



Period beginning \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Period ending \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Name: _____		Name Change <input type="checkbox"/>		EMPLOYER IDENTIFICATION NUMBER: _____ - _____	
In Care of: _____				OR	
Address (number and street): _____		Address Change <input type="checkbox"/>		SOCIAL SECURITY NUMBER: _____ - _____ - _____	
City and State: _____	Zip Code: _____	Country (if not US): _____		FEDERAL BUSINESS CODE: _____	
Business Telephone Number: _____	Taxpayer's Email Address: _____		2-CHARACTER SPECIAL CONDITION CODE IF APPLICABLE (SEE INSTRUCTIONS): _____		

Check type of business entity:  Corporation  Partnership  Individual

Check type of return:  Initial return  Amended return  Final return

Date business began: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Date business ended: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

**SCHEDULE A Computation of E-911 Surcharge (See instructions)**

<b>A. Payment</b>	Amount being paid electronically with this return .....	<b>A.</b>		Payment Amount	
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	NUMBER OF WIRELESS DEVICES		SURCHARGE AMOUNT PER DEVICE		SURCHARGE DUE		
1.	_____ X		30¢ =	1.	_____	_____	
2.	Less Administrative Fee (multiply line 1, surcharge due, by 2%) .....					2.	_____
3.	Net Surcharge Due on Wireless devices (line 1 less line 2) .....					3.	_____

	NUMBER OF LAND LINE DEVICES		SURCHARGE AMOUNT PER DEVICE		SURCHARGE DUE		
4.	_____ X		\$1.00 =	4.	_____	_____	
5.	Less Administrative Fee (multiply line 4, surcharge due, by 2%) .....					5.	_____
6.	Net Surcharge Due on Land Line devices (line 4 less line 5) .....					6.	_____

	NUMBER OF VOICE OVER INTERNET PROTOCOL (VOIP) DEVICES		SURCHARGE AMOUNT PER DEVICE		SURCHARGE DUE		
7.	_____ X		\$1.00 =	7.	_____	_____	
8.	Less Administrative Fee (multiply line 7, surcharge due, by 2%) .....					8.	_____
9.	Net Surcharge Due on VOIP devices (line 7 less line 8) .....					9.	_____
10.	TOTAL REMITTANCE DUE (Add lines 3, 6 and 9) .....					10.	_____

CERTIFICATION OF TAXPAYER						
I hereby certify that this return, including any accompanying schedules or statements, has been examined by me, and is, to the best of my knowledge and belief, true, correct and complete.						Firm's Email Address
I authorize the Dept. of Finance to discuss this return with the preparer listed below. (see instructions) ..YES <input type="checkbox"/>						
Signature of owner, partner or officer of corporation	Title	Phone Number	Date	Preparer's Social Security Number or PTIN		
Preparer's signature	Preparer's printed name	Date	Firm's Employer Identification Number			
Firm's name (or yours, if self-employed)	Address	Zip Code	Check if self-employed: <input type="checkbox"/>			

**SEE INSTRUCTIONS FOR MAILING AND PAYMENT INFORMATION**

# Instructions for Form NYC-E-911 Surcharge

## IMPORTANT INFORMATION CONCERNING FORM NYC-200V AND PAYMENT OF TAX DUE

Payments may be made on the NYC Department of Finance website at [nyc.gov/eservices](http://nyc.gov/eservices), or via check or money order. If paying with check or money order, do not include these payments with your New York City return. Checks and money orders must be accompanied by payment voucher form NYC-200V and sent to the address on the voucher. Form NYC-200V must be postmarked by the return due date to avoid late payment penalties and interest. See form NYC-200V for more information.

## HIGHLIGHT OF RECENT LEGISLATIVE CHANGE

Effective July 22, 2010, all providers of voice over internet protocol service ("VOIP") providing service within New York City are required to add a monthly surcharge of one dollar per telephone access line, or equivalent, per month to all service bills. See Local Law 30 of 2010 and Lines 7 through 9 of this form.

## Special Condition Codes

At the time this form is being published, there are no special condition codes for tax year 2017. Check the Finance website for updated special condition codes. If applicable, enter the two character code in the box provided on the form.

## GENERAL INFORMATION

Local Law 15 of 2002 amends Title 11 of the Administrative Code of the City of New York by adding a new chapter 23-B, known as the "wireless communications surcharge act". The law imposes a surcharge of 30 cents per month on every wireless communication device whose place of primary use is within the City of New York.

