### **Indiana Department of Revenue**



Indiana Income Tax Return For Full-Year Indiana Residents with No Dependents

Forms and Instruction Booklet

### 2003 Changes

### More Indiana Counties Adopt County Tax

Clark, Porter and Vigo counties have adopted county income taxes. See county tax instructions on page 8 for more information.

### ➢ Indiana's Earned Income Credit

For the first time you may be eligible to claim the earned income credit on Form IT-40EZ. See line 12 instructions on page 6 for more information.

### Renter's Deduction Increase

The ceiling for the renter's deduction has been increased to \$2,500. See instructions on page 8 for more information.

### Hoosier Works Direct Deposit

You may choose to directly deposit your refund in your Hoosier Works MC account. See line 17 instructions on page 7 for more information.

# **Need Tax Forms or Information Bulletins?**

### **Use Your Fax Machine**

Indiana TaxFax: If you have access to a fax machine that has a telephone attached to it, call our fax-on-demand system at (317) 233-2329 from that telephone. The system allows you to receive state tax forms and information bulletins through the same fax machine on your call. It is available 24 hours a day, 7 days a week.

### **Use Your Personal Computer**

Visit our web site on the Internet and download forms that you need. Our address is: <a href="https://www.in.gov/dor/">www.in.gov/dor/</a>

Or visit a district office or call the Forms Order Request Line at (317) 615-2581 and request the Package IN-X CD-ROM. (Note: Your operating system must be Windows 95 or a later version.)

### **Use Your Telephone**

To obtain forms by phone, call (317) 615-2581. When calling the forms order request line be prepared to have the following information ready to leave on the voice mail system: name of form or form number needed, number of copies needed, contact person's name, daytime phone number, and a complete mailing address (including city, state and zip code). Hearing impaired taxpayers may call our Telephone Device for the Deaf (TDD) Number, (317) 232-4952 to receive assistance or request information about their tax refund.

### Use Your Local Library, Post Office or District Office

Tax forms may be available in your neighborhood at your local library or post office. They are also available at any of our district offices, which are located in Bloomington, Clarksville, Columbus, Evansville, Fort Wayne, Kokomo, Lafayette, Merrillville, Muncie, South Bend and Terre Haute. These offices are open Monday - Friday between 8:15 a.m. and 4:30 p.m. Check local listings for the address.

### **Need Help With Your Return?**

### Use Local Assistance

Visit any of the district offices mentioned above or take advantage of the Volunteer Income Tax Assistance (VITA) program or the Tax Counseling for the Elderly (TCE) program. These programs provide free tax return preparation help to low income, elderly and taxpayers with special needs. Volunteers will help fill out federal and state forms for those who qualify. You can find the nearest VITA/TCE location by calling the Internal Revenue Service at 1-800-829-1040. If you need assistance with your income tax return be sure to bring your W-2s, 1099s, or WH-18s and, if going to a district office, a copy of your completed federal tax return.

### **Use the Automated Information Line**

You may call the Automated Information Line from a touch-tone telephone to access 1) status of refunds; 2) prerecorded tax topics; and 3) tax liability balances. Call (317) 233-4018 and follow the instructions. This touch-tone phone service is available beginning at 8:00 a.m. on Mondays through 10:00 p.m. on Saturdays. If you have a rotary phone, call (317) 232-2240 from 8:15 a.m. to 4:30 p.m., Monday through Friday, and a Department representative will help you.

The prerecorded tax topics include information on Collection Procedures, Business Registration Requirements and How to Register a Business, Payment Plan Procedures, Estimated Tax/IT-2210 Penalty, Use Tax Information, County Tax, and 2003 Tax Highlights.

To receive information on the daily balance due of a tax liability you will need a copy of your tax notice because you will need to enter the tax identification number or social security number shown on the notice.

### Call Us

To receive help with basic tax questions, call us at (317)232-2240 Monday - Friday between the hours of 8:15 a.m. to 11:15 a.m. and 12:30 p.m. to 4:30 p.m.

### Internet

If you need help deciding which form to file, or to get information bulletins or policy directives on specific topics, visit our web site at:

### www.in.gov/dor/

### Ready To File Your Return?

### Use the Electronic Filing Program

More than 1,645,000 Indiana taxpayers took advantage of the 2002 Electronic Filing Program to file their state and federal individual income tax returns electronically.



