

Annual Report for B&O Tax Credit on New Employees

Annual reports are required in two consecutive years for each approved credit, see next page for additional information on due dates. Positions hired after the end of four consecutive calendar quarters are not considered for this credit, but may be included on a new application if workforce expansion of 15% or greater is anticipated during the following four quarters. Credit for a position may not be received under both this program and the Software B&O Job Credit Program or the International Services Job Credit Program. This application reflects legislative changes of House Bill 1566 effective January 1, 2008.

Business Identification			
Name of Business			
Address		Name of Contact Person (all correspondence will be directed to this person)	
City		Telephone Number	

Department of Revenue Tax Reporting Account Number	<table style="margin: auto;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="width: 10px; text-align: center;">-</td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="width: 10px; text-align: center;">-</td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="width: 10px; text-align: center;">-</td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="width: 10px; text-align: center;">-</td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> </table>				-				-							-				-			
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Facility Location			
<i>Please complete one application for each separate facility that is expanding positions.</i>			
Check one:			
Rural County	<input type="checkbox"/>	County	
Community Empowerment Zone	<input type="checkbox"/>	Street Address	
		City	
		State	
		Zip Code	
<i>*Note: If the facility is located in a CEZ, all new employees must also reside within the CEZ to qualify for this credit. Please provide the names and addresses of the employees within the CEZ on a separate page.</i>			
Does the applicant operate in other Washington locations? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<i>If reporting on credits for more than one facility, please complete an Annual Report for each facility.</i>			

More information on the B&O Tax Credit on New Employees may be found at dor.wa.gov. Please refer to RCW 82.62 or WAC 458-20-240. For assistance, please call (360) 902-7175.

Signature _____ Date _____

Print Name _____

Return application to:

Taxpayer Account Administration
 Special Credits & Assessments
 PO Box 47476
 Olympia, WA 98504-7476

Employment for previous four quarters (from application)

Calendar Quarter					Total for Year
Total FTEs*					

To get average number of FTEs, divide by 4

To get 15% target, multiply by 1.15 (rounded).
This target is the minimum average for the next year to qualify for the credit.

x 1.15

Employment for first year

Quarter A includes the date of first hire.
Annual Report is due after quarter D

	A This quarter includes first hire date	B	C	D Annual report due after this quarter	Total for Year	
Calendar Quarter						<table border="1" style="width: 100px; height: 100px;"> <tr><td></td></tr> </table>
Total FTEs*						
New positions under 40K						
New positions over 40 K						

Hire dates

To get average number of FTEs, divide total for year by 4 (rounded).
This number must be greater than the target number above, to qualify for the credit.

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Employment for Second year

Complete this section only if 7 full quarters have passed since date of first hire.
Annual Report is due after quarter H

	E	F	G	H
Calendar Quarter				
Total FTEs*				
New positions under 40K				
New positions over 40 K				

DUE DATES

The due date for the annual report is:

- April 30, if quarter D or H is the first calendar quarter.
- July 31, if quarter D or H is the second calendar quarter.
- October 31, if quarter D or H is the third calendar quarter.
- January 31, if quarter D or H is the fourth calendar quarter.

To inquire about the availability of this form in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users may call 1-800-451-7985.