



# North Dakota 2013 Corporation Income Tax

Ryan Rauschenberger, Tax Commissioner

## Form 40 Form 40-UT Form 40-ES

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[www.nd.gov/tax](http://www.nd.gov/tax)

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- Find answers to tax questions through our Frequently Asked Questions.
- Learn about North Dakota tax credits available to corporations
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Dear Taxpayer,

There is no doubt that North Dakota has one of the best business environments in the nation. According to Forbes' 2013 report of best states for business and careers, North Dakota ranks second among all states. Another report issued by CNBC ranked North Dakota as third in its annual study of "America's Top States for Business." And the American Economic Development Institute and Pollina Corporate Real Estate, Inc., ranked North Dakota's overall business climate the third best in the nation. On top of that, during the most recent Legislative Session, state legislators lowered North Dakota's top corporate income tax rate to 4.53%.

North Dakota's electronic filing is also growing with nearly 35 percent of 2012 Form 40 filers choosing to file through the Modernized E-File (MeF) platform. If you have used e-file in the past, I hope you will continue to do so this year. And, if you have not used e-file, I encourage you to consider using MeF this year. To learn more about the MeF option, go to our web site at [www.nd.gov/tax](http://www.nd.gov/tax).

As you get ready to file your North Dakota corporation income tax return, take a few minutes to be sure you are using the correct form:

- Corporations engaged in business in North Dakota or having sources of income from North Dakota must file a North Dakota Corporation Income Tax Return, Form 40.
- A corporation which files a Federal Form 1120S as a small business corporation must file a North Dakota Small Business Corporation Income Tax Return, Form 60.
- Financial institutions tax has been repealed effective December 31, 2012. Beginning January 1, 2013, financial institutions will be subject to income tax and, based on the type of entity, must file the appropriate income tax return.
- A tax-exempt organization that files Federal Form 990-T to report its unrelated business taxable income and has income from North Dakota sources must file a North Dakota Corporate Income Tax Return, Form 40.

To learn more about North Dakota's taxes or to access various forms and publications, please visit our web site at [www.nd.gov/tax](http://www.nd.gov/tax).

I invite you to let us know what you think we are doing well and what we can do to improve our service to you. Our phone number, address, and e-mail information is found on the back of this booklet.

Thank you,

Ryan Rauschenberger,  
Tax Commissioner



## New For 2013

### Lower Tax Rates

Effective for taxable years beginning after December 31, 2012, the tax rates have been reduced approximately 12 percent. The income tax brackets were not changed. The revised tax rates are:

#### Tax Rate Table

\$ 0 to \$ 25,000 . . . . .	1.48% of North Dakota Taxable Income
\$ 25,000 to \$ 50,000 . . . . .	\$ 370.00 + 3.73% of amount over \$ 25,000
\$ Over 50,000 . . . . .	\$ 1,302.50 + 4.53% of amount over \$ 50,000

If a corporation elects to use the water's edge method to apportion its income, the corporation is subject to an additional 3.5% on its North Dakota income.

### Repeal of the Financial Institution Tax

The financial institution tax, a privilege tax based on income that applied to financial institutions doing business in North Dakota, has been repealed effective December 31, 2012. Beginning January 1, 2013, these financial institutions will be subject to the income tax and, based on the type of entity, must file the appropriate income tax return. There are a number of special transitional provisions that apply, which are summarized in the July 2013 edition of the Income Tax Update to tax practitioners. The transitional provisions address the treatment of unused net operating losses and tax credit carryovers, short periods, a special election for subchapter S corporations, and the deferral of the 2013 income tax payment. The special apportionment factor provisions that applied under the financial institution tax law have been adopted for computing the income tax of a financial institution.

### Corporate Income Tax Credit Changes

#### • Housing Incentive Fund Tax Credit

The credit for contributions to the Housing Incentive Fund that was available for the 2011 and 2012 tax years expired at the end of the 2012 tax year. The 2013 Legislature reenacted the provisions of the credit program for two more years - tax years 2013 and 2014. The program is administered by the North Dakota Housing Finance Agency. The credit is equal to 100% of the amount contributed to the fund. There is a statewide cap of \$20 million in total credits for the 2013 and 2014 tax years.

#### • Automation Manufacturing Equipment Purchase Tax Credit

The 2011 Legislature enacted provisions allowing an income tax credit for purchases of equipment for the purpose of automating a manufacturing process, but the effective date of the provisions were delayed until the 2013 tax year. To qualify for the credit, the taxpayer must be certified by the North Dakota Department of Commerce as a primary sector business. The credit is equal to 20 percent of the cost of qualifying new or used equipment purchased, as approved by the Department of Commerce. The credit is currently set to expire at the end of the 2015 tax year.

## New for 2013 (continued)

- **Rural Leadership North Dakota Program Tax Credit**

Beginning with tax year 2013, a new income tax credit is allowed to a corporation for making a contribution to the Rural Leadership North Dakota Program conducted by the NDSU Extension Service. The credit was previously allowed only against the financial institution tax. The credit is equal to 50 percent of the total contributions made during the tax year. Contributions may be designated for a specific individual. Any unused credit may not be carried over to subsequent tax years.

- **Angel Fund Investment Tax Credit**

Beginning with investments made in tax year 2013, the lifetime limit on the amount of total Angel Fund investment tax credits allowed to any taxpayer was changed from \$150,000 to \$500,000. This limit is inclusive of any credits the taxpayer also receives as an owner of a passthrough entity. The provisions that previously allowed for the sale of these tax credits in 2011 and 2012 were not reenacted, so the credit could not be sold or transferred after December 31, 2012.

For additional information regarding these credits as well as all other income tax credits, please refer to the *2013 North Dakota Corporate Income Tax Credits* booklet located on our web site.