This program provides Indiana taxpayers the opportunity to file their federal and state tax returns electronically and receive their

Indiana refund in about half the time it takes to process paper...even less if you use **direct deposit**, which deposits your refund directly into your bank account. Even if there is an amount due on either return, Indiana taxpayers can still file electronically and feel comfortable knowing the returns were received by the IRS and the Indiana Department of Revenue.

Contact your tax preparer to see if they provide this service. Or, if you complete your own return, many preparers, banks, and credit unions throughout Indiana will transmit your return electronically for you.

### Where's Your Refund?

The Automated Information Line allows you to check on the status of your refund. *Important:* You will need a copy of your completed tax return because you will need to know the first social security number shown on your return and the exact amount of your refund in whole dollars.

When you call (317) 233-4018 you will receive the latest information available on the status of your refund. This touch-tone phone service is available beginning at 8 a.m. Monday through 10 p.m. Saturday. *Please wait approximately 12 weeks from the date you filed your return before calling to check on the status of your refund.* If you have a rotary phone, you may call (317) 232-2240 from 8:15 a.m. to 11:15 a.m. and 12:30 p.m. to 4:30 p.m., Monday through Friday, and a Department representative will help you.

A refund directly deposited to your bank account may be listed on your bank statement as a credit, deposit, etc. If you have received information from the Department that your refund has been issued, and you are not sure if it has been deposited in your bank account, call the ACH Section of your bank or financial institution for clarification.

**Note:** A refund directly deposited to your Hoosier Works MasterCard Account will appear on your account monthly statement.

### Moving?

If you move to a new address after you file your tax return and do not have a forwarding address on file with the post office, the Department needs to know where to send your refund check and a tax booklet for next year. You can tell us your new address by calling the Department at (317) 232-2240, visiting a district office near you, writing to us at: Indiana Department of Revenue, IGCN Room N105, 100 N. Senate Ave., Indpls, IN 46204, or change it over the Internet at:

www.in.gov/dor/assistance/chg\_address.html

### **Unresolved Problems?**

### Use the Taxpayer Advocate

As prescribed by the Taxpayer Bill of Rights, the Department of Revenue has an appointed Taxpayer Advocate whose purpose is to facilitate the resolution of taxpayer complaints and problems. If you have a complex tax problem you have not been able to resolve through normal channels, or a tax assessment places an undue hardship on you, you may receive assistance from the Office of the Taxpayer Advocate. Submit supporting information and documents to: Indiana Department of Revenue, Office of the Taxpayer Advocate, P.O. Box 6155, Indianapolis, IN 46206-6155.

# Public Hearing Mark June 1, 2004 on your calendar now!

In accordance with the Indiana Taxpayer Bill of Rights, the Department will conduct an annual public hearing on Tuesday, June 1, 2004. Please come and share your ideas on how the Department of Revenue can better administer Indiana tax laws. The hearing will be held at 9:00 a.m. in Conference Room 1 of the Conference Center, Indiana Government Center South, 402 West Washington Street, Indianapolis, Indiana. If you can't attend, please submit your concerns in writing to: Indiana Department of Revenue, Commissioner's Office, 100 North Senate Avenue, Indianapolis, Indiana 46204.

Please mail your completed return to:
Indiana Department of Revenue
P.O. Box 40
Indianapolis, IN 46206-0040



### **County Tax Worksheet for IT-40EZ filers**

See instructions on page 8

**Important:** If the county(s) where you and/or your spouse lived and worked on January 1, 2003, is listed on the chart on page 4 with a **rate** by its name, complete this worksheet. If the county where you both lived and worked has **NA** by its name, don't complete this worksheet. You won't owe a county tax. See the instructions on page 8 for more information.

