

# **VITA**

Volunteer Income Tax Assistance

**&**

# **TCE**

Tax Counseling for the Elderly

Quick Reference Guide  
Arizona Income Tax Returns  
2019

Arizona Department of Revenue  
1600 West Monroe Street  
Phoenix, AZ 85007

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## Mailing Addresses

### Federal Individual Income Tax Return - If the taxpayer lives in Arizona...

and is filing a Form ...	and is <b>NOT ENCLOSING A PAYMENT</b> , then use this address ...	and is <b>ENCLOSING A PAYMENT</b> , then use this address ...
<b>1040</b> <i>(all filers must use Form 1040)</i>	Department of the Treasury Internal Revenue Service Ogden, UT 84201-0002	Internal Revenue Service P.O. Box 802501 Cincinnati, OH 48280-2501

## Arizona Individual Income Tax Return

### Plain Paper Returns

Expecting a Refund or Paying No Tax	Return Mailed With Payment
Arizona Department of Revenue P.O. Box 52138 Phoenix, AZ 85072-2138	Arizona Department of Revenue P.O. Box 52016 Phoenix, AZ 85072-2016

### Bar Coded Returns

Expecting a Refund or Paying No Tax	Return Mailed With Payment
Arizona Department of Revenue P.O. Box 29205 Phoenix, AZ 85038-9205	Arizona Department of Revenue P.O. Box 29204 Phoenix, AZ 85038-9204

# **Tax Help and Walk-In Services**

## **TELEPHONE**

### **Individual and Corporate Income Tax:**

Phoenix..... (602) 255-3381

Toll-free from area codes 520 and 928..... (800) 352-4090

## **FORM ORDERS**

Options to order forms via fax or by telephone has been discontinued. All Arizona tax forms, including fillable and barcode, are available on our website [www.azdor.gov](http://www.azdor.gov).

Arizona Tax Booklet X contains all tax forms and instructions. This is available to download for free on our website [www.azdor.gov/forms](http://www.azdor.gov/forms).

## **WALK-IN SERVICES**

We have three office locations. Hours of operation for Phoenix and Tucson are Monday through Friday, 8 a.m. – 5 p.m. Hours of operation for Mesa is Monday through Thursday, 7 a.m. - 6 p.m. and Friday, 8 a.m. - noon. Arizona tax forms are available at all locations.

Taxpayer assistance is available to customers at the Arizona Department of Revenue's Phoenix and Tucson locations. ADOR's Mesa location is limited to providing service for licensing of businesses and making payments. Taxpayers who require assistance with a billing they received or other tax related issues should be referred to the Phoenix or Tucson location.

### **Phoenix**

1600 West Monroe  
Phoenix, AZ 85007

### **Mesa (East Valley Office)**

55 N. Center  
Mesa, AZ 85201

### **Tucson**

400 West Congress  
Tucson, AZ 85701

### **Websites**

[www.azdor.gov](http://www.azdor.gov)

<https://www.aztaxes.gov>

# Individual Income Tax – 2019 Highlights

## Due date for calendar year filers

Your 2019 individual income tax return is due by midnight on April 15, 2020. If you file under a valid extension, your extended due date to file your income tax return is October 15, 2020.

## Arizona 2019 Legislation

House Bill 2757 amended several statutes effecting Arizona's 2019 individual income taxes. Some of these changes include:

- **2019 Individual Income Tax Brackets Adjusted for Inflation**

For 2019, the Arizona individual income tax brackets on Tax Table X & Y were reduced from five to four brackets from the previous year and adjusted for inflation. The Optional Tax Table was also adjusted for inflation. For specific amounts, see the Optional Tax Table and Tax Table X & Y.

- **Personal and Dependent Exemptions**

The personal and dependent exemptions were repealed for tax years beginning from and after December 31, 2018.

- **Other Exemptions (non-dependents)**

Taxpayers may continue to take a \$2,300 exemption for each qualifying person age 65 or over regardless of relationship to the taxpayer if the taxpayer pays at least \$800 for the person's medical costs or costs for maintaining that person in a nursing care or residential care institution. A taxpayer may also take a \$2,300 exemption for a stillborn child.

*Taxpayers claiming Other Exemptions must complete page 4 of the tax form and include it with their tax return, when filed.*

- **2019 Arizona Standard Deduction Amounts Adjusted**

The 2019 Arizona standard deduction amounts are:

- \$12,200 for a single taxpayer or a married taxpayer filing a separate return;
- \$24,400 for a married couple filing a joint return; and
- \$18,350 for individuals filing a head of household return.

- **Increased Standard Deduction for Charitable Contributions (Forms 140, 140NR, and 140PY)**

Certain taxpayers may increase the allowable standard deduction equal to 25% of the total amount of the taxpayer's charitable deduction that would have been allowed if the taxpayer elected to claim itemized deductions.

*Taxpayers claiming the increased standard deduction for charitable contributions must complete page 3 of the tax form and include it with their tax return, when filed.*

NOTE: This increase is not available to taxpayers filing Form 140A or 140EZ.

- **Arizona Lottery Winnings**

The allowable \$5,000 subtraction was repealed.

- **Dependent Tax Credit**

Taxpayers may claim a dependent tax credit for individuals that qualify as dependents for federal purposes. The amount of the credit is \$100 for each dependent under the age of 17; and \$25 for each dependent who is age 17 or over. The total amount of the allowable credit is reduced for taxpayers whose federal adjusted gross income is \$200,000 or more (single, married filing separate, or head of household) and \$400,000 or more (married filing joint).

*Taxpayers claiming the dependent tax credit would compute the allowable credit by completing a worksheet provided in the tax form instructions.*

### **Pension for Retired/Retainer Pay of the Uniformed Services**

For tax years beginning from and after December 31, 2018, taxpayers who receive benefits, annuities and pensions as retired/retainer pay of the uniformed services of the United States, may each subtract the amount received or \$3,500, whichever is less. For married taxpayers filing a joint return and both spouses receive such payments, each spouse may subtract up to \$3,500.

### **Credit for Contributions to Qualifying Charitable Organizations (Arizona Form 321)**

Recent legislation expanded the credit for qualifying contributions to include qualifying charitable organizations that spend at least 50% of their budget on services to individuals (formerly children) who have a chronic illness or physical disability and who are residents of Arizona. For more information see the instructions for Form 321.

### **Credit for Contributions Made or Fees Paid to Public Schools (Arizona Form 322)**

Recent legislation also expanded the use of qualifying contributions made after June 30, 2019, through June 30, 2022, to include acquisition of capital items, community school meal programs, student consumable health care supplies, and playground equipment and shade structures for playground equipment. For more information see the instructions for Form 322.

### **Credit for Contributions to Private School Tuition Organizations (Form 323)**

The allowable current year credit for contributions to private school tuition organizations was adjusted for inflation purposes. For 2019, the maximum current year credit is:

- \$569 for single and head of household taxpayers.
- \$1,138 for married taxpayers filing a joint return.

### **Credit for Contributions Made to Certified School Tuition Organizations (Form 348)**

The allowable current year credit for contributions to a certified school tuition organization was adjusted for inflation purposes. For 2019, the maximum current year credit is:

- \$566 for single and head of household taxpayers.
- \$1,131 for married taxpayers filing a joint return.



# Arizona Conformity for 2019...

As a rule, the starting point for your Arizona return is your federal adjusted gross income. To take itemized deductions, you must start with the amount shown on the federal Schedule A. This is the case for 2019, except for changes Congress made to the federal tax code during 2019 and the following apply:

1. The changes affect how you figure your federal adjusted gross income.

## **AND/OR**

2. The changes affect how you figure your itemized deductions.

When federal changes are made, Arizona legislature must adopt those changes if the Arizona starting points are to be kept the same. The legislature will address this issue when it is in session during 2020. The Arizona Department of Revenue must publish these forms before this issue will be addressed by the legislature. When ADOR went to print, Arizona had not yet adopted any federal tax law changes made after January 1, 2019.

**What does this mean to you? It means that if any of the federal law changes made in 2019 apply to your 2019 return, you can opt to file your 2019 return using one of the following methods:**

1. You can wait and file your 2019 return after this issue has been addressed.  
To do this, you may need to ask for a filing extension. You must pay 90% of the tax due by the due date of the return before any extension.
2. You can file your 2019 return assuming that the federal law changes will be adopted. The 2019 tax forms make these assumptions.

### **If you opt for method 2, one of the following will apply:**

- If Arizona adopts those changes, you do not have to do anything more.
  - If Arizona does not adopt all federal changes, you may need to amend your 2019 Arizona return. Your amended return will have to show the difference between the Arizona law and the federal law. If this happens, we will post more details on our conformity web page at <https://azdor.gov/legal-research/conformity-irc>.
  - Generally, no penalties or interest will be assessed on these amended returns if you follow the Department's instructions and pay any tax due when you file your original 2019 return and you file and pay the required amended return by the extended due date of your 2020 return.
3. You can file your 2019 return assuming that we will not adopt the federal law changes. If you opt for this method, you will have to do the following:
    - You will have to research all of the federal changes made after January 1, 2019.
    - You will have to figure out if any of those changes apply to you.
    - You will have figure out how to make adjustments for those changes on your return.

### **If you opt for method 3, one of the following will apply:**

- If Arizona does not adopt those changes, you do not have to do anything more.
- If Arizona adopts those changes, you may need to amend your 2019 Arizona return. Your amended return will have to show the difference between what you reported and what you should have reported. If this happens, we will post more details on our conformity web page at <https://azdor.gov/legal-research/conformity-irc>.

# Taxation of Native Americans

## Taxpayers Have to File if They are an American Indian

Taxpayers must file if they meet the Arizona filing requirements unless **all** the following apply:

- They are an enrolled member of an Indian tribe.
- They live on the reservation established for that tribe.
- They earned **all** income on that reservation.

## Taxpayers Have to File if They are the Spouse of an American Indian and are not an Enrolled Indian

Taxpayers must file if they meet the Arizona filing requirements. The department has issued a ruling on the tax treatment of spouses of American Indians. This ruling is ITR 96-4.

**Certain wages of American Indians are reported on Arizona Form 140, page 1, line 31.**

## Arizona Income Tax Ruling ITR 96-4

As a Native American, taxpayers must file an Arizona income tax return if they meet the Arizona filing requirements, unless **all** of the following apply:

1. The taxpayer is an enrolled member of an Indian tribe.
2. The taxpayer lives on the reservation established for that tribe.
3. The taxpayer earned **all** income on that reservation.

Any income derived from nonreservation sources by a Native American is subject to the Arizona state income tax.

Arizona will not impose tax on a Native American's income derived from reservation sources if the individual lives on the reservation and the Native American is an affiliated member of the tribe for whose benefit that reservation was established.

Income of a non-affiliated Native American or a non-Native derived from reservation or nonreservation sources while working and living **on or off** a reservation is subject to tax in the same manner as all other Arizona residents.

Income of a non-Native American spouse or a non-affiliated spouse of an affiliated Native American is subject to the Arizona state income tax.

Generally, for a married couple comprised of an affiliated Native American and a non-Native or non-affiliated Native, Arizona community property laws are to be applied as follows:

- a. If the couple files a joint Arizona income tax return, to the extent included in Arizona gross income, the following income shall be subtracted in determining Arizona adjusted gross income:
  - (1) The income earned by the affiliated Native American from the reservation sources while living on the reservation;  
And
  - (2) One-half of the non-Native spouse's or non-affiliated Native American spouses community income earned from reservation sources while living on the reservation.

- b. If the couple chooses to file married filing separate returns, to the extent included in each spouse's respective Arizona gross income, the following shall be subtracted in determining Arizona adjusted gross income:
- (1) For the affiliated Native American, the amount of reservation source income he or she earned while living and working on the reservation plus the amount of reservation source community income earned by his or her spouse while living on the reservation.
  - (2) For the non-affiliated Native or non-Native American, the amount of reservation source community income earned by the affiliated Native American spouse while living on the reservation.
- c. Full deductions and dependent exemptions are allowed based on the Income Tax Code.

For purposes of this ruling, an affiliated Native American includes any individual who has been adopted into the tribe and who has attained full and unrestricted membership privileges in that tribe. In order for an adopted Native American to qualify for the income tax exemption, the individual must provide acceptable proof of tribal membership.

## Federal Adjusted Gross Income

Arizona uses federal adjusted gross income as a starting point to determine Arizona taxable income. A taxpayer's federal adjusted gross income is his or her Arizona gross income. The following are examples of income to consider in determining if a return must be filed:

Alimony	Dividends	Notary Fees
Annuities	Employee Bonuses	Partnership Income (Taxpayer's Share)
Awards	Estate & Trust Income	Pension
Back Pay	Farm Income	Prizes
Bonuses	Fees	Rent (Gross Rent)
Breach of Contract Damages	Gain from Sale of Property or Securities	Rewards
Business Income	Gambling Winnings	Royalties
Commissions	Hobby Income	Salaries
Compensation for Personal Services	Interest	Severance Pay
Debts Forgiven	I.R.A. Distributions	Supplemental Unemployment Benefits
Director's Fees	Jury Duty Fees	Tips & Gratuities
Disability Benefits (Employer Funded)	Military Pensions	Unemployment Compensation
Wages		

# Arizona Filing Requirements

## How Taxpayers Know if They Must File an Income Tax Return

Taxpayers must file an Arizona income tax return if:

- Their gross income is \$15,000 or more. They can figure their gross income the same way they would figure their gross income for federal income tax purposes.
- Their Arizona adjusted gross income is \$11,000 or more if married filing a joint return.
- Their Arizona adjusted gross income is \$5,500 or more if single, head of household, or married filing a separate return.

