

# CONNECTICUT TAX GUIDE FOR PAYERS OF NONPAYROLL AMOUNTS

## Connecticut Income Tax Withholding Requirements With Forms

The following forms, publications, and information are included in this booklet:

- Calendar of Duties
- Important Information for Connecticut Payers of Nonpayroll Amounts
- Withholding Requirements
- Sample Remittance Forms

**Effective January 1, 2013**

Keep and use this booklet until a new edition of the  
Connecticut Tax Guide for Payers of Nonpayroll Amounts is issued.

IP 2013(8)  
Withholding tax  
Issued: 5/6/13  
Replaces: IP 2012(8)

Tax information is available on our website at [www.ct.gov/DRS](http://www.ct.gov/DRS).

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## Frequently Used Telephone Numbers

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### Connecticut Department of Revenue Services

Connecticut calls outside the Greater Hartford calling area .....	800-382-9463
From anywhere .....	860-297-5962
Accounts Receivable/Billing .....	860-297-4771
Collection Unit .....	860-297-5909
Electronic Funds Transfer .....	860-297-4973
Forms Unit .....	860-297-4753
TTY, TDD, and Text Telephone users only .....	860-297-4911

### Internal Revenue Service

Tax Assistance .....	800-829-1040
Tax Forms and Publications .....	800-829-3676

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## Related Web Sites

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Connecticut Department of Revenue Services (DRS) .....	<a href="http://www.ct.gov/DRS">www.ct.gov/DRS</a>
DRS Taxpayer Service Center ( <i>TSC</i> ) .....	<a href="http://www.ct.gov/TSC">www.ct.gov/TSC</a>
Internal Revenue Service (IRS) .....	<a href="http://www.irs.gov">www.irs.gov</a>

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## Connecticut Forms Referenced in This Booklet

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<b>Form CT-8109</b> .....	<i>Connecticut Withholding Tax Payment Form for Nonpayroll Amounts</i>
<b>Form CT-945</b> .....	<i>Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts</i>
<b>Form CT-1096</b> .....	<i>Connecticut Annual Summary and Transmittal of Information Returns</i>
<b>Form REG-1</b> .....	<i>Business Taxes Registration Application</i>
<b>Form CT-W4P</b> .....	<i>Withholding Certificate for Pension or Annuity Payments</i>
<b>Form CT-941X</b> .....	<i>Amended Connecticut Reconciliation of Withholding</i>
<b>Form CT-8809</b> .....	<i>Request for Extension of Time to File Informational Returns</i>

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## Calendar of Duties

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If the due date falls on a Saturday, Sunday, or legal holiday, the next business day is the due date.

### **Payer's Classification Determines When Payments Are Required to Be Made**

**Weekly remitters** must pay over Connecticut income tax withholding by electronic funds transfer on or before the Wednesday following the weekly period during which the nonpayroll amounts were paid.

**Monthly remitters** must pay over Connecticut income tax withholding by electronic funds transfer on or before the fifteenth day of the month following the month during which the nonpayroll amounts were paid.

**Quarterly remitters** must pay over Connecticut income tax withholding with Form CT-8109 on or before the last day of the month following the quarterly period during which the nonpayroll amounts were paid.

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See *How to Report and Remit Taxes Withheld* on Page 10.

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### **On or Before January 31**

**Payers of nonpayroll amounts** must file **Form CT-945**, *Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts*, even if no tax is due or has been withheld for the year.

**Payers of nonpayroll amounts** must provide payees with federal Form 1099-MISC, Miscellaneous Income; 1099-R, Distributions From Pensions, Annuities, Retirement, or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.; or W-2G, Certain Gambling Winnings, for each payment, distribution, or transaction made during the preceding calendar year.

### **On or Before the Last Day of February**

**Payers of nonpayroll amounts** who file 24 or fewer Forms 1099-R, 1099-MISC, or W-2G showing Connecticut nonpayroll amounts and use paper forms must file **Form CT-1096**, *Connecticut Annual Summary and Transmittal of Informational Returns*, together with every state copy of federal Form 1099-MISC, 1099-R, or W-2G reporting Connecticut nonpayroll amounts paid to payees during the prior calendar year.

### **On or Before March 31**

**Payers of nonpayroll amounts** who file 25 or more Forms 1099-MISC, 1099-R, or W-2G must file Form CT-1096 and Forms 1099-MISC, 1099-R, and W-2G electronically. See *Electronic Filing Through the Taxpayer Service Center (TSC)* on Page 6.

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## Frequently Asked Questions

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### 1. Which nonpayroll informational returns must be filed with DRS?

DRS requires every state copy of the following:

- Federal Form W-2G for (1) Connecticut Lottery winnings paid to resident and nonresident individuals even if no Connecticut income tax was withheld, and (2) other gambling winnings paid to resident individuals even if no Connecticut income tax was withheld;
- Federal Form 1099-MISC for payments made to Connecticut resident individuals or to nonresident individuals if the payments relate to services performed wholly or partly in Connecticut even if no Connecticut income tax was withheld; **and**
- Federal Form 1099-R but only if Connecticut income tax was withheld.

### 2. Does DRS participate in the Federal/State E-File Program?

Yes. DRS does participate in the Federal/State E-File Program for federal Forms 1099-MISC and 1099-R.

### 3. Who is required to file electronically with DRS?

Payers who file 25 or more Forms 1099-MISC, 1099-R, or W-2G, per form type, are required to file Form CT-1096 and Forms 1099-MISC, 1099-R, or W-2G electronically.

### 4. Where can I get information on filing electronically with DRS?

Payers should refer to **Informational Publication 2012(22)**, *Forms 1099-R, 1099-MISC, and W-2G Electronic Filing Requirements for Tax Year 2012*.

### 5. How does a payer request a waiver from filing informational returns electronically?

DRS may waive the electronic reporting requirement only if the payer is unable to file electronically due to a documented hardship. To request a waiver, complete and mail **Form CT-8508**, *Request for Waiver From Filing Informational Returns Electronically*, to DRS by January 15. Form CT-8508 cannot be filed electronically. DRS will only notify the payer whose request for waiver has been denied.

If a waiver is granted the informational returns must be submitted to DRS on CD. See **Form CT-4804**, *Transmittal of Informational Returns Reported on Compact Disc (CD)*.

### 6. How does a payer request an extension of time to file informational returns electronically?

To request an extension, a payer must complete and submit **Form CT-8809**, *Request for Extension of Time to File Informational Returns*, on or before March 31 if filing electronically or the last day of February if not filing electronically. DRS will only notify payers whose extension requests have been denied. Form CT-8809 cannot be filed electronically for 2012.

### 7. Is a payer of nonpayroll amounts who files federal Form 1096, but who is not required to be registered with DRS for Connecticut income tax withholding purposes, required to file Form CT-1096, Connecticut Annual Summary and Transmittal of Information Returns?

Yes. Taxpayers can use the **Taxpayer Service Center (TSC)** to file their Form CT-1096 and associated 1099-MISC forms without logging in under a Connecticut Tax Registration Number. Click on the *Businesses, TSC-BUS*, and then the *File Form CT-1096 and associated 1099-Misc Forms* link in the left-hand toolbar found on the *TSC Welcome* page.

### 8. How does Form CT-1096 get filed?

For the individual taxpayer, once the Forms 1099 and W-2G have been successfully uploaded, the *TSC* will automatically populate Form CT-1096 for you. You must verify all the figures and complete the quarterly breakout for the Connecticut taxes withheld. If you are a registered third party bulk filer filing for multiple businesses, you will have the option to return to the third party bulk filer menu. Select the Form CT-1096 link from the menu options in the file import section, then upload and complete the filing process using the *TSC* dynamic web import process. Visit the DRS website at [www.ct.gov/electronicfileW2and1099](http://www.ct.gov/electronicfileW2and1099) for more information on filing Form CT-1096.

### 9. What paper forms should accompany the electronic filing?

None. Do not submit paper copies of any electronically filed forms. If there are any attachments or schedules that cannot be electronically filed, keep this information with your records to be provided to DRS upon request.

### 10. How does a payer report changes on a previously-filed electronic submission?

DRS now accepts amended and supplemental filings to be filed electronically through the *TSC*. Amended and supplemental filings can only be done using the Single Employer or Single Client - Key and Send filing. While DRS encourages electronic filing of corrections, filers may file these corrections on paper even though the originals were filed electronically.

### 11. Does this booklet contain all the information I need to withhold Connecticut income tax from my payees?

Yes. All the instructions are included in this **Informational Publication 2013(8)**, *Connecticut Tax Guide for Payers of Nonpayroll Amounts*.

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# Electronic Filing and Payment of Withholding Tax

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## Electronic Filing Through the Taxpayer Service Center (TSC)



File withholding information through the *TSC*. The *TSC* is a free, fast, easy, and secure way to conduct business with DRS. Go to [www.ct.gov/TSC](http://www.ct.gov/TSC).

Use the *TSC* to view current account balances, make and schedule payments, and amend certain tax returns. Transmit the following informational returns through the *TSC*:

- Federal Forms 1099-R;
- Federal Forms 1099-MISC;
- Federal Forms W-2G; **and**
- **Form CT-1096**, *Connecticut Annual Summary and Transmittal of Informational Returns*.

Do not file paper forms if you filed through the *TSC*.

A penalty may apply if you file paper federal Forms W-2G, 1099-R, or 1099-MISC when you are required to file these forms electronically.

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## Payment by Electronic Funds Transfer (EFT)

Each year DRS reviews each payer's Connecticut withholding tax liability. DRS notifies payers meeting the EFT threshold of their requirement to pay withholding tax by EFT. Payers must continue to pay by EFT until DRS notifies them that they are no longer required to do so.

### Threshold for EFT Requirement

Payers of nonpayroll amounts required to deduct and withhold from payments of nonpayroll amounts are required to pay the withholding tax liability by EFT if the payer's nonwage withholding tax liability was more than \$2,000 for the look-back calendar year. The look-back calendar year for 2013 is calendar year 2011.

### Penalties for Failure to Pay Electronically When Required

For a tax period beginning on or after January 1, 2012 for which a penalty is imposed for failure to pay by Electronic Funds Transfer (EFT), the penalty for the first failure is the lesser of 10% of the tax payment required to be made by EFT or \$2,500; for the second failure, the penalty is the lesser of 10% of the tax payment required to be made by EFT or \$10,000; for the third and subsequent failures, the penalty is 10% of the tax payment required to be made by EFT.

To be considered timely, an EFT payment must be initiated on or before the due date of such payment. Any payment not considered timely will be subject to interest and late payment penalty.

## Waiver of requirement to file and pay by EFT

Any person, other than return preparers, required to file a return electronically or to pay the tax by EFT may request a waiver of this requirement. The waiver must be submitted using **Form DRS-EWVR**, *Electronic Filing and Waiver Request*, to the Commissioner no later than 30 days before the due date of such required filing or required payment.

The Commissioner may waive this requirement if the Commissioner finds, based on information provided by such person, that there would be undue hardship for such person. The Commissioner is required to promptly notify the person whether or not the waiver request has been granted. The Commissioner's decision is final and not subject to review or appeal. If the request is granted the person may file a signed paper Connecticut tax return and make payments by means other than EFT.

The waiver is effective for twelve months from the date the waiver is granted. See **Informational Publication 2011(22)**, *Paying Connecticut Taxes by Electronic Funds Transfer*; and **Policy Statement 2011(3.1)**, *Request for Waiver of Electronic Filing and Payment Requirements*.

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See **Informational Publication 2011(22)**, *Paying Connecticut Taxes by Electronic Funds Transfer*.

For more information on EFT payments, call **860-297-4973**.

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## Electronic Filing of Informational Returns

If you file 25 or more Forms 1099-R, 1099-MISC, or W-2G reporting Connecticut nonpayroll amounts, you must file Form CT-1096 and Forms 1099-R, 1099-MISC, or W-2G electronically. You may request a waiver of the electronic filing requirements by completing Form CT-8508 no later than January 15.

If you file 24 or fewer Forms 1099-R, 1099-MISC, or W-2G reporting Connecticut nonpayroll amounts, you may file using paper forms and do not need to file a waiver request. Refer to **Informational Publication 2012(22)**, *Forms 1099-R, 1099-MISC, and W-2G Electronic Filing Requirements for Tax Year 2012*, for electronic reporting specifications.

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## Bulk Filing of Informational Returns

The implementation of the *TSC* has made filing informational returns easier while ensuring the security of the data being filed. Taxpayers or payers can use the *TSC* to *key and send* or *upload* forms either by having bulk filing capabilities assigned to their current Connecticut tax registration number or, for tax preparers who are filing for their clients and are not registered with DRS, by completing an application and being issued a separate third party bulk filer (TPBF) identification number.