<u>s</u>	ection 1: Complete if, on January 1, 2003, you and/or y had adopted a county income tax (it has a rat				
	<b>Your</b> county of <b>residence</b> as of January 1, 2003. Enter 2-digit* county code number.		use's county of residen 3. Enter 2-digit* county c		
	*See the County Tax Chart on page 4 to	find	your 2-digit county code nu	mber.	
1.	Enter from line 5 of IT-40EZ your share of the income amount.  Note: If both you and your spouse lived in the same county on January 1, figure your tax by entering the line 5 amount		Column A - Yours	(	Column B - Spouse's
	from Form IT-40EZ on line 1A only (you won't have to complete Column B)	1A		1B	
2.	Enter the <b>resident rate</b> from the county tax chart on page 4 for the county code number shown above	2A	•	2B	•
3.	Multiply the income on line 1A/B by the rate on line 2A/B	0.4		ap.	
	(if less than zero, enter zero)			3B 4	
4.	Add lines 3A and 3B. Enter here and on Form IT-40EZ, line 7	•••••	······	4	
	If you and your spouse (if filing a joint return) fig worksheet. However, if you and/or your spouse di				
<u>s</u>	ection 2: Complete if, on January 1, 2003, you and/or y adopted a county income tax, but you and/ or adopted a county income tax. Note: If you dinot owe a county tax.	you	r spouse worked in an	Indian	a county that had
J	<b>Your</b> county of <b>principal employment</b> as of anuary 1, 2003. Enter 2-digit* county code number.	Spo Jan num	use's county of principa uary 1, 2003. Enter 2-dig ber.	al emp git* cou	oloyment as of unty code
	*See the County Tax Chart on page 4 to	find y	our 2-digit county code nur	nber.	
1.			Column A - Yours	(	Column B - Spouse's
	your principal employment for the year. This income will be included on Form IT-40EZ, line 1. See instructions on page 8	. 1A		1B	
2.	Exemption	2A	1,000	2B	1,000
2	Line 4 minus line 2	ЗА		3B	
3. 4.	Line 1 minus line 2 Enter the <b>nonresident rate</b> from the county tax rate chart on	. 07		ا العادا	
	page 4 for the county number shown under the Section 2	4A		4B	
5.	heading above  Multiply the income on line 3A/B by the nonresident rate		•		•
	on Line 4A/B (if less than zero, enter zero)	. 5A		5B	
6.	Enter total of 5A plus 5B. Add to any Section 1, line 4 amount and carry to Form IT-40EZ, line 7			6	

## 2003 Indiana County Income Tax Rates and County Codes

\*These rates have changed from last year's chart.

County	County	Resident	Nonresident
Code #	<u>Name</u>	<u>Rate</u>	Rate
01	Adams	.01062*	.00612*
02	Allen	.01	.0055
03	Bartholomew	.01	.0025
04	Benton	.0125	.005
05	Blackford	.0125	.005
06	Boone	.01	.0025
07	Brown	.0125	.005
08	Carroll	.011	.0035
09	Cass	.01375*	.00625*
10	Clark	.00625*	.0025*
11	Clay	.01125*	.0025
12	Clinton	.0125	.005
13	Crawford	.01	.005
14	Daviess	.0125*	.0025
15	Daviess	.006	.0025
16	Dearborn	.0125	.0013
17	DeKalb	.0125	.005
18	Delaware	.008	.003
19	Dubois	.008	.0055
20	Elkhart	.01375*	.0055
21		.01375	
22	Fayette Floyd	.00725*	.00435*
23	Floyd Fountain	.00725	.00475
24	Fountain	_	.0025
25	Fulton	.0125 .013025*	.005
26	Gibson	.013025	.005525
27	Grant	.005	.003
28	Greene	.01125	.00375
29	Hamilton	.01	.0025
30	Hancock	.0115	.0025
31	Harrison	.0113	.005
32	Hendricks	.0125	.005
33	Henry	.0125	.005
34	Howard	.009	.0025
35	Huntington	.0125	.00575
36	Jackson	.0125	.005
37		.0133	.003
38	Jasper Jay	.0125	.0025
39	Jefferson	.0125 NA	.005 NA
40	Jennings	.0125	.005
41	Johnson	.0125	.005
42	Knox	.00625*	.0025
43	Kosciusko	.00025	.004375
44	LaGrange	.0125	.00475
45	LaGrange	.0125 NA	.005 NA
46	LaPorte	.0095	.007
47	Lawrence	.0095	.007
48	Madison	.01	.0025
49			
143	Marian		
	Marion Marshall	.007	.00175
50 51	Marion Marshall Martin	.007 .01125* .01	.00175 .0025 .004