## **Withholding of Income Tax on Certain Oil and Gas Royalties**

Beginning January 1, 2014, certain owners of North Dakota oil or gas royalty interests will be subject to income tax withholding on their royalty payments. The new withholding requirement will apply to royalty payments made to individuals who are not residents of North Dakota and to business entities with a commercial domicile outside North Dakota. There are exceptions to this new withholding requirement if the remitter is a small producer, the royalty payment is below specified threshold amounts, and for royalty payments made to certain types of royalty owners. The income tax withheld can be claimed as a tax payment on the income tax return. Additional information will be posted on our web site as guidelines and forms are developed.

# *Special Reminders*

## **Filing Extension - Required Attachments**

If you have obtained a federal extension for filing your return (generally Form 7004), it will also extend the due date of your North Dakota return by six months. If you have an extension, be sure to mark the circle in the upper left corner of page one and include a copy of the federal extension. Failure to do so may result in penalty being unnecessarily charged. Also, an extension to file only extends the due date of the return. It does not extend the date the tax must be paid. Interest will be charged on the unpaid tax from the original due date during the extension period.

## **Electronic Filing Attachments**

Original returns can continue to be electronically filed using the Modernized e-File joint program with the IRS. When filing electronically, any attachments or schedules that are not included with the software must be attached to the submission as a PDF. Examples of these attachments might be a copy of Federal Form 7004, a schedule supporting the computation of a North Dakota tax credit, or a “pro forma” Federal Form 1120 to reflect the applicable state filing method.

## **ACH Debits For Estimated Payments**

In addition to the existing options for electronic payments, a new option has been added for making certain 2014 estimated tax payments. Starting with 2013 returns filed electronically using the Modernized e-File program with most software providers, ACH “debit” payments can be scheduled for the four quarterly estimated payments for the 2014 tax year. The payment information, such as the bank account, amount, and date of each payment, is inputted when completing the 2013 electronic return. ACH debit payments can also be made with the electronically filed return to pay the tax due on the return. If paying electronically, no payment voucher should be submitted.

## **Disclosure of Disregarded LLCs**

It is important that if the return includes one or more limited liability companies that are treated as disregarded entities and are doing business in North Dakota, that they be disclosed. Question #10 on page 2 of the Form 40 requires the attachment of a statement to identify these disregarded entities.

## **Water’s Edge Filing Method**

For corporations electing to use the “Water’s Edge” method, the election is binding for five consecutive tax years. The election on the initial year’s return remains in effect until the end of the fifth tax year of the five-year election period. The use of the water’s edge method on the return filed for the tax year following the fifth tax year of a five-year water’s edge period constitutes a new election that binds the corporation to another five-year water’s edge period. Question #8 on page 2 of the Form 40 has been added to identify which year of the five-year water’s edge period for which the return is being filed. The 3.5% surtax computed on the North Dakota taxable income of corporations using the water’s edge method remains in effect.

## General instructions

### Who must file

Every corporation engaged in business in North Dakota or having income from North Dakota sources must file a North Dakota Corporation Income Tax Return, Form 40.

For example, a North Dakota Form 40 must be filed by:

- Corporations, including business trusts, associations, and joint-stock companies;
- Cooperative corporations distributing their net income through patronage dividends;
- Insurance companies conducting business activities not subject to the North Dakota gross premiums tax;
- Tax-exempt organizations having unrelated business taxable income; and
- Organizations that anticipate receiving a tax exempt status notification from the Internal Revenue Service, but have not actually received such notification by the end of the taxable year.

A corporation which files a Federal Form 1120S as a small business corporation must file a North Dakota Small Business Corporation Income Tax Return, Form 60.

### Repeal of the Financial Institution Tax

Beginning January 1, 2013, corporations that previously filed Form 35, the North Dakota Financial Institution Tax Return, must file Form 40 if a C corporation, or Form 60 if an S corporation. However, see the exception below for certain S corporations. Entities that previously filed Form 35 must still use Form 35 for purposes of filing an amended return to report corrections, a federal amended return, or federal audit changes that affect tax years prior to 2013.

In the case of a corporation that filed Form 35 for the 2012 calendar year, the payment of income tax attributable to its first tax year beginning after December 31, 2012, is not due until six months after the due date of the income tax return. No penalty or interest will be charged for this six-month period. This provision modifies all other penalty and interest provisions in this instruction booklet for affected corporations. A 2013 Form 40 that is filed by or includes a corporation that filed Form 35 for 2012 will mark "Yes" on Form 40, page 2, Question #4.

**Exception to filing Form 60 for certain S corporations.** An S corporation that filed Form 35 for the 2012 calendar year that elected to be taxed as a C corporation under N.D.C.C. § 57-38-01.35 must file Form 40. The

election is made by filing a Form 40 (instead of Form 60) by the due date of the return. An S corporation making this election will also mark the circle on Form 40, page 2, Question #4. The election may not be revoked and will remain in place until the earlier of:

- the end of the tax year in which the S corporation reports a tax liability after credits, or
- the beginning of the tax year for which the S corporation elects to return to being taxed as an S corporation, which is indicated by filing Form 60.

For each tax year that an S corporation elects to be taxed as a C corporation under N.D.C.C. § 57-38-01.35, the S corporation must provide a statement to each individual shareholder containing information on the adjustments that will need to be made on the shareholder's North Dakota individual income tax return to remove the income and losses already taxed and deducted on the corporation income tax return. For more information, see the *Income Tax Guideline: Adjustment For Income (Loss) From An S Corporation Taxed Under N.D.C.C. § 57-38-01.35*.

### Due date

A calendar year corporation filing Form 40 must file on or before April 15 following the close of the calendar year.

A corporation reporting on a fiscal year basis must file on or before the 15th day of the fourth month following the close of the fiscal year. Use the 2013 Form 40 for fiscal years that begin in 2013 and end in 2014.

A cooperative must file on or before the 15th day of the ninth month following the close of the calendar or fiscal year. Answer "Yes" to Question #3 on page 2 of Form 40.

Tax-exempt organizations required to file an income tax return to report unrelated business taxable income must file a corporation income tax return on or before the 15th day of the fifth month after the tax year ends.