With bulk filing capabilities, you may then select and begin to file your informational returns online. After you have entered all informational returns, you must transmit Form CT-1096 to complete the filing process. The informational returns are not accepted until Form CT-1096 is filed. You will receive a unique confirmation number for each Form CT-1096 submitted. The confirmation number is your proof of filing.

### **Options for Filing Forms 1099-R, 1099-MISC, W-2G, and CT-1096 Through the TSC**

#### **Key and Send**

The key and send method is used to submit a maximum of 100 informational returns per form type. This option allows you to enter up to 100 Forms 1099-R, 1099-MISC, or W-2G in a single login process. Once all Forms 1099-R, 1099-MISC, or W-2G are entered, select *Next*. You will be brought to Form CT-1096 where the *TSC* has populated many of the fields based on the information you just entered. Verify the Form CT-1096 information and then complete the quarterly breakout. Your Forms 1099-R, 1099-MISC, or W-2G are not successfully transmitted until the *TSC* issues a confirmation number for Form CT-1096.

#### **Dynamic Web Import (DWI)**

DWI is a file import process that allows you to define and upload your informational returns. The agency's DWI tool does **not** support the standard electronic file formats used by the Internal Revenue Service (IRS). Each field in the file represents an item from a return you are reporting. You can arrange the fields in any order by defining your own customized layout.

If an error or errors are found during the upload process, DRS will identify and explain each error. You must correct all errors on your file and then upload the file again. Once all Forms 1099-R, 1099-MISC, or W-2G are successfully uploaded, you will be brought to Form CT-1096 where the *TSC* has populated many of the fields based on the information you just entered. Verify the Form CT-1096 information and then complete the quarterly breakout.

Forms 1099-R, 1099-MISC, or W-2G are not successfully transmitted until the *TSC* issues a confirmation number for Form CT-1096.

#### **Batch File Upload Using DRS Standard File Layout**

Batch file upload allows you to submit a file using the standard file layouts defined in IP 2012(22). Once the file upload is completed, a results file will acknowledge the success or failure of your file upload. If an error or errors are found during the upload process, the results file will identify and explain each error. You will need to correct and resubmit the entire file.

Once you have successfully uploaded all your returns, you must return to the withholding main menu. Select *Form CT-1096*, choose the period end, and proceed to Form CT-1096. Verify the Form CT-1096 information and then complete the quarterly breakout.

Your Forms 1099-R, 1099-MISC, or W-2G are not successfully transmitted until the *TSC* issues a confirmation number for Form CT-1096.

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### **Third Party Bulk Filing**

Third party bulk filers (TPBF) are tax preparers who prepare returns for multiple clients or multiple locations for the same client. A registered TPBF can key in information for one client at a time or upload a file for multiple taxpayers with a single login.

To register as a TPBF:

- Go to **[www.ct.gov/TSC](http://www.ct.gov/TSC)**;
- Select *Tax Preparer*;
- Scroll down and select *Third Party Bulk Filing requires preregistration. Please click here to register*;
- Select *Application to Become a Bulk Filer (Fillable Version)*;
- Complete and print the form; **and**
- Fax it to: 860-297-4761; **or**
- Mail it to:

Department of Revenue Services  
Electronic Commerce Unit  
25 Sigourney Street STE 2  
Hartford CT 06106

Once the application has been processed, a bulk filing identification number, password, and instructions will be mailed to you.

Visit **[www.ct.gov/electronicfileW2and1099](http://www.ct.gov/electronicfileW2and1099)** for detailed bulk filing information.

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# Instructions

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## Who Is Required to Withhold Connecticut Income Tax

Anyone who maintains an office or transacts business in Connecticut must withhold Connecticut income tax whether or not the payroll or accounts receivable department is located in Connecticut. Special rules apply to payers of compensation to professional athletes and entertainers and payers of nonpayroll amounts. See *Payments Made to Athletes or Entertainers*, Page 9.

Any payer who is required to withhold Connecticut income tax must register for withholding tax with DRS.

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## Income Subject to Connecticut Income Tax Withholding

In general, Connecticut law follows federal law in determining what income is subject to withholding. Certain nonpayroll income (also known as nonpayroll amounts) is subject to withholding.

**Pension and annuity distributions** if the recipient is a Connecticut resident and has requested Connecticut income tax withholding.

Payers of pensions and annuities, both public and private, maintaining an office or transacting business in Connecticut are required to notify Connecticut resident recipients of the availability of Connecticut income tax withholding and withhold Connecticut income tax from payments if the Connecticut resident recipient submits a request in writing. This requirement applies to all pension and annuity payments from qualified or nonqualified plans, including lump sum distributions, whether or not payments are made from a Connecticut location.

In general, the payer follows the instructions in the section entitled *How to Report and Remit Taxes Withheld* on Page 10. Additionally, federal Form 1099-R, showing the amount of Connecticut income tax withheld in the prior year, must be given by payers of pension and annuity plans to their recipients on or before the succeeding January 31.

**Military retirement pay** if the recipient is a Connecticut resident and has requested Connecticut income tax withholding.

**Unemployment compensation payments** if the recipient has requested Connecticut income tax withholding.

**Gambling winnings other than Connecticut lottery winnings** if the payment is subject to federal income tax withholding and the payment is made to a resident or to someone receiving the payment on behalf of a resident.

A payer of gambling winnings maintaining an office or transacting business in Connecticut must withhold Connecticut income tax from winnings if the winnings are paid to a Connecticut resident, or to someone receiving them on behalf of a Connecticut resident, and the winnings are subject to federal income tax withholding.

Gambling winnings include both cash and noncash winnings. The value of noncash winnings is fair market value.

Any payer of gambling winnings who is subject to Connecticut withholding and who is not otherwise required to register with DRS must register by filing Form REG-1.

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See *How to Register for Withholding Tax* on Page 9.

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Connecticut income tax must be deducted and withheld at a flat rate of 6.7%, without allowance for exemption, and is computed on the same amount subject to withholding for federal income tax purposes. If the winnings are a noncash prize, the payer of the prize must collect the required withholding in cash from the winner before awarding the noncash prize.

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See **Informational Publication 2011(27)**, *Connecticut Income Tax Treatment of Gambling Winnings Other Than State Lottery Winnings*.

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**Connecticut lottery winnings** if reportable for federal income tax withholding purposes, whether or not federal income tax withholding is required.

The Connecticut Lottery Corporation withholds Connecticut income tax at the rate of 6.7% from all payments of reportable Connecticut Lottery winnings made to a resident or a nonresident, whether or not federal income tax is withheld.

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See **Informational Publication 2011(28)**, *Connecticut Income Tax Treatment of State Lottery Winnings Received by Residents and Nonresidents of Connecticut*.

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In general, payers follow the instructions in the section entitled *How to Report and Remit Taxes Withheld* on Page 10. Additionally, federal Form W-2G showing the winnings paid and any Connecticut income tax withheld during the preceding year must be given to recipients on or before the succeeding January 31.

**Payments Made to Athletes or Entertainers** if the payments are not wages for federal income tax withholding purposes but Connecticut income tax withholding is required.

Compensation for personal services performed in Connecticut by a professional athlete or entertainer, paid in cash or otherwise, in connection with sporting events or with the preparation or presentation of entertainment, whether as a participant, performer, or otherwise, is subject to Connecticut income tax withholding if the payer is a designated withholding agent.

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See **Policy Statement 2011(2)**, *Income Tax Withholding for Athletes or Entertainers*.

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## Payee Request for Withholding Tax

Payers must provide recipients with **Form CT-W4P**, *Withholding Certificate for Pension or Annuity Payments*, or a reasonable facsimile. Form CT-W4P or a written request providing the same information must be on file with the payer before withholding begins. The request to deduct and withhold Connecticut income tax must be made in specific whole dollar amounts. The minimum amount a recipient can request to be withheld is \$10 per payment. No maximum limit is placed on the amount that can be withheld, but it must be a whole dollar amount.

The written request for withholding or a request for a change in the amount to be withheld takes effect with the first payment made on or after the date which occurs:

1. In a case in which no previous request is in effect, three calendar months after the date the request is furnished to the payer; **or**
2. In a case in which a previous request is in effect, the first status determination date (January 1, May 1, July 1, and October 1 of each year) which occurs at least 30 days after the date the request is furnished to the payer.

Form CT-W4P remains in effect until terminated by the payee. The payee may terminate the request by furnishing the payer with a signed written notice of termination.

Any payer who receives a request to withhold Connecticut income tax must register by filing Form REG-1.

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See *How to Register for Withholding Tax* on this page.

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## Payments Not Subject to Connecticut Income Tax Withholding

In general, income not subject to federal withholding is not subject to Connecticut income tax withholding.

## Withholding for Military Retirees

Connecticut residents who are retired from the regular and reserve components of the uniformed services are allowed to request, in writing, Connecticut withholding from their monthly retired pay. The term *uniformed services* refers to the Army, Navy, Air Force, Marine Corps, Coast Guard, commissioned corps of the Public Health Service, and commissioned corps of the National Oceanic and Atmospheric Administration.

A member may request withholding by completing Form CT-W4P and submitting it to the retirement pay office of his or her uniformed service. The amount withheld from each payment must be an even dollar amount, but not less than \$10.

## How to Register for Withholding Tax

A new payer required to deduct and withhold Connecticut income tax from nonpayroll amounts must register with DRS. Visit [www.ct.gov/DRS](http://www.ct.gov/DRS) to register online or complete **Form REG-1**, *Business Taxes Registration Application*. See *Income Subject to Connecticut Income Tax Withholding* on Page 8 for the requirements to withhold Connecticut tax. Form REG-1 is also used to register a business for most other state taxes, including sales and use taxes and corporation business tax.

**A payer of nonpayroll amounts not already registered with DRS**, including a payer starting a new business, must register to withhold Connecticut income tax.

**A payer of nonpayroll amounts already registered with DRS** for other state taxes is still required to register to withhold Connecticut income tax.

**A payer of nonpayroll amounts who acquires an existing business** must also register with DRS to obtain a Connecticut tax registration number. The new owner cannot use the previous owner's tax registration number or withholding tax forms.

The DRS tax registration number and federal employer identification number must appear on all Connecticut withholding forms and on all correspondence with DRS. Do not use the registration number issued by the Department of Labor (DOL) on DRS forms.

## Voluntary Registration by Persons Other Than Employers to Withhold Tax

Any person (other than an employer) not required to register to withhold Connecticut income tax may register solely for the purpose of withholding Connecticut income tax if both the payer and the payee voluntarily agree Connecticut income tax will be withheld. Once registered, the payer will be treated as an employer required to withhold Connecticut income tax while the agreement remains in effect.

## How to Report and Remit Taxes Withheld

Payers of nonpayroll amounts who are registered with DRS for Connecticut income tax withholding purposes will receive the *2013 Connecticut Payer of Nonpayroll Amounts Withholding Returns and Instructions* unless they have been notified by DRS that they are required to pay over Connecticut income tax withholding by electronic funds transfer. Each of the forms included in the package is personalized with the payer's name, address, Connecticut Tax Registration Number, and Federal Employer Identification Number. Only the original form should be submitted. Forms, payments, or other documents are timely filed if received on or before the due date or if the date shown by the U.S. Postal Service cancellation mark is on or before the due date.

Send **Form CT-8109**, *Connecticut Withholding Tax Payment Form for Nonpayroll Amounts*, to DRS with each Connecticut withholding payment. Each payer is required to withhold Connecticut income tax from nonpayroll amounts at the time those amounts are paid and is required to pay over Connecticut income tax withholding to DRS on or before the due dates based on the remitter classification for the payer as described below.

If the tax liability was deducted and withheld during one quarter and paid over in another quarter, the payer must enter the number for the quarter in which the tax liability was deducted and withheld. For example, if the tax liability was deducted and withheld in March and paid over in April, enter "1" on Form CT-8109, Line 1.

## Remitter Classifications

Each payer is required to withhold Connecticut income tax from nonpayroll amounts at the time those amounts are paid and is required to pay over the Connecticut income tax withholding to DRS according to the payer's remitter classification.

Each calendar year DRS will classify a payer either as a weekly remitter, monthly remitter, or quarterly remitter. The classification relates to how much time a payer has to pay over Connecticut income tax withholding to DRS after nonpayroll amounts are paid to payees and Connecticut income tax is deducted and withheld from those nonpayroll amounts. A payer's classification is based on the payer's reported liability for Connecticut income tax withholding during the look-back calendar year. The look-back calendar year for calendar year 2013 is calendar year 2011.

DRS will notify most payers of their new payment frequency before mailing them their *2013 Connecticut Payer of Nonpayroll Amounts Withholding Returns and Instructions*. Most new payers will be classified as quarterly remitters.

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See **Special Notice 2004(10)**, *2004 Legislation Affecting Connecticut Income Tax Withholding by Payers From Nonpayroll Amounts Paid On or After January 1, 2005*.

