Amount. Includes rows for Payment, Total income, Business allocation, Investment income, Taxable income, and Total Remittance Due.

ATTACH REMITTANCE TO THIS PAGE ONLY. MAKE REMITTANCE PAYABLE TO: NYC DEPARTMENT OF FINANCE THIS RETURN MUST BE SIGNED. (SEE PAGE 4 FOR SIGNATURE BOX AND MAILING INSTRUCTIONS.)

Name _____

SSN / EIN _____

ALLOCATION OF BUSINESS INCOME

Taxpayers who carry on business both inside and outside New York City should complete Schedule C, Parts 1, 2 and 3 (below). Attach separate schedule if allocating by separate books and records. On Schedule A, line 2, check method used to allocate and enter percentage from Part 3, line 5.

Taxpayers who do not carry on business both inside and outside New York City should omit Schedule C, Parts 1 and 2 (below), enter 100% on Part 3, line 5 and enter 100% on Schedule A, line 2.

SCHEDULE C Complete this schedule if business is carried on both inside and outside New York City

Part 1 List location of each place of business **INSIDE** New York City, nature of activities at each location (manufacturing, sales office, executive office, public warehouse, contractor, converter, etc.), and number of employees, their wages, salaries and duties at each location.

Complete Address	Rent	Nature of Activities	Number of Employees	Wages, Salaries, etc.	Duties
Total	▶				

Part 2 List location of each place of business **OUTSIDE** New York City, nature of activities at each location (manufacturing, sales office, executive office, public warehouse, contractor, converter, etc.), and number of employees, their wages, salaries and duties at each location.

Complete Address	Rent	Nature of Activities	Number of Employees	Wages, Salaries, etc.	Duties
Total	▶				

Part 3 Formula Basis Allocation of Income

DESCRIPTION OF ITEMS USED AS FACTORS	COLUMN A - NEW YORK CITY	COLUMN B - EVERYWHERE	COLUMN C PERCENTAGE IN NEW YORK CITY (COLUMN A DIVIDED BY COLUMN B)
1. Average value of the real and tangible personal property of the business (see instructions)			
a. Business real property owned 1a.			
b. Business real property rented from others (x 8) 1b.			
c. Business tangible personal property owned 1c.			
d. Total of lines 1a, 1b and 1c 1d.			%
2. Wages, salaries and other personal service compensation paid to employees during the year 2.			%
3a. Gross sales of merchandise or charges for services during the year 3a.			%
3b. Optional additional gross income factor for manufacturers (enter amount from line 3a, see instructions) 3b.			%
4. Sum of percentages in column C 4.			%
5. BUSINESS ALLOCATION PERCENTAGE (divide total percentage (line 4) by 3 or actual number of percentages used if more or less than 3) (enter here and transfer to page 1, Schedule A, line 2) 5.			%
6. IS ANY PLACE OF BUSINESS LISTED IN PARTS 1 AND 2 LOCATED IN YOUR HOME?			<input type="checkbox"/> YES <input type="checkbox"/> NO
7. DID YOU CLAIM A DEDUCTION FOR EXPENSES OF AN OFFICE IN YOUR HOME?			<input type="checkbox"/> YES <input type="checkbox"/> NO

SCHEDULE D Investment Capital and Allocation and Cash Election

A DESCRIPTION OF INVESTMENT	B No. of Shares or Amount of Securities	C Average Value	D Liabilities Attributable to Investment Capital	E Net Average Value (column C minus column D)	F Issuer's Allocation Percentage	G Value Allocated to NYC (column E x column F)
LIST EACH STOCK AND SECURITY (USE RIDER IF NECESSARY)					%	
1. Totals (including items on rider)	▶					
2. Investment allocation percentage (line 1G divided by line 1E)	▶				%	
3. Cash - (To treat cash as investment capital, you must include it on this line.)	▶					
4. Investment capital	▶					

Name _____

SSN / EIN _____

SCHEDULE E New York City Net Operating Loss Carryforward Deduction

COMPLETE A SEPARATE SCHEDULE FOR EACH LOSS YEAR. ATTACH A DETAILED SCHEDULE FOR EACH APPLICABLE LINE.

1. Enter allocated NYC net operating loss amount incurred for loss year ended: _____	1.	
2. Enter amount of line 1 previously absorbed by year ended: _____	2.	
3. Enter amount of line 1 previously absorbed by year ended: _____	3.	
4. Enter amount of line 1 previously absorbed by year ended: _____	4.	
5. Add lines 2, 3 and 4 plus any additional year(s)	5.	
6. Subtract line 5 from line 1	6.	
7. Enter amount from page 1, Schedule A, line 10	7.	
8. Enter the lesser of line 6 or 7. This is your net operating loss deduction. Enter here and transfer amount to page 1, Schedule A, line 11	8.	

SCHEDULE F The following information must be entered for this return to be complete.

- Nature of business or profession: _____
- Did you file a New York City Unincorporated Business Tax Return for the following years:
1995 YES NO
1996 YES NO
 If "NO," state reason: _____
- Enter home address: _____ Zip Code: _____
- If business terminated during the current taxable year, state date terminated. (month and day) |_____| |_____|
 (Attach a statement showing disposition of business property.)
- Has the Internal Revenue Service or the New York State Department of Taxation and Finance increased or decreased any taxable income (loss) reported in any tax period, or are you currently being audited? YES NO
 If "YES," by whom? Internal Revenue Service New York State Department of Taxation and Finance
 State periods: _____ and answer 6.
- Has Form NYC-115 (Report of Federal/State Change in Taxable Income) been filed? YES NO
- Did you calculate a depreciation deduction by the application of the federal Accelerated Cost Recovery System (ACRS)? YES NO
- Were you a participant in a "Safe Harbor Leasing" transaction during the period covered by this return? YES NO

CERTIFICATION

I hereby certify that this return, including any accompanying rider, is, to the best of my knowledge and belief, true, correct and complete.

SIGN HERE →	Signature of taxpayer	Title	Date	Preparer's Social Security Number
	Preparer's signature	Check if self-employed <input type="checkbox"/>	Date	<input type="text"/> - <input type="text"/> - <input type="text"/>
PREPARER'S USE ONLY →	Firm's name (or yours, if self-employed)	Address	Zip Code	Firm's Employer Identification Number
				<input type="text"/> - <input type="text"/>

Attach copy of federal Form 1040, Schedule C or Schedule C-EZ. If this is a final return, attach an entire copy of federal Form 1040.

To receive proper credit, you must enter your correct Social Security Number or Employer Identification Number on your tax return and remittance.

Make remittance payable to the order of:
NYC DEPARTMENT OF FINANCE.
 Payment must be made in U.S. dollars, drawn on a U.S. bank.

MAILING INSTRUCTIONS

RETURNS WITH REMITTANCES
 NYC DEPARTMENT OF FINANCE
 BOX 3900 CHURCH STREET STATION
 NEW YORK, NY 10008-3900

RETURNS CLAIMING REFUNDS
 NYC DEPARTMENT OF FINANCE
 BOX 1117 WALL STREET STATION
 NEW YORK, NY 10268-1117

ALL OTHER RETURNS
 NYC DEPARTMENT OF FINANCE
 BOX 1130 WALL STREET STATION
 NEW YORK, NY 10268-1130