### Short period return

A corporation required to file a federal short period return must file a North Dakota short period return for the same period. The North Dakota return must be filed by April 15th or by the date prescribed by the Internal Revenue Service, whichever is later.

See instructions for the North Dakota Form 40-ES for due dates of estimated payments on short period returns.

A corporation terminating as a Subchapter S Corporation during the year, or a corporation changing its annual accounting period, must annualize its North Dakota taxable income and prorate its state tax liability in the same manner as the federal tax liability is prorated.

### Extension of time for filing

An extension of time to file a federal return is automatically accepted by North Dakota as an extension of time to file the state return. The state extension is for the same number of additional months as the federal extension. Attach a copy of the federal extension Form 7004 to the state tax return and mark the extension circle on page 1 of the Form 40. **The return will be processed as a delinquent return if a copy of the federal extension is not attached.**

If a federal extension is not obtained, or if an extension of time beyond the time period covered by a federal extension is needed, a North Dakota extension may be obtained by completing and filing North Dakota Form 101. This form may be obtained by contacting us.

An extension of time to file a North Dakota return does not extend the time for payment of the tax, and extension interest at the rate of 12% per annum will apply to any payment made after the regular due date of the state tax return. Penalty does not apply to tax paid within the extension period.

Extension payments must be accompanied by Form 40-EXT identifying the name, address, and Federal Identification Number of the taxpayer. The form can be found on our web site. Alternatively, a letter containing the above information along with a copy of the approved state extension of time to file may be submitted with the prepayment of tax due.

### Payment of tax

If tax due (*including interest and penalty*) is less than \$5.00, payment need not be made. If tax is due, the total payment due must be paid at the time of, or before, the return is filed. Payment may be made with check or money order, made payable to the North Dakota State Tax Commissioner.

Payment may be made electronically using an ACH credit, credit card, debit card, or electronic check. To learn more, visit our web site at [www.nd.gov.tax](http://www.nd.gov.tax). Click on Corporate Income, then Electronic Payment. Note that ACH "debit" payments are only allowed on electronically filed returns.

## Preparer authorization

If the corporation wants to allow the North Dakota Office of State Tax Commissioner to discuss its 2013 tax return with the preparer who signed it, mark the circle in the signature area of the return. This authorization applies only to the individual whose signature appears in the "Signature of Preparer" section of the corporation's return. It does not apply to the firm, if any, shown in that section.

If the circle is marked, the corporation is authorizing the North Dakota Office of State Tax Commissioner to contact the preparer to answer any questions that may arise during the processing of its return.

The corporation is also authorizing the preparer to:

- Give the North Dakota Office of State Tax Commissioner any information that is missing from the return;
- Call the North Dakota Office of State Tax Commissioner about the processing of the return or the status of any related refund or payment(s); and
- Respond to certain North Dakota Office of State Tax Commissioner notices that the corporation has shared with the preparer about math errors and return preparation. The notices will not be sent to the preparer.

The authorization will automatically end no later than the due date (*excluding extensions*) for filing the corporation's 2014 tax return.

The corporation is not authorizing the preparer to receive any refund check, bind the corporation to anything (*including any additional tax liability*), or otherwise represent the corporation before the North Dakota Office of State Tax Commissioner. If the corporation wants to expand the preparer's authorization, North Dakota Form 500, Authorization to Disclose Tax Information and Designation of Representative, will need to be signed and filed with our office. North Dakota Form 500 can be found on our web site at [www.nd.gov/tax](http://www.nd.gov/tax). Click on Corporate Income and then Forms.

## Attachments

A complete copy of the federal income tax return as filed with the Internal Revenue Service must be attached to Form 40.

## Overpayments

Overpayments of income tax may be applied to the 2014 estimated tax (*minimum \$5.00*) or issued as a refund (*minimum \$5.00*).

## Interest and penalty

The Office of State Tax Commissioner will notify the taxpayer of any interest and penalty owed on tax due. If desired, interest and penalty may be computed by the taxpayer on tax due and entered on the return.

### Interest:

If the full amount of the tax is not paid by the original due date, the following provisions for interest apply:

- If an extension was obtained, interest on the tax due during the extension period is computed at 12% per annum, through the extended due date. Beginning with the month thereafter, interest is computed at 1% per month or fraction of a month.
- If an extension was not obtained, interest on the tax due is computed at 1% per month or fraction of a month, except the month in which the tax became due.

### Penalty:

- If the full amount of tax is not paid by the due date (*or extended due date*), penalty is equal to 5% of the unpaid tax due or \$5.00, whichever is greater.
- If the return is not filed by the due date (*or extended due date*), a penalty of 5% of the net tax liability or \$5.00, whichever is greater, applies for the month in which the return is due, with an additional 5% for each additional month (*or a fraction of a month*) during which the delinquency continues, not to exceed 25% of the net tax liability.

If there is an overpayment on Form 40, page 1, interest at the rate of 1% per month accrues on the overpayment beginning forty-five days after the later of:

- the due date of the return (*without extension*); or
- the date the return is filed.

## Incomplete return

All applicable lines on Form 40 must be completed. A return with incomplete lines or schedules or with notations such as "see attached statement" or "available upon audit" is not properly filed and may be returned to the taxpayer.

## Ratios and decimals

On all schedules where a ratio or decimal is called for, use 6 digits after the decimal point.

## To file or obtain additional forms and instructions

Completed returns and written requests for information and forms should be mailed to the Office of State Tax Commissioner, 600 E. Boulevard Ave., Dept. 127, Bismarck, ND 58505-0599.

If you have corporate income tax questions or are seeking tax forms, please e-mail us at [corptax@nd.gov](mailto:corptax@nd.gov), visit our web site at [www.nd.gov/tax](http://www.nd.gov/tax), or call our Corporate Tax Section at 701.328.1249.

For the speech or hearing impaired, call Relay North Dakota at 1.800.366.6888.

## Information at the source

Any corporation doing business in North Dakota that is required to file a Federal Form W-2 or 1099 must also file one with this state. For more information on the requirements and alternatives for satisfying those requirements, contact our office.