A taxpayer's Arizona adjusted gross income is the federal adjusted gross income modified by additions and subtractions allowed under Arizona law. If taxpayers are not sure if their Arizona adjusted gross income meets this limit, those individuals may want to complete an Arizona income tax return.

## Taxpayers Who Must File

<b>These rules apply to all Arizona taxpayers:</b>		
<b>Taxpayers must file if they are:</b>	<b>AND the Arizona adjusted gross income is at least:</b>	<b>OR the gross income is at least:</b>
• Single	\$ 5,500	\$15,000
• Married filing jointly	\$11,000	\$15,000
• Married filing separately	\$ 5,500	\$15,000
• Head of household	\$ 5,500	\$15,000
If an Arizona resident, taxpayers must report income from <b>all</b> sources. This includes out-of-state income.		
To see if they have to file, taxpayers will figure their gross income the same as they would figure gross income for federal income tax purposes. Then, taxpayers should exclude income Arizona law does not tax. Income Arizona law does not tax includes:		
<ul style="list-style-type: none"> <li>• Interest from U.S. Government obligations.</li> <li>• Social security retirement benefits received under Title II of the Social Security Act.</li> <li>• Benefits received under the Railroad Retirement Act.</li> <li>• Pay received for active service as a member of the Reserves, National Guard or the U.S. Armed Forces.</li> </ul>		
Taxpayers can find their Arizona adjusted gross income on page 2, line 42 of Arizona Form 140.		

**NOTE:** *Even if a taxpayer does not have to file, that individual must still file a return to get a refund of any Arizona income tax withheld.*

## WHY E-FILING IS FASTER, EASIER AND BETTER.

- It is accurate and easy. E-file software helps taxpayers avoid mistakes by doing the math.
- It is secure. E-file meets strict security guidelines.
- It is convenient.
- Most e-filers get their refunds faster.
- It's often free.
- There are several options for making payments.

**For a list of approved e-file vendors visit  
[azdor.gov/e-services/approved-vendors](http://azdor.gov/e-services/approved-vendors)**



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## Determining Arizona Filing Status

The filing status taxpayers use on their Arizona return may be different from that used on a federal return. Taxpayers can use this section to determine their filing status.

### **Married Filing a Joint Return**

Taxpayers may use this filing status if married as of December 31, 2019. It does not matter whether or not they were living with a spouse. They may elect to file a joint return even if the taxpayer and spouse filed separate federal returns.

If they qualify as married for federal purposes, taxpayers qualify as married for Arizona purposes and must file using the status of either married filing joint or married filing separate.

Taxpayers may use this filing status if their spouse died during 2019 and they did not remarry in 2019.

The Arizona Form 140 is for full-year residents only. Taxpayers may not file a joint Arizona income tax return on Form 140 if any of the following apply:

1. A spouse is a nonresident alien (citizen of and living in another country).
2. A spouse is a resident of another state.
3. A spouse is a part-year Arizona resident.

If filing a joint return with a nonresident spouse, a taxpayer may file a joint return using Form 140NR. See Form 140NR instructions.

If filing a joint return with a part-year resident spouse, a taxpayer may file a joint return using Form 140PY. See Form 140PY instructions.

For details on filing a joint return with a part-year resident or nonresident spouse, see Arizona Department of Revenue Income Tax Ruling *ITR 14-1*.

## Head of Household

A taxpayer may file as head of household on an Arizona return, only if one of the following applies:

- The taxpayer qualifies to file as head of household on a federal return.
- The taxpayer qualifies to file as a qualifying widow or widower on a federal return.

## Married Filing Separately

Taxpayers may use this filing status if married as of December 31, 2019, and they elect to file a separate Arizona return. A taxpayer may elect to file a separate return, even if he or she and a spouse filed a joint federal return.

If filing a separate return, taxpayers will check the line 6 box and enter a spouse's name in the space provided. Also, the taxpayer will enter the spouse's social security number in the space provided.

Arizona is a community property state. If filing a separate return, the taxpayer must figure how much income to report using community property laws. Under these laws, a separate return must reflect one-half of the community income from all sources plus any separate income.

When filing separate returns, the taxpayer must account for community deductions and credits on the same basis as community income. Both the taxpayer and spouse must either itemize or not itemize. If one spouse itemizes, both spouses must itemize. If one spouse takes a standard deduction, both spouses must take a standard deduction. One spouse may not claim a standard deduction while the other itemizes.

If a married couple supports a dependent child from community income, either spouse may claim the dependent. Both spouses cannot claim the same dependent on both returns.

For details on how to file a separate Arizona income tax return, see Arizona Department of Revenue Income Tax Rulings *ITR 93-18 and ITR 93-19*.

**NOTE:** *If you can treat community income as separate income on your federal return, you may also treat that community income as separate on your Arizona return. See Arizona Department of Revenue Ruling ITR 93-22 for more information.*

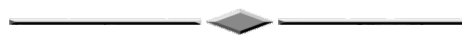
If filing a separate return and the taxpayer's spouse is not a resident of Arizona, other special rules may apply. For more details, see Arizona Department of Revenue Income Tax Ruling, *ITR 93-20*.

## Single

Taxpayers will use this filing status if they were single on December 31, 2019. Taxpayers are single if any of the following apply:

- The taxpayer has never been married.
- The taxpayer is legally separated under a decree of divorce or of separate maintenance.
- The taxpayer was widowed before January 1, 2019, did not remarry in 2019, and the taxpayer does not qualify to file as a qualifying widow or widower with dependent children on a federal return.

**NOTE:** If a taxpayer got divorced during the year, see the department's ruling, ITR 14-2, Reporting Income, Deductions, Exemptions, and Withholding for Divorced Individuals for the Year of Divorce and publication, Pub. 200, Income Tax Issues Affecting Married and Divorced Taxpayers.



# Which Form Taxpayers Should Use

There are seven 2019 tax forms for individuals:

- Form 140
- Form 140EZ
- Form 140PY
- Form 140PTC
- Form 140A
- Form 140NR
- Form 140ET

## Form 140

Taxpayers (and their spouse if married filing a joint return) may file Form 140 only if they are full-year residents of Arizona.

They must use Form 140 rather than Form 140A or Form 140EZ to file if any of the following apply:

- The taxpayer's taxable income is \$50,000 or more, regardless of filing status.
- The taxpayer received active duty military pay as a member of the U.S. Armed Forces.
- The taxpayer received pay for active service as a Reservist or a National Guard member.
- The taxpayer is making adjustments to income.
- The taxpayer itemizes deductions.
- The taxpayer claims tax credits other than the family income tax credit, the credit for increased excise taxes, or the property tax credit.
- The taxpayer is claiming estimated payments.
- The taxpayer is claiming an increased standard deduction for a portion of their charitable contributions.

## Form 140A

- The taxpayer (and spouse if married filing a joint return) are full-year residents of Arizona.
- The taxpayer's Arizona taxable income is less than \$50,000, regardless of filing status.
- The taxpayer is not making any adjustments to income.
- The taxpayer does not itemize deductions.
- The taxpayer is not claiming estimated tax payments.
- The only tax credits the taxpayer can claim are:
  - the property tax credit.
  - the credit for increased excise taxes.

## Form 140EZ

- The taxpayer is single or if married, the taxpayer and spouse are filing a joint return.
- The taxpayer (and spouse if married filing a joint return) are full-year residents of Arizona.
- The taxpayer (and spouse if married filing a joint return) were under age 65 and not blind at the end of 2019.

- The taxpayer is not claiming any dependents.
- The taxpayer is not claiming an exemption for a qualifying parent or grandparent.
- The taxpayer is not making any adjustments to income.
- The taxpayer does not itemize deductions.
- The taxpayer is not making voluntary gifts through means of a refund check-off.
- The Arizona taxable income is less than \$50,000, regardless of the taxpayer's status.
- The only tax credits the taxpayer is claiming include:
  - the family income tax credit.
  - the credit for increased excise taxes.

## Form 140NR

Taxpayers are subject to Arizona income tax on all income derived from Arizona sources. If they are in this state for a temporary or transitory purpose, or did not live in Arizona but received income from sources within Arizona during 2019, taxpayers are subject to Arizona tax. Income from Arizona sources includes wages, rental income, business income, the sale of Arizona real estate, interest and dividends having a taxable or business situs in this state, or any other income from an Arizona source.

## Form 140PY

As a part-year resident, taxpayers are subject to tax on all of the following:

1. Any income earned in 2019 while an Arizona resident. This includes any interest or dividends received from sources outside Arizona.
2. Any income earned from an Arizona source in 2019 before moving to (or after leaving) the state.

**NOTE:** *If taxpayers also have Arizona source income and deductions for the portion of the year they were an Arizona nonresident, they need to file Arizona Form 140PY for the entire taxable year.*

## Form 140ET

**NOTE:** Beginning January 1, 2015, taxpayers **must** have a social security number (SSN) that is valid for employment. If a taxpayer also claims a credit for a spouse and/or qualifying children, the spouse and qualifying children **must** each have a valid SSN or individual taxpayer identification number (ITIN) issued by the Internal Revenue Service.

Taxpayers will use Form 140ET to claim a credit for increased excise taxes paid due to the education funding tax increase.

They will file Form 140ET **only** if they meet the following:

- The taxpayer is not required to file an income tax return and does not qualify for the property tax credit on Arizona Form 140PTC.
- The taxpayer was an Arizona resident during 2019.
- The taxpayer is not claimed as a dependent by any other taxpayer.
- The taxpayer was not sentenced for at least 60 days of 2019 to a county, state, or federal prison.

- The taxpayer's federal adjusted gross income is:
  - \$25,000 or less if married filing a joint claim;
  - \$25,000 or less if filing as head of household;
  - \$12,500 or less if single; or
  - \$12,500 or less if married filing a separate claim.

A taxpayer's federal adjusted gross income is income that must be reported on a federal income tax return less adjustments to income allowed on the federal income tax return. If unsure if the federal adjusted gross income meets the limit, the taxpayer may want to complete a federal income tax return.

If a taxpayer meets **all** of 1 through 5 above, that individual may claim a credit for increased excises taxes paid. He or she can complete Form 140ET to figure the credit.

**NOTE:** *The credit cannot exceed \$100 per household. The taxpayer cannot file Form 140ET if someone else in his or her household has already claimed \$100 of the credit. If someone else in the household has filed Form 140ET claiming less than \$100, the taxpayer may file Form 140ET. The total of all credit claims filed from a household cannot be more than \$100.*

## Form 140PTC

Taxpayers can file Form 140PTC only if they meet the following:

1. The taxpayer was a resident of Arizona for the entire year.  
(From January 1, 2019, to December 31, 2019)
2. The taxpayer was either 65 or older by December 31, 2019, or received SSI Title 16 payments during 2019. (The taxpayer must meet only one of these requirements.)
3. The taxpayer's total household income was less than \$3,751 if he or she lived alone. If others lived with the individual, the taxpayer's total household income was less than \$5,501.
4. The taxpayer paid property taxes or rent on a main home in Arizona during 2019. He or she may also have paid both property taxes and rent for the entire year of 2019. If the taxpayer only paid rent during 2019, that individual must have rented for the entire year. The taxpayer also meets this requirement if one of the following applies:
  - The taxpayer was a resident of a nursing home in Arizona. The nursing home was subject to and paid property taxes, and the taxpayer used his or her social security or other personal funds to pay the nursing home.
  - The taxpayer was a shareholder of a cooperative corporation in Arizona, and the unit he or she lived in was a main home during 2019.
  - The taxpayer was a member of a condominium association in Arizona, and the unit was his or her main home during 2019.

If the taxpayer meets **all** of 1 through 4 above, the individual may claim a refund of Arizona property taxes and complete Form 140PTC to figure the credit.

**NOTE:** *If the taxpayer must file an Arizona tax return (Form 140 or Form 140A), he or she must attach the completed Form 140PTC to the return.*

*If the taxpayer does not have to file an Arizona income tax return, the individual will complete only Form 140PTC.*

## **What Taxpayers Must Attach When Filing Arizona 140PTC**

When filing a 140PTC claim, taxpayers must attach certain documents to their claim. If they fail to attach the required documents to their 140PTC claim, the department will disallow the claim. To determine what they must attach, taxpayers should review the following list:

### **Title 16 Supplemental Security Income (SSI) Recipient**

When a taxpayer files a 140PTC claim, **the individual must attach** a statement from the Social Security Administration.

The taxpayer will also attach this statement to the back of the claim, and must show all of the following:

1. The taxpayer's name and address.
2. The taxpayer's social security number.
3. The payments the taxpayer received or is due to receive from Title 16 SSI payments.
4. The period for which the taxpayer received or is due to receive Title 16 SSI payments.
5. The date the Social Security Administration issued the statement.

### **Homeowner**

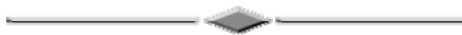
When a taxpayer files a 140PTC claim, **the taxpayer must attach** a copy of a statement showing property taxes **paid in 2019**. The taxpayer must attach this statement to the back of the claim. This statement may be one of the following:

1. A copy of the taxpayer's property tax statement from his or her mortgage company.
2. A tax bill stamped "Paid" by the taxpayer's county treasurer.
3. The taxpayer's property tax bill with copies of both the front and back of the cancelled checks cashed in 2019.

### **Renter**

When a taxpayer files a 140PTC claim, **the individual must attach** a completed Form 201 and attach this statement to the back of the claim. The taxpayer must get Form 201 from his or her landlord and must fill out lines 13 through 15 unless they contain the correct, preprinted information. The landlord must complete and sign Form 201 because it provides proof of property taxes paid from the taxpayer's rent.