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## Weekly Remitter

A **weekly remitter** is a payer whose reported liability for Connecticut income tax withholding during the look-back calendar year was more than \$10,000. A weekly remitter is required to pay over Connecticut income tax withholding on or before the Wednesday following the weekly period during which the nonpayroll amounts were paid. **Weekly period** is the seven-day period beginning on a Saturday and ending on the following Friday.

DRS requires weekly remitters to pay over Connecticut income tax withholding by electronic funds transfer and to file electronically. However, no weekly remitter is required to pay over Connecticut income tax withholding by electronic funds transfer and to file electronically before being notified in writing by DRS.

## Weekly Period Spanning Two Quarterly Periods

### Schedule for Weekly Remitters

<b>If nonpayroll amounts are paid on Saturday, Sunday, Monday, or Tuesday</b>	Pay over Connecticut income tax withholding on or before the second Wednesday following the date the nonpayroll amounts were paid.
<b>If nonpayroll amounts are paid on Wednesday, Thursday, or Friday</b>	Pay over Connecticut income tax withholding on or before the Wednesday following the date the nonpayroll amounts were paid.

If a weekly remitter has two or more paydays during a weekly period, the weekly remitter is generally required to make only one payment for the weekly period to DRS and should enter the date of the last payday when making the payment. However, if the paydays fall in different quarterly periods, the weekly remitter must make separate payments with separate Forms CT-8109 for the separate Connecticut income tax withholding liabilities.

## Monthly Remitter

A *monthly remitter* is a payer whose reported liability for Connecticut income tax withholding during the look-back calendar year was more than \$2,000 but not more than \$10,000. A monthly remitter is required to pay over Connecticut income tax withholding on or before the fifteenth day of the month following the month during which the nonpayroll amounts were paid.

DRS requires monthly remitters to pay over Connecticut income tax withholding by electronic funds transfer and to file the related forms electronically. However, no monthly remitter is required to pay over Connecticut income tax withholding by electronic funds transfer and to file electronically before being notified in writing by DRS.

## Quarterly Remitter

A *quarterly remitter* is a payer whose reported liability for Connecticut income tax withholding during the look-back calendar year was \$2,000 or less. A quarterly remitter is required to pay over Connecticut income tax withholding with Form CT-8109 on or before the last day of the month following the quarterly period during which the nonpayroll amounts were paid. *Quarterly period* means a period of three calendar months that ends on the last day of March, June, September, or December.

If the tax liability was deducted and withheld during one quarter and paid over in another quarter, the employer must enter the number for the quarter in which the tax liability was deducted and withheld. For example, if the tax liability was deducted and withheld in March and paid over in April, enter “1” on Form CT-8109, Line 1.

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See **Special Notice 2004(10)**, *2004 Legislation Affecting Connecticut Income Tax Withholding by Payers From Nonpayroll Amounts Paid On or After January 1, 2005*.

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## New Payer

Most new payers are classified by DRS as quarterly remitters. A payer is a new payer for the calendar year during which the payer is first registered with DRS for Connecticut income tax withholding purposes and for the following calendar year. For the calendar year following those two calendar years, a new payer will be classified either as a weekly remitter, monthly remitter, or quarterly remitter based on the payer’s annualized reported liability for Connecticut income tax withholding during the look-back calendar year.

## Liability for Taxes Withheld

A payer of nonpayroll amounts is liable for the amount of the Connecticut income tax required to be withheld. For purposes of assessment and collection, amounts required

to be withheld and paid over to DRS (and any penalties and interest) are the liability of the payer (as withholding agent) under the law. The payer remains liable for the tax even if a third party is withholding on the payer’s behalf.

## Annual Reconciliation

**Form CT-945**, *Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts*, is due from all payers of nonpayroll amounts on or before January 31. Payers of nonpayroll amounts subject to Connecticut income tax withholding are required to file Form CT-945 as long as they have an active withholding account with DRS. This is true even if no tax is due or required to be withheld for that year or even if federal Form 945 is not required to be filed. A payer that has paid the Connecticut withholding tax in full for calendar year 2013 through timely deposits may file Form CT-945 on or before February 10, 2014.

## Direct Deposit Option on Form CT-945

For taxable year 2013, a payer of nonpayroll amounts filing Form CT-945 may elect to have any refund amount **directly deposited** into a checking or savings account.

**Form CT-1096**, *Connecticut Annual Summary and Transmittal of Informational Return*, is due on or before the last day of February following the end of the calendar year if filed using paper forms or March 31 if filed electronically. Do not make payments with Form CT-1096. All payments must be made using Forms CT-8109 and CT-945.

A payer of nonpayroll amounts who is required to file federal Form 1096 must file Form CT-1096 with every state copy of the following:

- a. Federal Form W-2G for winnings paid to a Connecticut resident even if no Connecticut income tax was withheld;
- b. Federal Form 1099-MISC for payments to a Connecticut resident even if no income tax was withheld or to a nonresident of Connecticut if the payments relate to services performed wholly or partly in Connecticut even if no Connecticut income tax was withheld; **and**
- c. Federal Form 1099-R but only if Connecticut income tax was withheld.

Group the forms by form number and send each group with a separate Form CT-1096.

## Amended Annual Reconciliation

If an error was made on a previously-filed Form CT-945, an amended return must be filed. A payer must use **Form CT-941X**, *Amended Connecticut Reconciliation of Withholding*, to amend Form CT-945. If an error was made on a previously-filed Form CT-1096, an amended return must be filed. Payers should write “Amended” at the top of Form CT-1096 for the appropriate year and attach the corrected federal Forms 1099-MISC, 1099-R, or W-2G.

## Electronic Filing of Forms 1099 and W-2G

A payer who files 25 or more Forms 1099-MISC, 1099-R, or W-2G must file these forms electronically with DRS. You may request a waiver of the electronic filing requirements by completing Form CT-8508 no later than January 15. Taxpayers who file 24 or fewer Forms 1099-MISC, 1099-R, or W-2G are encouraged to file electronically, but may file using paper forms and do not need to file a waiver request. See *Electronic Filing of Informational Returns* on Page 6 and the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS) for the latest electronic filing publication for Forms 1099-MISC, 1099-R, or W-2G.

## Request for Extended Due Date

Taxpayers may request an extension to file Form CT-1096 by filing **Form CT-8809**, *Request for Extension of Time to File Informational Returns*, on or before the last day of February if filing paper forms or March 31 if filing electronically.

## Penalties and Interest

Payers of nonpayroll amounts who fail to comply with the requirements to withhold Connecticut income tax are subject to penalties, including the following.

### Late Payment Penalty

The penalty for late payment or underpayment of tax due is 10% of the amount due on all returns.

Penalties for late electronic funds transfer (EFT) payments are:

- 2% of the tax due for EFT payments not more than 5 days late;
- 5% for EFT payments more than 5 days but not more than 15 days late; **and**
- 10% for EFT payments more than 15 days late.

### Late Filing Penalty

In the event no tax is due, the Commissioner of Revenue Services may impose a \$50 penalty for failure to file any return or report that is required by law to be filed.

### Interest

If you are filing a late or amended return, interest is computed on the underpayment at the rate of 1% per month or fraction of a month from the due date until the date of payment.

### Required Informational Returns

A penalty of \$5 per statement up to a total of \$2,000 per calendar year is imposed for failure to provide required federal Forms 1099-MISC, 1099-R, and W-2G to each payee and a copy to DRS unless due to reasonable cause.

## Willful Evasion

A penalty equal to the total amount of the tax evaded, not collected, or not paid over is imposed on any responsible person for the willful failure of a payer of nonpayroll amounts to collect or truthfully account for income tax or for willfully attempting to evade the tax.

## Fraud

In addition to any other penalty that may be imposed, a civil penalty of not more than \$1,000 is imposed where, with fraudulent intent, a payer of nonpayroll amounts fails to pay, deduct, or withhold and pay tax or to make or sign any return or supply information.

## Criminal Penalties

Any person who willfully fails to pay tax, file a return, keep records, or supply information is guilty of a misdemeanor. A person who willfully files with DRS any document known to be fraudulent or false in any material manner is guilty of a felony.

## What Records to Keep

A payer must maintain a current accurate record for whom there is a nonpayroll payment reporting requirement. DRS has the authority to inspect a payer's records at any time. Records should contain all of the following applicable information:

- Amounts and dates of all nonpayroll payments subject to reporting requirements;
- Names, addresses, occupations, and Social Security Numbers of persons receiving payments;
- For services performed within Connecticut by nonresident contractors, documentation identifying the type, location, and date of performance of all services including contracts, agreements, and change orders;
- Financial statements, chart of accounts, general ledger, general journal, cash disbursement journals, and check registers;
- Copies of payment forms, annual returns, and statements filed with DRS and IRS; **and**
- **Form CT-W4P**, *Withholding Certificate for Pension or Annuity Payments*.

A payer should keep records for at least four years after the date the tax becomes due or the date the tax is paid, whichever is later. However, a current, accurate copy of Form CT-W4P must be on file at all times.

## How to Cancel Registration for Withholding Connecticut Income Tax

If a payer of nonpayroll amounts goes out of business or permanently stops making payments of nonpayroll amounts, the payer should notify DRS immediately by filing **Form CT-945**, *Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts*, for the current calendar year. The payer must check the box indicating that the payer no longer is making payments of nonpayroll amounts subject to Connecticut income tax withholding and must enter the last payment date on the line provided on Form CT-945 or send written notification to:

Department of Revenue Services  
Registration Unit  
PO Box 2937  
Hartford CT 06104-2937

An employer must also file **Form CT-1096**, *Connecticut Annual Summary and Transmittal of Information Returns*, with copies of all Forms 1099-MISC, 1099-R, or W-2G to DRS and issue Forms 1099-MISC, 1099-R, or W-2G to all payees showing the amounts paid and withheld.

### Private Delivery Services

When sending forms, returns, or payments to DRS, payers may use certain private delivery services in addition to the U.S. Postal Service and satisfy the timely filed and timely payment rules.

See **Policy Statement 2012(2)**, *Designated Private Delivery Services and Designated Types of Service*.

### Related Publications

- IP 2013(1)** *Connecticut Employer's Tax Guide — Circular CT*
- IP 2011(22)** *Paying Connecticut Taxes by Electronic Funds Transfer*
- IP 2012(25)** *Federal/State Electronic Filing Handbook*
- IP 2012(22)** *Forms 1099-R, 1099-MISC, and W-2G Electronic Filing Requirements for Tax Year 2012*
- IP 2012(15)** *Connecticut Income Tax Information for Armed Forces Personnel and Veterans*
- IP 2011(26)** *Estimated Connecticut Income Taxes*
- IP 2011(27)** *Connecticut Income Tax Treatment of Gambling Winnings Other Than State Lottery Winnings*
- IP 2011(28)** *Connecticut Income Tax Treatment of State Lottery Winnings Received by Residents and Nonresidents of Connecticut*

- PS 2011(2)** *Income Tax Withholding for Athletes and Entertainers*
- PS 2012(2)** *Designated Private Delivery Services and Designated Types of Service*
- SN 2004(10)** *2004 Legislation Affecting Connecticut Income Tax Withholding by Payers From Nonpayroll Amounts Paid on or After January 1, 2005*

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**Effective Date:** Effective January 1, 2013.

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**Effect on Other Documents: Informational Publication 2012(8)**, *Connecticut Tax Guide for Payers of Nonpayroll Amounts*, is modified and superseded in part and may not be relied upon on or after the date of issuance of this Informational Publication.

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**Effect of This Document:** An Informational Publication addresses frequently asked questions about a current position, policy, or practice, usually in a less technical question and answer format.

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**Forms and Publications:** Visit the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS) to download and print Connecticut tax forms and publications.

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### Paperless Filing Methods (fast, easy, free, and confidential):

Business and individual taxpayers can use the **Taxpayer Service Center (TSC)** at [www.ct.gov/TSC](http://www.ct.gov/TSC) to file a variety of tax returns, update account information, and make payments online.

**File Electronically:** You can choose first-time filer information and filing assistance or log directly into the **TSC** to file returns and pay taxes.

**Pay Electronically:** You can pay taxes for tax returns that cannot be filed through the **TSC**. Log in and select the **Make Payment Only** option. Designate a payment date up to the due date of the tax and mail a paper return to complete the filing process.

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**DRS E-Alerts Service:** Get connected to the latest news from DRS. Receive notification by email of changes to legislation, policies, and procedures. **DRS E-Alerts** provide information for employer's withholding tax, News – Press Releases, and Top 100 Delinquency List. Visit the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS) and select *Sign up for e-alerts* from the *HOW DO I?* drop-down list.