## Quick refund

A quick refund of overpaid estimated income tax may be requested by a corporation if the overpayment exceeds five hundred dollars (\$500) and the claim for quick refund is filed after the close of the taxable year but before the 15th day of the fourth month thereafter.

The form for the Quick Refund Of Estimated Income Tax For Corporations (*Form 40-QR*) must be obtained by contacting our office.

## Estimated tax payments

If a corporation's estimated state income tax liability exceeds five thousand dollars (\$5,000) *and* its previous year's state income tax liability exceeded five thousand dollars (\$5,000), the corporation is required to make an estimated tax payment of at least one-fourth of the amount due on each of four prescribed dates.

Information regarding estimated tax payments is located in the instructions for Form 40-ES.

## Amended returns/federal audit changes

An Amended North Dakota Corporation Income Tax Return, Form 40X, must be filed if:

- An amended federal income tax return is filed;
- North Dakota income is changed as a result of a federal audit;
- An error is discovered on a previously filed return;
- The corporation received a refund of federal income tax which was deducted on a previously filed Form 40 for tax years beginning before January 1, 2004.

Information about amended returns can be found in N.D.C.C. §§ 57-38-38 and 57-38-40.

Form 40X and instructions can be obtained by visiting our web site at [www.nd.gov/tax](http://www.nd.gov/tax).

## Federalization

The North Dakota income tax law is perpetually “federalized” for the Federal Taxable Income starting point of the North Dakota return.

## Method of corporation taxation

The North Dakota corporation income tax applies only to that portion of a corporation’s taxable income which is derived from or attributable to sources within this state.

A nonapportioning corporation, a corporation whose business activity is conducted solely within North Dakota, computes North Dakota taxable income by adjusting its federal taxable income by North Dakota statutory adjustments.

An apportioning corporation, a corporation whose business activity is conducted both within and without North Dakota, computes North Dakota taxable income by adjusting its federal taxable income by North Dakota statutory adjustments and apportioning this adjusted taxable income using Schedule FACT or CR (*Part II*) of Form 40.

A corporation engaged in a unitary business with one or more corporations (*irrespective of the country or countries in which the corporations conduct business*) must file using the combined report method.

A unitary business is a group of corporations which carries on activities, the component parts of which transfer value among themselves through the unities of ownership, operation and use.

- “Unity of ownership” means the group is under the common control of a single corporation, which is also a member of the group. Control exists when the single corporation owns, directly or indirectly, more than fifty percent of the voting stock of another corporation;
- “Unity of operation” means the group receives benefits from functional integration or economies of scale;
- “Unity of use” means the group of corporations contributes to or receives benefits from centralized management and policy formation.

Whether a group of corporations is engaged in a unitary business depends on the facts and circumstances of each case. If unity of ownership exists, any of the following facts or circumstances creates a presumption that the unities of operation and use exist; therefore, the corporations are engaged in a unitary business if:

- All activities of the group are in the same general line or type of business;
- The activities of the group constitute different steps in a vertically structured enterprise; or
- The group is characterized by centralized management.

## Water’s edge election

A corporation required to file its North Dakota return using the worldwide unitary combined report method may elect to use the water’s edge method. The water’s edge election must be made on the return as originally filed and is binding for five consecutive years. Also see Question #8 on page 2 of Form 40. ***If the election is made, a corporation will be subject to a 3.5% surtax on its North Dakota taxable income.***

For the taxable years beginning prior to January 1, 2012, a domestic disclosure spreadsheet was required. However, for years after December 31, 2011, the requirement to file a domestic disclosure spreadsheet was repealed.

## Specific instructions for Form 40, Page 1

### Taxpayer Name

If filing a combined return (line 1, circle b or c) the return should be filed using the taxpayer name and federal identification number of the entity having activity in North Dakota.

If you previously filed a consolidated return (line 1, circle b1 or c1) as a member of a unitary group and are still a member of that group, use the same taxpayer name and federal identification number as previously filed returns. If not, file using the name and federal identification number of another affiliate having activity in North Dakota in 2013.

### Business Code

Enter the business code from the list found on our web site at [www.nd.gov/tax](http://www.nd.gov/tax) that most closely corresponds to the area from which you derived the majority of your income for the tax year.

### Line 1 Income

Mark the circle for the reporting method used to complete the return and enter the income reportable under that method. **Mark ONE circle only.**

#### a. Single Corporate Entity

The single corporate entity method reports income or loss of only one incorporated business that is not part of a unitary business. (*See item “Method of corporation taxation” on page 2.*)

If the single corporate entity method is used for both North Dakota and federal purposes, enter the federal taxable income from Federal Form 1120, line 30.

If the single corporate entity method is used for North Dakota purposes and the corporation is included in a consolidated Federal Form 1120, enter the corporation’s federal taxable income before consolidating adjustments/eliminations from:

- A pro forma separate company federal income tax return, line 30; or
- The by-company schedule showing gross income and deductions, which supports the consolidated federal taxable income.

Cooperatives and other business organizations using federal forms other than Federal Form 1120 must enter the federal taxable income from the appropriate form.

### Combined Report

For North Dakota corporation income tax purposes, a “combined report” means an income tax return on which the tax liability is computed using the methods described in N.D.C.C. chs. 57-38, 57-38.1 and N.D. Admin. Code chs. 81-03-05.1, 81-03-05.2, 81-03-05.3, and 81-03-09.

- Except for 100% North Dakota corporations required to file a consolidated tax return, it is essential to have a unitary business group of corporations before the combined report method can be used. For a discussion of a unitary business group of corporations, see item “Method of corporation taxation” on page 2.
- If filing a combined report method return where only one company apportions income to North Dakota (*i.e., circle b or c is marked on Form 40, line 1*), the answer to Question #7 on page 2 of Form 40 will be “No”.
- If filing a combined report method North Dakota tax return where more than one company apportions income to North Dakota (*i.e., circle b1 or c1 is marked on Form 40, line 1*), the answer to Question #7 on page 2 of Form 40 will be “Yes”.