If a taxpayer owns a mobile home but rents the space, the individual must complete Form 140PTC as a renter and attach a completed Form 201 **and** a statement showing property taxes paid in 2019. Please see the "homeowner" instructions to find out what kind of property tax statement the taxpayer should attach.



## Dependents - Boxes 10a and 10b

### Dependent Tax Credit - Forms 140, 140A, 140NR, and 140PY

Arizona's 2019 legislation (House Bill 2757) repealed the \$2,300 dependent exemption for tax years beginning from and after December 31, 2018.

The legislation also enacted A.R.S. § 1073.01 establishing a *Dependent Tax Credit* for taxpayers claiming the following individuals:

- Dependents under the age of 17; and
- Dependents age 17 and older.

The Dependent Tax Credit is claimed on:

- Form 140, page 2, line 49.
- Form 140A, page 1, line 21
- Form 140NR, page 2, line 59
- Form 140PY, page 2, 59

*Taxpayers filing Form 140EZ cannot claim the Dependent Tax Credit.*

Taxpayers may claim a dependent tax credit for individuals that qualify as a dependent for federal purposes. The amount of the credit is \$100 for each dependent under the age of 17 (box 10a) and \$25 for each dependent who is age 17 or over (box 10b). The total amount of the allowable credit is reduced for taxpayers whose federal adjusted gross income is \$200,000 or more (single, married filing separate, or head of household) and \$400,000 or more (married filing joint).

Boxes 10a and 10b (page 1) identify the *number* of your qualifying dependents that are either under the age of 17 (box 10a) or age 17 and over (box 10b). This information is used to compute the allowable Dependent Tax Credit.

### Completing the Dependent Section

The taxpayer must complete the Dependent Information Section on page 1 (and page 4, Part 1: Dependent Information if more space is needed) of his or her return before totaling dependents for box 10a and 10b. The taxpayer must check the box indicating he or she is completing page 4. The taxpayer should **not** include page 4 with the return if he or she does not use it.

**Only** those individuals that qualify as a dependent for federal purposes, may be claimed as a dependent for the purpose of claiming the Dependent Tax Credit.

**NOTE:** *If the taxpayer does not claim a dependent for a student on a federal return in order to allow the student to claim a federal education credit on the student's federal return, the taxpayer may still claim the dependent on an Arizona return. For more information, see Arizona Individual Income Tax Ruling ITR 05-2.*

**NOTE:** *If a person who is a qualifying parent or grandparent also qualifies as the taxpayer's dependent, the taxpayer may include that person as a dependent in box 10b, **or** may claim that person as a qualifying parent or grandparent in 11a. The taxpayer may **not** include the same person in both box 10b and box 11a.*

- **Nonresident taxpayers filing Form 140NR** must prorate the credit amount computed in Table I based on the taxpayer's Arizona income ratio calculated on page 1 of Form 140NR, line 27.

- **Part-year residents filing Form 140PY** must also prorate the credit amount computed in Table I based on the taxpayer's Arizona income ratio calculated on page 1 of Form 140PY, line 27.

**Exception: Active Duty Military Personnel Only** - taxpayers filing Form 140PY and were an active duty military member, who either began or gave up Arizona residency during 2019, are not required to prorate this tax credit.

The following worksheet (provided in the instructions for Forms 140, 140A, 140NR, and 140PY) is used to compute the allowable dependent tax credit.

Table I for both Forms 140NR and 140PY is modified to include the limitation outlined above.

<b>Table I</b>			
(a)	(b)	(c) Credit amount	(d) Multiply column (b) by column (c)
1. Enter number of dependents from page 1, box 10a.....		\$ 100	\$ .00
2. Enter number of dependents from page 1, box 10b.....		\$ 25	\$ .00
3. Credit amount before adjustment. Add lines 1 and 2. Enter total in column (d).			\$ .00

All taxpayers go to Table II.

<b>Table II</b>		
If your filing status is single, married filing separate, or head of household is your federal adjusted gross income on page 1, line 12, more than \$200,000?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If your filing status is married filing joint is your federal adjusted gross income on page 1, line 12, more than \$400,000?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

- If you answered "No", you are not required to reduce the amount of credit computed in Table I. Enter the amount From Table I, line 3 on page 2, line 49.
- If you answered "Yes", you are required to reduce the amount of credit computed in Table I.

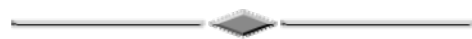
**Complete Table III or Table IV.**

<b>Table III</b> <b>2019 Adjusted Dependent Tax Credit</b> <b>For filing status: single, married filing separate, or head of household</b>	
1. Enter your federal adjusted gross income from page 1, line 12.....	\$ .00
2. Federal adjusted gross income limit.....	\$ 200,000.00
3. Subtract line 2 from line 1. Enter the difference..... <i>If the difference is greater than \$19,000, 'STOP' you cannot claim the dependent tax credit.</i>	\$ .00
4. Enter amount from Table I, line 3, column (d).....	\$ .00

5. Based on the amount on line 3, enter the number from Table V. For example: if line 3 is \$1,500, enter .90.....	
6. Multiply line 4 by line 5. Enter the result. Also, enter the result on page 2, line 49.....	\$ .00

<b>Table IV</b> <b>2019 Adjusted Dependent Tax Credit</b> <b>For filing status: married filing joint</b>	
1. Enter your federal adjusted gross income from page 1, line 12.....	\$ .00
2. Federal adjusted gross income limit.....	\$ 400,000.00
3. Subtract line 2 from line 1. Enter the difference..... <b>If the difference is greater than \$19,000, 'STOP' you cannot claim the dependent tax credit.</b>	\$ .00
4. Enter amount from Table I, line 3 column (d).....	\$ .00
5. Based on the amount on line 3, enter the number from Table V. For example: if line 3 is \$1,500, enter .90.....	
6. Multiply line 4 by line 5. Enter the result. Also, enter the result on page 2, line 49.....	\$ .00

<b>Table V</b>			
If the amount on line 3 from Table III or Table IV is:	Enter on line 5	If the amount on line 3 from Table III or Table IV is:	Enter on line 5
\$ 1 – 1,000	.95	\$ 10,001 – 11,000	.45
\$ 1,001 – 2,000	.90	\$ 11,001 – 12,000	.40
\$ 2,001 – 3,000	.85	\$ 12,001 – 13,000	.35
\$ 3,001 – 4,000	.80	\$ 13,001 – 14,000	.30
\$ 4,001 – 5,000	.75	\$ 14,001 – 15,000	.25
\$ 5,001 – 6,000	.70	\$ 15,001 – 16,000	.20
\$ 6,001 – 7,000	.65	\$ 16,001 – 17,000	.15
\$ 7,001 – 8,000	.60	\$ 17,001 – 18,000	.10
\$ 8,001 – 9,000	.55	\$ 18,001 – 19,000	.05
\$ 9,001 – 10,000	.50	\$ 19,001 and over	.00



## Qualifying Parents and Grandparents

### Box 11a, Forms 140, 140A, 140NR, 140PY

A qualifying parent or grandparent may be any one of the following:

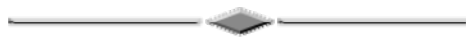
- The taxpayer's parent or grandparent. This can be a grandparent, great grandparent, etc.
- If married filing a joint return, the taxpayer's spouse's parent or grandparent, etc.

The taxpayer may claim this exemption if **all** of the following apply:

1. The parent, grandparent, or great-grandparent was 65 years old or older during 2019.
2. The parent or grandparent lived in the taxpayer's principal residence for the entire taxable year.  
If the taxpayer's parent or grandparent died during the taxable year, this requirement will still be met if he or she lived with the taxpayer for the entire part of the year in which he or she was alive. **Temporary absences** by the parent or grandparent for special circumstances, such as a hospital stay or care in a hospice facility, count as time lived in the taxpayer's principle residence.
3. The taxpayer paid more than one-half of the support and maintenance costs of the parent or grandparent during the taxable year.  
To help determine if the taxpayer paid more than one-half of his or her parent's or grandparent's support during the taxable year, it is recommended that the taxpayer review the department's income tax procedure, ITP 14-1, *Procedure for Determining Support for Purposes of the Parents and Grandparents Exemption Allowed under A.R.S. § 43-1023(C)* and complete the worksheet. The taxpayer should keep the worksheet for his or her records.
4. The parent or grandparent required assistance with activities of daily living.  
The term "activities of daily living" means two or more of the listed categories. Activities of daily living include both basic activities of daily living and instrumental activities of daily living. The categories of activities of daily living are dressing, eating, ambulating, toileting, medicating and hygiene, shopping, housekeeping, managing personal finances, basic communication, food-preparation and transportation.  
For more information regarding what the term "activities of daily living" means when determining an Arizona resident taxpayer's eligibility for this exemption, see the Department's ruling, ITR 14-3, *"Activities of Daily Living" for the Purpose of the Exemption Allowed Under A.R.S. § 43-1023(C)*.  
To help determine if a taxpayer's parent or grandparent required assistance with activities of daily living to meet this requirement, it is recommended that the taxpayer review the Department's procedure, ITP 14-2, *Procedure for Determining Whether a Parent or Grandparent Requires Assistance with Activities of Daily Living for Purposes of the Exemption Allowed under A.R.S. § 43-1023(C)* and complete the checklist. The taxpayer will keep the checklist for his or her records. The taxpayer may lose the exemption if he or she fails to furnish this information.

## **Completing the Qualifying Parents and Grandparents Section**

If the taxpayer needs additional lines to list all qualifying parents and grandparents, the individual will complete page 4, Part 2: Qualifying Parents and Grandparents, and include this page with the return. The taxpayer must check the box indicating he or she is completing page 4. The taxpayer should **not** include page 4 with the return if he or she does not use it.



## Other Exemptions

Taxpayers may claim \$2,300 for each of the following individuals as an *Other Exemption* on Form 140, line 40; Form 140A, line 15; Form 140NR, line 49; or Form 140PY, line 48.

- A person who is age 65 or over (related to the taxpayer or not) and does not qualify as a dependent on the taxpayer's federal return, but one of the following applies:
  1. In 2019, the taxpayer paid more than one-fourth of the cost of keeping this person in an Arizona nursing care institution, an Arizona residential care institution, or an Arizona assisted living facility. The taxpayer's cost must be more than \$800.
  2. In 2019, the taxpayer paid more than \$800 for either Arizona home health care or other medical costs for the person.
- A stillborn child if the following apply:
  1. The stillbirth occurred during 2019.
  2. The taxpayer received a certificate of birth resulting in stillbirth from the Arizona Department of Health Services.
  3. The child would have otherwise been a member of the taxpayer's household.

*Taxpayers claiming Other Exemptions must complete page 4, Part 3, Other Exemptions, and include page 4 with return, when filed.*

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## Totaling Taxpayer Income

**NOTE:** All line references below relate to the 2019 Arizona Form 140.

### **Line 12** – Federal Adjusted Gross Income

You must complete your federal return before you enter an amount on line 12. You must complete a 2019 federal return to determine your federal adjusted gross income, even if you are not filing a federal return.

Arizona uses federal adjusted gross income as a starting point to determine Arizona taxable income. Your federal adjusted gross income is your Arizona gross income.

**NOTE:** *Be sure to use your federal adjusted gross income and not your federal taxable income.*

### **Additions to Income (Form 140 reference)**

#### **Line 13** – Non-Arizona municipal interest

The taxpayer will enter the amount of interest income from non-Arizona municipal bonds that was not included as income on his or her federal return.

The taxpayer may exclude any expenses incurred to purchase or carry the obligation and reduce the interest income by the amount of those expenses the taxpayer could not deduct on his or her federal return.

If the taxpayer received tax exempt interest from municipal bonds, the individual will include a schedule listing the payors and the amount received from each payor. The taxpayer may also want to include supporting documents for amounts received from Arizona municipal bonds that are exempt from Arizona income tax. These may be items such as bank statements, brokerage statements, etc.

**Line 14** – Partnership Income adjustment (Positive)

The taxpayer will complete line 14 if line 3 of Arizona Form 165 Schedule K-1 shows a difference between federal and state distributable income.

If the difference reported on line 3 of Form 165 Schedule K-1 is a positive number, the taxpayer will enter that difference as an addition on line 14.

**NOTE:** If the difference reported on line 3 of Form 165 Schedule K-1 is a negative number, the taxpayer will enter that difference on line 27.

**Line 15** – Total federal depreciation

The taxpayer will enter the total amount of depreciation deducted on a federal return. If making an entry here, the taxpayer should also take a subtraction on line 24.

**Line 16** – Net capital loss derived from the exchange of one kind of legal tender for another kind of legal tender.

For taxable years beginning from and after December 31, 2018, the taxpayer will enter the amount of any net capital loss included in Arizona gross income for the taxable year derived from the exchange of one kind of legal tender for another kind of legal tender.

