FINANCE
NEW • YORK
THE CITY OF NEW YORK
DEPARTMENT OF FINANCE

WORKSHEET FOR
UTILITY TAX REFUND CLAIM
(For Landlords Providing Utility Sales & Services Only)

Taxpayer's Name

Address (Number and Street)

City and State   Zip Code

Contact Person   Telephone Number   FAX Number

Enter your Employer Identification Number (EIN) **OR** Social Security Number (SSN):

EIN: ☐☐ - ☐☐☐☐☐☐☐

SSN: ☐☐☐ - ☐☐ - ☐☐☐☐

Enter your Account ID: ☐☐☐☐☐☐

Refund Claim Period: **Refund Claim Amount: $**

Period	Gross Operating Income (as originally reported)	Corrected Gross Operating Income	Tax Paid	Refund Amount Claimed
January 1998				
February 1998				
March 1998				
April 1998				
May 1998				
June 1998				
July 1998				
August 1998				
Other (Please Specify Period)				
Total			$	$

PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. Gross operating income was from sale of (check all that apply):
   ☐ Gas   ☐ Electricity   ☐ Steam   ☐ Water   ☐ Refrigeration

2. If gross operating income includes the sale of electricity, the reported electricity receipts
   a) were based on:
      ☐ Metered Electricity, or
      ☐ Non-metered Electricity
   b) and were reported based on:
      ☐ Gross Receipts, or
      ☐ Net of Cost

3. Was a remission certificate for the refund claim period issued to the public utility (i.e., Con Edison, Brooklyn Union Gas, etc.) providing the utility service?   ☐ Yes   ☐ No

4. What is the basis of the claim for refund? _____

   _____

5. Was there a change in the reporting method from periods prior to January 1, 1998?   ☐ Yes   ☐ No

CERTIFICATION OF AN AUTHORIZED REPRESENTATIVE

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

Signature of Office, Partner or Owner   Title   Date

Preparer's Social Security Number ☐☐☐ - ☐☐ - ☐☐☐☐

Preparer's signature   ☐ Check if self-employed   Date

Firm's Employer Identification Number ☐☐ - ☐☐☐☐☐☐☐

Firm's name (or yours, if self-employed)   Address   Zip Code

Mail to New York City Department of Finance, Automated Tax Processing Unit, 25 Elm Place, 3rd Floor, Brooklyn, NY 11201