#### b. Combined Report Method

Mark the “Combined Report Method” circle if Form 40 includes only one corporation from a unitary business which apportions its income to North Dakota.

The return should be filed using the taxpayer name and federal identification number of the entity having activity in North Dakota.

Complete Schedule WW on page 4 and enter the amount from line 11 on Form 40, line 1. Attach the completed Schedule WW to Form 40 when filed.

Answer “No” to Question #7 on page 2 of Form 40.

## Consolidated Return

For North Dakota corporation income tax purposes, a North Dakota “consolidated return” means a single corporation income tax return that reports the tax liability of more than one corporation engaged in business or having sources of income from North Dakota.

- If part of the same unitary group, file the return using the same taxpayer name and federal identification number as previously filed returns if that entity has activity in North Dakota in 2013. If not, file using the name and federal identification number of another affiliate having activity in North Dakota in 2013.
- Only taxpayers who compute their North Dakota tax liability using the combined report method may file a consolidated return.
- Laws and rules governing consolidated returns are found in N.D.C.C. ch. 57-38, and N.D. Admin. Code ch. 81-03-05.1.
- If filing a consolidated North Dakota tax return, circle b1 or c1 should be marked on Form 40, line 1.
- Because a North Dakota consolidated return reports the tax liability of more than one corporation, North Dakota Schedule CR, Parts I, II and III will be completed.
- If filing a consolidated North Dakota tax return (*i.e.*, circle b1 or c1 is marked on Form 40, line 1) the answer to Question #7 on page 2 of Form 40 will be “Yes”.

## Schedule CR

North Dakota Schedule CR, Parts I, II and III will be completed **only** for corporations that are required to apportion income to North Dakota (*i.e.*, if a corporation **does not have property, payroll, and/or sales in North Dakota, it will not be listed on Schedule CR. However, the denominator of the apportionment factor computation on Part II will be the total property, payroll, and sales for all unitary companies in the combined group).**

The Schedule CR in this booklet allows for three separate companies to be reported. If more companies are to be reported, copy Parts I, II and III of Schedule CR and continue to complete the additional schedule copies for companies that apportion their income to North Dakota. (*See page 7 for specific instructions for Schedule CR.*)

## b1. Combined Report Method Consolidated Return

Mark the “Combined Report Method Consol. Return” circle if the corporation is filing one consolidated North Dakota return using the combined report method.

Two or more apportioning corporations *may* file one North Dakota consolidated return if the corporations are required to use the combined report method and more than one of the corporations has a filing requirement in North Dakota.

If circle b1 is marked:

1. If part of the same unitary group, file the return using the same taxpayer name and federal identification number as previously filed returns if that entity has activity in North Dakota in 2013. If not, file using the name and federal identification number of another affiliate having activity in North Dakota in 2013.
2. Complete Schedule WW on page 4 and enter the amount from line 11 on Form 40, line 1. Attach the completed Schedule WW to Form 40 when filed.
3. Complete North Dakota Schedule CR, Parts I, II and III only for companies that apportion income to North Dakota. If a corporation **does not have** property, payroll, and/or sales in North Dakota, it will not be listed on Schedule CR.
4. Answer “Yes” to Question #7 on page 2 of Form 40.

## c. Water’s Edge Method

Mark the “Water’s Edge Method” circle if:

- The corporation is a member of a worldwide unitary business group of corporations, and
- The corporation elects to file a North Dakota tax return using the water’s edge method, and
- No other corporations in the combined report have a filing requirement in North Dakota, if more than one, see c1 method below.

If circle c is marked:

1. The return should be filed using the taxpayer name and federal identification number of the entity having activity in North Dakota.
2. Complete Schedule WE on page 5 and enter the amount from line 13 on Form 40, line 1. Attach the completed Schedule WE to Form 40 when filed.
3. Answer “No” to Question #7 on page 2 of Form 40.

## c1. Water’s Edge Method Consolidated Return

Mark the “Water’s Edge Method Consolidated Return” circle if:

- The members of a worldwide unitary business group of corporations elect to file a consolidated tax return using the water’s edge method, and

- If two or more apportioning corporations in the combined report have a filing requirement in North Dakota.

If circle c1 is marked:

1. If part of the same unitary group, file the return using the same taxpayer name and federal identification number as previously filed returns if that entity has activity in North Dakota in 2013. If not, file using the name and federal identification number of another affiliate having activity in North Dakota in 2013.
2. Complete Schedule WE on page 5 and enter the amount from line 13 on Form 40 line 1. Attach the completed Schedule WE to Form 40 when filed.
3. Complete North Dakota Schedule CR, Parts I, II and III only for companies that apportion income to North Dakota.
4. Answer “Yes” to Question #7 on page 2 of Form 40.

## d. Other

Mark the “Other” circle if the corporation has received written permission from the Office of State Tax Commissioner to file a North Dakota return using a filing method other than those specified above.

Other filing methods are contained in N.D.C.C. § 57-38.1-18 (*for example, separate accounting or a method using an apportionment factor different from that computed on Schedules FACT or CR*).

If the circle entitled “Other” is marked:

1. Attach a copy of the letter from the Office of State Tax Commissioner granting permission to use, or requiring the use of, this filing method.
2. Attach a worksheet substantiating and explaining the computation of income.
3. Enter the income from the worksheet on Form 40, line 1.

## Line 4 North Dakota apportionable income

If completing Schedule CR, enter the amount from Form 40, page 1, line 4 on Schedule CR, Part I, line 4 (*enter the same amount for each company*) and complete Parts I, II and III of Schedule CR.

If a North Dakota consolidated tax return is being filed to report the tax liability of more than one corporation engaged in business in or having sources of income from North Dakota:

1. **Do not** complete lines 5-19 of Form 40, page 1 until Schedule CR has been completed.

2. Complete Schedule CR, Parts I, II and III on pages 6, 7 and 8 and enter the totals on Form 40, page 1.
3. Complete Form 40, page 1.
4. Attach the completed Schedule CR to Form 40 when filed.