**Line 17** – Other additions to income

*Taxpayers reporting any of the items listed below **must** complete Form 140, page 5, Adjustments to Arizona Gross Income, Part A, and include it with the return, when filed.*

- A. Married persons filing separate returns
- B. Fiduciary adjustment
- C. Ordinary income portion of lump-sum distributions excluded on a federal return
- D. Items previously deducted for Arizona purposes
- E. Claim of right adjustment for amounts repaid in 2019
- F. Claim of right adjustment for amounts repaid in prior taxable years
- G. Addition to S Corporation income due to credits claimed
- H. Wage expense for employers of TANF recipients
- I. Adjusted basis in property for which the taxpayer claimed a Credit for Investment in Qualified Small Businesses
- J. Non-qualified withdrawals from 529 College Savings Plans
- K. Sole proprietorship loss of an Arizona nonprofit medical marijuana dispensary included in Federal Adjusted Gross Income
- L. Federal net operating loss (NOL) carry-forward from non-Arizona sources accrued while a non-resident
- M. Federal capital loss carry-forward deduction incurred from non-Arizona sources prior to Arizona residency
- N. Americans with Disability Act – Access Expenditures  
If a subtraction is taken on line 36, Other Subtractions from Income (Item Q), for the full amount of eligible business access expenditures paid or incurred during the taxable year to comply with the Americans with Disabilities Act of 1990 or A.R.S. Title 41, chapter 9, article 8; the taxpayer must make an addition to Arizona gross income for any amount included in the computation of federal adjusted gross income for the current year, plus any federally amortized amounts
- O. Amortization or depreciation for child care facility
- P. Other adjustments *related to tax credits*

**Line 18** – **Subtotal** (add lines 12 through 17)

## Subtractions from Income (Form 140 reference)

Lines 19 through 23 – Net Long-Term Capital Gain (or loss).

**NOTE:** *If entering an amount on line 19, the taxpayer must complete lines 20 and 21. If taking a subtraction on line 23 for any net long-term capital gain from assets acquired after December 31, 2011, the taxpayer must also complete line 22. If the taxpayer is not completing lines 19 through 22, the individual cannot take the subtraction.*

The taxpayer may subtract 25% (.25) of any net long-term capital gain included in the federal adjusted gross income derived from an investment in an asset acquired after December 31, 2011. The taxpayer will use the worksheet on page 29 of these instructions, Worksheet for Net Long-Term Capital Gain Subtraction for Assets Acquired after December 31, 2011, to determine the allowable subtraction and keep the worksheet for his or her records.

### **Line 19** – Total net capital gain or (loss)

If the taxpayer reported a net capital gain or (loss) on a federal Form 1040 income tax return, the individual will enter the total net capital gain or (loss) reported on the *Capital Gain or (Loss)* line on the federal return. This amount should be reported in the taxpayer's federal adjusted gross income.

### **Line 20** – Total net short-term capital gain or (loss)

The taxpayer will enter the total amount of net short-term capital gain or (loss) reported on the *Capital Gain or (Loss)* line on federal Form 1040 return. This amount should be reported in the taxpayer's federal adjusted gross income.

**NOTE:** *If the taxpayer is not required to report dividend distributions and/or short-term capital gains from mutual funds on federal Form Schedule D, the taxpayer does not include the short-term capital gain distributed by the mutual fund on line 19.*

### **Line 21** – Total net long-term capital gain or (loss)

The taxpayer will enter the amount from federal Form 1040.

### **Line 22** – Net long-term capital gain from assets acquired *after* December 31, 2011

The taxpayer will enter the amount from the worksheet, line 5.

Only include net long-term capital gains on this line if it can be verified that the asset was acquired after December 31, 2011. For purposes of this line, an asset acquired by gift or inheritance is considered acquired on the date it was acquired by the gift-giver or the deceased individual.

**Line 23** – Net long-term capital gain subtraction from income for assets acquired after December 31, 2011 - multiply the amount on line 21 by 25% and enter the result.

**Line 24** – Net capital gain derived from investment in qualified small business.

**Line 25** – Net capital gain derived from the exchange of one kind of legal tender for another kind of legal tender.

### **Line 26** – Recalculated Arizona depreciation

**NOTE:** For more information and examples of how to calculate Arizona bonus depreciation, see the department's Income Tax Procedure, ITP 16-2, *Procedure for Individuals who Claim Federal and/or Arizona Bonus Depreciation*.

**Line 27 – Partnership Income Adjustment (Negative)**

Taxpayers use this adjustment if line 3 of Arizona Form 165 Schedule K-1 shows a difference between federal and state distributable income.

If the difference reported on line 3 of Arizona Form 165 Schedule K-1 is a negative number, the taxpayer will enter that difference on line 27. Do not include a minus sign or use parenthesis.

**NOTE:** If the difference reported on line 3 of Arizona Form 165 Schedule K-1 is a positive number, the taxpayer will enter that difference as an addition on line 14.

**Line 28 – Interest on U.S. Obligations**

The taxpayer will enter the amount of interest income from U.S. Government obligations included as income on a federal return. U.S. Government obligations include obligations such as savings bonds and treasury bills. The taxpayer cannot deduct any interest or other related expenses incurred to purchase or carry the obligations. If such expenses are included in the Arizona gross income, the taxpayer must reduce the subtraction by such expenses. If itemizing deductions on an Arizona return, the taxpayer must exclude such expenses from the amount deducted.

**NOTE:** Taxpayers should not subtract interest earned on FNMA or GNMA bonds since this interest is taxable by Arizona. For details, see the department's Income Tax Ruling, ITR 06-1.

Taxpayers should not subtract any amount received from a qualified pension plan that invests in U.S. Government obligations, nor any amount received from an IRA that invests in U.S. Government obligations. These amounts are not interest income. For details, see the Department's Income Tax Rulings *ITR 96-2* and *ITR 96-3*.

**Line 29a – Exclusion for U.S. Government, Arizona State, or Local Government Pensions (up to \$2,500 per taxpayer)**

If a taxpayer receives pension income from any of the sources listed below, the taxpayer will subtract the amount received or \$2,500, whichever is less, and include only the amount reported as income on a federal return. If both the taxpayer and his or her spouse receive such pension income, each spouse may subtract the amount received or \$2,500, whichever is less.

**Public pensions from the following sources qualify for this subtraction:**

- The United States Government Service Retirement and Disability Fund.
- The United States Foreign Service Retirement and Disability System.
- Any other retirement system or plan established by federal law.

**NOTE:** This applies only to those retirement plans authorized and enacted into the U.S. Code. This does not apply to a retirement plan that is only regulated by federal law (i.e., plans which must meet certain federal criteria to be qualified plans).

- The Arizona State Retirement System.
- The Arizona State Retirement Plan.
- The Corrections Officer Retirement Plan.
- The Public Safety Personnel Retirement System.
- The Elected Officials' Retirement Plan.
- A retirement plan established for employees of a county, city, or town in Arizona.
- An optional retirement program established by the Arizona Board of Regents under Arizona Revised Statutes, and an optional retirement program established by an Arizona community college district.

**NOTE:** Public retirement pensions from states other than Arizona do not qualify for this subtraction.

**Line 29b** – Benefits, annuities and pensions for retired/retainer pay of uniformed services (up to \$3,500 per taxpayer)

If a taxpayer receives benefits, annuities and pensions for retired/retainer pay of uniformed services, the taxpayer will subtract the amount received or \$3,500, whichever is less, and include only the amount reported as income on a federal return. If both the taxpayer and his or her spouse receive such pension income, each spouse may subtract the amount received or \$3,500, whichever is less.

**Line 30** – U.S. Social Security Benefits or Railroad Retirement Benefits

Arizona does not tax social security benefits received under Title II of the Social Security Act. Arizona does not tax railroad retirement benefits received from the Railroad Retirement Board under the Railroad Retirement Act. If including such social security or railroad retirement benefits as income on a federal return, a taxpayer will use line 31 to subtract this income.

**NOTE:** Taxpayers will enter only the taxable amount (the amount that was subject to federal income tax) and not include any amount that was not subject to federal income tax.

See the department's Income Tax Ruling, ITR 96-1, for more information about railroad retirement benefits.

**Line 31** – Certain wages of American Indians

**Line 32** – Pay received for active service as a member of the Reserves, National Guard, or the U.S. Armed Forces

**Line 33** – Net operating loss adjustment

**Line 34** – Contributions to 529 College Savings Plans

**Line 35** – Subtract lines 23 through 34 from line 18. Enter the difference.

**Line 36** – Other Subtractions from Income:

*Taxpayers reporting any of the items listed below **must** complete Form 140, page 5, Adjustments to Arizona Gross Income, Part B, and include it with the return, when filed.*

- A. Fiduciary adjustment.
- B. Federally taxable Arizona municipal interest as evidenced by bonds.
- C. Adoption expenses.
- D. Qualified wood stove, wood fireplace, or gas fired fireplace.
- E. Claim of right adjustment for amounts repaid in prior taxable years.
- F. Certain expenses not allowed for federal purposes.
- G. Qualified state tuition program distributions.
- H. Subtraction for World War II victims.
- I. Installment sale income from another state taxed by the other state in a prior taxable year.
- J. Agricultural crops given to Arizona charities.
- K. Basis adjustment for property sold or otherwise disposed of during the taxable year.
- L. Sole proprietorship income of an Arizona nonprofit medical marijuana dispensary included in federal adjusted gross income.
- M. Long-Term Care Insurance Premium.

Taxpayers may take this subtraction only if they are not claiming itemized deductions for the taxable year. If itemizing deductions, taxpayers may not take this subtraction.

**N. Americans with Disabilities Act Access Expenditures**

For taxable years beginning from and after December 31, 2017, a subtraction is allowed for eligible business access expenditures paid or incurred during the taxable year to comply with the requirements of the Americans with Disabilities Act of 1990 or A.R.S. Title 41, chapter 9, article 8 by retrofitting developed real property originally placed in service at least 10 years before the current taxable year.

**O. Deferred Exploration Expenses**

**P. Total Other Subtractions from Arizona Gross Income**

**Line 37** – Subtract line 36 from line 35. Enter the difference.

**Line 38** – Age 65 or over

**Line 39** – Blind

**Line 40** – Other Exemptions

**Line 41** – Qualifying parents and grandparents

**Line 42** – Arizona Adjusted Gross Income

Subtract lines 38 through 41 from line 37 and enter the difference.

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## Figuring Tax

**Line 43** - Deductions

**Itemized Deductions**

If itemizing deductions, taxpayers must check box 43I on line 43.

Taxpayers may claim itemized deductions on an Arizona return even if taking a standard deduction on a federal return. For the most part, they may claim those deductions allowable as itemized deductions under the IRC. In some cases, the amount allowed for some deductions may not be the same as the amount allowable for federal purposes.

Taxpayers may have to adjust the amounts shown on the completed federal Form 1040, Schedule A. See Form 140 Schedule A, Itemized Deduction Adjustments to figure if any adjustments have to be made.

To figure the itemized deductions, taxpayers will complete federal Form 1040, Schedule A. Then, if required, complete Form 140, Schedule A, Itemized Deduction Adjustments. If they do not have to complete Form 140, Schedule A, Itemized Deduction Adjustments, taxpayers will enter the amount from federal Form 1040, Schedule A, on Form 140, line 44.

**NOTE:** If itemizing deductions, the taxpayer must attach a copy of the completed federal Schedule A to his or her Arizona return. If itemizing, he or she will check box 43I.

## Standard Deduction

If electing the standard deduction, taxpayers must check box 43S on line 43.

**NOTE:** For tax years beginning from and after December 31, 2018, a separate amount is provided for those taxpayers with a filing status of head of household.

If a filing status is:	The standard deduction is:
Single	\$12,200
Married filing separately	\$12,200
Married filing jointly	\$24,400
Head of household	\$18,350

### Line 44 – Increased Standard Deduction for Charitable Contributions

For tax years beginning from and after December 31, 2018, taxpayers electing to take the standard deductions may *increase* the amount of the standard deduction amount by 25% (.25) of the total amount of the taxpayer’s charitable deduction that would have been allowed if the taxpayer elected to claim itemized deductions on the Arizona return.

Taxpayers claiming this increase **must**:

- check the box 44C on line 44;
- complete Form 140, page 3, *2019 Form 140 – Standard Deduction Increase for Charitable Contributions*; and
- include page 3 with the return, when filed.

**NOTE:** *Nonresident taxpayers filing Form 140NR, must prorate the amount of the increased standard deduction for charitable contributions by their Arizona income ratio computed on Form 140NR, line 27. The worksheet on Form 140NR, page 3, is modified for the limitation.*

### Line 45 – Arizona Taxable Income

Taxpayers will subtract lines 44 and 45 from line 43 and enter the difference. If less than zero, enter “0”. Use this amount to calculate tax using Tax Table X or Y or the Optional Tax Tables.

### Line 46 – Tax Amount

Taxpayers will enter the tax from either Tax Table X or Y or the Optional Tax Tables. If the income is less than \$50,000, use the Optional Tax Table.

### Line 47 – Tax from Recapture of Credits from Arizona Form 301

Taxpayers will enter the amount of tax due from recapture of the credits from Arizona Form 301, Part 2, line 35.

### Line 48 – Subtotal of tax

Taxpayers will add lines 46 and 47 and enter the total.

### Line 49 – Dependent Tax Credit

Taxpayers will enter the amount of the allowable Dependent Tax Credit computed in the worksheet provided in the instructions for line 49.

**Line 50** – Family income tax

Taxpayers may claim this credit if income does not exceed the maximum income allowed for each filing status. See the worksheet in the instructions for more information.

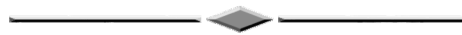
**NOTE:** The Dependent Tax Credit *and* Family Income Tax Credit will only reduce the tax and cannot be refunded.

**Line 51** – Nonrefundable credits from Arizona Form 301, Part 2, line 67.

Complete line 51 if the taxpayer claims any of the nonrefundable credits. Also, make sure to include the completed Arizona Form 301 and the appropriate credit form (s) with the return.