County	County	Resident	Nonresident
Code #	Name	Rate	Rate
52	Miami	.00945*	.00495*
53	Monroe	.01	.0025
54	Montgomery	.01	.0025
55	Morgan	.01035*	.00285*
56	Newton	.01	.0025
57	Noble	.0125	.005
58	Ohio	.0123	.0025
59	Orange	.0125	.005
60	Owen	.0125	.005
61	Parke	.0125	.005
62	Perry	.01	.00625
63	Pike	.004	.004
64	Porter	.00125*	.00125*
65	Posey	NA	.00123 NA
66	Pulaski	.0164*	.0059*
67	Pulaski	.0125	.0059
68	Randolph	.0125	.005
69	-	.013	.0075
70	Ripley Rush	.0125	.005
71	St. Joseph	.008	.0035
72	Scott	.0108*	.0033*
73	Shelby	.0125	.005
74	Spencer	.008*	.00575*
75	Starke	.01	.00373
76	Steuben	.0125	.0073
77	Sullivan	NA	NA
78	Switzerland	.01	.0025
79	Tippecanoe	.01	.0055
80	Tipton	.0125	.005
81	Union	.015*	.005
82	Vanderburgh	.01	.0025
83	Vermillion	.001	.001
84	Vigo	.00625*	.00375*
85	Wabash	.01375*	.00625*
86	Warren	.0125	.005
87	Warrick	.005	.005
88	Washington	.01375*	.00625*
89	Wayne	.015	.005
90	Wells	.0135*	.006*
91	White	.0125	.005
92	Whitley	.012	.0045
	,		
00 All C	Other States	New Counties t	0
except	the following:	adopt a tax:	
  94	linois	10 Clark	
I -	Centucky	64 Porter	
	/lichigan	<b>84</b> Vigo	
	)hio		
1	Pennsylvania		
1	Visconsin		
V			

# Indiana Income Tax Return for Full-Year Indiana Resident Filers With No Dependents

Due A	pril 15,	2004
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Attach W-2 Forms between Lines 1 and 18

Indiana		Renter's Deduction			
Deduction Worksheet	U	Number of months rented during 2003			
WOIKSHEEL	V	Amount of rent paid \$			
Instructions begin on	W	Address where rented (if different from front pa	ge)		
page 8					
		Enter Landlord's Name and Address			
		Enter Landiord's Name and Address			ind all entries to dollar (see in-
	Х				on page 5)
		Attach additional location and landlord information i	f renting at more	e than one location.	rs Cents
	1	Enter the <b>lesser</b> of the amount of rent paid for	2003 <b>OR</b> \$2,	500 1	
Total Indiana	2	Enter the amount from line 7 of the unemplo	yment compe	nsation worksheet 2	
Deductions	3	Total deductions: Add lines 1 and 2. Carry th	is total to pag	e 1, line 2 3	
Indiana	Υ	Indiana Earned Income Credit			
EIC Worksheet		Enter the earned income credit from your feder Form 1040EZ, line 8 (must be \$9.00 or more			00
		Multiply line A by .06. Enter here and carry to	page 1, line 12	2 <b>▶</b> B	
If any individ	ııal li	sted at the top of the IT-40EZ died during 2003	enter date of	f death helow	
Taxpayer's d			te of death		
for all taxes Department of social securit	y of cor due of Re	perjury, I have examined this return and all a rect. I understand that if this is a joint return, a under this return. Also, my request for direction (Department) to furnish my financial insumber to ensure my refund is properly deposited order to confirm the social security number(s)	ny refund will ct deposit of titution with m l. I give permi	be made payable to us jointly and earny refund includes my authorization y routing number, account number, a ssion to the Department to contact the	nch of us is liable n to the Indiana ccount type, and
		Department to discuss my return with my ta	x preparer.	Yes No	
			HH <b>)</b>	our Daytime Telephone Number	
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		r's Information:			
·	ame	and Address		Preparer's:	
Name				KK Federal I.D. Number, PTIN Social Security Number	OR
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				Preparer's Daytime Telephon	e Number
City				Preparer's Daytime Telephon	e Number
City  O O State		Zip Code + 4			e Number Date

Keep a copy of your completed return and attachments for your records.