## Line 5 Apportionment factor

If a corporation has business income from activity solely within this state, enter 1.000000 on this line.

Corporations not filing a consolidated return, enter the apportionment factor from Schedule FACT, line 14.

Corporations completing Schedule CR must enter the apportionment factor from Schedule CR, Part II, line 15a.

It is required that the supporting schedule FACT or CR, Part II, whichever is applicable, be completed, and that the 6-digit factor from the supporting schedule be carried to Form 40, page 1, line 5.

If the supporting schedule is not completed, the return will be considered incomplete and mailed back.

## Financial Institutions

For any corporation that meets the definition of a financial institution, special apportionment provisions apply for the property and sales factors. The apportionment provisions that apply are identical to the apportionment provisions that existed for financial institutions that were subject to the financial institution tax and filed Form 35 for years prior to 2013.

For computing the property factor, the primary difference is that loans and receivables should be included and sourced to each state using the same sourcing method that applied under the financial institution tax law for years prior to 2013. They must be reported on the "Other assets" line and a supporting schedule must be attached.

For the sales factor, there are several differences as compared to the standard sales factor computation for non-financial institutions. These differences include what types of receipts are included in the sales factor for a financial institution and how different types of revenues are sourced to North Dakota. The types of receipts and the method for sourcing them to the state are identical to those that applied under the financial institution tax law for years prior to 2013.

Additional information on the definition of a financial institution, these special apportionment provisions, and any regulations that have been adopted will be available on our web site as they become available. Please contact our office if there are questions regarding the guidelines for these special apportionment provisions.

## Line 7 Income allocated to North Dakota

Enter nonbusiness income allocated to North Dakota less related expenses. Nonbusiness income is allocated to North Dakota if the income is attributable to North Dakota.

Expenses must be attributed to nonbusiness income in a manner which fairly distributes all of the corporation's expenses to its various types of income.

Corporations completing Schedule CR must enter the total nonbusiness income for all corporations having activity within North Dakota.

## Line 9 Exemption for new and expanding business

If the corporation received a new and expanding business exemption from the State Board of Equalization, enter the amount of exempt income computed pursuant to N.D. Admin. Code § 81-03-01.1-06.

Corporations completing Schedule CR must enter the exempt income for each corporation having an exemption.

Attach a schedule showing the computation of exempt income for each corporation.

## Line 10 Renaissance zone income exemption

If the corporation is claiming exempt income as a result of the Renaissance Zone Act, enter the total amount of exemption from the summary part of Schedule RZ. Contact the Office of State Tax Commissioner at 701.328.1243 to obtain Schedule RZ. Attach Schedule RZ to Form 40 when filed.

## Line 11 ND income after income exemptions

If the amount on line 11 is a loss, the loss must be carried forward.

## Line 12 North Dakota loss carryforward

The North Dakota loss carryforward allowed on the Form 40 is the amount of the accumulated North Dakota loss less any previously deducted loss carryback or carryforward.

North Dakota net operating losses incurred in taxable years beginning after December 31, 2002 cannot be carried back to a previous taxable year. These net operating losses must be carried forward. Capital losses may still be carried back.

Attach a worksheet showing the accumulated loss, by year, less any previously deducted loss carryback or carryforward.

Corporations completing Schedule CR must enter the loss carryforward from all corporations listed on Schedule CR.

## Line 14 Gross proceeds allocated to North Dakota from sale of North Dakota research tax credits

Enter on this line, the gross proceeds from the sale, assignment or transfer of unused North Dakota research tax credits. See the *2013 Corporate Income Tax Credits* booklet for more information.

## Line 15 North Dakota taxable income

If line 14 is zero enter the amount from line 13.

If line 13 is zero or less and line 14 is greater than zero, enter the amount from line 14.

If line 13 is greater than zero, enter the total of line 13 and line 14.

## Line 21 Tax year 2013 estimated income tax payments

Enter the total 2013 estimated income tax payments. Also, enter any 2012 overpayment credited to the 2013 taxable year and any payment voluntarily made to the state with an extension of time for filing.

## Line 22a Interest and penalty for balance due

The Office of State Tax Commissioner will notify the taxpayer of any interest and penalty owed on tax due. If desired, interest and penalty may be computed by the taxpayer on tax due and entered on the return.

### Interest:

If the full amount of the tax is not paid by the original due date, the following provisions for interest apply:

- If an extension was obtained, interest on the tax due during the extension period is computed at 12% per annum, through the extended due date. Beginning with the month thereafter, interest is computed at 1% per month or fraction of a month.
- If an extension was not obtained, interest on the tax due is computed at 1% per month or fraction of a month, except the month in which the tax became due.

**Penalty:**

- If the full amount of tax is not paid by the due date (*or extended due date*), penalty is equal to 5% of the unpaid tax due or \$5.00, whichever is greater.
- If the return is not filed by the due date (*or extended due date*), a penalty of 5% of the net tax liability or \$5.00, whichever is greater, applies for the month in which the return is due, with an additional 5% for each additional month (*or a fraction of a month*) during which the delinquency continues, not to exceed 25% of the net tax liability.

### Line 22b Interest on underpayment of estimated tax

Instructions for making estimated tax payments are found at the back of this booklet. If estimated payments are not timely made or in the correct amount, interest is charged.

The amount of interest due for underpaid or late payments of estimated tax can be computed on North Dakota Form 40-UT. Enter the interest from Form 40-UT, line 9 on line 22b. Attach Form 40-UT to Form 40 when filed.

### Line 23a Amount to be credited to year 2014

A corporation may elect to have the overpayment credited to their 2014 estimated tax. The overpayment will be credited to the first installment for 2014.

## Specific instructions for Schedule SA

### Additions

#### Line 3 All taxes measured by income deducted to arrive at federal taxable income

Enter all taxes measured by income, including income taxes, franchise or privilege taxes measured by income (*paid to any taxing authority including a foreign country*) to the extent such taxes were deducted to arrive at federal taxable income.