**Line 52** – Balance of Tax

Subtract lines 49, 50 and 51 from line 48. Enter the difference. If the sum of lines 49, 50, and 51 is more than line 48, enter “0”.



## Totaling Payments and Refundable Credits

**Line 53** – Arizona income tax withheld

Taxpayers will enter the Arizona income tax withheld shown on the Form(s) W-2 from their employer. Also, they will enter the Arizona income tax withheld shown on Form(s) 1099-R and not include any income tax withheld for another state.

**Line 54** – (Boxes a, b and c)

- Box 54a: taxpayers enter 2019 the Arizona Estimated Tax Payments (including amount applied from the taxpayer’s 2018 Return).
- Box 54b: taxpayers enter the Arizona Claim of Right amount.
- Box 54c: taxpayers enter the total of taxpayer’s amounts entered in boxes 54a and 54b. If taxpayers include an Arizona Claim of Right amount, taxpayers must also complete and include the Arizona Claim of Right – Individual form(s) with their income tax return, when filed. If a taxpayer fails to complete and include the form(s), the amount of that taxpayer’s claim may be denied. The form is available on the department’s website at [www.azdor.gov](http://www.azdor.gov).

Taxpayers will use this line if any of the following applies:

- The taxpayer made estimated income tax payments to Arizona for 2019;
- The taxpayer applied any of his or her refund from a 2018 Arizona tax return to 2019 estimated taxes for Arizona; or
- The taxpayer recomputed a prior year’s tax under Arizona’s Claim of Right provisions.

**Line 55** – 2019 Arizona extension payment (Arizona Form 204)

Taxpayers will use this line to report the payment he or she sent with the extension request or the electronic extension payment made on [www.AZTaxes.gov](http://www.AZTaxes.gov).

**Line 56** – Increased Excise Tax Credit

Taxpayers may take this credit if all of the following apply:

- Must** have a SSN that is valid for employment and meet the income threshold for the appropriate filing status;
- Is not claimed as a dependent by any other taxpayer;
- Is not sentenced for at least 60 days of 2019 to a county, state, or federal prison.

**Line 57** – Property Tax Credit from Form 140PTC

Taxpayers may claim the property tax credit if they meet all the following:

- They were either 65 or older in 2019 or, if under age 65, they were receiving SSI Title 6 income from the Social Security Administration.

**NOTE:** SSI Title 16 income is not the normal Social Security disability.

- They were an Arizona resident for the full year in 2019.
- They paid property tax on an Arizona home in 2019. They paid rent on taxable property for the entire year or did a combination of both.
- The taxpayer lived alone and his or her total household income was under \$3,751. If the taxpayer lived with others, the total household income was under \$5,501. To see what income is included in household income, see the Form 140PTC instructions.

Taxpayers complete Form 140PTC to figure their credit, and will enter the amount from Form 140PTC, page 1, line 15. They also want to include Form 140PTC with their return.

**TAX TIP:** To claim a property tax credit, a taxpayer must file a claim or extension request by April 15, 2020. The taxpayer cannot claim this credit on an amended return if he or she files the amended return after the due date of the return.

**Line 58** – Other refundable credits

Taxpayers enter the total of refundable credits claimed from the following: Form 308-I, Credit for Increased Research Activities – Individuals or Form 349, Credit for Qualified Facilities

**Line 59** – Total Payments and Refundable Credits

Add lines 53 through 58 and enter the total.

## Figuring Tax Due or Overpayment

**Line 60** – Tax Due

If line 52 is more than line 59, taxpayers have tax due. They will subtract line 59 from line 52 and enter the amount of tax due, and skip lines 61, 62, and 63.

**Line 61** – Overpayment

If line 59 is more than line 52, taxpayers will subtract line 52 from line 59 and enter the difference. They must complete lines 62 and 63.

**Line 62** – Amount of Line 61 to Apply to Your 2020 Estimated Tax

If they want all or part of their refund applied to next year's estimated taxes, taxpayers will enter that amount on line 62.

**NOTE:** If taxpayers apply any of the amount shown on line 61 to 2020, these individuals cannot use that amount to pay any tax later found to be due for 2019. They also may not claim a refund for that amount until they file their 2020 return.

**Line 63** – Balance of Overpayment

Taxpayers will subtract line 62 from line 61 to determine overpayment balance before voluntary gifts and any estimated payment penalty.

**Lines 64 through 74** – Making Voluntary Gifts

Taxpayers can make voluntary gifts to each of the funds shown on the return. A gift will reduce their refund or increase the amount due with their return. **NOTE:** *Taxpayers making a gift cannot change the amount of that gift later on an amended return.*

# Common Tax Credits

## Arizona Form 301 Nonrefundable Individual Tax Credits and Recapture

Taxpayers must complete Form 301 to show what credit amount(s) they will be claiming for tax year 2019.

Taxpayers do not have to file Form 301 when the only credits being claimed are any of the following:

- ✓ Dependent Tax Credit
- ✓ Family Income Tax Credit
- ✓ Property Tax Credit (Arizona Form 140PTC)
- ✓ Excise Tax Credit
- ✓ The refundable portion of the Increased Research Activities Credit (Arizona Form 308-I); and/or
- ✓ The Credit for Qualified Facilities (Arizona Form 349).



## Arizona Form 309 Credit for Taxes Paid to Another State or Country

Taxpayers may qualify for this credit if they paid tax to Arizona and another state or country on the same income.

If claiming a credit for more than one state or country, taxpayers will make a separate computation for each state or country.

For more information, see Arizona Department of Revenue Income Tax Procedure ITP 08-1. To obtain a copy of this procedure, visit the department's website at [www.azdor.gov](http://www.azdor.gov), or call one of the customer service numbers listed on page 2.

**NOTE:** *Taxpayers must notify the department immediately if the other state or country credits or refunds taxes for which they have received an Arizona credit. In this case, the taxpayers must file an amended return.*

Taxpayers will complete this form only if the following is met:

1. Taxpayer is filing a 2019 Arizona income tax return.
2. Taxpayer paid a **net** income tax to another qualified state or country for 2019.
  - If they are claiming a credit for taxes paid to another state, payroll taxes withheld from income do not constitute a net income tax. Having tax withheld from their pay by Arizona and another state does not by itself qualify them for this credit. Taxpayers must file a net income tax return to the other state.

- If they are claiming a credit for taxes paid to another country, a net income tax paid to another country includes those taxes that qualify for a credit under Internal Revenue Code Sections 901 and 903.

**NOTE:** *To claim a credit for taxes paid to a foreign country, taxpayers must complete Arizona Form 309. They must complete Form 309 even if they did not have to complete federal Form 1116 to claim a credit on a federal return.*

**Taxpayers may not claim this credit for the following:**

1. Income taxes paid to any city or county.
2. Interest or penalties paid to another state or country.

Taxpayers may use this credit **only** in the year incurred and cannot carry the credit forward to the next year. Taxpayers also cannot carry the credit back to a prior year.

**Note:** *If you file an amended return after you claim this credit, be sure to recalculate the credit, if required.*

**Application of Credit**

Taxpayers can claim this credit if the income was subject to tax in both Arizona and the other state or country in the same year.

Taxpayers **cannot** apply this credit against interest or penalties payable to Arizona.

**Arizona Resident**

Arizona residents are allowed a credit against Arizona income taxes for net income taxes imposed by and paid to another state or country if the following apply:

1. The income taxed in Arizona is derived from sources within another state or country. This income is subject to a net tax in the other state or country regardless of your residence.
2. The other state or country does not allow Arizona residents a credit for taxes imposed on income subject to tax in both Arizona and the other state or country.

As an Arizona resident, nonresident returns filed with the following states qualify for the credit: Alabama, Arkansas, Colorado, Connecticut, District of Columbia, Delaware, Georgia, Hawaii, Idaho, Illinois, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Pennsylvania, Rhode Island, South Carolina, Utah, Vermont, West Virginia and Wisconsin.

**Important:** *As an Arizona resident, nonresident returns filed with the following states **DO NOT QUALIFY** for the credit:*

Alaska, California, Florida, Indiana, Nevada, New Hampshire, Oregon, South Dakota, Tennessee, Texas, Virginia, Washington and Wyoming.

**Nonresident**

A credit against Arizona income taxes is allowed for Arizona nonresidents who are not allowed a credit by their state or country of residence for taxes paid to Arizona if either:

1. The other state or country does not tax Arizona residents on income derived from sources within the other state or country.

2. The other state or country allows Arizona residents credit for taxes paid on income subject to tax by the other state or country and Arizona.

Arizona nonresidents who file resident returns with the following states qualify for the credit: California, Indiana, Oregon and Virginia.

**Note:** *This list is subject to change at any time.*

## **Part-Year Residents**

For that part of the year the taxpayer was a resident of Arizona, that individual will follow the instructions for residents.

For that part of the year the taxpayer was an Arizona nonresident, that individual will follow the instructions for nonresidents.

## **Dual Resident**

Taxpayers may be eligible to claim the credit if they were a full-year Arizona resident filing Arizona Form 140 and considered to be a resident of another state under the laws of that other state. Taxpayers can figure their credit for taxes paid to Arizona and that other state on the same income taxable by both Arizona and the other state, but only on income that would be sourced to the other state if the taxpayer had to report that income as a nonresident.

The taxpayer may claim the credit as a dual resident if he or she meets the following:

1. Filing a 2019 full-year Arizona resident income tax return.
2. Considered to be a resident of another state under the laws of that other state.
3. Paid a **net** income tax to that other state.

An Arizona resident who is also considered to be a resident of another state under the laws of that state is allowed a credit against Arizona income taxes for net income taxes imposed by and paid to that other state if the following apply:

1. The other state taxes the income of the Arizona resident and does not allow the Arizona resident a credit for taxes imposed on income subject to tax in both Arizona and the other state.
2. The credit is allowed only for taxes imposed on income that would have been sourced to the other state if the Arizona resident had filed as a nonresident to the other state.

**If the taxpayer is an Arizona full-year resident and also considered to be a resident of another state under the laws of the other state, that individual will complete the *Schedule of Income Allocation* on page 2 of Form 309 before completing page 1 of Form 309.**

## **Required Attachments**

If a taxpayer claimed a credit for taxes paid to another state, that taxpayer must attach a copy of the tax return filed to the other state.

If a taxpayer claimed a credit for taxes paid to a foreign country, that taxpayer will attach the following information to the Arizona income tax return:

1. A copy of the tax return filed to the foreign country. If claiming a credit for taxes paid to a foreign country for amounts withheld at the source, and not required to file a return with that country, the taxpayer will attach documentation showing the amount of tax imposed and paid.

2. If the tax is paid in a foreign currency, the taxpayer will provide a statement substantiating the conversion rate on the date of payment and identify his or her authority for the conversion rate.

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## Arizona Form 310 Credit for Solar Energy Devices

**Note:** Taxpayers **must** also complete Arizona Form 301, Nonrefundable Individual Tax Credits and Recapture, and include Forms 301 and 310 with their tax return to claim this credit.

Arizona law provides a solar energy credit for an individual who installs a solar energy device in his or her residence located in Arizona.

The solar energy credit for buying and installing a solar energy device is 25% of the cost, including installation, or \$1,000, whichever is less. If a taxpayer installs another device in a later year, the cumulative credit cannot exceed \$1,000 for the same residence.

**Note:** A taxpayer may claim a credit of up to \$1,000 for a second personal home. A taxpayer who claims a credit for both a primary home and a second home is limited to a maximum total credit of \$1,000 in the taxable year. To claim a credit for a second home, the taxpayer must complete a second form and add the two amounts together to claim on a return.

If the allowable tax credit is more than the individual's tax, or if the individual has no tax, that taxpayer may carry the unused credit forward for up to the next five consecutive years.

To be eligible for this credit, a taxpayer must be an Arizona resident who is not a dependent of another taxpayer. A solar energy device is a system or series of mechanisms that collect and transfer solar generated energy and are designed primarily to:

- Provide heating;
- Provide cooling;
- Produce electrical power;
- Produce mechanical power;
- Provide solar daylighting; or
- Provide any combination of the above by means of collecting and transferring solar generated energy into such uses either by active or passive means, including wind generator systems that produce electricity.

Solar energy systems may also have the capability of storing solar energy for future use. Passive systems must clearly be designed as a solar energy device, such as a trombe wall, and not merely as a part of a normal structure, such as a window.

Only a system or device that performs one or more of these functions qualifies for the credit. An individual component of a system does not qualify for the credit by itself.

**The following devices, when used for residential purposes, qualify for the credit:**

- Solar domestic water heating systems - collectors, storage tanks, heat exchangers, and piping, valves, wiring, etc., directly related to the solar system.
- Solar swimming pool and spa heating systems - collectors, heat exchangers, piping, valves, wiring, etc., directly related to the solar system.

- Solar photovoltaic systems - collectors, batteries, inverters, solar system related wiring, and including solar photovoltaic systems for recreational vehicles used as a residence. End-use appliances (even if they are 12 vdc) are excluded unless they are manufactured specifically for photovoltaic systems applications.
- Solar photovoltaic phones, street lighting, etc. - collectors, batteries, inverters, and solar system related wiring. Phone, lights, etc., are excluded unless they are manufactured specifically for photovoltaic applications.
- Passive solar building systems - trombe wall components, thermal mass, and components specifically designed for energy gains. Dual pane windows, low-e, and other window coatings, etc., are excluded.
- Solar day lighting systems - those devices and systems specifically designed to capture and redirect visible solar energy while controlling the infrared energy (conventional skylights are specifically excluded).
- Wind generators - windmill, structure, generator, batteries, controls, wiring, and other components directly related to the wind generator. End-use appliances are excluded.
- Wind-powered pumps - windmill, structure, pump, pipes, and other components directly related to the wind pump.

