pennsylvania
DEPARTMENT OF REVENUE

# PA TAX FACT SHEET

**PA Volunteer Hotline** . . . . . . . . . . . **1.800.452.3108**
**PA Personal Income Tax Help** . . . **717.787.8201**
**IRS Volunteer Hotline** . . . . . . . . . **1.800.829.8482**
**IRS Tax Help** . . . . . . . . . . . . . . . . . **1.800.829.1040**

## WHO MUST FILE?

1. Any resident individual with more than $33 in taxable income, wherever earned.
2. Any nonresident individual with more than $33 in taxable income from PA sources, not including interest or dividends.

## MAILING GUIDELINES:

Do not staple, paper-clip or otherwise attach the return, schedules and any other documents to each other.

Use the preprinted address label only if all the information is correct. Otherwise discard and fill in the oval for identification label change.

If remitting a payment, use the preprinted voucher, PA-V, unless the name is incorrect and send to the appropriate address below.

## TAX OWED:

PA DEPT OF REVENUE
PAYMENT ENCLOSED
1 REVENUE PLACE
HARRISBURG PA 17129-0001

## NO TAX OWED OR OVERPAID

PA DEPT OF REVENUE
NO PAYMENT/NO REFUND
2 REVENUE PLACE
HARRISBURG PA 17129-0002

## TAX OVERPAID

PA DEPT OF REVENUE
REFUND/CREDIT REQUESTED
3 REVENUE PLACE
HARRISBURG PA 17129-0003

## TAXABLE INCOME:

Compensation, including the following:
- Salaries
- Wages
- Tips & Gratuities
- Commissions
- Bonuses
- Incentive Payments
- Vacation/Holiday Pay
- Termination/Severance Pay
- Early Retirement Incentives

## TAXABLE INCOME CONTINUED

Compensation Continued
- Sick Pay (Wage-based)
- Director's Fees
- Jury Fees
- Witness Fees
- Honoraria
- Executors/Administrators Fees
- Covenant Not to Compete
- Stock Option Plans

Interest
Dividend and Capital Gains Distributions
Profits from Business, Profession and Farm
Gain from Sale, Exchange and Disposition of Property
Gain from Rents, Royalties, Patents and Copyrights
Income from Estates and Trusts
Gambling and Lottery Winnings

## NON-TAXABLE INCOME

Alimony
Child Support
Inheritances
Social Security
Public Assistance
Unemployment Compensation
Employer-Paid Life Insurance
Personal Use of Any Employers Asset
Gifts
Scholarships
Fellowships Based on Need or Academic Achievement
Third-Party Sick Pay
Strike Benefits
SUB Pay
Insurance Proceeds
IRA Distributions on Retirement After 59 $^{1}/_{2}$
Interest on Obligations of the U.S., PA and their Political Subdivisions and Authorities
Ordinary Dividend Income from Mutual Funds Identified as from U.S., PA or their Political Subdivisions and Authorities
Withdrawals from TAP for Tuition

# PA TAX FACT SHEET

## SALE OF PERSONAL RESIDENCE

Any gain on the sale of a primary residence is not taxable as long as certain conditions are met. Refer to Chapter 12 of the PA Personal Income Tax Guide for requirements.

## TAXABLE DISTRIBUTIONS ON A 1099R/1099-MISC FOR PREMATURE DISTRIBUTIONS

Box 7 Codes - the following may be taxable under the Cost Recovery Method.

| | |
|---|---|
| 1 | Early distribution |
| 2 | Early distribution (a retirement plan that is not an eligible PA retirement plan.) |
| 7 | Taxable if from an Employee Stock Ownership Plan, stock bonus plan or true profit-sharing plan or a Roth IRA or qualified plan where taxpayer has not reached age 59 1/2 or the distribution is made before termination of covered employment. Also taxable if a distribution from a commercial insurance or mutual company annuity purchased as a retirement annuity. |
| J | Early distribution from Roth IRA |
| S | Early distribution from traditional IRA |

The above distribution codes are some of the more common codes you will see. For other codes, refer to the Basic Individual Tax Preparation Guide.

## AMENDED RETURNS

You must use a return for the tax year for which you are filing. The “Amended Return” oval must be filled in completely. You must use Schedule PA-40X for tax years 2011 and thereafter to report the changes to the original or previously amended return. The return, Schedule PA-40X and supporting schedules should be mailed to the appropriate addresses listed on the reverse side of this sheet.

## SPECIAL PROVISIONS FOR TAX FORGIVENESS

### WHO IS ELIGIBLE?

Must be subject to tax.

Must be self-supporting or a dependent of one who is eligible.

Must meet income requirements.

### FILING STATUS:

Unmarried:

- Single (includes widowed);
- Separated by a written agreement; or
- Separated and lived apart during all of the last six months of the tax year

Married:

- Married and living together;
- Not separated by a written agreement; or
- Did not live apart all of the last six months of the tax year

Deceased at the end of the taxable year.

### WHO IS A DEPENDENT?

A child under Section 151 of the Internal Revenue Code who is claimed or is eligible to be claimed on the federal tax return.

### ELIGIBILITY INCOME INCLUDES:

- Taxable Income
- Nontaxable Income Including Nontaxable Interest, Dividends and Gains
- Alimony
- Insurance Proceeds and Inheritances (Distribution code 4 on Form(s) 1099-R)
- Gifts, Awards and Prizes
- Nonresident Income
- Nontaxable Military Income unless earned in a combat zone
- Excluded Gain on Sale of Personal Residence
- Educational Scholarships, Fellowships and Stipends
- Cash received for claimant’s support from outside the home

### NOT INCLUDED IN ELIGIBILITY INCOME:

- Social Security
- Pensions and Retirements
- Combat Pay
- Public Welfare
- Workers’ Compensation and Disability Payments
- Unemployment Compensation
- Third-Party Sick Pay

Note: All income for a deceased individual must be annualized. If the filing status is unmarried or deceased, use only the claimant’s income and the following chart:

Income does not exceed:

| **100%** | **90%** | **80%** | **70%** | **60%** |
|---|---|---|---|---|
| $6,500 | $6,750 | $7,000 | $7,250 | $7,500 |
| **50%** | **40%** | **30%** | **20%** | **10%** |
| $7,750 | $8,000 | $8,250 | $8,500 | $8,750 |

If the filing status is married, use both spouses’ incomes and the following chart:

Income does not exceed:

| **100%** | **90%** | **80%** | **70%** | **60%** |
|---|---|---|---|---|
| $13,000 | $13,250 | $13,500 | $13,750 | $14,000 |
| **50%** | **40%** | **30%** | **20%** | **10%** |
| $14,250 | $14,500 | $14,750 | $15,000 | $15,250 |

For each dependent, add $9,500 to the income level.

**DISCLAIMER:** This fact sheet is only a guide. Refer to your tax preparation manual for details on each of these items.