#### Line 5 Contribution to endowment fund credit adjustment

Enter on this line, the contribution made to an endowment fund that was deducted on your federal income tax return to the extent a credit has been claimed on Schedule TC, line 16.

#### Line 6 Contribution to housing incentive fund credit adjustment

Enter on this line, the contribution made to a housing incentive fund that was deducted on your federal income tax return to the extent a credit has been claimed on Schedule TC, line 23.

#### Line 7 Domestic production activity deduction

Enter on this line the federal deduction allowable under IRC section 199, to the extent the deduction was taken to determine federal taxable income. This federal deduction is the "domestic production activities deduction".

Effective for taxable years ending after April 30, 2009, a cooperative that elects to pass the deduction through to its patrons allowable under Section 199 of the IRC does not include the amount passed through to its patrons in North Dakota taxable income. See N.D.C.C. § 57-38-01.3(1)(i) for further information.

#### Line 8 Other additions

- **Safe harbor leases**  
The safe harbor lease provisions in Section 168(f)(8) of the IRC of 1954, as amended, are not adopted in North Dakota in those instances where the minimum investment by the lessor is less than one hundred percent (100%). Enter amounts on line 8.
  - Seller/Lessee: sale proceeds, rent expense, amortization expense, lease acquisition cost.
  - Buyer/Lessor: interest expense, depreciation expense, amortization expense, acquisition cost, loss on sale of property.

See N.D.C.C. § 57-38-01(5)(a) for more information.

- **Real estate investment trusts**  
Include on this line, the dividends paid deduction allowed by a captive real estate investment trust (REIT) on its federal income tax return and included in the taxpayer's federal taxable income. See N.D.C.C. § 57-38-01.3(1)(l) for further information. The dividends paid should be added back only to the extent they have not otherwise been included in apportionable income.
- **ACRS depreciation adjustment**  
Enter the amount of depreciation deducted on the federal return for *all* currently held assets placed in service between January 1, 1981 and the end of the 1982 tax year using methods allowed under the Internal Revenue Code provisions in effect as of December 31, 1980. North Dakota income tax statutes did not allow for the use of ACRS depreciation for assets placed in service for 1981 and 1982 only and

federal taxable income must be adjusted for the difference in these two methods. In computing this adjustment, exclude safe harbor lease adjustments.

**A worksheet explaining any adjustment on this line must be attached.**

### Subtractions

#### Line 10 Tax refunds received in year 2013

Enter all income, franchise or privilege tax refunds received in 2013, to the extent such taxes were previously included in North Dakota taxable income.

Federal income tax refunds received cannot be included on this line. See General instructions: Amended returns/federal audit changes.

#### Line 11 Interest on United States Obligations

Enter the following on this line:

- Interest income from U.S. obligations.
- Interest income from other securities that is specifically exempted from state income tax by federal statute.

Not all interest income from securities issued by federal government agencies is includable on this line. Examples of interest income not includable on this line are from certain mortgage backed securities of the Federal Home Loan Mortgage Corporation, Federal National Mortgage Association, Government National Mortgage Association and interest received from a federal tax refund.

#### Lines 12 and 13 Allocated income and related expenses

Enter all nonbusiness income on line 12 and enter related expenses on line 13. The method used to attribute expenses to nonbusiness income must fairly distribute all of the corporation's deductions to all of its various types of income.

If an entry is made, all of the following must be attached to Form 40:

- A worksheet showing each type of income or loss item allocated and its amount;
- Documentation showing the state to which the item of income or loss was allocated (*a copy of the other state's tax return is preferred*); and
- A narrative explaining the reasons for allocating each item of income or loss.

## Line 15 IC-DISC distributions

Enter the actual distributions made by a corporation who elects to be an interest-charge domestic international sales corporation, elects to use intercompany pricing rules under IRC § 994, and is owned by one or more individuals or passthrough entities. Answer "Yes" to Question #3 on page 2 of Form 40.

## Line 16 Other subtractions

**Do not include intercompany eliminations on this line when filing a combined report (filing methods b, b1, c or c1). Report all intercompany eliminations on Schedule WW line 10 or Schedule WE line 6.**

### • Eminent domain sale or transfer

If the amount on Form 40, page 1, line 1 includes any gain, either ordinary or capital, from property subjected to eminent domain sale or transfer, such gain is not taxable and must be entered on this line.

### • Safe harbor leases

Section 168(f)(8) (regarding safe harbor leases), of the IRC of 1954, as amended, is not adopted in North Dakota in those instances where the minimum investment by the lessor is less than one hundred percent (100%). Enter amounts as follows:

- Seller/Lessee: interest income and depreciation expense (*for assets placed in service between January 1, 1981 and the end of the 1982 taxable year, use methods allowed under the Internal Revenue Code as of December 30, 1980. For assets placed in service after the 1982 taxable year, use ACRS depreciation*).
- Buyer/Lessor: rental income.

### • Regulated investment companies

Regulated investment companies, as defined by the IRC, will be allowed to subtract on this line certain dividends paid to shareholders. The dividends paid must be attributable to income that is taxable under N.D.C.C. ch. 57-38 when the regulated investment company earns the income.

### • North Dakota railway bonds

Enter the amount of interest on bonds issued by a regional railway authority in North Dakota.

### • North Dakota depreciation adjustment

Enter the amount of depreciation computed for the current taxable year on assets placed in service between January 1, 1981 and the end of the 1982 tax year using methods allowable as of December 31, 1980. (*see instructions for line 8 for further explanation*) In computing this adjustment, exclude safe harbor lease assets.

**A worksheet explaining any adjustment on this line must be attached.**

## Specific instructions for Schedule TC

### Lines 1 and 2 Contributions to nonprofit private colleges and high schools

Tax credits are available for making contributions to qualifying nonprofit private institutions of secondary and higher education located in North Dakota. Contributions do not qualify unless they are made directly to, or are specifically designated for the exclusive use of, a qualifying institution. A contribution to an account, fund or entity benefiting both qualifying and nonqualifying institutions does not qualify for the credit. The credits are available if the contribution(s) is made by the due date of this return, including extensions.

