

INSTRUCTIONS

Check the box marked "yes" on this form if you claim any of the following benefits on your federal return: (i) bonus depreciation or a deduction under IRC §179 for property in the NY Liberty Zone or Resurgence Zone, whether or not you file form NYC-399Z, (ii) a jobs credit for NY Liberty Zone employees, or (iii) IRC §1033 treatment for property converted due to the attacks on the World Trade Center. Attach Federal forms 4562, 4684, 4797 and 8884 to this return. See instructions for Form NYC 202, Sch. B, lines 10d, 15 and 16.

In the space provided on the front of the return, enter your correct Social Security Number or your Employer Identification Number if you are a LLC and a New York State Sales Tax ID Number, if applicable. The Sales Tax ID Number can be 9, 10 or 11 digits. Enter the same business code entered on federal Schedule C or Schedule C-EZ. **If an individual or an unincorporated entity carries on two or more unincorporated businesses, in whole or in part within the City, all such businesses shall be treated as one unincorporated business for purposes of this tax. The gross income and deductions from all such businesses must be combined and reported on one return.**

- LINE 1:** Enter the amount reported for federal tax purposes on federal Schedule C or Schedule C-EZ, Form 1040. Attach copy of federal Schedule C or Schedule C-EZ.
- LINE 2:** Enter the sum of: (a) the total gain or loss from the sale or exchange of real or personal property carried as business assets and reported on federal Schedule D or federal Form 4797; (b) the net amount of rental and royalty income derived from real and personal business property reported on federal Schedule E; and (c) the net amount of income or loss derived from other business activities, other than those reported above (such as interest and dividends from securities connected with the business or carried as business assets).
- LINE 3:** Enter the amount of income and unincorporated business taxes imposed by New York City, New York State, or any other taxing jurisdiction and deducted on federal Schedule C or Schedule C-EZ. Attach a list.
- LINE 8:** Enter the sum of all payments of estimated unincorporated business tax made for the period covered by this return, including the amount of any overpayment from 2008 that you elected to credit toward your 2009 liability and your payment with extension, NYC-EXT.

TABLE OF MAXIMUM TOTAL ALLOWED INCOME FROM BUSINESS

NUMBER OF MONTHS IN BUSINESS	MAXIMUM TOTAL INCOME FROM BUSINESS
1	\$95,416
2	\$95,833
3	\$96,250
4	\$96,667
5	\$97,083
6	\$97,500
7	\$97,917
8	\$98,333
9	\$98,750
10	\$99,167
11	\$99,583
12	\$100,000

If total income from business is more than \$100,000, you must file Form NYC-202.

FIFTEEN OR MORE CALENDAR DAYS CONSTITUTES ONE MONTH.

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 your return,
- Call the Department for information about the processing of your return or the status of your refund or 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 tax liability), or otherwise represent you before the Department. The authorization cannot be revoked, however, the authorization will automatically expire no later than the due date (without regard to any extensions) for filing next year's return. **Failure to check the box will be deemed a denial of authority.**

ADDITIONAL REQUIRED INFORMATION

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

- A) Enter home address: _____
- B) Did you file a New York City Unincorporated Business Tax Return for: 2007 2008
If not, state reason: _____
- C) 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 (D).
- D) Has Form(s) NYC-115 (Tax Report of Change in Taxable Income Made by IRS or New York State) been filed? Yes No

PRIVACY ACT NOTIFICATION

The Federal Privacy Act of 1974, as amended, requires agencies requesting Social Security Numbers to inform individuals from whom they seek this information as to whether compliance with the request is voluntary or mandatory, why the request is being made and how the information will be used. The disclosure of Social Security Numbers for taxpayers is mandatory and is required by section 11-102.1 of the Administrative Code of the City of New York. Such numbers disclosed on any report or return are requested for tax administration purposes and will be used to facilitate the processing of tax returns and to establish and maintain a uniform system for identifying taxpayers who are or may be subject to taxes administered and collected by the Department of Finance, and, as may be required by law, or when the taxpayer gives written authorization to the Department of Finance for another department, person, agency or entity to have access (limited or otherwise) to the information contained in his or her return.

MAILING INSTRUCTIONS

RETURNS CLAIMING REFUNDS		ALL OTHER RETURNS
NYC DEPT OF FINANCE UNINCORPORATED BUSINESS TAX P.O. BOX 5050 KINGSTON, NY 12402-5050	Attach copy of federal Schedule C or Schedule C-EZ and page 1 of federal Form 1040. (If this is a final return, attach a copy of your entire federal form 1040.)	NYC DEPT OF FINANCE UNINCORPORATED BUSINESS TAX P.O. BOX 5060 KINGSTON, NY 12402-5060

The due date for the calendar year 2009 is on or before April 15, 2010.

For fiscal years beginning in 2009, file on or before the 15th day of the fourth month following the close of fiscal year.

Download forms and instructions online at nyc.gov/finance or call 311.

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