## Comparison of Federal and Connecticut Filing Rules

(for most commonly filed withholding forms)

	<b>C o n n e c t i c u t</b>	<b>F e d e r a l</b>
<b>Nonpayroll Amounts</b>		
<b>Withholding Payments</b>	Payments are remitted as required by the payer's remitter classification for Connecticut withholding tax purposes.	Payments are deposited as required by payer's remitter classification for federal withholding tax purposes.
<b>Annual Reconciliation</b>	File <b>Form CT-945</b> for the calendar year. File Form CT-1096 with every state copy of the federal forms listed on Page 11.	File federal Form 945 and federal Form 1096.

### Due Dates for Filing Informational Returns Required by DRS

<b>Due Date for CT Informational Returns</b>		<b>Due Date for Federal Informational Returns</b>	
For Paper Filing	If Informational Return Filed Electronically	For Paper Filing	If Informational Return Filed Electronically for Federal Purposes
Form CT-1096 Last day of February	Form CT-1096 Last day of March	Federal Form 1096 February 28	Federal Form 1096 March 31

**If any due date falls on a Saturday, Sunday, or legal holiday, the next business day is the due date.**

You may request an extension of time to file the informational returns listed in the above chart. See **Form CT-8809, Request for Extension of Time to File Informational Returns**, for additional information.

# Form CT-8109 (DRS)

## Connecticut Withholding Tax Payment Form for Nonpayroll Amounts

Complete this form in blue or black ink only.

# 2013

### General Instructions

**Form CT-8109 (DRS)** may be used by new payers or payers who have not received their *2013 Connecticut Payer of Nonpayroll Amounts Withholding Returns and Instructions (TPG-172)*. Once the withholding book is received, use only the preprinted coupons in that book.

All payers of nonpayroll amounts subject to Connecticut income tax withholding are required to withhold Connecticut income tax at the time payments of nonpayroll amounts are made.

See **Informational Publication 2013(8)**, *Connecticut Tax Guide for Payers of Nonpayroll Amounts*.

Use Form CT-8109 (DRS) to make your withholding tax payments to the Department of Revenue Services (DRS). See back of form for nonpayroll amounts subject to withholding.

### Payment Frequency

Each calendar year DRS classifies payers for Connecticut income tax withholding purposes as a weekly, monthly, or quarterly remitter. Most new payers will be classified as quarterly remitters.

The payment frequency is based on the payer's reported withholding tax liability for the look-back calendar year. The look-back calendar year for calendar year 2013 is calendar year 2011. See **Special Notice 2004(10)**, *2004 Legislation Affecting Connecticut Income Tax Withholding by Payers From Nonpayroll Amounts Paid on or After January 1, 2005*, and the *Connecticut Withholding Tax Payment Schedule* on back.

Weekly and monthly remitters are required to file and pay electronically if notified by DRS. Quarterly remitters are encouraged to file and pay electronically.

### Line Instructions

Enter name, address, and identification numbers.

**Line 1:** Enter the number of the quarter to which this payment applies. Enter **1** for the 1st quarter (January 1 through March 31), **2** for the 2nd quarter (April 1 through June 30), **3** for the 3rd quarter (July 1 through September 30), or **4** for the 4th quarter (October 1 through December 31).

If the tax liability was incurred during one quarter and paid to DRS in another quarter, enter the quarter in which the tax liability was incurred. For example, if the tax liability was incurred in March and paid to DRS in April, enter **1**.

**Line 2:** Enter total Connecticut income tax withheld from nonpayroll amounts.

### How to File

**Do not file Form CT-8109 (DRS)** if no payment is due or payment was made by electronic funds transfer (EFT).

Use the *Taxpayer Service Center (TSC)* to electronically file and pay the amount on Line 2. See *Taxpayer Service Center (TSC)* on back.

To pay by mail, make your check payable to **Commissioner of Revenue Services**. Write your Connecticut Tax Registration Number and the calendar quarter to which the payment applies on your check. DRS may submit your check to your bank electronically. Mail the completed form and payment to:

Department of Revenue Services  
 State of Connecticut  
 PO Box 2931  
 Hartford CT 06104-2931

**Do not file Form CT-8109 (DRS) if no payment is due.**

✂ ..... Separate here and mail coupon to DRS. Make a copy for your records. .... ✂

**CT-8109 (DRS) Connecticut Withholding Tax Payment Form for Nonpayroll Amounts 2013**

Connecticut Tax Registration Number ▶	Federal Employer ID Number	Year ▶ <b>2013</b>
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Enter name and address below. Please print or type. Name Address City State Zip code	1. Enter quarter (1, 2, 3, or 4). See instructions. ▶ <input style="width: 30px; height: 20px;" type="text"/> 2. Connecticut tax withheld ▶ <input style="width: 100px; height: 20px;" type="text"/> • File electronically at <a href="http://www.ct.gov/TSC">www.ct.gov/TSC</a> . • <b>Do not file Form CT-8109 (DRS) if no payment is due.</b> • Pay amount on Line 2. • If filing by mail, send payment to: DRS, PO Box 2931, Hartford CT 06104-2931 • Make check payable to <b>Commissioner of Revenue Services.</b> • Write your Connecticut Tax Registration Number on your check.
<b>DO NOT FOLD OR BEND COUPON</b>	

## Nonpayroll Amounts Subject to Connecticut Income Tax Withholding

The following are Connecticut nonpayroll amounts subject to Connecticut income tax withholding:

- Connecticut lottery winnings if reportable for federal income tax purposes whether or not federal income tax withholding is required. See **Informational Publication 2011(28)**, *Connecticut Income Tax Treatment of State Lottery Winnings Received by Residents and Nonresidents of Connecticut*;
- Gambling winnings, other than Connecticut lottery winnings, if the payment is subject to federal income tax withholding and the payment is made to a resident, part-year resident, or someone receiving the payment on behalf of a resident. See **Informational Publication 2011(27)**, *Connecticut Income Tax Treatment of Gambling Winnings Other Than State Lottery Winnings*;
- Pension and annuity distributions if the recipient is a Connecticut resident and has requested Connecticut income tax withholding;
- Military retirement pay if the recipient is a Connecticut resident and has requested Connecticut income tax withholding;
- Unemployment compensation payments if the recipient has requested Connecticut income tax withholding; **and**
- Payments made to athletes or entertainers if the payments are not wages for federal income tax withholding purposes, but Connecticut income tax withholding is required. See **Policy Statement 2011(2)**, *Income Tax Withholding for Athletes or Entertainers*.

## Connecticut Withholding Tax Payment Schedule

Reported Liability	Payment Frequency	Due Dates
\$2,000 or less	Quarterly remitter	Last day of the month following the calendar quarter during which the nonpayroll amounts were paid. Make payments using <b>Form CT-8109</b> , <i>Connecticut Withholding Tax Payment Form for Nonpayroll Amounts</i> .
More than \$2,000 but not more than \$10,000	Monthly remitter	Fifteenth day of the month following the month during which the nonpayroll amounts were paid. Monthly remitters are required to file and pay electronically if notified by DRS. See <i>TSC</i> below
More than \$10,000	Weekly remitter	Wednesday following the <b>weekly period</b> during which the nonpayroll amounts were paid. <b>Weekly period</b> means the seven-day period beginning on a Saturday and ending on the following Friday. Weekly remitters are required to file and pay electronically if notified by DRS. See <i>TSC</i> below.

### Taxpayer Service Center (TSC)

The **TSC** allows taxpayers to electronically file, pay, and manage state tax responsibilities. To make electronic transactions or administer your tax account online, visit [www.ct.gov/TSC](http://www.ct.gov/TSC) and select *Business*.



### For More Information

Call DRS during business hours, Monday through Friday:

- **800-382-9463** (Connecticut calls outside the Greater Hartford area only); **or**
- **860-297-5962** (from anywhere).

TTY, TDD, and Text Telephone users **only** may transmit inquiries anytime by calling 860-297-4911.

### Forms and Publications

Visit the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS) to download and print Connecticut tax forms.

# Form CT-945

## Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts

# 2013

Complete this return in blue or black ink only.

**General Instructions**

**Form CT-945** may be used by new payers of nonpayroll amounts who have not received their 2013 *Connecticut Payer of Nonpayroll Amounts Withholding Returns and Instructions*. Form CT-945 is used to reconcile annual Connecticut income tax withholding from nonpayroll amounts only.

Payers of nonpayroll amounts who are registered for Connecticut income tax withholding are required to file Form CT-945 **even if no tax is due**, tax was not required to be withheld, or federal Form 945 is not required to be filed. See **Informational Publication 2013(8)**, *Connecticut Tax Guide for Payers of Nonpayroll Amounts*.

See instructions on back. Sign and date the return in the space provided. If payment is due, remit payment with this return. Payers of wage amounts must use **Form CT-941**, *Connecticut Quarterly Reconciliation of Withholding*. Use **Form CT-941X**, *Amended Connecticut Reconciliation of Withholding*, to amend this return.

<b>Taxpayer</b>  Please type or print.	Name	PO Box	
	Number and street	City or town	State
	ZIP code		

If you no longer make payments of nonpayroll amounts subject to withholding, enter date of last payment: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
MM DD YYYY

Connecticut Tax Registration Number
Federal Employer ID Number (FEIN)
Calendar year ending
Due date <b>January 31, 2014</b>

**Section 1**

1. Gross nonpayroll amounts.....▶	1		00
2. Gross Connecticut nonpayroll amounts.....▶	2		00
3. <b>Connecticut tax withheld</b> .....▶	3		00
4. Credit from prior year.....▶	4		00
5. Payments made for this year.....▶	5		00
6. Total payments: Add Line 4 and Line 5.....▶	6		00
7. <b>Net tax due</b> (or credit): Subtract Line 6 from Line 3.....▶	7		00
8a. Penalty:.....▶	8a	00	
8b. Interest:.....▶	8b	00	
8. Total penalty and interest: Add Line 8a and Line 8b.....▶	8		00
9. Amount to be credited.....▶	9		00
10. Amount to be refunded.....▶	10		00
<b>For faster refund, use Direct Deposit by completing Lines 10a, 10b, and 10c.</b>			
10a. Checking ▶ <input type="checkbox"/> Savings ▶ <input type="checkbox"/> 10b. Routing number ▶ <input type="text"/>			
10c. Account number ▶ <input type="text"/>			
10d. Will this refund go to a bank account outside the U.S.? ▶ <input type="checkbox"/> Yes			
11. <b>Total amount due:</b> Add Line 7 and Line 8.....▶			

**Section 2 - Summary of Connecticut Tax Liability** - Enter tax liability not deposits:: See instructions on back.

January	February	March	April	May	June
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6
July	August	September	October	November	December
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6
<b>7 Total liability for the year</b>					<b>00</b>

I declare under penalty of law that I have examined this return (including any accompanying schedules and statements) and, to the best of my knowledge and belief, it is true, complete, and correct.

Signature	Date
Title	Telephone number ( )

# Form CT-945, Instructions

## Nonpayroll Amounts Subject to Connecticut Withholding

The following are Connecticut nonpayroll amounts subject to Connecticut income tax withholding:

- Connecticut Lottery winnings if reportable for federal income tax withholding purposes whether or not subject to federal income tax withholding. See **Informational Publication 2011(28)**, *Connecticut Income Tax Treatment of State Lottery Winnings Received by Residents and Nonresidents of Connecticut*;
- Gambling winnings if the payment is subject to federal income tax withholding and the payment is made to a resident, part-year resident, or someone receiving the payment on behalf of a resident. See **Informational Publication 2011(27)**, *Connecticut Income Tax Treatment of Gambling Winnings Other Than State Lottery Winnings*;
- Pension and annuity distributions if the recipient is a Connecticut resident and has requested Connecticut income tax withholding;
- Military retirement pay if the recipient is a Connecticut resident and has requested Connecticut income tax withholding;
- Unemployment compensation payments if the recipient has requested Connecticut income tax withholding; **and**
- Payments made to athletes or entertainers if the payments are not wages for federal income tax withholding purposes, but Connecticut income tax withholding is required under **Policy Statement 2011(2)**, *Income Tax Withholding for Athletes or Entertainers*.

See **Informational Publication 2013(8)**, *Connecticut Tax Guide for Payers of Nonpayroll Amounts*.

## When to File

Form CT-945 is due **January 31, 2014**. However, a payer that has made timely deposits of Connecticut withholding tax in full payment of taxes due for the 2013 calendar year may file Form CT-945 on or before February 10, 2014. If the due date falls on a Saturday, Sunday, or legal holiday, the next business day is the due date.

## Where to File

Use the **Taxpayer Service Center (TSC)** to electronically file this return. See **TSC** below.