The tax credit for contributions made to all eligible schools in *each* category of institution is equal to the lesser of:

- 50% of the contributions, but not to exceed 20% of the total ND income tax due for each corporation; or
- \$2,500.

Enter on line 1 the tax credit computed for contributions to nonprofit private institutions of higher education and enter on line 2 the tax credit computed for contributions to nonprofit private institutions of secondary education.

For each contribution, attach a copy of a receipt from the nonprofit private institution or a copy of a cancelled check (*front and back*).

### Lines 3-25

Instructions for the following tax credits can be found on our web site at [www.nd.gov/tax](http://www.nd.gov/tax). Click on "Corporate Income" then "Forms" then "2013 Corporate Income Tax (Current Year)", then "2013 Corporate Income Tax Credits".

Line 3. Geothermal, solar, wind, biomass energy device credits.

Line 4. Employment of the developmentally disabled or chronically mentally ill credit.

Line 5. Research and experimental expenditure credits generated by taxpayer.

Line 6. Research and experimental expenditure credits purchased by taxpayer.

Line 7. Wage and Salary credits for a new industry.

Line 8. Payment to a certified nonprofit development corporation credit.

Line 9. Renaissance Zone credits.

Line 10. Biodiesel and green diesel fuel production credit.

Line 11. Soybean and canola crushing equipment costs credit.

Line 12. Seed capital business investment credit.

Line 13. Biodiesel and green diesel fuel blending credit.

Line 14. Biodiesel and green diesel fuel sales equipment costs credit.

Line 15. Agricultural commodity processing facility investment credit.

Line 16. Endowment fund contribution credit.

Line 17. Microbusiness investment and employment credit.

Line 18. Internship employment credit.

Line 19. Angel fund investment credit.

Line 20. Angel fund investment credit purchased carried forward by taxpayer.

Line 21. Workforce recruitment credit.

Line 22. Wages paid to a mobilized military employee credit.

Line 23. Housing incentive fund credit.

Line 24. Automation manufacturing equipment purchase credit. (*new for 2013*)

Line 25. Contributions to Rural Leadership ND scholarship program credit. (*new for 2013*)

### Line 26 Property tax credit carried forward from 2008

Enter on this line the amount, if any, of unused property tax credits carried forward from taxable year 2008. Enter only the total that, when combined with the other credits claimed, will not exceed the corporation's total tax liability.

## Specific instructions for Schedule CR

Schedule CR is a worksheet to compute the North Dakota tax liability of multiple nexus companies in one unitary group on one North Dakota "consolidated" return. The tax liabilities are computed for each company apportioning its income to North Dakota, added together, and the total carried to page one of the Form 40. Before you begin to complete the CR schedules, you must complete lines 1-4 of Form 40 page 1. Each company separately listed on Schedule CR, including those with a zero apportionment factor, will be considered a taxpayer for purposes of having filed a return.

Schedule CR has three parts:

Schedule CR, Part I calculates the tax liability of each company.

- Line 4 - Enter the amount from Form 40, page 1, line 4 (*enter the same amount for each nexus company*).
- Line 5 - Enter the factor as calculated for each company on Schedule CR Part II, line 15.

Schedule CR, Part II calculates the North Dakota apportionment factor for each nexus company.

- Each company computes its separate North Dakota apportionment factor using the total everywhere property, payroll, and sales of the entire unitary business group for the denominators. Each company uses its own separate North Dakota property, payroll, and/or sales as the numerator.

Schedule CR, Part III reports the tax credits available for each company.

The tax credits are calculated for each company and totaled on Line 27. The total is carried to line 19 of Schedule CR, Part I. After all tax credits are reported on Schedule CR, Part III, each tax credit is totaled for all companies and reported on Schedule TC on page 4.

After Schedule CR has been completed and each separate company that apportions its income to North Dakota has computed its North Dakota tax liability and net income tax due, Form 40, page 1 lines 5-20 are completed as follows:

1. Copy the apportionment factor from Schedule CR, Part II, line 15a to line 5 of Form 40 page 1.

2. Add together all the separate companies' amounts for lines 6, 7, 9, 10, 12, 16, 17 and 19 on Schedule CR, Part I and copy the total of each line for all companies to the corresponding line on page 1 of the Form 40.
3. Complete Form 40, Schedule TC. The total credits for all companies included on Schedule CR must equal the credits reported on Form 40, Schedule TC.
4. Copy the amount from Schedule CR, Part I, line 20a to Form 40, page 1, line 20.

Attach the completed Schedule CR to Form 40 when filed.

# Taxpayer Bill of Rights

You may obtain a copy of the North Dakota Taxpayer Bill of Rights by contacting the Office of State Tax Commissioner or visiting our web site at [www.nd.gov/tax](http://www.nd.gov/tax)

## Need forms or assistance?

If you need a North Dakota form or schedule, or if you have a question about preparing your North Dakota return . . .

### Call

Questions: 701.328.1249  
Forms Requests: 701.328.1243

If speech or hearing impaired,  
call us through Relay North Dakota: 1.800.366.6888

### Visit our web site

On our web site, you will find the following resources:

- Tax forms
- Electronic payment information
- Income tax statutes and regulations
- Calendar of due dates, public meetings, and workshops
- Press releases
- On-line message service

Our web site address is:

[www.nd.gov/tax](http://www.nd.gov/tax)

### Come in to see us

Stop in to see us in person at our office in Bismarck.  
You will find us in the—

Corporate Income Tax Section  
State Capitol, 16th Floor  
Monday through Friday  
8:00 a.m. to 5:00 p.m.

### Write

Office of State Tax Commissioner  
600 E. Boulevard Ave. Dept. 127  
Bismarck, ND 58505-0599

### E-mail us

Request forms, ask us a question, or send a message to us via e-mail at:  
[corptax@nd.gov](mailto:corptax@nd.gov)

### Fax

You may fax your request or question to  
701.328.1942