Local Law 16 of 2002 amends Subdivision (a) and (c) of section 11-2323 of the Administrative Code of the City of New York, as added by Local Law 94 for the year 1991, by establishing a surcharge of \$1.00 (one dollar) per telephone access line per month on the customers of every telephone service supplier within the City of New York.

The surcharges shall be used to pay for the costs associated with the design, construction, operation, maintenance and administration of public safety communications networks serving the City of New York. The surcharge is to be separately stated and added to every customer's bill. Each wireless communications service supplier and each telephone service supplier that provides local access service within the 911 service area in the City of New York is entitled to retain, as an administrative fee, an amount equal to two percent of its collections of the surcharge.

## DEFINITIONS:

**"Wireless communications device"** means any equipment used to access a wireless communications service.

**"Wireless communications service"** means all commercial mobile services, as that term is defined in section 332(d) of title 47, United States Code, as amended from time to time, including, but not limited to, all broadband personal communications services, wireless radio telephone services, geographic area specialized and enhanced specialized mobile radio services, and incumbent-wide area specialized mobile radio licensees, that offer real time, two-way voice or data service that is interconnected with the public switched telephone network or otherwise provides access to emergency communications services.

**"Wireless communications service supplier"** means any commercial entity that operates a wireless communications service.

Examples of devices on which the surcharge is not imposed include one-way beepers, walkie-talkies, and medical lifeline services.

**"Place of primary use"** means the street address that is representative of where the customer's use of the wireless communications service primarily occurs, which address must be either the residential street address or the pri-

mary business street address of the customer, and within the licensed service area of the wireless communications service provider. Wireless service providers may treat the customer address used under a service contract or agreement in effect on July 28, 2002 as that wireless customer's place of primary use for the remaining term of such service contract or agreement.

**"Voice over internet protocol service" or "VOIP service"** means any service that (i) enables real-time, two-way communications; (ii) requires a broadband connection from the user's location; (iii) requires internet protocol compatible customer premises equipment (CPE); and (iv) permits users generally to receive calls that originate on the public switched telephone network and to terminate calls to the public switched telephone network.

## FILING A RETURN AND PAYMENT OF SURCHARGE

Returns are due on or before the 25th day of each month, covering surcharge monies collected for the preceding calendar month.

Payments must be made in US dollars, drawn on a US bank. Checks drawn on foreign banks will be rejected and returned. Make your remittance payable to: NEW YORK CITY DEPARTMENT OF FINANCE.

For further information, call 311. If calling from outside of the five NYC boroughs, please call 212-NEW-YORK (212-639-9675).

**Preparer Authorization:** If you want to allow the Department of Finance to discuss your return with the paid preparer who signed it, you must check the "yes" box in the signature area of the return. This authorization applies only to the individual whose signature appears in the "Preparer's Use Only" section of your return. It does not apply to the firm, if any, shown in that section. By checking the "Yes" box, you are authorizing the Department of Finance to call the preparer to answer any questions that may arise during the processing of your return. Also, you are authorizing the preparer to:

- Give the Department any information missing from the return,
- Call the Department for information about the processing of your return of the status of your payment(s), and
- Respond to certain **notices that you have shared with the preparer** about math errors, offsets and return preparation. The notices **will not** be sent to the preparer.

**You are not authorizing** the preparer to receive any refund check, bind you to anything (including any additional E-911 surcharge amount due), or otherwise represent you before the Department. The authorization cannot be revoked, however, the authorization will automatically expire 90 days after the filing of the return. **Failure to check the box will be deemed a denial of authority.**

## MAILING INSTRUCTIONS

### **ALL RETURNS EXCEPT REFUND RETURNS**

NYC DEPARTMENT OF FINANCE  
E-911  
P.O. BOX 5564  
BINGHAMTON, NY 13902-5564

### **RETURNS CLAIMING REFUNDS**

NYC DEPARTMENT OF FINANCE  
E-911  
P.O. BOX 5563  
BINGHAMTON, NY 13902-5563

## **REMITTANCES**

**PAY ONLINE WITH FORM NYC-200V  
AT NYC.GOV/ESERVICES**

**OR**

**Mail Payment and Form NYC-200V ONLY to:**

NYC DEPARTMENT OF FINANCE  
E-911  
P.O. BOX 3933  
NEW YORK, NY 10008-3933