### **Before You Begin**

Important: Complete your federal tax return first.

Please use ink.

### Name, Address and Social Security Number

Please print your name and current address neatly in ink.

### Filling in the Boxes

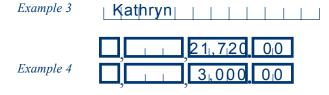
If you are handwriting letters and numbers in the boxes, please print your letters and numbers neatly. Make sure there is only one letter or number in each box.



If a line does not apply to you, leave it blank. **Do not** use dashes or other symbols to indicate that you have no entry for that line.

### **Using a Typewriter**

If you wish to use a typewriter to complete this form, you must make entries in the appropriate areas on the form but may type over the individual boxes in that area. Please note the total number of boxes in each field as our processing system will recognize that many characters for each field.



### **Attaching W-2s**

Staple your W-2s, 1099s or WH-18s to the form in the space to the left of lines 1 through 18 on the front of form IT-40EZ. To help us process your form please make sure these attachments don't cover the county box information above line 1 or the boxes at the bottom of the form under line 18.

### Please round off your amounts to the nearest dollar.

To do this, drop amounts of less than 50¢.

• Example: \$432.49 rounds down to \$432.00.

Increase amounts of 50¢ or more to the next higher dollar.

• Example: \$432.50 rounds up to \$433.00.

### Foreign Addresses

The US Post Office requires the full foreign country name to appear in all addresses. Standard two-character abbreviations for provinces and territories should be entered in the "State" area on the tax return.

### **Refund Check Address**

Your refund check will be issued in the name(s), address and social security number(s) shown on the front of your tax return. Correct and legible information is important. Any wrong information will cause problems and delay your refund.

### **School District Number**

Enter the 4-digit school district number for where the primary taxpayer lived on January 1, 2003. Primary taxpayer is the first name listed at the top of the tax return.

It is important that you enter the correct school district number. This information is used for statistical tracking purposes in order to determine possible school funding needs and changes.

The list of school district numbers can be found on pages 10 and 11. Note: If the primary taxpayer did not live in Indiana on January 1, 2003, enter the code number "9999". If the school district is not entered, the processing of your return will be delayed.

### **County Information**

Enter the 2-digit code numbers for the county(s) where you and your spouse, if married, lived and worked on January 1, 2003. You can find these code numbers on the chart on page 4.

See the instructions on page 8 for more information, including the definitions of the county where you live and work.

### **Line-By-Line Instructions**

Important: Complete Your Federal 1040EZ First.

### Line 1

Enter your federal **"adjusted gross income"** from federal Form 1040EZ, line 4.

### Line 2

Enter the amount from line 3 of the Indiana Deduction Worksheet from the back of Form IT-40EZ.

### Line 3

Subtract any line 2 deduction(s) from the amount on line 1. If the answer is less than zero, leave the line blank.

### Line 4

Exemptions: Enter \$1,000 if filing a single return and \$2,000 if filing a joint return. *Note*: You are always eligible to claim a full \$1,000 personal exemption on your Indiana IT-40EZ (even if your parents or someone else can also claim you on their return).

### Line 7

Complete the County Tax Worksheet on page 3. Add the amounts on the worksheet from Section 1, line 4 and Section 2, line 6 and enter the total here.

### Line 8 - Use Tax Due on Out-of-State Purchases

If, while a resident of Indiana, you made purchases outside Indiana by mail order, through radio or television advertising, over the Internet or directly from an out-of-state company, those purchases may be subject to Indiana sales and use tax if sales tax was not paid at the time of purchase. This tax, called "use" tax, is figured at 6% (.06) for purchases made from 01/01/03 through 12/31/03.

When you make purchases from a company in Indiana, that company is responsible for collecting the Indiana sales tax from you. When you make purchases from an out-of-state company, YOU are responsible for making sure the use tax is paid. Either the out-of-state company collects the tax from you or you must pay the tax directly to the State of Indiana.