The person who sells a taxpayer a solar energy device must furnish him or her with a certificate stating that the solar energy device complies with Arizona's solar energy device requirements. If the taxpayer designed and installed the system, that individual will not receive such a statement, but the solar energy device must meet the required criteria.

For more information on the solar energy credit and the Arizona solar energy device requirements, see the department's brochure, Pub 543, *Solar Energy Credit*.

**The following DO NOT qualify for the credit:**

- Conventional plumbing components - water softeners, drinking water systems, etc., even if they are provided (free or otherwise) as part of the system.
- Conventional controls - load controllers, programmable thermostats, etc., even if they are provided (free or otherwise) as part of the system.
- Conventional heating/cooling systems - air conditioners, heat pumps, evaporative coolers, furnaces, regardless of efficiency.
- Conventional windows and window treatments - dual pane, low-e, shade screens, reflective and dark coatings, awnings, interior shades, drapes, and blinds.
- Conventional skylights.
- Appliances (all voltages) - refrigerators, lights, fans, TVs, etc., unless they are manufactured specifically for photovoltaic systems.
- Fans - ceiling, window, attic, interior, etc., unless they are manufactured specifically for photovoltaic applications.
- Paint - ceramic, reflective roof coatings.
- Insulation (includes "outsulation") and radiant barrier.
- Weather stripping, caulking.
- Misting systems.
- Vegetation - shade trees, shrubs, grass.
- Solar energy cars.
- A solar hot water heater plumbing stub out that was installed by the builder of a house or dwelling unit before title was conveyed to the taxpayer. He or she may be able to take this credit on Arizona Form 319. For details, see Form 319.

**NOTE:** *If taxpayers claim a credit, those individuals cannot take a depreciation deduction for the solar energy device for which the credit is claimed. If such depreciation deduction is included in their federal adjusted gross income, these taxpayers must add that amount to their Arizona gross income. They must make this addition for each period in which they deduct depreciation for federal purposes.*

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## **Arizona Form 320**

### **Credit for Employment of TANF Recipients**

Arizona law provides a nonrefundable credit for employers who employ recipients of Temporary Assistance for Needy Families (TANF). TANF is assistance granted under Section 403 of Title IV of the Social Security Act, as it exists after August 21, 1996.

The credit for employing TANF recipients is equal to:

1. One-fourth of the taxable wages paid to each qualified employee in the first year or partial year of employment, not to exceed \$500 per net new employee.
2. One-third of the taxable wages paid to each previously qualified employee in the second year of continuous employment, not to exceed \$1,000 per net new employee.
3. One-half of the taxable wages paid to each previously qualified employee in the third year of continuous employment, not to exceed \$1,500 per net new employee.

Taxpayers cannot take a deduction for the same wages for which they claim a credit. For more information, see the instructions under “*Other Additions to Income*” for the income tax return taxpayers will file.

Taxpayers cannot claim this credit for any position *eligible* for any other Arizona employment credit based on wages paid.

If the allowable credit exceeds a taxpayer’s income tax liability, that individual may carry over any unused amount for up to five consecutive taxable years.

This credit is available to individuals, C corporations, and S corporations. A partnership may pass the credit through to its partners. An S corporation may pass the credit through to its shareholders.

This credit is also available to an exempt organization subject to corporate income tax on unrelated business taxable income (UBTI). The credit must result from the activities that generate UBTI.

For more information on this credit, see the Department’s brochure, Pub 708, *Credit for Employment of Recipients of Temporary Assistance for Needy Families*.

# Arizona Form 321

## Credit for Contributions to Qualifying Charitable Organizations (QCO)

**NOTE:** Taxpayers must also complete Arizona Form 301, *Nonrefundable Individual Income Tax Credits and Recapture*, and include Forms 301 and 321 with their tax return to claim this credit. Taxpayers must include each qualifying charitable organization and five-digit code on the credit form for which they are claiming a credit. If claiming a credit for contributions made to an Umbrella Charitable Organization (UCO), the taxpayer must include the code assigned to the UCO. The Department's list of qualifying charitable organizations on its website includes the code assigned to each charity and the UCO fund.

Arizona law provides a credit for cash contributions made to certain charities that provide assistance to residents of Arizona who either receive Temporary Assistance of Needy Families (TANF) benefits, are low income residents of Arizona, or are children who have a chronic illness or physical disability.

For taxable years beginning from and after December 31, 2015, Arizona law provides a separate credit, claimed on Arizona Form 352, for cash contributions made to qualifying foster care charitable organizations.

**CAUTION:** A contribution to a qualifying foster care charitable organization does not qualify for, and cannot be included in, a credit claimed on Form 321 for cash contributions made to a qualifying charitable organization.

If a taxpayer made cash contributions to a qualifying foster care charitable organization, that individual must complete Form 352 to claim a credit for those contributions. Do not use Form 321 to claim a credit for contributions made to qualifying foster care charitable organizations.

This credit is available only to individuals. Corporations may not claim this credit. A partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

Credit eligible contributions made to a qualifying charitable organization from January 1, 2020, to April 15, 2020, may be used as a tax credit on either the taxpayer's 2019 or 2020 Arizona income tax return.

If a taxpayer claims this credit in 2019 for a donation made from January 1, 2020 to April 15, 2020, that individual must make an adjustment on his or her Arizona Form 140 Schedule A; or Form 140PY Schedule A(PY) or A(PYN); or Form 140NR Schedule A(NR), filed in 2020.

The maximum amount of credit a taxpayer can establish for the current taxable year for these donations is \$400 for single taxpayers or heads of household. For married taxpayers filing a joint return, the maximum amount of credit that a taxpayer can establish for the current taxable year is \$800. In most cases, for married taxpayers who file separate returns, each spouse may claim only one-half (1/2) of the total credit that would have been allowed on a joint return.

**NOTE:** The maximum amount of credit established for the current taxable year does not include any unused valid carryover amount(s) from prior taxable years. Because this is a nonrefundable credit, the total amount of available credit [current year plus any valid carryover amount(s)] that a taxpayer may use for the taxable year cannot be greater than the tax liability shown.

If the allowable tax credit is more than an individual's tax, or if that individual has no tax, the taxpayer may carry the unused credit forward for up to the next five consecutive taxable years' income tax liability.

Taxpayers, however, cannot claim both a tax credit and an itemized deduction for the amount of contributions made to a qualifying charitable organization for which they are claiming a credit.

Taxpayers may qualify for this credit if they make cash contributions to a qualified charity through an Umbrella Charitable Organization (UCO). An UCO is a charitable organization that collects donations on behalf of member charities and directs that donation as designated by the taxpayer to a qualifying charitable organization certified by the Department.

In this case, 100% of the donation to a specific qualifying charitable organization, or to a specific fund of the UCO, must be distributed to a qualifying charitable organization certified by the Department.

The UCO will need to provide the taxpayer with a receipt for the donation that specifies the qualifying charity or fund to whom the donation is designated and certifies that 100% of the donation will be distributed to the named charity. If a fund is designated, the receipt should certify that 100% of the fund is distributed to a qualifying charity certified by the Department.

**NOTE:** Taxpayers may be able to make contributions to these charities through payroll withholding. They can contact their employer and ask if they can withhold contributions for this credit from the taxpayer's pay.

For more information about this credit, see the Department's publication, Pub 710, *Credit for Contributions to Qualifying Charitable Organizations*.

### **What is a Qualifying Charitable Organization?**

A qualifying charitable organization (charity) is a charity exempt from federal income tax under Internal Revenue Code (IRC) § 501(c)(3). A qualifying charity is also a charity designated community action agency that receives Community Services Block Grant Program money under the United States Code, Title 42, Section 9901. The charity must spend at least 50% of its budget on services to Arizona residents who receive Temporary Assistance for Needy Families benefits, who are low income Arizona residents, or who are chronically ill or physically disabled individuals (children and adults.)

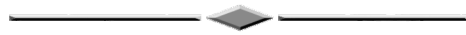
For the purpose of this credit, qualifying services are services that meet the recipient's immediate basic needs. The services must be provided and used in Arizona. Services that meet these needs include cash assistance, medical care, childcare, food, clothing, shelter, job training, and job placement services.

### **How Can Taxpayers Tell if a Charity Qualifies?**

In order to qualify, a charity must provide the Department with written certification that it meets the criteria necessary to be considered a qualifying charity. To see if a particular charity qualifies,

visit the Department's website and click on *Tax Credits* and select *Contributions to QCOs and QFCOs* to see a list of the qualifying charities.

- For donations made in 2019 - use the 2019 list.
- For donations made from January 1, 2020, to April 15, 2020, - use the 2020 list.



## Arizona Form 352

### Credit for Contributions to Qualifying Foster Care Charitable Organizations (QFCO)

**NOTE:** Taxpayers must also complete Arizona Form 301, *Nonrefundable Individual Tax Credits and Recapture*, and include Forms 301 and 352 with their tax return to claim this credit.

Taxpayers must include each qualifying foster care charitable organization and five-digit code on the credit form for which they are claiming a credit. If claiming a credit for contributions made to an Umbrella Charitable Organization (UCO), the taxpayer must include the code assigned to the UCO. The Department's list of qualifying foster care charitable organizations on its website includes the code assigned to each charity and the UCO fund.

**CAUTION:** Contributions made after December 31, 2015 to a qualifying foster care charitable organization that does not qualify for, and cannot be included in, a credit claimed on Arizona Form 321 for cash contributions made to a qualifying charitable organization.

If a taxpayer made cash contributions to a non-foster care qualifying charitable organization, the individual must complete Arizona Form 321 to claim a credit for those contributions. Do not use Form 352 to claim a credit for contributions made to non-foster care charitable organizations.

This credit is available **only** to individuals. Corporations may not claim this credit. A partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

Credit eligible contributions made to a qualifying foster care charitable organization from January 1, 2020, through April 15, 2020, may be used as a tax credit on either a 2019 or 2020 Arizona income tax return.

If claiming this credit in 2019 for a donation made from January 1, 2020 through April 15, 2020, taxpayers must make an adjustment on their Arizona Form 140 Schedule A; or Form 140PY Schedule A(PY) or A(PYN); or Form 140NR Schedule A(NR), filed in 2020.

The maximum amount of credit a taxpayer can establish for the current taxable year for these donations is \$500 for single taxpayers or heads of household. For married taxpayers filing a joint return, the maximum amount of credit a taxpayer can establish for the current taxable year is \$1,000. In most cases, for married taxpayers who file separate returns, each spouse may claim only one-half (1/2) of the total credit that would have been allowed on a joint return.

**NOTE:** The maximum amount of credit established for the current taxable year does not include any unused valid carryover amount(s) from prior taxable years. Because this is a nonrefundable credit, the total amount of available credit [current year plus any valid carryover amount(s)] that a taxpayer may use for the taxable year cannot be greater than the tax liability shown.

If the allowable tax credit is more than an individual's tax, or if the individual has no tax, that taxpayer may carry the unused credit forward for up to the next five consecutive taxable years' income tax liability.

Taxpayers cannot claim both a tax credit and an itemized deduction for the amount of contributions made to a qualifying foster care charitable organization for which they are claiming a credit.

Taxpayers may qualify for this credit, however, if they make cash contributions to a qualified foster care charity through an Umbrella Charitable Organization (UCO). An UCO is a charitable organization that collects donations on behalf of member charities and directs that donation as designated by the taxpayer to a qualifying foster care charitable organization certified by the department.

In this case, 100% of the donation to a specific qualifying foster care charitable organization, or to a specific fund of the UCO, must be distributed to a qualifying foster care charitable organization certified by the department.

The UCO will need to provide taxpayers with a receipt of their donation that specifies the qualifying foster care charity or fund to whom the donation is designated and certifies that 100% of the donation will be distributed to the named charity. If a fund is designated, then the receipt should certify that 100% of the fund is distributed to a qualifying foster care charitable organization certified by the department.

**NOTE:** *Taxpayers may be able to make contributions to these charities through their payroll withholding. A taxpayer can contact his or her employer and ask to withhold contributions for this credit from the taxpayer's pay.*

For more information about this credit, see the department's publication, Pub 710, *Credit for Contributions to Qualifying Charitable Organizations*.

### **What is a Qualifying Foster Care Charitable Organization?**

A qualifying foster care charitable organization is a qualifying charitable organization that each operating year provides services to at least 200 qualified individuals in Arizona. The charity must spend at least 50% of its budget on services to qualified individuals in this state.

"Qualified Individual" means a child placed in a foster home or child welfare agency or a person who is under 21 years of age and who is participating in a transitional independent living program.

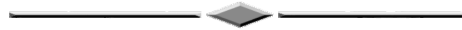
"Foster home" means a home maintained by any individual or individuals having the care or control of minor children, other than those related to each other by blood or marriage, or related to such individuals, or who are legal wards of such individuals.

**NOTE:** For more information on what is a qualifying charitable organization, see the instructions for Form 321.

## How Can Taxpayers Tell if a Charity Qualifies?

In order to qualify, a foster care charity must provide the department with written certification that it meets the criteria necessary to be considered a qualifying foster care charity. To see if a particular charity qualifies, visit the Department's website and click on *Tax Credits* and select *Contributions to QCOs and QFCOs* to see a list of the qualifying charities.

- For donations made in 2019 - use the 2019 list.
- For donations made from January 1, 2020, to April 15, 2020, - use the 2020 list.