If filing by mail, make check payable to **Commissioner of Revenue Services**. Write your Connecticut Tax Registration Number on your check. The Department of Revenue Services (DRS) may submit your check to your bank electronically. Mail the completed return and payment, if applicable, to:  
Department of Revenue Services  
PO Box 2931  
Hartford CT 06104-2931



## Line Instructions

**Line 1:** Enter total nonpayroll amounts paid to all recipients during the 2013 calendar year whether or not the nonpayroll amounts are subject to Connecticut income tax withholding.

**Line 2:** Enter total nonpayroll amounts subject to Connecticut income tax withholding during calendar year 2013.

**Line 3:** Enter total Connecticut income tax **withheld** on Connecticut nonpayroll amounts during calendar year 2013.

**Line 4:** Enter credit from your prior year **Form CT-945**, *Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts*, Line 9. However, if any portion of that amount was withheld from recipients during a prior year and not repaid to those recipients prior to the end of that year or prior to filing the return for that year, whichever is earlier, subtract the portion not repaid from the amount on Line 9 of your prior year Form CT-945. Enter the difference.

**Line 5:** Enter the sum of all payments made for calendar year 2013.

**Line 6:** Add Line 4 and Line 5. This is the total of your payments and credits for calendar year 2013.

**Line 7:** Subtract Line 6 from Line 3 and enter the difference. If Line 3 is more than Line 6, complete Line 8a and Line 8b if necessary, then go to Line 11. If Line 6 is more than Line 3, complete Line 9 and Line 10.

**Line 8:** Enter penalty on Line 8a, interest on Line 8b, and the total on Line 8.

**Late Payment Penalty:** The penalty for paying all or a portion of the tax late is 10% of the tax paid late.

**Late Filing Penalty:** If no tax is due, DRS may impose a \$50 penalty for the late filing of any return or report required by law to be filed.

**Interest:** Interest is computed on the tax paid late at the rate of 1% per month or fraction of a month.

**Line 9 and Line 10:** Enter the amount from Line 7 you want credited to the next quarter on Line 9. Enter the amount from Line 7 you want refunded on Line 10. However, if any portion of the amount on Line 7 was overwithheld from recipient(s) during calendar year 2013 and not repaid to recipient(s) prior to the end of calendar year 2013 or prior to filing Form CT-945, whichever is earlier, the amount not repaid must be subtracted from the amount on Line 7. Enter the difference on Line 9 or Line 10.

If you overwithheld Connecticut income tax from any nonwage payment, the amount overwithheld should be reimbursed to the recipient in the same calendar year in which the overcollection occurred. Keep in your records the recipient's written receipt showing the date and amount of the reimbursement.

**Lines 10a through 10c:** Get the refund faster by choosing direct deposit. Complete Lines 10a, 10b, and 10c to have the refund directly deposited into a checking or savings account.

Enter the nine-digit bank routing number and the bank account number in Lines 10b and 10c. The bank routing number is normally the first nine-digit number printed on the check or savings withdrawal slip. The bank account number generally

The image shows a portion of a check form. It includes fields for 'Name of Depositor', 'Street Address', 'City, State, Zip Code', 'Pay to the Order of', and 'Date'. Below these are fields for 'Name of your Bank', 'Street Address', 'City, State, Zip Code', and 'Routing Number'. The routing number '092125789' and account number '091 025 025413' are circled in red. The account number is also followed by '0101'. Arrows point from the text below to the circled numbers.

follows the bank routing number. Do not include the check number as part of the account number. Bank account numbers can be up to 17 characters. If any of the bank information supplied for direct deposit does not match, or the applicable bank account is closed prior to the deposit of the refund, the refund will automatically be mailed.

**Line 10d:** Federal banking rules require DRS to request information about foreign bank accounts when the taxpayer requests the direct deposit of a refund into a bank account. If the refund is to be deposited into a bank account outside of the United States, DRS will mail the refund.

**Line 11:** If the amount on Line 7 is a net tax due, add Line 7 and Line 8. This is the total amount due.

**Rounding Off to Whole Dollars:** You must round off cents to the nearest whole dollar on your returns and schedules. If you do not round, DRS will disregard the cents.

Round down to the next lowest dollar all amounts that include 1 through 49 cents. Round up to the next highest dollar all amounts that include 50 through 99 cents. However, if you need to add two or more amounts to compute the amount to enter on a line, include cents and round off **only** the total.

**Example:** Add two amounts (\$1.29 + \$3.21) to compute the total (\$4.50) to enter on a line. \$4.50 is rounded to \$5.00 and entered on the line.

## Instructions for Section 2 - Summary of Connecticut Tax Liability

**Quarterly remitters:** Enter total liability for each quarter on Line 6 for March, June, September, and December. Add the Line 6 amounts and enter the total on Line 7. This should equal Form CT-945, Section 1, Line 3.

**Weekly and monthly remitters** are required to file and pay electronically if notified by DRS. Quarterly remitters are encouraged to file electronically. See **Informational Publication 2013(8)**, *Connecticut Tax Guide for Payers of Nonpayroll Amounts*.

## Amending Form CT-945

Use **Form CT-941X**, *Amended Connecticut Reconciliation of Withholding*, to amend or correct Form CT-945 or use the **TSC** at [www.ct.gov/TSC](http://www.ct.gov/TSC) to amend or correct your return electronically.

## For More Information

Call DRS during business hours, Monday through Friday:

**1-800-382-9463** (Connecticut calls outside the Greater Hartford area only); **or**

**860-297-5962** (from anywhere)

TTY, TDD, and Text Telephone users **only** may transmit inquiries anytime by calling 860-297-4911.

## Forms and Publications

Visit the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS) to download and print Connecticut tax forms.

## Taxpayer Service Center (TSC)

The **TSC** allows taxpayers to electronically file, pay, and manage state tax responsibilities. To make electronic transactions or administer your tax account online, visit [www.ct.gov/TSC](http://www.ct.gov/TSC) and select *Business*.



**Form CT-1096 (DRS)**  
**Connecticut Annual Summary and Transmittal of Information Returns**

Complete this return in blue or black ink only.

Electronic Filing Requirements - Read instructions on back before completing this form.



**General Instructions**

If you are not required to file federal Form 1096, you are not required to file **Form CT-1096 (DRS)**. Special rules apply to designated withholding agents. See **Policy Statement 2011(2), Income Tax Withholding for Athletes or Entertainers**.

Form CT-1096 (DRS) may be used by new payers or payers who have not received their 2013 Connecticut Payer of Nonpayroll Amounts Withholding Returns and Instructions.

See **Informational Publication 2013(8), Connecticut Tax Guide for Payers of Nonpayroll Amounts**.

**When to File**

If filing electronically, Form CT-1096 is due the last day of March 2014. Do not mail Form CT-1096 (DRS) if you are filing electronically. If filing by paper, Form CT-1096 (DRS) is due the last day of February 2014.

If the due date falls on a Saturday, Sunday, or legal holiday, the next business day is the due date. See *Who Must File Form CT-1096 (DRS)* on back page.

**Rounding Off to Whole Dollars**

You must round off cents to the nearest whole dollar on your returns and schedules. If you do not round, the Department of Revenue Services (DRS) will disregard the cents.

Round down to the next lowest dollar all amounts that include 1 through 49 cents. Round up to the next highest dollar all amounts that include 50 through 99 cents. However, if you need to add two or more amounts to compute the amount to enter on a line, include cents and round off **only** the total.

**Example:** Add two amounts (\$1.29 + \$3.21) to compute the total (\$4.50) to enter on a line. \$4.50 is rounded to \$5.00 and entered on the line.

**Where to File**

Use the **Taxpayer Service Center (TSC)** to electronically file this return. See **TSC** on back.

If filing by paper, mail your completed return and every copy 1 of federal Form 1099-MISC, 1099-R, or W-2G to the address on the return below.

Group the forms by form number and send each group with a separate Form CT-1096.

**Line Instructions**

**Line 1:** Enter Connecticut income tax withheld from Connecticut nonpayroll amounts during the calendar year. This should equal the *Total Line* on the back of this return.

**Line 2:** Enter total:

- Connecticut Lottery winnings paid to resident and nonresident individuals, as reported on federal Form W-2G, whether or not Connecticut income tax was withheld;
- Other gambling winnings paid to resident individuals, as reported on federal Form W-2G, whether or not Connecticut income tax was withheld;
- Miscellaneous payments reported on federal Form 1099-MISC to resident individuals or to nonresident individuals if the payments relate to services performed wholly or partly in Connecticut even if no Connecticut income tax was withheld; **and**
- Distributions from pensions, annuities, retirement, or profit-sharing plans, as reported on federal Form 1099-R, **but only if Connecticut income tax was withheld.**

**Line 3:** Enter the number of 1099-MISC, 1099-R, or W-2G forms submitted with this return.

Complete all required information on the front and back of this return. Sign and date the return in the space provided.

**Do not make a payment with this return.**

..... Separate here and mail return to DRS. Make a copy for your records. ....

**CT-1096 (DRS) Connecticut Annual Summary and Transmittal of Information Returns ▶ 2013**

Connecticut Tax Registration Number ▶	Federal Employer ID Number	Calendar year ending ▶	Due date February 28, 2014
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Enter name and address below. Please print or type.			
Name	1. Connecticut income tax withheld from Connecticut nonpayroll amounts ▶ 1.		00
Address	2. Total nonpayroll amounts reported with Form CT-1096 ▶ 2.		00
City State ZIP code	3. Number of 1099-MISC, 1099-R, or W-2Gs submitted ▶ 3.		

I declare under penalty of law that I have examined this return (including any accompanying schedules and statements) and, to the best of my knowledge and belief, it is true, complete, and correct. I understand the penalty for willfully delivering a false return or document to DRS is a fine of not more than \$5,000, imprisonment for not more than five years, or both.

**Do not send payment with this return.**  
  
 Mail to: Department of Revenue Services  
 State of Connecticut  
 PO Box 5081  
 Hartford CT 06102-5081

Signature \_\_\_\_\_  
  
 Title \_\_\_\_\_ Date \_\_\_\_\_

## Who Must File Form CT-1096 (DRS)

If you are required to file federal Form 1096, you must file Form CT-1096 (DRS) with the Department of Revenue Services (DRS) and attach every state copy of:

- Federal Form W-2G for (1) Connecticut Lottery winnings paid to resident and nonresident individuals even if no Connecticut income tax was withheld; and (2) other gambling winnings paid to resident individuals even if no Connecticut income tax was withheld;
- Federal Form 1099-MISC for payments made to resident individuals or to nonresident individuals if the payments relate to services performed wholly or partly in Connecticut even if no Connecticut income tax was withheld; **and**
- Federal Form 1099-R reporting distributions from pensions, annuities, retirement, or profit sharing plans, but only if Connecticut income tax was withheld.

Federal Forms 1099-MISC, 1099-R, and W-2G must be filed with DRS even if you are not required to be registered with DRS. Unregistered filers should write "Information Only" in the space reserved for the Connecticut Tax Registration Number on this return.

All payments must be made using **Form CT-8109 (DRS)**, *Connecticut Withholding Tax Payment Form for Nonpayroll Amounts*, **Form CT-945**, *Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts*, or **Form CT-941X**, *Amended Connecticut Reconciliation of Withholding*.

## Electronic Filing Requirements

Taxpayers who file **25 or more** Forms 1099-MISC, 1099-R, or W-2G are **required** to file Form CT-1096 and Forms 1099-MISC, 1099-R, or W-2G **electronically**. You may request a waiver of the electronic filing requirements by completing **Form CT-8508**, *Request for Waiver From Filing Informational Returns Electronically*, on or before January 15, 2014.

Taxpayers who file **24 or fewer** Forms 1099-MISC, 1099-R, or W-2G are encouraged to file electronically but may use paper forms without requesting a waiver. If you file 24 or fewer Forms 1099-MISC, 1099-R, or W-2G and choose to file using paper forms, mail your completed return to the address on the coupon.

Electronic reporting requirements are available on the DRS website at [www.ct.gov/DRS/ew2](http://www.ct.gov/DRS/ew2) or by calling DRS at **800-382-9463** (Connecticut calls outside the Greater Hartford calling area only) or **860-297-5962** (from anywhere). TTY, TDD, and Text Telephone users **only** may transmit inquiries anytime by calling 860-297-4911.

## Amending Form CT-1096

To amend Form CT-1096, submit a revised Form CT-1096 clearly labeled "AMENDED." The total Connecticut tax withheld on Form CT-945 or Form CT-941X, Line 3, must agree with the total reported on Form CT-1096, Line 1.

The gross Connecticut nonpayroll amounts reported on Form CT-945 or Form CT-941X, Line 2, must agree with total nonpayroll amounts reported on Form CT-1096, Line 2.

## Forms and Publications

Visit the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS) to download and print Connecticut tax forms and publications.

## Taxpayer Service Center (TSC)

The **TSC** allows taxpayers to electronically file, pay, and manage state tax responsibilities. To make electronic transactions or administer your tax account online, visit [www.ct.gov/TSC](http://www.ct.gov/TSC) and select *Business*.



