



# Instructions

## Line instructions

**Column A** — Enter the applicable month and year that corresponds with this line.

**Column B** — Enter the applicable monthly amount of receipts, income, and expenses that correspond to the highest tax base (before credits)\* for the year of penalty.

**Column C** — Enter the applicable monthly credit amount that corresponds with the tax credits applicable for that month.

**Column D** — Enter any other tax amounts that apply for that month.

\* Highest tax base (before credits):

- Entire net income (ENI)
- Minimum taxable income (MTI)
- Alternative ENI
- Tax on premiums
- Alternative tax
- Gross earnings or gross income
- Fixed dollar minimum tax (Article 9-A)

## Fax your worksheet

Fax your completed worksheet to the Business Liability Resolution Center at (518) 435-8615.

## Need help?

If you have any questions or need further assistance, contact the Business Liability Resolution Center at (518) 485-0384.