## Arizona Form 322 Credit for Contributions Made or Fees Paid to Public Schools

**NOTE: Taxpayers must also complete Arizona Form 301, *Nonrefundable Individual Income Tax Credits and Recapture*, and include Forms 301 and 322 with their tax return to claim this credit.**

Taxpayers must include each public school's nine-digit *County Code, Type Code, District Code, & Site Number* (CTDS) code on the credit form for which they are claiming a credit. Taxpayers may obtain the CTDS code by visiting Arizona Department of Education's public school search webpage at [www.ade.az.gov/edd](http://www.ade.az.gov/edd), or they may visit the Arizona Department of Revenue's website at [www.azdor.gov/tax-credits/public-school-tax-credit](http://www.azdor.gov/tax-credits/public-school-tax-credit) under *Resources for Taxpayers*.

Arizona law provides a credit for cash contributions made and certain fees paid to public schools in Arizona. "Public School" means a school that is part of a school district, a joint technical education district, or a charter school.

This credit is available **only** to individuals. Corporations may not claim this credit. A partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

The credit is equal to the amount contributed or the amount of fees paid. The maximum amount of credit a taxpayer can establish for the current taxable year for contributions or fees paid is \$200 for single taxpayers or heads of household. For married taxpayers filing a joint return, the maximum amount of credit that can be established for the current taxable year is \$400. In most cases, for married taxpayers who file separate returns, each spouse may claim only one-half (1/2) of the credit that would have been allowed on a joint return.

**NOTE:** The maximum amount of credit established for the current taxable year does not include any unused valid carryover amount(s) from prior taxable years. Because this is a nonrefundable credit, the total amount of available credit [current year plus any valid carryover amount(s)] that a taxpayer may use for the taxable year cannot be greater than the tax liability shown.

If the allowable tax credit is more than an individual's tax, or if the individual has no tax, that taxpayer may carry the unused credit forward for up to the next five consecutive taxable years' income tax liability.

Credit eligible contributions made or fees paid to a public school from January 1, 2020, to April 15, 2020, may be used as a tax credit on either a 2019 or 2020 Arizona income tax return.

Taxpayers cannot claim both a tax credit and an itemized deduction for contributions made to a public school for which they are claiming a credit.

If claiming this credit in 2019 for contributions made from January 1, 2020, to April 15, 2020, taxpayers must make an adjustment on their 2020 Arizona Form 140 Schedule A; or Form 140PY Schedule A(PY) or A(PYN); or Form 140NR Schedule A(NR).

Taxpayers may be able to make credit eligible contributions to a public school through payroll withholding. They can check with their employers to see if the employer has agreed to withhold contributions that qualify for this credit from employee pay.

To qualify for the credit, taxpayers must make contributions or pay fees to a public school located in this state for the following public school purposes:

- standardized testing for college credit or readiness offered by a widely recognized and accepted educational testing organization;
- the career and technical education industry certification assessment;
- preparation courses and materials for standardized testing;
- cardiopulmonary resuscitation training;
- extracurricular activities; and
- character education programs.
- FROM AND AFTER JUNE 30, 2019, THROUGH JUNE 30, 2022, CONTRIBUTIONS OR FEES PAID FOR THE FOLLOWING ITEMS QUALIFY:
  - (a) acquiring capital items, as defined in the uniform system of financial records, including those items listed in section 15-903, subsection c, paragraphs 2 through 8;
  - (b) community school meal programs;
  - (c) student consumable health care supplies; and
  - (d) playground equipment and shade structures for playground equipment.

"Standardized testing for college credit or readiness" includes the SAT, PSAT, ACT, advanced placement and international baccalaureate diploma tests and other similar tests.

"Widely recognized and accepted educational testing organization" means the College Board, the ACT, the international baccalaureate, and other organizations widely recognized and accepted by colleges and universities in the United States and offer college credit and readiness examinations.

"Career and technical education industry certification assessment" means an assessment for career and technical preparation programs for pupils.

**NOTE:** Taxpayer contributions for the support of standardized testing fees, career and technical education industry certification assessments, preparation courses, or materials for standardized testing, must be made directly to the public school located in Arizona. Contributions made to any other organization will not qualify for this credit.

A character education program is a program defined in Arizona Revised Statutes (A.R.S.) § 15-719. Under this statute, each district may develop its own course of study for each grade. At a minimum, the character education program must include instruction in the definition and application of at least six of the following character traits: truthfulness, responsibility, compassion, diligence, sincerity, trustworthiness, respect, attentiveness, obedience, orderliness, forgiveness and virtue.

Extracurricular activities are school-sponsored activities that may require enrolled students to pay a fee in order to participate. The activities must supplement the school's education program and may be educational or recreational.

Each school district will determine what activities are extracurricular activities for each public school located in that district. Extracurricular activities may include the following:

- use of band uniforms;
- use of equipment or uniforms for varsity athletics;
- use of scientific laboratory equipment or materials; and
- in-state or out-of-state trips that are solely for competitive events.

Extracurricular activities do not include any senior trips or events that are recreational, amusement or tourist activities.

Taxpayers must make cash contributions or pay fees to a public school or charter school located in Arizona. The school must provide instruction in grades kindergarten through 12.

Contributions made or fees paid to any of the following do not qualify for this credit:

- nongovernmental school;
- a pre-school;
- a community college;
- a university; or
- a public school located outside of Arizona.

Before claiming this credit, taxpayers need to make sure the public school issues a receipt for the contributions or qualifying fees paid. The receipt should show all of the following:

- name of the public school;
- name and number of the school district;
- name of the taxpayer;
- amount paid or contributed;
- date paid or contributed; and
- a description of the activity for which the contributions were made or the fees paid.

Taxpayers will keep this receipt with their tax records. For more information on school tax credits, see the department's publication, Pub 707, *School Tax Credits*.



# Arizona Form 323

## Credit for Contributions to Private School Tuition Organizations

**NOTE:** Taxpayers must also complete Arizona Form 301, *Nonrefundable Individual Income Tax Credits and Recapture*, and include Forms 301 and 323 with their tax return to claim this credit.

Arizona law provides a credit for contributions made to a private school tuition organization that provides scholarships or grants to qualified schools. This credit is available only to individuals. Corporations may not claim this credit. A partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

The credit is equal to the amount contributed. For 2019, the maximum amount of credit a taxpayer can establish for the current taxable year is \$569 for single taxpayers or heads of household. For married taxpayers who file a joint return, the maximum credit that can be established for the current taxable year is \$1,138. In most cases, for married taxpayers who file separate returns, each spouse may claim only one-half (1/2) of the credit that would have been allowed on a joint return.

**NOTE:** The maximum amount of credit established for the current taxable year does not include any unused valid carryover amount(s) from prior taxable years. Because this is a nonrefundable credit, the total amount of available credit [current year plus any valid carryover amount(s)] a taxpayer may use for the taxable year cannot be greater than the tax liability shown.

The credit eligible contributions made to a school tuition organization from January 1, 2020 to April 15, 2020, may be used as a tax credit on either a 2019 or 2020 Arizona income tax return.

If the allowable tax credit is more than an individual's tax, or if the individual has no tax, that taxpayer may carry the unused credit forward for up to the next five consecutive taxable years' income tax liability.

A private school tuition organization is an organization that meets all of the following:

- The organization is tax exempt under Section 501(c)(3) of the Internal Revenue Code (IRC).
- The organization allocates at least 90% of its annual revenue from contributions to educational scholarships or tuition grants.
- The organization makes its scholarships or grants available to students of more than one qualified school.

A "qualified school" means a preschool that offers services to students with disabilities, nongovernmental primary or a secondary school located in Arizona. The school cannot discriminate on the basis of race, color, handicap, familial status, or national origin and requires all teaching staff and personnel who have unsupervised contact with students to be fingerprinted. A "qualified school" does not include a charter school or programs operated by a charter school. The primary school must begin with kindergarten and the secondary school must end with grade 12.

In the case of a preschool that offers services to students with disabilities, a “student with disabilities” is a student who has any of the following conditions:

- hearing impairment.
- visual impairment.
- developmental delay.
- preschool severe delay.
- speech and/or language impairment.

**NOTE:** The Arizona Department of Revenue is required to certify school tuition organizations. The department maintains a list of currently certified school tuition organizations on its website at [www.azdor.gov](http://www.azdor.gov).

To qualify for the credit, all contributions must be made to a certified school tuition organization. To determine if contributions made in 2019 and/or 2020 qualify for this credit, taxpayers should verify that the school tuition organization they made a contribution to is certified for the year of the contribution. For a list of school tuition organizations certified to receive donations for the individual income tax credit, see the department’s website.

A taxpayer’s donation to the school tuition organization will not qualify for the credit if he or she designates the donation for the direct benefit of a dependent.

**NOTE:** A taxpayer’s donation will also not qualify if he or she designates a student beneficiary as a condition of contribution to the school tuition organization. Also, the tax credit is not allowed if the taxpayer agrees with another person to designate each other’s contributions to the school tuition organization for the direct benefit of each other’s dependent, a practice commonly known as swapping.

Taxpayers cannot claim both a tax credit and an itemized deduction for the amount of contributions made to a private school tuition organization for which they are claiming a credit.

If claiming this credit in 2019 for a donation made from January 1, 2020, to April 15, 2020, taxpayers must make an adjustment on their Arizona Form 140 Schedule A; or Form 140PY Schedule A(PY) or A(PYN); or Form 140NR Schedule A(NR), filed in 2020.

Before claiming this credit, taxpayers want to make sure the school tuition organization issues them a receipt for the contribution. The receipt should show all of the following:

- name and address of the school tuition organization;
- name of the taxpayer;
- amount paid;
- date paid; and
- the tax year for which the taxpayer will claim the contribution.

Taxpayers should keep this receipt with their tax records. For more information on school tax credits, see the Department’s publication, Pub 707, *School Tax Credits*.

**NOTE:** Taxpayers may be able to make credit eligible contributions to a school tuition organization through payroll withholding. They can check with their employer to see if that employer has agreed to withhold contributions that qualify for this credit from employee pay.

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## Arizona Form 348

### Credit for Contributions to Certified School Tuition Organization (For contributions that exceed the maximum allowable credit on Arizona Form 323)

Arizona law provides an individual income tax credit for the voluntary cash contributions made to a certified school tuition organization in order to improve education by raising tuition scholarships for children in Arizona. This credit is available only to individuals. Corporations may not claim this credit, and a partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

The credit is equal to the amount contributed after the maximum amount that can be claimed on Form 323 is contributed. The maximum credit for single taxpayers or heads of household is \$566. For married taxpayers who file a joint return, the maximum credit is \$1,131. In most cases, for married taxpayers who file separate returns, each spouse may claim only one-half (1/2) of the credit that would have been allowed on a joint return.

**NOTE:** The credit eligible contributions made to a certified school tuition organization from January 1, 2020, to April 15, 2020, may be used as a tax credit on either a 2019 or 2020 Arizona income tax return.

If the allowable tax credit is more than an individual's tax or if an individual has no tax, a taxpayer may carry the unused credit forward for up to the next five consecutive taxable years' income tax liability.

A certified school tuition organization is an organization that meets **all** of the following:

- The organization is tax exempt under Section 501(c) (3) of the Internal Revenue Code.
- The organization allocates at least 90% of its annual revenue for educational scholarships or tuition grants.
- The organization makes its scholarships or grants available to students of more than one qualified school.

A "*qualified school*" means a preschool that offers services to students with disabilities and is a nongovernmental primary or a secondary school located in Arizona. The school cannot discriminate on the basis of race, color, handicap, familial status, or national origin and requires all teaching staff and personnel who have unsupervised contact with students to be fingerprinted. A "*qualified school*" does not include a charter school or programs operated by a charter school. The primary school must begin with kindergarten and the secondary school must end with grade 12.

In the case of a preschool that offers services to students with disabilities, a "*student with disabilities*" is a student who has any of the following conditions:

- Hearing impairment.
- Visual impairment.
- Developmental delay.
- Preschool severe delay.
- Speech and/or language impairment.

**NOTE:** The Arizona Department of Revenue is required to certify school tuition organizations. This list can be found at [www.azdor.gov](http://www.azdor.gov) under Tax Credits.

To determine if contributions made in 2019 and/or 2020 qualify for this credit, taxpayers should ask the organization if it meets all of the requirements. A donation to the school tuition organization will not qualify for the credit if a taxpayer designates the donation for the direct benefit of his or her dependent.

**NOTE:** Donations will also not qualify if taxpayers designate a student beneficiary as a condition of contribution to the school tuition organization. Additionally, the tax credit is not allowed if a taxpayer agrees with another person to designate each other's contributions to the school tuition organization for the direct benefit of each other's dependent, a practice commonly known as swapping.

A taxpayer cannot claim both a tax credit and an itemized deduction for the amount of contributions made to a certified school tuition organization for which he or she is claiming a credit. If claiming this credit in 2019 for a donation made from January 1, 2020 to April 15, 2020, the taxpayer must make an adjustment on Arizona Form 140, Schedule A, *Itemized Deductions Adjustments*, filed in 2020.

Before claiming this credit, taxpayers want to make sure the school tuition organization issues a receipt for the contributions. The receipt should show **all** of the following:

- The name and address of the school tuition organization
- The name of the taxpayer
- The date and amount paid

Taxpayers will want to keep this receipt with their tax records.

**NOTE:** Taxpayers may be able to make credit eligible contributions to a school tuition organization through payroll withholding.