## Complete for Each Period

Period		Connecticut Income Tax Withheld From Nonpayroll Amounts	
January 1 - March 31	<b>1st Quarter</b>		
April 1 - June 30	<b>2nd Quarter</b>		
July 1 - September 30	<b>3rd Quarter</b>		
October 1 - December 31	<b>4th Quarter</b>		
<b>Total:</b> This should equal Line 1 on the front of this return.			<b>00</b>

Attach Form CT-1096 (DRS) and every Copy 1 of the following:

- Federal Form W-2G for (1) Connecticut Lottery winnings paid to resident or nonresident individuals even if Connecticut income tax was not withheld; and (2) other gambling winnings paid to resident individuals even if Connecticut income tax was not withheld;
- Federal Form 1099-MISC for payments made to resident individuals or to nonresident individuals if the payments relate to services performed wholly or partly in Connecticut even if Connecticut income tax was not withheld; **and**
- Federal Form 1099-R reporting distributions from pensions, annuities, retirement, or profit sharing plans, but only if Connecticut income tax was withheld.

If you file **25 or more** Forms 1099-MISC, 1099-R, or W-2G, you are **required** to file Form CT-1096 (DRS) and Forms 1099-MISC, 1099-R, or W-2G **electronically**. You may request a waiver of the electronic filing requirements by completing **Form CT-8508**, *Request for Waiver From Filing Informational Returns Electronically*, on or before January 15, 2014. If you file **24 or fewer** Forms 1099-MISC, 1099-R, or W-2G, you may file using paper forms without requesting a waiver.

Electronic reporting requirements are available on the DRS website at [www.ct.gov/DRS/ew2](http://www.ct.gov/DRS/ew2) or by calling DRS at **1-800-382-9463** (Connecticut calls outside the Greater Hartford calling area only) or **860-297-5962** (from anywhere). TTY, TDD, and Text Telephone users **only** may transmit inquiries anytime by calling 860-297-4911.

# Form CT-W4P

## Withholding Certificate for Pension or Annuity Payments

2013  
CT-W4P

Complete this certificate in blue or black ink only.

**Form CT-W4P** allows Connecticut residents who receive pensions or annuities to instruct the payer of the pension or annuity to withhold Connecticut income tax.

### General Instructions

You are **not required** to have Connecticut income tax withheld from your pension or annuity payments. However, you must make estimated Connecticut income tax payments if your Connecticut income tax (after tax credits) minus Connecticut income tax withheld is \$1,000 or more, and you expect your Connecticut income tax withheld to be less than your required annual payment.

Your required annual payment is the **lesser** of:

- **90%** of the income tax shown on your **2013 Connecticut income tax return**; **or**
- **100%** of the income tax shown on your **2012 Connecticut income tax return** if you filed a **2012** Connecticut income tax return that covered a 12-month period.

You do **not** have to make estimated income tax payments if:

- You were a Connecticut resident during the 2012 taxable year and you did not file a 2012 income tax return because you had no Connecticut income tax liability; **or**
- You were a nonresident or part-year resident with Connecticut-sourced income during the 2012 taxable year and you did not file a 2012 income tax return because you had no Connecticut income tax liability.

If you were a nonresident or part-year resident and you did **not** have Connecticut-sourced income during the 2012 taxable year, then you **must** use 90% of the income tax shown on your 2013 Connecticut income tax return as your required annual payment.

If you are a spouse in a same sex marriage, you must recalculate your federal adjusted gross income as if your filing status for federal income tax purposes were married filing jointly or married filing separately.

If you wish to have Connecticut income tax withheld from your pension or annuity payments, you may either:

- Complete the worksheet on the back of this form to estimate how much income tax to have withheld, round to the nearest whole dollar, but not less than \$10, and enter this amount on Line 1. This option is for people who want to include all income in determining their withholding amount; **or**
- If you know how much you want your payer to withhold from each payment, you may fill in a **whole dollar amount**, but not less than \$10, on Line 1.

### Where to File

Send this form to the payer of your pension or annuity. Do **not** send this form to the Department of Revenue Services (DRS).

If you do not want tax withheld from your pension or annuity payments do not complete or mail this form.

### For More Information

Call DRS during business hours, Monday through Friday:

- **800-382-9463** (Connecticut calls outside the Greater Hartford calling area only); **or**
- **860-297-5962** (from anywhere).

TTY, TDD, and Text Telephone **users only** may transmit inquiries anytime by calling 860-297-4911.

### Forms and Publications

Visit the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS) to download and print Connecticut tax forms and publications.

..... ✂

Separate here and mail to the payer of your pension. ✂

Department of Revenue Services  
State of Connecticut

## Withholding Certificate for Pension or Annuity Payments

**2013 Form CT-W4P**

First name	Middle initial	Last name	Social Security Number ____ : ____ : ____
Home address		PO Box	Claim or Identification Number (if any) of your Pension or Annuity Contract
City or town	State	ZIP code	
<b>1. Amount of Connecticut income tax you want withheld from each payment .....</b>			<b>1. .00</b>
<b>Sign Here</b>	Signature		Date

## 2013 Form CT-W4P Estimated Income Tax Worksheet

Use this worksheet if you wish to include all 2013 estimated income in determining withholding amount.

1. Federal adjusted gross income you expect in the 2013 taxable year (from 2013 federal Form 1040ES, 2013 Estimated Tax Worksheet, Line 1).....	1.		
2. Allowable Connecticut modifications: See subtractions or additions below. ....	2.		
3. Connecticut adjusted gross income: Combine Line 1 and Line 2. ....	3.		
<b>Nonresidents and part-year residents:</b> Enter your Connecticut-sourced income if greater than your Connecticut adjusted gross income.			
4. Connecticut income tax: Complete the <i>Tax Calculation Schedule</i> below. ....	4.		
5. Apportionment factor: Connecticut residents enter 1.0000. Nonresidents and part-year residents, see instructions on Page 3. ....	5.	•	
6. Multiply Line 5 by Line 4. ....	6.		
7. Credit for income taxes paid to qualifying jurisdictions: See instructions on Page 3. ....	7.		
8. Subtract Line 7 from Line 6. ....	8.		
9. Estimated Connecticut alternative minimum tax: See instructions on Page 3. ....	9.		
10. Add Line 8 and Line 9. ....	10.		
11. Estimated allowable credits from Schedule CT-IT Credit. See instructions on Page 3. ....	11.		
12. Total estimated income tax: Subtract Line 11 from Line 10. ....	12.		
13. Connecticut income tax withheld or expected to be withheld during the 2013 taxable year on income <b>other than</b> this pension or annuity.....	13.		
14. Subtract Line 13 from Line 12. If this amount is less than \$1,000, no estimated payment is required. ....	14.		
15. Amount to be withheld from each payment: Divide Line 14 by the number of payments you will receive in 2013. Round to the nearest whole dollar but not less than \$10.....	15.		

### 2013 Tax Calculation Schedule

1. Enter the amount from Line 3 above.	1.		00
2. Enter exemption from <i>Table A - Personal Exemptions</i> , If zero, enter "0."	2.		00
3. Connecticut taxable income: Subtract Line 2 from Line 1. If less than zero, enter "0."	3.		00
4. Tax calculation: See <i>Table B - Withholding Tax Calculation</i> .	4.		00
5. Enter the amount from <i>Table C - 3% Tax Rate Phase-Out Add Back</i> . If zero, enter "0."	5.		00
6. Enter the amount from <i>Table D - Tax Recapture</i> . If zero, enter "0."	6.		00
7. Connecticut income tax: Add Line 4, Line 5, and Line 6.	7.		00
8. Enter decimal amount from <i>Table E - Personal Tax Credits</i> . If zero, enter "0."	8.	0.	
9. Multiply the amount on Line 7 by the decimal amount on Line 8.	9.		00
10. Connecticut Income Tax: Subtract Line 9 from Line 7. Enter this amount on Line 4 of 2013 Form CT-W4P Estimated Income Tax Worksheet above.	10.		00

**Caution:** If you expect to owe \$1,000 or more in Connecticut income tax after subtracting Connecticut income tax withheld, you may be required to make estimated payments. Generally, if you do not prepay (through **timely** estimated tax payments or withholding, or both) the lesser of 100% of the income tax shown on your 2012 Connecticut income tax return or 90% of the income tax shown on your 2013 Connecticut income tax return, you may owe interest at the rate of 1% per month or fraction of a month.

### 2013 Form CT-W4P Estimated Income Tax Worksheet Instructions

Any reference in these instructions to filing jointly includes filing jointly for federal and Connecticut and filing jointly for Connecticut only. Likewise, filing separately includes filing separately for federal and Connecticut and filing separately for Connecticut only.

**Line 1:** Your estimated federal **adjusted gross income**.

**Adjusted gross income** means wages, interest, dividends, alimony received, and all income minus certain adjustments to income such as alimony paid and qualified contributions to an IRA.

**Line 2:** Enter the total of your estimated allowable Connecticut modifications.

**Subtractions** include any items included in federal adjusted gross income that are not taxable under Connecticut law.

**Additions** include items taxable under Connecticut law but not included in federal adjusted gross income.

See **Form CT-1040**, *Connecticut Resident Income Tax Return*, or **Form CT-1040NR/PY**, *Connecticut Nonresident and Part-Year Resident Income Tax Return, Schedule 1 - Modifications to Federal Adjusted Gross Income* instructions.

## Social Security Benefit Adjustment Worksheet

Enter the amount you expect to enter on Form CT-1040 or Form CT-1040NR/PY, Line 1. ....

If your filing status is single or filing separately, is the amount on Line 1 \$50,000 or more?

- Yes **Complete** this worksheet.  
 No **Do not complete** this worksheet.\*

If your filing status is filing jointly, qualifying widow(er) with dependent child, or head of household, is the amount on Line 1 \$60,000 or more?

- Yes **Complete** this worksheet.  
 No **Do not complete** this worksheet.\*

\*Enter the amount of federally taxable Social Security benefits you expect to report on federal Form 1040, Line 20b, or federal Form 1040A, Line 14b, on the 2013 Form CT-W4P Estimated Income Tax Worksheet, Line 2.

A. Enter the amount you reported on federal Publication 505, Tax Withholding and Estimated Tax, Worksheet 2-2, 2013 Estimated Tax Worksheet-Line 1, Expected Taxable Social Security and Railroad Retirement Benefits, Line 1. <b>If Line A is zero or less, stop here. Otherwise, go to Line B.</b>	A.	
B. Enter the amount you reported on federal Publication 505, Worksheet 2-2, Line 10. <b>If Line B is zero or less, stop here. Otherwise, go to Line C.</b>	B.	
C. Enter the lesser of Line A or Line B.	C.	
D. Multiply Line C by 25% (.25).	D.	
E. Expected taxable amount of Social Security benefits you reported on federal Publication 505*, Worksheet 2-2, Line 19	E.	
F. <b>Social Security Benefit Adjustment:</b> Subtract Line D from Line E. Enter the amount here and as a subtraction on the 2013 Form CT-W4P, Line 2. If Line D is greater than or equal to Line E, enter "0."	F.	

\*You may obtain federal Publication 505 by visiting the IRS website at [www.irs.gov](http://www.irs.gov) or by calling the Internal Revenue Service (IRS) at **800-829-3676**.

### Line 2 (continued)

**Social Security Benefit Adjustment:** If you file a federal income tax return as single or married filing separately and you expect your 2013 federal adjusted gross income will be **less than \$50,000**, enter as a subtraction the amount of federally taxable Social Security benefits you expect to report on your 2013 federal Form 1040, Line 20b, or federal Form 1040A, Line 14b.

If you will file a federal income tax return as married filing jointly, qualifying widow(er) with dependent child, or head of household and you expect your 2013 federal adjusted gross income will be **less than \$60,000**, enter as a subtraction the amount of federally taxable Social Security benefits you expect to report on your 2013 federal Form 1040, Line 20b, or federal Form 1040A, Line 14b.

If you expect your federal adjusted gross income will be above the threshold for your filing status, complete the *Social Security Benefit Adjustment Worksheet* above. Enter the Line F amount as a subtraction on Line 2.

**Military Pensions:** If you are a retired member of the U.S. armed forces or the National Guard, enter as a subtraction 50% of the amount of federally taxable military retirement pay you expect to report on your 2013 federal income tax return.

**Line 3 - Nonresidents and Part-Year Residents:** If your Connecticut-sourced income is **greater than** your Connecticut adjusted gross income, enter your Connecticut-sourced income.

