



FINANCE  
NEW YORK  
www.nyc.gov/finance

**NYC UNINCORPORATED  
BUSINESS TAX RETURN**  
FOR INDIVIDUALS, ESTATES AND TRUSTS  
**2002**

▲ DO NOT WRITE IN THIS SPACE - FOR OFFICIAL USE ONLY ▲

For CALENDAR YEAR 2001 or FISCAL YEAR beginning \_\_\_\_\_, 2001 and ending **2001**

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 ▼

First name and initial \_\_\_\_\_ Last 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.

A.	Payment	Pay amount shown on line 31 - Make check payable to: NYC Department of Finance	Payment Enclosed
1.	Business income (from page 2, Schedule B, line 28)	● 1.	
2.	Business allocation percentage: check method used to allocate - if <b>not</b> allocating, enter 100% ● <input type="checkbox"/> formula (from Schedule C, line 5) ● <input type="checkbox"/> separate books and records ( <i>omit % &amp; attach sch.</i> )	● 2.	
3.	If line 2 is less than 100%, enter income or loss on NYC real property ( <i>see instructions</i> )	● 3.	
4.	Balance (line 1 less line 3)	● 4.	
5.	Multiply line 4 by the business allocation percentage on line 2	● 5.	
6.	Amount from line 3 (NYC real property income and gain not subject to allocation) ( <i>see instructions</i> )	● 6.	
7.	Investment income (from page 2, Schedule B, line 27)	● 7.	
8.	Investment allocation percentage (from page 3, Schedule D, line 2)	● 8.	
9.	Multiply line 7 by the investment allocation percentage from line 8 ( <i>see instructions</i> )	● 9.	
10.	Total before NOL deduction (line 5 plus line 6 and line 9) ( <i>see instructions</i> )	● 10.	
11.	Deduct NYC net operating loss deduction (from page 4, Schedule E, line 8) ( <i>see instructions</i> )	● 11.	
12.	Balance before allowance for taxpayer's services (line 10 less line 11)	● 12.	
13.	Less: allowance for taxpayer's services - do not enter more than 20% of line 12 or \$5,000, whichever is less ( <i>see instructions</i> )	● 13.	
14.	Balance before exemption (line 12 less line 13)	● 14.	
15.	Less: exemption - \$5,000 (taxpayer operating more than one business or short period taxpayer, <i>see instructions</i> )	● 15.	
16.	Taxable income (line 14 less line 15) ( <i>see instructions</i> )	● 16.	
17.	TAX: 4% of amount on line 16	● 17.	
18.	Sales tax addback ( <i>see instructions</i> )	● 18.	
19.	Total tax before business tax credit (add line 17 and line 18)	● 19.	
20.	Less: business tax credit (select the applicable credit condition from the schedule on the bottom of page 2 and enter amount) ( <i>see instructions</i> )	● 20.	
21.	UNINCORPORATED BUSINESS TAX (line 19 less line 20) ( <i>see instructions</i> )	● 21.	
22a.	Credits from Form NYC-114.5 ( <i>attach form</i> ) ( <i>see instructions</i> )	● 22a.	
22b.	Credits from Form NYC-114.6 ( <i>attach form</i> ) ( <i>see instructions</i> )	● 22b.	
23.	Net tax after credits (line 21 less lines 22a and 22b)	● 23.	
24.	Payment of estimated Unincorporated Business Tax, including carryover credit from preceding year and payment with extension, NYC-62 ( <i>see instructions</i> )	● 24.	
25.	If line 23 is larger than line 24, enter balance due	● 25.	
26.	If line 23 is smaller than line 24, enter overpayment	● 26.	
27a.	Interest ( <i>see instructions</i> )	27a.	
27b.	Additional charges ( <i>see instructions</i> )	27b.	
27c.	Penalty for underpayment of estimated tax ( <i>attach form NYC-221</i> )	● 27c.	
28.	Total of lines 27a, 27b and 27c	● 28.	
29.	Net overpayment (line 26 less line 28) ( <i>see instructions</i> )	● 29.	
30.	Amount of line 29 to be: (a) Refunded	● 30a.	
	(b) Credited to 2002 Estimated Tax on Form NYC-5UBTI	● 30b.	
31.	<b>Total remittance due</b> ( <i>see instructions</i> ) Enter payment amount on line A above	● 31.	
32.	NYC Rent from Schedule C part 1, or rent deducted on federal return. ( <b>THIS LINE MUST BE COMPLETED</b> )	● 32.	

Name \_\_\_\_\_

SSN / EIN \_\_\_\_\_

**SCHEDULE B Computation of Total Income** - IF ALLOCATING BY SEPARATE BOOKS AND RECORDS, ENTER THE ALLOCATED AMOUNTS

Part 1 Items of business income, gain, loss or deduction

1. Net profit (or loss) from business, farming or professions as reported for federal tax purposes from federal Schedule C, C-EZ or F (Form 1040) (see instructions) .....	1.	
2. If entering income from more than one federal Schedule C, C-EZ or F (Form 1040), check this box <input type="checkbox"/> and enter the number of Schedules C, C-EZ or F attached: ▀ _____		
3. Gain (or loss) from sale of business personal property or business real property (attach federal Schedule D or Form 4797) (see instructions) .....	3.	
4. Net amount of rental or royalty income from business personal property or business real property (attach federal Schedule E) (see instructions) .....	4.	
5. Other business income (or loss) (attach schedule) (see instructions) .....	5.	
6. Total federal income (or loss) (combine lines 1 through 5) .....	6.	
7. Subtract net income or gain (or add net loss) from rental, sale or exchange of real property situated outside New York City, if included in line 3 or 4 above (attach schedule) (see instructions) .....	7.	
8. Total income before New York City modifications (combine lines 6 and 7) .....	8.	

