

**DELAWARE PARTNERSHIP RETURN INSTRUCTIONS
FOR TAX YEAR 2015**

SCHEDULE K-1:

The partnership is required to prepare and give a Schedule K-1 to each person who was a partner in the partnership at any time during the year.

For an individual partner, enter the partner's social security number (SSN) or individual taxpayer identification number (ITIN). For all other partners, enter the partner's EIN.

Identify the partner's type of entity by entering the appropriate code and descriptions. These codes are identified below:

Partner's Type of Entity Codes and Descriptions			
CODE	DESCRIPTION	CODE	DESCRIPTION
01	Individual	08	Trust
02	Partnerships	09	Cooperative
03	Non-Profit Organization	10	Holding/Investment Corporation
04	Domestic Corporation	11	Professional Association
05	Foreign Corporation	12	Bank/Financial Institution
06	Subchapter S Corporation	13	Limited Liability Company
07	Estate	14	Other – Please Describe

The amounts reported in Column B should equal, in the case of Delaware residents, the total of Lines 1 through 11 of the Federal Form K-1. In the case of non-residents, it should equal the total of the Column B ("Within Delaware") from Page 1, Schedule 1, Lines 4 through 14.

Toll-free telephone number (Delaware only) 1-800-292-7826

New Castle County
Carvel State Office Building
820 North French Street
Wilmington, DE 19801
(302) 577-8200

Kent County
Thomas Collins Building
540 S. DuPont Highway
Suite 2
Dover, DE 19901
(302) 744-1085

Sussex County
20653 N. DuPont Highway
Suite 2
Georgetown, DE 19947
(302) 856-5358

sources. Income derived from the ownership or disposition of an interest in real or tangible personal property, including rents and capital gains, or from the ownership or operation of a business, trade, commerce or profession carried on in this State is deemed Delaware source income.

COLUMN E - DATES OF NON-RESIDENCY:

If a beneficiary was a part-year resident of this State, enter the dates of non-residency during the taxable year. A beneficiary is not a non-resident or a part-year non-resident due to a temporary or seasonal absence from this State, from which the beneficiary returned to this State.

COLUMN F - PERCENTAGE OF NON-RESIDENCY:

Enter the percentage derived by dividing the number of days resided outside this State by 365. Round to four (4) decimal points.

COLUMN G - TOTAL ALLOWABLE DEDUCTION:

Total all lines of Column G. This is the net allowable deduction for income accumulated for part-year and non-resident beneficiaries. Enter the total on Page 1, Line 6.

PAGE 1, LINE BY LINE INSTRUCTIONS

- Line 1. Federal Taxable Income** - Enter the amount of taxable income from Federal Form 1041, Line 22.
- Line 2. Income of Certain Electing Small Business Trusts** - Trusts making an election under Internal Revenue Code Section 1361(e)(1) enter the income received from a S-Corporation which was derived from sources within this State.
- Line 3. Net Modification** - Enter the Net Modifications from Proforma Schedule A, Page 2 for those trusts with IRC § 641(c) income.
- Line 5. Delaware Modifications and Adjustments** - Enter amount from Schedule B, Column B, Line 1.
- Line 6. Income for Non-Resident Beneficiaries** - Enter total from Schedule C.
- Line 7. Delaware Taxable Income of Fiduciary** - Line 4 plus or minus Line 5 and minus Line 6.
- Line 8. Tax** - Use the Tax Rate Schedule on Page 2 of the return to compute the tax due.
- Line 9. Tax on Lump Sum** - Enter the amount from Delaware Form 329, Line 16.

Line 11. Non-Refundable Credits - If the fiduciary has paid income taxes to another state on income earned in another state; and, which is also included in Delaware taxable income, a credit will be allowed against the Delaware tax due. In addition, any tax credit from Form 700, for which the fiduciary qualifies, should be included on this line. Enter the total amount of any tax imposed and paid to another state plus any tax credit from Form 700 on Line 11.

NOTE: *The total of Line 11 is limited to the amount of your Delaware Tax Liability on Line 10. Attach a signed copy of the other state return.*

Line 13. Estimated Tax Paid & Payments with Extensions - Enter total estimated tax payments, including amounts paid with extension.

Line 14. Other Payments - Enter any Real Estate Estimated taxes paid for 2013 on Line 14. A copy of Form 5403, Real Estate Tax Return must be attached to your return.

For all other payments entered on Line 14, please attach a written explanation.

Line 16. Previous Refunds - Enter the total amount, if any, refunded from your original return and/or any previous amended returns on Line 16.

Line 18. Balance Due - If your Balance (Line 12) is greater than your Net Refundable Credits (Line 17), determine the difference, enter the Balance Due on Line 18, and *Pay In Full*.

Line 19. Overpayment - If your Net Refundable Credits (Line 17) are greater than your Balance Due (Line 12), determine the difference and enter on Line 19 the amount of Overpayment *To Be Refunded to You*.

DELAWARE FORM 400; SCHEDULE K-1

For each beneficiary complete and attach a Schedule K-1, showing the beneficiary's share of trust income on Lines 1 through 3. In the case of nonresident beneficiaries, complete Lines 4 through 11 showing the portions of income derived from Delaware sources. This does not include the nonresident's share of passive investment or "portfolio" income earned by the trust or estate from publicly traded securities, dividends from Subchapter C corporations, and intangible investment assets not employed by the trust or estate in a business, trade, commerce, profession or vocation carried on in this State. A copy of the Schedule K-1 shall be provided to each beneficiary of a trust or estate required to file a form 400.

**DOWNLOADABLE DELAWARE INCOME TAX FORMS AND INSTRUCTIONS ARE ALSO AVAILABLE ON OUR WEBSITE:
WWW.REVENUE.DELAWARE.GOV**

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