

01-4

September 14, 2001

**FINANCE MEMORANDUM**

**Emergency Extensions of Filing and  
Payment Due Dates Relating to  
the World Trade Center Disaster**

The New York City Department of Finance recognizes that many taxpayers and return preparers in the World Trade Center area may be unable to meet certain New York City filing and payment deadlines. As a result, the Department is providing the following relief:

General Corporation Tax, Unincorporated Business Tax and Banking Corporation Tax

Taxpayers whose General Corporation Tax ("GCT"), Unincorporated Business Tax ("UBT") or Banking Corporation Tax ("Bank Tax") returns are due September 17, 2001, October 15, 2001 or November 15, 2001 and who cannot meet these deadlines due to the disaster, may file and pay any tax due on or before December 17, 2001. Any such filings and payments will be considered timely and no late filing or late payment penalties will be imposed.

GCT, UBT and Bank Tax taxpayers whose returns are due on September 17, October 15, or November 15, 2001 and who cannot meeting the extended December 17, 2001 due date may request an additional extension of time by filing the appropriate form NYC-6, NYC-6.1, NYC-62, NYC-64, NYC-6B or NYC-6.1B on or before December 17, 2001 and paying the appropriate amount of tax estimated to be due.

GCT, UBT and Bank Tax taxpayers who previously received extensions of time to file and cannot file on an extended due date of September 17, October 15, or November 15, 2001 and are precluded by law from receiving additional extensions, may file on or before December 17, 2001 and will be deemed to have reasonable cause for such late filing. In addition, any such taxpayer will be deemed to have reasonable cause for any late payment accompanying a return filed on or before December 17, 2001, provided the return is accompanied by a payment of the tax reported to be due.

GCT, UBT and Bank Tax taxpayers who cannot file declarations of estimated tax required to be made on September 17, October 15, or November 15, 2001, may file such declarations on or before December 17, 2001. Taxpayers making any such declaration on or before December 17, 2001 will be deemed to have filed such declarations on the original due date and will not be subject to penalties.

GCT, UBT and Bank Tax taxpayers who cannot make installment payments of estimated tax required to be made on September 17, October 15, or November 15, 2001, may make such installment payments on or before December 17, 2001. Taxpayers making any such payment on or before December 17, 2001 will be deemed to have made such payments on the original due date and will not be subject to penalties.

Interest at the appropriate underpayment rate must be paid on all tax payments received after the original due date calculated from the original due date to the date of payment.

#### Commercial Rent or Occupancy Tax

The first quarterly Commercial Rent or Occupancy Tax ("CRT") returns are due September 20, 2001. Taxpayers who are unable to file their first quarterly CRT returns on that date due to the disaster may file and pay any tax due on or before December 20, 2001, the due date for the second quarterly CRT return. Interest must be paid on any payment of CRT made after the original due date calculated from the original due date to the date of payment. The first and second quarterly CRT returns must be filed on separate quarterly return forms, NYC-CR-Q, for each quarter.

#### Cigarette Tax, Utility Tax and Hotel Room Occupancy Tax

Taxpayers whose monthly or quarterly Cigarette Tax returns and payments are due in September, October, or November, 2001 and who are unable to file on those dates may file and pay any tax due on or before December 17, 2001 and such late filing and payment will be considered due to reasonable cause so that late filing or late payment penalties will not be imposed.

Taxpayers whose quarterly Hotel Room Occupancy Tax ("HROT") returns and payments are due in September, 2001 and who are unable to file on that date may file and pay any tax due on or before December 20, 2001, the due date for the fourth quarterly HROT return, and such late filing and payment will be considered due to reasonable cause so that late filing or late payment penalties will not be imposed. The third and fourth quarterly HROT returns must be filed on separate quarterly return forms, NYC-HTX, for each quarter.

Taxpayers whose monthly Utility Tax returns and payments are due in September, October, and November, 2001 and who are unable to file on those dates may file and pay any tax due on or before December 26, 2001 and such late filing and payment will be considered due to reasonable cause so that late filing or late payment penalties will not be imposed.

Interest at the appropriate underpayment rate must be paid on all tax payments received after the original due date calculated from that original due date to the date of payment.

#### All Other Taxes

Abatements of penalties on all other late filings of returns not covered by this announcement will be handled on a case-by-case basis.

#### Marking of Returns

Returns, extensions, declarations of estimated tax filed under this announcement should be marked "**World Trade Center**" on the top center of the first page. Taxpayers must include an explanation of how the disaster adversely affected their ability to meet their filing and payment obligations.