Part 2 New York City modifications (see instructions for Schedule B, part 2)

**ADDITIONS**

9. All income taxes and Unincorporated Business Taxes .....	9.	
10a. Sales and use tax credit .....	10a.	
10b. Relocation credits .....	10b.	
10c. Expenses related to exempt income .....	10c.	
10d. Depreciation adjustments (attach Form NYC-399) .....	10d.	
10e. Real estate additions (see instructions) .....	10e.	
11. Other additions (attach schedule) (see instructions) .....	11.	
12. Total additions (add lines 9 through 11) .....	12.	

**SUBTRACTIONS**

13. All income tax and Unincorporated Business Tax refunds (included in part 1) .....	13.	
14. Sales and use tax refunds from vendors or NY State (included in part 1 and also included on page 1, Schedule A, line 18) .....	14.	
15. Wages and salaries subject to federal jobs credit (attach federal Form 5884) .....	15.	
16. Depreciation adjustment (attach Form NYC-399) .....	16.	
17. Exempt income included in part 1 (attach schedule) .....	17.	
18. 50% of dividends (see instructions) .....	18.	
19. Real estate subtractions (see instructions) .....	19.	
20. Other subtractions (attach schedule) (see instructions) .....	20.	
21. Total subtractions (add lines 13 through 20) .....	21.	
22. NYC modifications (combine lines 12 and 21) .....	22.	
23. Total income (combine lines 8 and 22) .....	23.	
24. Less: Charitable contributions (not to exceed 5% of line 23) (see instructions) .....	24.	
25. Balance (line 23 less line 24) .....	25.	
26. Investment income - (complete lines a through g below) (see instructions)		
(a) Dividends from stocks held for investment .....	26a.	
(b) Interest from investment capital (include non-exempt governmental obligations) (itemize on rider) ..	26b.	
(c) Net capital gain (loss) from sales or exchanges of securities held for investment	26c.	
(d) Income from assets included on line 3 of Schedule D .....	26d.	
(e) Add lines 26a through 26d inclusive .....	26e.	
(f) Deductions directly or indirectly attributable to investment capital .....	26f.	
(g) Interest on bank accounts included in income reported on line 26d	26g.	
27. Investment income (line 26e less line 26f but not more than line 25) (enter on pg 1, Sch A, line 7)	27.	
28. <b>BUSINESS INCOME</b> (line 25 less line 27) (enter here and transfer amount to pg 1, Sch. A, line 1) .....	28.	



**Business Tax Credit Computation**

- 1. If the amount on page 1, line 19, is \$1,800 or less, your credit on line 20 is the entire amount of tax on line 19. (NO TAX WILL BE DUE.)
- 2. If the amount on page 1, line 19, is \$3,200 or over, no credit is allowed. Enter "0" on line 20.
- 3. If the amount on page 1, line 19, is over \$1,800 but less than \$3,200, your credit is computed by the following formula:  

$$\text{amount on pg. 1, line 19} \times \left( \frac{\$3,200 \text{ minus tax on line 19}}{\$1,400} \right) = \underline{\hspace{2cm}} \text{ your credit}$$

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 percent-

age from Part 3, line 5 rounded to the nearest one hundredth of a percentage point. 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
1. Average value of the real and tangible personal property of the business (see instructions)			PERCENTAGE IN NEW YORK CITY (COLUMN A DIVIDED BY COLUMN B)
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) (round to the nearest one hundredth of a percentage point and 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, round to the nearest one hundredth of a percentage point) (To treat cash as investment capital, you must include it on this line.) .....					%	
3. Cash - .....						
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.

Table with 8 rows for entering allocated NYC net operating loss amount, previously absorbed amounts, and net operating loss deduction.

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

- 1. Nature of business or profession: \_\_\_\_\_
2. Did you file a New York City Unincorporated Business Tax Return for the following years: 1999 YES NO, 2000 YES NO
3. Enter home address: \_\_\_\_\_ Zip Code: \_\_\_\_\_
4. If business terminated during the current taxable year, state date terminated.
5. 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?
6. Has Form NYC-115 (Report of Federal/State Change in Taxable Income) been filed?
7. Did you calculate a depreciation deduction by the application of the federal Accelerated Cost Recovery System (ACRS)?
8. Were you a participant in a "Safe Harbor Leasing" transaction during the period covered by this return?

Table with 4 columns: Description, DATE, AMOUNT, TWELVE DIGIT TRANSACTION ID CODE. Rows include A-F for various payments and a G row for the total.

CERTIFICATION

Certification section containing signature lines for taxpayer and preparer, and fields for Social Security Number, PTIN, and Employer Identification Number.

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, RETURNS CLAIMING REFUNDS, ALL OTHER RETURNS. NYC DEPARTMENT OF FINANCE, KINGSTON, NY 12402-5040/5050/5060.