**Line 5 - Nonresidents and Part-Year Residents:** If your Connecticut-sourced income is **greater than or equal** to your Connecticut adjusted gross income, enter 1.0000. If your Connecticut-sourced income is **less than** your Connecticut

adjusted gross income, complete the following calculation and enter the result on Line 5.

$$\frac{\text{Connecticut-Sourced Income}}{\text{Connecticut Adjusted Gross Income (Line 3)}} = \text{Line 5}$$

**Do not** enter a number less than zero or greater than 1. If the result is less than zero, enter "0"; if greater than 1, enter 1.0000. Round to four decimal places.

**Line 7 - Resident and Part-Year Residents:** Enter estimated allowable credit for income taxes paid to qualifying jurisdictions. Enter "0" if not applicable. See instructions for *Schedule 2 - Credit for Income Taxes Paid to Qualifying Jurisdictions* of Form CT-1040 or Form CT-1040NR/PY.

**Line 9:** If you expect to owe federal alternative minimum tax for the 2013 taxable year, you may also owe Connecticut alternative minimum tax. Enter your estimated Connecticut alternative minimum tax liability. See instructions for **Form CT-6251, Connecticut Alternative Minimum Tax Return - Individuals**.

**Line 11:** Enter estimated allowable Connecticut income tax credit(s). Enter "0" if you are not entitled to a credit. (Credit for a prior year alternative minimum tax is not allowed if you entered an amount on Line 9.) See the instructions for **Schedule CT-IT Credit, Income Tax Credit Summary**.

**Line 15:** Divide the amount on Line 14 by the number of pension or annuity payments you will receive in 2013. Round to nearest whole dollar but not less than \$10. Enter this amount on Line 1 of the certificate on the front of this form.

**Table A - Personal exemptions for 2013 Taxable Year**

Use the filing status you expect to report on your 2013 tax return and your Connecticut AGI \*\*\* (from *Tax Calculation Schedule*, Line 1) to determine your exemption.

Single			Filing Jointly or Qualified Widow(er)			Filing Separately			Head of Household		
Connecticut AGI ***		Exemption	Connecticut AGI ***		Exemption	Connecticut AGI ***		Exemption	Connecticut AGI ***		Exemption
More Than	Less Than or Equal To		More Than	Less Than or Equal To		More Than	Less Than or Equal To		More Than	Less Than or Equal To	
\$ 0	\$28,000	\$14,000	\$ 0	\$48,000	\$24,000	\$ 0	\$24,000	\$12,000	\$ 0	\$38,000	\$19,000
\$28,000	\$29,000	\$13,000	\$48,000	\$49,000	\$23,000	\$24,000	\$25,000	\$11,000	\$38,000	\$39,000	\$18,000
\$29,000	\$30,000	\$12,000	\$49,000	\$50,000	\$22,000	\$25,000	\$26,000	\$10,000	\$39,000	\$40,000	\$17,000
\$30,000	\$31,000	\$11,000	\$50,000	\$51,000	\$21,000	\$26,000	\$27,000	\$ 9,000	\$40,000	\$41,000	\$16,000
\$31,000	\$32,000	\$ 10,000	\$51,000	\$52,000	\$20,000	\$27,000	\$28,000	\$ 8,000	\$41,000	\$42,000	\$15,000
\$32,000	\$33,000	\$ 9,000	\$52,000	\$53,000	\$19,000	\$28,000	\$29,000	\$ 7,000	\$42,000	\$43,000	\$14,000
\$33,000	\$34,000	\$ 8,000	\$53,000	\$54,000	\$18,000	\$29,000	\$30,000	\$ 6,000	\$43,000	\$44,000	\$13,000
\$34,000	\$35,000	\$ 7,000	\$54,000	\$55,000	\$17,000	\$30,000	\$31,000	\$ 5,000	\$44,000	\$45,000	\$12,000
\$35,000	\$36,000	\$ 6,000	\$55,000	\$56,000	\$16,000	\$31,000	\$32,000	\$ 4,000	\$45,000	\$46,000	\$11,000
\$36,000	\$37,000	\$ 5,000	\$56,000	\$57,000	\$15,000	\$32,000	\$33,000	\$ 3,000	\$46,000	\$47,000	\$10,000
\$37,000	\$38,000	\$ 4,000	\$57,000	\$58,000	\$14,000	\$33,000	\$34,000	\$ 2,000	\$47,000	\$48,000	\$ 9,000
\$38,000	\$39,000	\$ 3,000	\$58,000	\$59,000	\$13,000	\$34,000	\$35,000	\$ 1,000	\$48,000	\$49,000	\$ 8,000
\$39,000	\$40,000	\$ 2,000	\$59,000	\$60,000	\$12,000	\$35,000	and up	\$ 0	\$49,000	\$50,000	\$ 7,000
\$40,000	\$41,000	\$ 1,000	\$60,000	\$61,000	\$11,000				\$50,000	\$51,000	\$ 6,000
\$41,000	and up	\$ 0	\$61,000	\$62,000	\$10,000				\$51,000	\$52,000	\$ 5,000
			\$62,000	\$63,000	\$ 9,000				\$52,000	\$53,000	\$ 4,000
			\$63,000	\$64,000	\$ 8,000				\$53,000	\$54,000	\$ 3,000
			\$64,000	\$65,000	\$ 7,000				\$54,000	\$55,000	\$ 2,000
			\$65,000	\$66,000	\$ 6,000				\$55,000	\$56,000	\$ 1,000
			\$66,000	\$67,000	\$ 5,000				\$56,000	and up	\$ 0
			\$67,000	\$68,000	\$ 4,000						
			\$68,000	\$69,000	\$ 3,000						
			\$69,000	\$70,000	\$ 2,000						
			\$70,000	\$71,000	\$1,000						
			\$71,000	and up	\$,00000						

\*\*\* Form CT-1040NR/PY filers must use income from Connecticut sources if it exceeds Connecticut adjusted gross income.

**Table B - Tax Calculation for 2013 Taxable Year**

Use the filing status you expect to report on your 2013 tax return. This initial tax calculation does not include personal tax credits, 3% tax rate phase-out add-back, or tax recapture.

<b>Single or Filing Separately - If the amount on the <i>Tax Calculation Schedule</i>, Line 3 is:</b>			
Less than or equal to.....	\$ 10,000.....	3.00%	
More than \$10,000, but less than or equal to.....	\$ 50,000.....	\$300 plus 5.0% of the excess over \$10,000	
More than \$50,000, but less than or equal to.....	\$100,000.....	\$2,300 plus 5.5% of the excess over \$50,000	
More than \$100,000, but less than or equal to.....	\$200,000.....	\$5,050 plus 6.0% of the excess over \$100,000	
More than \$200,000, but less than or equal to.....	\$250,000.....	\$11,050 plus 6.5% of the excess over \$200,000	
More than \$250,000.....		\$14,300 plus 6.7% of the excess over \$250,000	
<b>Single or Filing Separately Examples:</b>			
Line 3 is \$13,000, Line 4 is \$450		Line 3 is \$525,000, Line 4 is \$32,725	
<b>\$13,000 - \$10,000</b>	<b>= \$3,000</b>	<b>\$525,000 - \$250,000</b>	<b>= \$275,000</b>
<b>\$3,000 X .05</b>	<b>= \$150</b>	<b>\$275,000 x .067</b>	<b>= \$18,425</b>
<b>\$300 + \$150</b>	<b>= \$450</b>	<b>\$14,300 + \$18,425</b>	<b>= \$32,725</b>
<b>Filing Jointly/Qualifying Widow(er) - If the amount on the <i>Tax Calculation Schedule</i>, Line 3 is:</b>			
Less than or equal to.....	\$ 20,000.....	3.00%	
More than \$20,000, but less than or equal to.....	\$100,000.....	\$600 plus 5.0% of the excess over \$20,000	
More than \$100,000, but less than or equal to.....	\$200,000.....	\$4,600 plus 5.5% of the excess over \$100,000	
More than \$200,000, but less than or equal to.....	\$400,000.....	\$10,100 plus 6.0% of the excess over \$200,000	
More than \$400,000, but less than or equal to.....	\$500,000.....	\$22,100 plus 6.5% of the excess over \$400,000	
More than \$500,000.....		\$28,600 plus 6.7% of the excess over \$500,000	
<b>Filing Jointly/Qualifying Widow(er) Examples:</b>			
Line 3 is \$22,500, Line 4 is \$725		Line 3 is \$1,100,000, Line 4 is \$68,800	
<b>\$22,500 - \$20,000</b>	<b>= \$2,500</b>	<b>\$1,100,000 - \$500,000</b>	<b>= \$600,000</b>
<b>\$2,500 x .05</b>	<b>= \$125</b>	<b>\$600,000 x .067</b>	<b>= \$40,200</b>
<b>\$600 + \$125</b>	<b>= \$725</b>	<b>\$28,600 + \$40,200</b>	<b>= \$68,800</b>
<b>Head of Household - If the amount on the <i>Tax Calculation Schedule</i>, Line 3 is:</b>			
Less than or equal to.....	\$ 16,000.....	3.00%	
More than \$16,000, but less than or equal to.....	\$ 80,000.....	\$480 plus 5.0% of the excess over \$16,000	
More than \$80,000, but less than or equal to.....	\$160,000.....	\$3,680 plus 5.5% of the excess over \$80,000	
More than \$160,000, but less than or equal to.....	\$320,000.....	\$8,080 plus 6.0% of the excess over \$160,000	
More than \$320,000, but less than or equal to.....	\$400,000.....	\$17,680 plus 6.5% of the excess over \$320,000	
More than \$400,000.....		\$22,880 plus 6.7% of the excess over \$400,000	
<b>Head of Household Examples:</b>			
Line 3 is \$20,000, Line 4 is \$680		Line 3 is \$825,000, Line 4 is \$51,355	
<b>\$20,000 - \$16,000</b>	<b>= \$4,000</b>	<b>\$825,000 - \$400,000</b>	<b>= \$425,000</b>
<b>\$4,000 x .05</b>	<b>= \$200</b>	<b>\$425,000 x .067</b>	<b>= \$28,475</b>
<b>\$480 + \$200</b>	<b>= \$680</b>	<b>\$22,880 + \$28,475</b>	<b>= \$51,355</b>

\* Form CT-1040NR/PY filers must use income from Connecticut sources if it exceeds Connecticut adjusted gross income.

**Table C - 3% Tax Rate Phase-Out Add-Back**

Use the filing status you expect to report on your 2013 tax return and your Connecticut AGI \* (*Tax Calculation Schedule*, Line 1) to determine your phase-out amount.

Single			Filing Jointly or Qualified Widow(er)			Filing Separately			Head of Household		
Connecticut AGI*		3% Phase-Out Add-Back	Connecticut AGI*		3% Phase-Out Add-Back	Connecticut AGI*		3% Phase-Out Add-Back	Connecticut AGI*		3% Phase-Out Add-Back
More Than	Less Than or Equal To		More Than	Less Than or Equal To		More Than	Less Than or Equal To		More Than	Less Than or Equal To	
\$ 0	\$ 56,500	\$ 0	\$ 0	\$100,500	\$ 0	\$ 0	\$50,250	\$ 0	\$ 0	\$ 78,500	\$ 0
\$ 56,500	\$ 61,500	\$ 20	\$100,500	\$105,500	\$ 40	\$50,250	\$52,750	\$ 20	\$ 78,500	\$ 82,500	\$ 32
\$ 61,500	\$ 66,500	\$ 40	\$105,500	\$110,500	\$ 80	\$52,750	\$55,250	\$ 40	\$ 82,500	\$ 86,500	\$ 64
\$ 66,500	\$ 71,500	\$ 60	\$110,500	\$115,500	\$120	\$55,250	\$57,750	\$ 60	\$ 86,500	\$ 90,500	\$ 96
\$ 71,500	\$ 76,500	\$ 80	\$115,500	\$120,500	\$160	\$57,750	\$60,250	\$ 80	\$ 90,500	\$ 94,500	\$128
\$ 76,500	\$ 81,500	\$100	\$120,500	\$125,500	\$200	\$60,250	\$62,750	\$100	\$ 94,500	\$ 98,500	\$160
\$ 81,500	\$ 86,500	\$120	\$125,500	\$130,500	\$240	\$62,750	\$65,250	\$120	\$ 98,500	\$102,500	\$192
\$ 86,500	\$ 91,500	\$140	\$130,500	\$135,500	\$280	\$65,250	\$67,750	\$140	\$102,500	\$106,500	\$224
\$ 91,500	\$ 96,500	\$160	\$135,500	\$140,500	\$320	\$67,750	\$70,250	\$160	\$106,500	\$110,500	\$256
\$ 96,500	\$101,500	\$180	\$140,500	\$145,500	\$360	\$70,250	\$72,750	\$180	\$110,500	\$114,500	\$288
\$101,500	and up	\$200	\$145,500	and up	\$400	\$72,750	and up	\$200	\$114,500	and up	\$320

\* Form CT-1040NR/PY filers must use income from Connecticut sources if it exceeds Connecticut adjusted gross income.