To figure your tax you should complete the worksheet below. If you did pay sales tax to the state where the item was originally purchased you are allowed a credit against your Indiana use tax for an amount up to 6% (.06) for purchases made from 01/01/03 through 12/31/03.

# Lines 10 and 11 - Indiana State and County Tax Withholding Amounts

Enter the amount(s) of Indiana state and/or county tax withheld, which is usually shown in boxes 17 and 19 of your W-2s. You must attach your W-2s to verify your claimed withholding.

Line 12 - Indiana's Earned Income Credit

Most Hoosiers who claim the earned income credit on their federal Form 1040EZ are now eligible to claim Indiana's earned income credit.

If you:

- were a full-year Indiana resident during 2003,
- · had income from Indiana sources, and
- claimed at least a \$9.00\* earned income credit on your federal Form 1040EZ, then

you are eligible to claim Indiana's earned income credit.

Complete the worksheet on the back of Form IT-40EZ to figure your credit

\*This amount must be \$9.00 or more (a smaller federal earned income credit will result in an Indiana credit of less than \$1.00).

**Important:** If you received Indiana advance earned income credit payments from your employer, then you <u>cannot</u> file Form IT-40EZ; you must file Form IT-40 and report this amount on line 19 of that form.

## Line 15 - Contribution To Indiana Nongame Wildlife Fund

The Indiana Wildlife Diversity Program offers you the opportunity to play an active role in conserving Indiana's nongame wildlife. The money you donate goes directly to the protection and management of more than 550 wildlife species in Indiana - from robins and turtles to state-endangered bald eagles and river otters. Enter the amount of your refund you wish to donate to the Nongame Wildlife Fund in the box on line 15. Donations must be a minimum of \$1.00.

Learn more about Indiana's Wildlife Diversity Program and how donations have helped Indiana's wildlife on the Internet at **www.wildlife.in.gov/**.

If you are not receiving a refund, but want to support the Wildlife Diversity Program, do not change your tax return. You can send a donation directly to the Wildlife Diversity Program by completing the form on the back of this booklet.

Sales/Use Tax Worksheet List all purchases made during 2003 from out-of-st	ate companies.	Œ	
Description of personal property purchased from out-of state	Date of Purchase(s) <b>Column A</b>		Purchase Price of Property(s) Column B
Magazine subscriptions:			
Mail order purchases:			
Internet purchases:			
Other purchases:			
1. Total purchase price of property subject to the sales/use tax: enter total of Column	В	1	
2. Sales/use tax: Multiply line 1 by .06 (6%)		2	
3. Sales tax previously paid on the above items (up to 6% per item)		3	
4. Total amount due: Subtract line 3 from line 2. Carry to Form IT-40EZ, line 8. If the is negative, enter zero and put no entry on line 8 of the IT-40EZ		4	

### **Line 17 - Direct Deposit**

If you want your refund directed into your bank account, complete lines 17a, b and c.

- a) The routing number is 9 (nine) digits, with the first two digits of the number beginning with 01 through 12 or 21 through 32. Do not use a deposit slip to verify the number because it may have internal codes as part of the actual routing number. The sample check below has the routing number identified.
- b) The account number can be up to 17 digits. Omit any hyphens, accents and special symbols. Enter the number from left to right and leave any unused boxes blank. The account number is identified on the sample check below.
- c) Check the appropriate box for the type of account you are making your deposit to: either a checking account or savings account.



Note: The routing and account numbers may appear in different places on your checks.

If you currently have a **Hoosier Works MasterCard** and wish to have your refund directly deposited in your account, enter your 12-digit account number on line 17b, where it says "Account Number" (do not write anything on line 17a "Routing Number").



You can find your 12-digit account number in the upper right-hand corner of your account monthly statement.

**Note:** DO NOT use your MasterCard 16 digit number.



Make sure to check the "Hoosier Works MC" box on line 17c.

Type of Account: Checking Savings Hoosier Works MC



### Line 18 - Amount You Owe Payment Options

You may pay the Amount You Owe on line 18 with a major credit card over the Internet. Log on to the web site at **www.in.gov/dor/epay** and use your American Express, Discover, MasterCard, or Visa.

A convenience fee will be charged by the credit card processor based on the amount you are paying. You will be told what the fee is and you will have the option to either cancel or continue the credit card transaction.

