



Filing your claim

File your claim as soon as you can after January 1, 1999. You must file your 1998 claim no later than April 15, 2002. Mail your claim to: STATE PROCESSING CENTER, PO BOX 61000, ALBANY NY 12261-0001.

Private Delivery Services

The date recorded or marked by certain private delivery services, as designated by the U.S. Secretary of the Treasury or the Commissioner of Taxation and Finance, will be treated as a postmark, and that date will be considered to be the date of delivery in determining whether your claim was filed on time. The private delivery service can tell you how to get written proof of this date. If you use a delivery service **other than the U.S. Postal Service**, address your return to: **State Processing Center, 431C Broadway, Menands, NY 12204.**

The current designated delivery services are:

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| <p>1. Airborne Express (Airborne):
 Overnight Air Express Service
 Next Afternoon Service
 Second Day Service</p> | <p>2. DHL Worldwide Express (DHL):
 DHL Same Day Service
 DHL USA Overnight</p> <p>3. Federal Express (FedEx):
 FedEx Priority Overnight
 FedEx Standard Overnight
 FedEx 2 Day</p> <p>4. United Parcel Service (UPS):
 UPS Next Day Air
 UPS Next Day Air Saver
 UPS 2nd Day Air
 UPS 2nd Day Air A.M.</p> |
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Privacy Notification

The right of the Commissioner of Taxation and Finance and the Department of Taxation and Finance to collect and maintain personal information, including mandatory disclosure of social security numbers in the manner required by tax regulations, instructions, and forms, is found in Articles 22, 26, 26-A, 26-B, 30, 30-A, and 30-B of the Tax Law; Article 2-E of the General City Law; and 42 USC 405(c)(2)(C)(i).

The Tax Department will use this information primarily to determine and administer tax liabilities due the state and city of New York and the city of Yonkers. We will also use this information for certain tax offset and exchange of tax information programs authorized by law, and for any other purpose authorized by law.

Information concerning quarterly wages paid to employees and identified by unique random identifying code numbers to preserve the privacy of the employees' names and social security numbers will be provided to certain state agencies for research purposes to evaluate the effectiveness of certain employment and training programs.

Failure to provide the required information may result in civil or criminal penalties, or both, under the Tax Law.

This information will be maintained by the Director of the Registration and Data Services Bureau, NYS Tax Department, Building 8 Room 924, W A Harriman Campus, Albany NY 12227; telephone 1 800 225-5829. From areas outside the U.S. and outside Canada, call (518) 485-6800.