## **Arizona Form 340**

### **Credit for Donations to the Military Family Relief Fund**

Arizona law allows a credit for cash donations made to the Military Family Relief Fund. Beginning in August 2018, the Arizona Department of Veterans' Services (ADVS) established two subaccounts (pre-9/11 and post-9/11) for which a donor must designate which account the donor wishes the donation to be deposited into. For donations made after August 2, 2018, a taxpayer's receipt should show which subaccount his or her donation was deposited into. If a receipt does not specifically show which subaccount the donation was deposited into, the taxpayer will enter the amount of the donation on line 3 of Form 340 (post-9/11 subaccount).

If the donation qualifies, the credit will be the smaller of 1 through 4 below:

1. The amount the taxpayer donated to the fund during the taxable year.
2. If the taxpayer is single or head of household, \$200.
3. If the taxpayer is married filing a joint return, \$400. If filing separate returns, each spouse may claim only one-half (1/2) of the credit that would have been allowed on a joint return (up to a maximum of \$200 each).

#### 4. The individual tax liability for the taxable year.

Please note there is no carry forward for this credit. Taxpayers must use this credit on the tax return filed for the taxable year for which they made their donation.

This credit is also available only to individuals. Corporations may not claim this credit. A partnership may not pass the credit through to its partners. An S corporation may not pass the credit through to its shareholders.

Taxpayers cannot claim both a tax credit and an itemized deduction for their donation.

Before they claim this credit, taxpayers must have received a receipt from the Arizona Department of Veterans' Services and must show all of the following:

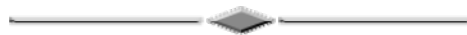
- The taxpayer's full name.
- The taxpayer's address.
- The last four digits of the taxpayer's SSN.
- The amount the taxpayer donated.
- The taxpayer's donation qualifies for the credit.

#### **Military Family Relief Fund**

The Arizona Department of Veterans' Services administers the Military Family Relief Fund, which helps service members and their families faced with unforeseen expenses when a loved one becomes a casualty of war. Taxpayer donations to the fund may qualify for this income tax credit. Donations to the fund will qualify for the credit if the total amount donated to the fund during the calendar year has not exceeded one million dollars.

Donations made to the fund once the total donations for the calendar year reach one million dollars will not qualify for the credit. The determination of whether a donation will qualify for the credit is made on a first come, first served basis.

The Arizona Department of Veterans' Services will provide you with a receipt that will let taxpayers know if their donation qualifies for the credit. The Arizona Department of Veterans' Services will also send a copy of that receipt to the Arizona Department of Revenue.



# Payment and Extension Information

**NOTE:** *The department cannot accept checks or money orders in foreign currency. Payment must be made in U.S. dollars.*

## Payment by e-Check or Credit Card via [www.AZTaxes.gov](http://www.AZTaxes.gov)

This option is available to electronic and paper filers. Use e-check or credit card option to pay any of the following:

- Tax liability payment.
- Extension payment .\*
- Quarterly estimated tax payment.\*\*

\*If filing *under a federal extension*, taxpayers do not file Arizona Form 204 (filing extension form) when using e-check or credit card option to make an Arizona extension payment. Arizona Form 204 is only required when making extension payments by check or money order.

\*\*Do not file Arizona Form 140ES (estimated tax payment form) when making a payment using e-check or credit card option. Arizona Form 140ES is only required when making estimated payment by check or money order.

## Electronic Payment from Checking or Savings Account

There is no fee to use this payment method. To make an electronic payment, taxpayers can go to [www.AZTaxes.gov](http://www.AZTaxes.gov) and click on the “Make a Payment” link. The “E-Check” option in the “Payment Method” drop-down box will debit the amount from the checking or savings account specified.

**Note:** A returned unpaid payment (electronic or paper) from a bank is subject to a \$50 fee.

## Credit Card Payment

Taxpayers can pay with a Visa, MasterCard, Discover, or American Express credit card. They can go to [www.AZTaxes.gov](http://www.AZTaxes.gov) and click on the “Make a Payment” link and choose the credit card option. This will take them to a third party vendor site (provider). The provider will charge a convenience fee based on the amount of the tax payment. The provider will tell taxpayers what the fee is during the transaction; they will have the option to continue or cancel the transaction. If a taxpayer completes the credit card transaction, the individual will receive a confirmation number. He or she will keep this confirmation number as proof of payment.

## E-File Your Arizona Filing Extension

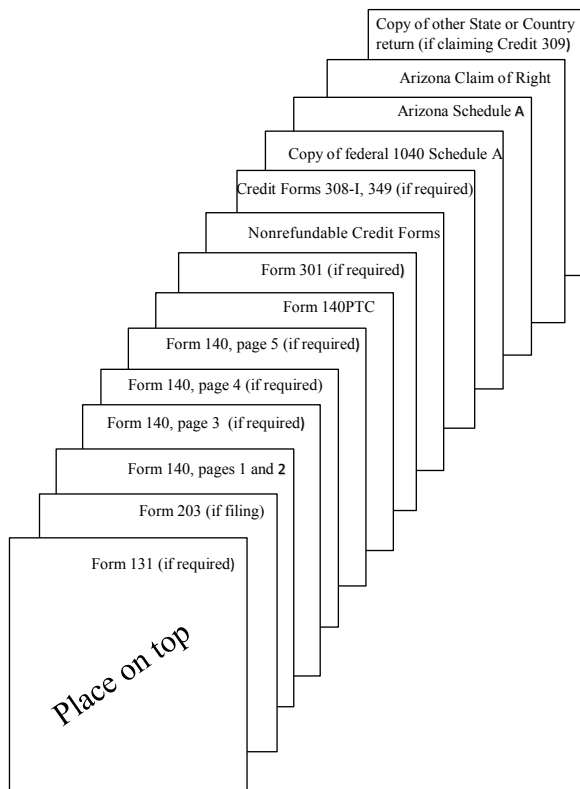
Taxpayers can visit [www.azdor.gov](http://www.azdor.gov) and look for the E-Services tab at the bottom of the homepage and select “Free Electronic Filing for Individuals”. This page provides information about electronic filing and free filing options.

**Note:** If filing under a federal extension, taxpayer will not submit Arizona Form 204. They will **check box 82F** when preparing their Arizona tax return and file by the extended due date of October 15. To avoid an extension penalty, **90% of the tax due must be paid by April 15**. For fiscal year filers, Arizona tax returns are due the 15<sup>th</sup> day of the fourth month following the close of the taxpayer's fiscal year.

## Filing Tips to Avoid Delays

- Consider filing electronically. It is faster and easier, and refunds may be received in as little as five business days with direct deposit.

***If taxpayer is mailing his/her tax return, see form instructions for the form filed for information regarding how to assemble the return (form sequence). Below is the sequence for filing Form 140.***



- Check the math for accuracy.
- Verify Social Security Numbers entered are accurate.
- Ensure dependent information is incomplete.
- Look for illegible or hard to read hand-written data on the tax return.
- Make sure the return is not incomplete.

- Print in black ink on white paper.
- Avoid spills that mar the barcode, or other damage to the barcode.
- Verify the correct routing number for the bank.
- Verify the correct account number for the bank.
- Attach all required documentation for the Arizona Form 140PTC including a W-2, Proof of Property Tax Paid, Renter Certificate (Form 201), Supplemental Security Income (SSI) statement.
- Claim both the Property Tax Credit and Excise Tax Credit using only the Arizona Form 140PTC if applicable.
- File an Arizona extension if you cannot file Form 140PTC by April 15, or you will lose the credit.
- Fill out Arizona Form 285 (POA) and file to authorize an appointee to discuss tax matters about a tax return if applicable.
- Complete processing the original return before the amend tax return can be processed. Amended tax returns submitted between January 1 and April 15 can take a minimum of 12 weeks to complete processing.
- Call ADOR to have your address changed if you moved and the address is different than the address submitted on the return. Complete Arizona Form 131 to claim a refund for a decedent.
- Ensure there is not a missing copy of the death certificate because this will cause the Arizona Form 131 from processing timely if claiming a refund on behalf of a decedent.
- Note that Social Security Income is not the same as Supplemental Security Income when determining if you qualify for the property tax credit for those who are not 65 years or older.
- Provide the tax type or form number (140, 140NR, 140ES, etc.) that the payment is intended for if payment is sent separately, in addition to the identifying tax ID.
- Verify your standard deduction amount is accurate for your filing status.
- Complete Arizona Form 200 for Innocent Spouse Relief and Separation of Liability.
- Verify correct payment is attached to the return. Often payments received by the department are intended for the IRS.
- Include the identifying tax ID number of the “**primary**” taxpayer on the check or money order if sending a payment with your tax return.
- Send each tax return with corresponding payment in a separate envelope if you are filing multiple tax years.
- Sign and date your tax return. If married and filing a joint return with your spouse, your spouse must also sign the tax return.
- Notify us of any address change; the post office will not forward a tax refund.
- Make a copy of your return before you file it.
- Make sure there is enough postage if mailing.



# Use Tax – What it is and Making Payment

A use tax is levied on any person who uses, stores or consumes any tangible personal property upon which no tax has been collected by a retailer. The Arizona state use tax rate is 5.6%; some cities also impose a city use tax.

An Arizona purchaser is liable for use tax on goods purchased from an out-of-state vendor that did not collect the use tax. Internet sales are also subject to use tax. There is no exemption from use taxes on internet purchases. The Internet Tax Freedom Act is a moratorium on any imposition of new taxes. The Arizona use tax law has been in effect since the 1950s.

Any purchase of a vehicle, aircraft, boat, or any other tangible personal item purchased from an out-of-state vendor is also subject to the use tax if no tax was paid. Items brought into the State of Arizona subject to U.S. Customs may also be liable for the use tax, minus a taxpayer's personal U.S. Customs exemption.

Basically, use taxes and transaction privilege taxes (often referred to as sales taxes) are complementary taxes. In effect, a taxpayer must pay one or the other but never both.

If an individual purchases an item from a mail order entity and that entity also has an Arizona location, then that taxpayer may be liable for a transaction privilege tax instead of a use tax.

Use taxes were instituted to prevent unfair competition by out-of-state vendors in the Arizona market. The passing of a use tax law helped create a more suitable balance in this area.

So how does an individual report a use tax? Currently, taxpayers should calculate their purchase amount, multiply that amount by 5.6% and send payments with Arizona Individual Consumer Use Tax Payment Voucher (Form AZ-USE V) to the Arizona Department of Revenue along with a copy of the original invoice. Failure to comply may result in penalties and interest.

If taxpayers have questions regarding use tax or how to report use tax, please contact Customer Care by calling 602-255-3381.

Taxpayers can also mail Form AZ-Use V, payment and copy of invoice to:

Arizona Department of Revenue  
PO Box 29010  
Phoenix, AZ 85038-9010

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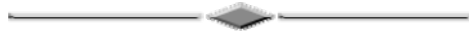


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## Arizona Quality Review Checklist – Assistor

1. Name/address/SSN completed?
2. Filing status checked?
3. Number of exemptions entered on boxes 8, 9, and 11a?
4. Qualifying parents and grandparents information listed on lines 11b through 11c (and page 4, if required?)

5. Number of dependents entered in boxes 10a and 10b?
6. Dependent information listed on lines 10c through 10e (and page 4, if applicable?)
7. *Increased Standard Deduction for Charitable Contributions* worksheet completed on page 3?
8. *Other exemptions* information listed on page 4?
9. Arizona adjusted gross income computed?
10. Deductions entered?
11. Tax from table correct (check filing status?)
12. Does taxpayer qualify for a tax credit?
13. Other taxes listed (if applicable?)
14. Payments listed and added:
  - a. Tax withheld?
  - b. Estimated taxes?
  - c. Amount paid with extension request?
15. Tax due or overpayment (refund) entered on correct line?
16. Taxpayer signed and dated (or given written instructions for spouse)?
17. Spouse died in 2019 - enter "filing as surviving spouse".
18. Taxpayer entered telephone numbers?
19. VITA/TCE acronym on bottom of return?
20. All pages included, if completed? Do **not** staple the return.
21. Forms assembled in proper order?  
(Include copy of federal; Form, 1040, Schedule A if itemizing deductions.)
22. W-2's and 1099-R's attached?
23. Form 140PTC eligible? The taxpayer must be **full-time resident** of Arizona.
24. Report completed for assistance provided?



# Arizona Individual Income Tax Forms at a Glance

	140	140A	140EZ	140PY	140NR	140ET *	140PTC**
<b>Filing Status</b>							
Single	X	X	X	X	X	X	X
Married Filing Jointly	X	X	X	X	X	X	X
Married Filing Separately	X	X		X	X	X	X
Head of Household	X	X		X	X	X	X
<b>Arizona Taxable Income</b>							
\$0 - \$50,000	X	X	X	X	X	X	X
\$50,000 and above	X			X	X		
<b>Exemptions</b>							
Age 65 or Older	X	X		X	X		
Blind	X	X		X	X		
Qualifying Parents or Grandparents	X	X		X	X	X	
Other Exemptions	X	X		X	X	X	
<b>Other Factors</b>							
Increased Standard Deduction for Charitable Contributions	X			X	X		
Itemize Deductions	X			X	X		
Dependent Tax Credit	X	X		X	X		
Family Tax Credit	X	X	X	X			
Tax Credits	X			X	X		
Active Duty Pay US Armed Forces, National Guard or Reservists	X						

\* 140ET is designed to be used by certain taxpayers who are not required to file an income tax return and do not qualify for the property tax credit on Form 140PTC. In this case, taxpayers must mail Form 140ET to the department.

\*\* 140PTC is used to claim the property tax credit. Eligible taxpayers can use this form and include it with the return, or file it separately to claim the credit if the taxpayer has no other requirement to file. If Form 140PTC is filed separately, it must be mailed to the department.