The **eCheck** payment method, which uses a paperless check, is available. This service may be used to pay the tax due with your Indiana individual income tax return, as well as any billings issued by the Indiana Department of Revenue for any tax type. Go to our web site at **www.in.gov/dor/**, select Electronic Services, and follow the step-by-step instructions to make your payment. You will receive a confirmation number and should keep this with your tax filing records. The fee for using this service is \$1.00.

**Note:** All payments made to the Indiana Department of Revenue must be made with U.S. Funds.

**Note:** No payment is due if you owe less than \$1.00.

**Note:** You may owe penalty and interest if you file past the April 15, 2004 due date. Also, if you owe more than \$400, a penalty for the underpayment of estimated tax may be due. We will bill you if any of these penalties or interest are due. You also have the option to file the Form IT-40 and pay any penalties and interest due with that filing. See the "Need Tax Forms ...?" section on page 1 for options on how to get this form.

### **Unemployment Compensation Worksheet**

**Note:** If you were married but filing separately, and you lived with your spouse at any time during 2003, enter -0- on line 3 of the worksheet. However, if you were married but filing separately, and lived apart from your spouse the entire year, enter \$12,000 on line 3.

You'll need your federal Form 1040EZ to complete lines 1 and 2 below.		
1. Enter the unemployment compensation from your federal Form 1040EZ, line 3	1	
2. Enter the "adjusted gross income" from your federal Form 1040EZ, line 4	2	
3. Enter \$12,000 if single, or \$18,000 if married filing a joint return	3	
4. Subtract Line 3 from Line 2. If zero or less, enter -0-	4	
5. Enter one-half (1/2) of the amount on Line 4	5	
6. Taxable unemployment compensation for Indiana purposes: enter the amount from eithe	r	
Line 1 or Line 5, whichever is smaller	6	
7. Subtract Line 6 from Line 1. Carry this amount to the back of Form IT-40EZ. Enter it on		
Line 2 of the Indiana Deduction Worksheet	7	

# Indiana Deduction Worksheet Instructions Located on Back of Form IT-40EZ

### Line 1 - Renter's Deduction

You may be able to take the renter's deduction if:

- a) you paid rent on your principal place of residence, and
- b) the place you rented was subject to Indiana property tax.

Your "principal place of residence" is the place where you have your true, fixed, permanent home and where you intend to return after being absent.

- If you rented a mobile home or paid rent on a lot for your mobile home, you may claim the renter's deduction if the above requirements are met.
- Rent paid for summer or vacation homes is *not* deductible.

You cannot claim the renter's deduction if the rental property was exempt from Indiana property tax. Examples of this type of property are:

- a) government owned housing,
- b) property owned by a nonprofit organization;
- c) student housing;
- d) property owned by a cooperative association; or
- e) property located outside of Indiana.

The renter's deduction is the actual amount of rent paid or \$2,500, whichever is *less*. You must complete all the information on the worksheet. If you moved during the year or had more than one landlord, you must list the same information for each place that you rented. Attach additional sheets if necessary.

**Important:** You must maintain copies of your rental receipts, landlord identifying information, and lease agreements as the Department can require you to provide this information.

# Line 2 - Nontaxable Portion of Unemployment Compensation

If you received unemployment compensation during 2003, Indiana may tax a different amount than what you reported on your federal Form 1040EZ, line 3. Complete the worksheet on page 7 to determine the amount of your deduction.

### **County Tax Worksheet Instructions**

If, on January 1, 2003, you and/or your spouse lived or worked in an Indiana county that had a county tax, then you must complete this worksheet. The counties having a tax are listed on page 4 with their tax rates. *Note: If the county on the chart has the initials "NA" in the rate columns, that means it doesn't have a county tax.* Its name is listed there so you can find the 2-digit code number for your county for the top of the IT-40EZ. Also, code number "00" is to be used by Indiana residents who worked out-of-state unless they live in the states listed on the bottom of the chart on page 4.