**Table D - Tax Recapture**

Use the filing status you expect to report on your 2013 tax return and your Connecticut AGI \* (*Tax Calculation Schedule*, Line 1) to determine your recapture amount.

Single or Filing Separately			Filing Jointly or Qualified Widow(er)			Head of Household		
Connecticut AGI*		Recapture Amount	Connecticut AGI*		Recapture Amount	Connecticut AGI*		Recapture Amount
More Than	Less Than or Equal To		More Than	Less Than or Equal To		More Than	Less Than or Equal To	
\$ 0	\$200,000	\$ 0	\$ 0	\$400,000	\$ 0	\$ 0	\$320,000	\$ 0
\$200,000	\$205,000	\$ 75	\$400,000	\$410,000	\$ 150	\$320,000	\$328,000	\$ 120
\$205,000	\$210,000	\$ 150	\$410,000	\$420,000	\$ 300	\$328,000	\$336,000	\$ 240
\$210,000	\$215,000	\$ 225	\$420,000	\$430,000	\$ 450	\$336,000	\$344,000	\$ 360
\$215,000	\$220,000	\$ 300	\$430,000	\$440,000	\$ 600	\$344,000	\$352,000	\$ 480
\$220,000	\$225,000	\$ 375	\$440,000	\$450,000	\$ 750	\$352,000	\$360,000	\$ 600
\$225,000	\$230,000	\$ 450	\$450,000	\$460,000	\$ 900	\$360,000	\$368,000	\$ 720
\$230,000	\$235,000	\$ 525	\$460,000	\$470,000	\$1,050	\$368,000	\$376,000	\$ 840
\$235,000	\$240,000	\$ 600	\$470,000	\$480,000	\$1,200	\$376,000	\$384,000	\$ 960
\$240,000	\$245,000	\$ 675	\$480,000	\$490,000	\$1,350	\$384,000	\$392,000	\$1,080
\$245,000	\$250,000	\$ 750	\$490,000	\$500,000	\$1,500	\$392,000	\$400,000	\$1,200
\$250,000	\$255,000	\$ 825	\$500,000	\$510,000	\$1,650	\$400,000	\$408,000	\$1,320
\$255,000	\$260,000	\$ 900	\$510,000	\$520,000	\$1,800	\$408,000	\$416,000	\$1,440
\$260,000	\$265,000	\$ 975	\$520,000	\$530,000	\$1,950	\$416,000	\$424,000	\$1,560
\$265,000	\$270,000	\$1,050	\$530,000	\$540,000	\$2,100	\$424,000	\$432,000	\$1,680
\$270,000	\$275,000	\$1,125	\$540,000	\$550,000	\$2,250	\$432,000	\$440,000	\$1,800
\$275,000	\$280,000	\$1,200	\$550,000	\$560,000	\$2,400	\$440,000	\$448,000	\$1,920
\$280,000	\$285,000	\$1,275	\$560,000	\$570,000	\$2,550	\$448,000	\$456,000	\$2,040
\$285,000	\$290,000	\$1,350	\$570,000	\$580,000	\$2,700	\$456,000	\$464,000	\$2,160
\$290,000	\$295,000	\$1,425	\$580,000	\$590,000	\$2,850	\$464,000	\$472,000	\$2,280
\$295,000	\$300,000	\$1,500	\$590,000	\$600,000	\$3,000	\$472,000	\$480,000	\$2,400
\$300,000	\$305,000	\$1,575	\$600,000	\$610,000	\$3,150	\$480,000	\$488,000	\$2,520
\$305,000	\$310,000	\$1,650	\$610,000	\$620,000	\$3,300	\$488,000	\$496,000	\$2,640
\$310,000	\$315,000	\$1,725	\$620,000	\$630,000	\$3,450	\$496,000	\$504,000	\$2,760
\$315,000	\$320,000	\$1,800	\$630,000	\$640,000	\$3,600	\$504,000	\$512,000	\$2,880
\$320,000	\$325,000	\$1,875	\$640,000	\$650,000	\$3,750	\$512,000	\$520,000	\$3,000
\$325,000	\$330,000	\$1,950	\$650,000	\$660,000	\$3,900	\$520,000	\$528,000	\$3,120
\$330,000	\$335,000	\$2,025	\$660,000	\$670,000	\$4,050	\$528,000	\$536,000	\$3,240
\$335,000	\$340,000	\$2,100	\$670,000	\$680,000	\$4,200	\$536,000	\$544,000	\$3,360
\$340,000	\$345,000	\$2,175	\$680,000	\$690,000	\$4,350	\$544,000	\$552,000	\$3,480
\$345,000	and up	\$2,250	\$690,000	and up	\$4,500	\$552,000	and up	\$3,600

**Table E - Personal Tax Credits for 2013 Taxable Year**

Use the filing status you expect to report on your 2013 tax return and your Connecticut AGI \* (*Tax Calculation Schedule, Line 1*) to determine your decimal amount.

Single			Filing Jointly or Qualified Widow(er)			Filing Separately			Head of Household		
Connecticut AGI*		Decimal Amount	Connecticut AGI*		Decimal Amount	Connecticut AGI*		Decimal Amount	Connecticut AGI*		Decimal Amount
More Than	Less Than or Equal To		More Than	Less Than or Equal To		More Than	Less Than or Equal To		More Than	Less Than or Equal To	
\$14,000	\$17,500	.75	\$24,000	\$30,000	.75	\$12,000	\$15,000	.75	\$19,000	\$24,000	.75
\$17,500	\$18,000	.70	\$30,000	\$30,500	.70	\$15,000	\$15,500	.70	\$24,000	\$24,500	.70
\$18,000	\$18,500	.65	\$30,500	\$31,000	.65	\$15,500	\$16,000	.65	\$24,500	\$25,000	.65
\$18,500	\$19,000	.60	\$31,000	\$31,500	.60	\$16,000	\$16,500	.60	\$25,000	\$25,500	.60
\$19,000	\$19,500	.55	\$31,500	\$32,000	.55	\$16,500	\$17,000	.55	\$25,500	\$26,000	.55
\$19,500	\$20,000	.50	\$32,000	\$32,500	.50	\$17,000	\$17,500	.50	\$26,000	\$26,500	.50
\$20,000	\$20,500	.45	\$32,500	\$33,000	.45	\$17,500	\$18,000	.45	\$26,500	\$27,000	.45
\$20,500	\$21,000	.40	\$33,000	\$33,500	.40	\$18,000	\$18,500	.40	\$27,000	\$27,500	.40
\$21,000	\$23,300	.35	\$33,500	\$40,000	.35	\$18,500	\$20,000	.35	\$27,500	\$34,000	.35
\$23,300	\$23,800	.30	\$40,000	\$40,500	.30	\$20,000	\$20,500	.30	\$34,000	\$34,500	.30
\$23,800	\$24,300	.25	\$40,500	\$41,000	.25	\$20,500	\$21,000	.25	\$34,500	\$35,000	.25
\$24,300	\$24,800	.20	\$41,000	\$41,500	.20	\$21,000	\$21,500	.20	\$35,000	\$35,500	.20
\$24,800	\$29,200	.15	\$41,500	\$50,000	.15	\$21,500	\$25,000	.15	\$35,500	\$44,000	.15
\$29,200	\$29,700	.14	\$50,000	\$50,500	.14	\$25,000	\$25,500	.14	\$44,000	\$44,500	.14
\$29,700	\$30,200	.13	\$50,500	\$51,000	.13	\$25,500	\$26,000	.13	\$44,500	\$45,000	.13
\$30,200	\$30,700	.12	\$51,000	\$51,500	.12	\$26,000	\$26,500	.12	\$45,000	\$45,500	.12
\$30,700	\$31,200	.11	\$51,500	\$52,000	.11	\$26,500	\$27,000	.11	\$45,500	\$46,000	.11
\$31,200	\$56,000	.10	\$52,000	\$96,000	.10	\$27,000	\$48,000	.10	\$46,000	\$74,000	.10
\$56,000	\$56,500	.09	\$96,000	\$96,500	.09	\$48,000	\$48,500	.09	\$74,000	\$74,500	.09
\$56,500	\$57,000	.08	\$96,500	\$97,000	.08	\$48,500	\$49,000	.08	\$74,500	\$75,000	.08
\$57,000	\$57,500	.07	\$97,000	\$97,500	.07	\$49,000	\$49,500	.07	\$75,000	\$75,500	.07
\$57,500	\$58,000	.06	\$97,500	\$98,000	.06	\$49,500	\$50,000	.06	\$75,500	\$76,000	.06
\$58,000	\$58,500	.05	\$98,000	\$98,500	.05	\$50,000	\$50,500	.05	\$76,000	\$76,500	.05
\$58,500	\$59,000	.04	\$98,500	\$99,000	.04	\$50,500	\$51,000	.04	\$76,500	\$77,000	.04
\$59,000	\$59,500	.03	\$99,000	\$99,500	.03	\$51,000	\$51,500	.03	\$77,000	\$77,500	.03
\$59,500	\$60,000	.02	\$99,500	\$100,000	.02	\$51,500	\$52,000	.02	\$77,500	\$78,000	.02
\$60,000	\$60,500	.01	\$100,000	\$100,500	.01	\$52,000	\$52,500	.01	\$78,000	\$78,500	.01
\$60,500	and up	.00	\$100,500	and up	.00	\$52,500	and up	.00	\$78,500	and up	.00

\* Form CT-1040NR/PY filers must use income from Connecticut sources if it exceeds Connecticut adjusted gross income.

# Notes



**Choose to file returns, pay amounts due, and direct deposit refunds electronically using the TSC. It's fast and free!**

<b>Internet</b>	<p><b>Tax Information</b></p> <p>The <i>TSC</i> includes a comprehensive <i>FAQ</i> database with more than 600 searchable answers. Search by category, tax type, keyword, or phrase.</p>	<p><b>Forms and Publications</b></p> <p>Connecticut forms and publications may be viewed, downloaded, or printed by visiting <a href="http://www.ct.gov/DRS">www.ct.gov/DRS</a> the DRS website.</p>	<b>Internet</b>				
<b>Phone</b>	<p>For telephone assistance, call our Taxpayer Services Division at <b>800-382-9463</b> (Connecticut calls outside the Greater Hartford calling area only); or <b>860-297-5962</b> (from anywhere).</p>	<p><b>800-382-9463</b> (Connecticut calls outside the Greater Hartford calling area only) and select <b>Option 2</b>; or <b>860-297-4753</b> (from anywhere).</p>	<b>Phone</b>				
<b>E-Mail</b>	<p>Send routine tax questions to <a href="mailto:drs@po.state.ct.us">drs@po.state.ct.us</a> (do not send account related inquiries). For account-related questions, including bill and refund inquiries, use the <b>Secure Mailbox</b> feature by logging into the DRS electronic <i>TSC</i>.</p>	<p>Email requests, including your name, address (street, city, state, and ZIP code), and the name or number of the tax product to <a href="mailto:ctforms.drs@po.state.ct.us">ctforms.drs@po.state.ct.us</a></p>	<b>E-Mail</b>				
<b>Walk-In</b>	<p>Free personal taxpayer assistance and forms are available by visiting our offices. Walk-in assistance at all DRS locations is available Monday through Friday, 8:30 a.m. to 4:30 p.m. (arrive by 4:00 p.m.). Directions to DRS offices are available using the DRS phone menu or by visiting the DRS website. If you require special accommodations, please advise the DRS representative.</p> <table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"><b>Bridgeport</b> 10 Middle St</td> <td style="text-align: center;"><b>Hartford</b> 25 Sigourney St</td> <td style="text-align: center;"><b>Norwich</b> 401 West Thames St Building #700</td> <td style="text-align: center;"><b>Waterbury</b> 55 West Main St Suite 100</td> </tr> </table> <p>All calls are answered at our Customer Service Center in Hartford, not at the field offices.</p>		<b>Bridgeport</b> 10 Middle St	<b>Hartford</b> 25 Sigourney St	<b>Norwich</b> 401 West Thames St Building #700	<b>Waterbury</b> 55 West Main St Suite 100	<b>Walk-In</b>
<b>Bridgeport</b> 10 Middle St	<b>Hartford</b> 25 Sigourney St	<b>Norwich</b> 401 West Thames St Building #700	<b>Waterbury</b> 55 West Main St Suite 100				
<p><b>Federal Tax Information</b></p> <p>For questions about <b>federal taxes</b>, visit <a href="http://www.irs.gov">www.irs.gov</a> or call the Internal Revenue Service (IRS) at 800-829-1040. To order <b>federal tax forms</b>, call 800-829-3676.</p>		<p><b>Statewide Services</b></p> <p>Visit the <i>ConneCT</i> website at <a href="http://www.ct.gov">www.ct.gov</a> for information on statewide services and programs.</p>					