### **County of Residence**

Your county of residence is the county where you maintained your home on January 1, 2003. If you had more than one home in Indiana on this date, then your county of residence as of January 1, 2003 was:

- a) where you were registered to vote. If this did not apply, then your county of residence was:
- b) where your personal automobile was registered. If this did not apply, then your county of residence was:
- c) where you spent the majority of your time in Indiana during 2003.

If you moved to another Indiana county after January 1, 2003, your county of residence for tax purposes will not change until next year.

- If, on January 1, 2003, you lived in a county that has a tax, then
  you will owe county tax on all of your Indiana adjusted gross
  income.
- If, on January 1, 2003, you lived in a county that has no tax, then county tax will be figured on your income from your principal employment if the county where you worked on January 1, 2003 has a tax.

### Special Note to Married Taxpayers Filing a Joint Return

- If you lived in different counties on January 1, 2003, both of you need to figure your county tax separately on Section 1.
- If both of you lived in a county on January 1, 2003 that had no tax but worked in a county that did have a tax, you must figure your tax separately on Section 2.

### **Section 1 Instructions**

### Line 1

- If you are filing a single return, enter on line 1A the amount from Form IT-40EZ, line 5.
- If you are filing a joint return and you *both* lived in the same county that has a tax on January 1, 2003, enter on line 1A the amount from Form IT-40EZ, line 5. Leave Column B blank.
- If you are filing a joint return and you lived in different counties on January 1, 2003, then enter your share of the income on line 5 of the IT-40EZ. See how to do this in Example 1 below.

*Example 1:* On January 1, 2003, Jim and Rita lived in different counties. Their share of the income on line 5 of their IT-40EZ is figured in the following way:

			IT-40EZ
Breakdown	Jim's	Rita's	Line 5 Total
wages	\$23,000	\$21,000	\$44,000
interest	+ 40	+ 40	+ 80
renter's deduction	- 750	- 750	- 1,500
exemption	<u>- 1,000</u>	<u>- 1,000</u>	- 2,000
totals	\$21,290	\$19,290	\$40,580*

Jim will enter \$21,290 on line 1A and Rita will enter \$19,290 on line 1B. (\* This is their IT-40EZ line 5 amount.)

### **County Where You Worked**

Your county of principal employment is the county where your main place of business was located or where your main work activity was performed on January 1, 2003. If you began working in another county after January 1, 2003, the county where you worked for tax purposes will not change until next year. If you had more than one job on January 1, 2003 your principal place of employment is the job where you worked the most hours and earned the most income.

Example 2 - Jessie worked in Marion County on January 1, 2003. She quit that job and began a new one in Johnson County on February 10, 2003. She will enter the Marion County 2-digit code (49) as the county where she worked for 2003 even though she changed jobs during the year.

### **Principal Employment Income**

You must figure your principal employment income if, on January 1, 2003, you *lived* in a county that *didn't* have a tax but *worked* in a county that *did* have a tax. You will be filling out Section 2 instead of Section 1. Your principal employment income is income you earned from your main work activity (job) for the entire year.

Example 3 - Jessie earned \$1,000 at her Marion County job from January 1 through February 2, 2003. She earned \$14,000 at her Johnson County job she began on February 10 and worked through year's end. Her principal employment income for the year subject to Marion county tax is \$15,000.

Example 4 - Steve earned \$15,000 from his full-time job. He also earned \$2,000 from a part-time job. If you work a part-time job and a full-time job at the same time, only the income earned from the job where you worked the most hours and made the most income will be principal employment income subject to tax. Steve's principal employment income that is subject to tax is \$15,000.

### **Additional Information**

### **Deceased Individual Information**

If the taxpayer and/or spouse died during 2003, and this return is being filed with his/her name on it, make sure to enter the month and day of death in the appropriate box located on the back of the IT-40EZ. For example, a date of death of January 9, 2003, would be entered as 01/09.

**Note:** If the taxpayer and/or spouse died before or after 2003, do not enter his/her date of death in this box.

Remember your Sales and Use Tax Obligations. See instructions on page 6.

### **Authorization Section**

If someone other than you completed this tax return, you can give the Department permission to discuss your tax return with that person. Place a checkmark in the appropriate box on the back of the tax return. Also, you must enter that person's identification number in the boxes provided at the end of this section. Enter the person's social security number, federal identification number or preparer's tax identification number (PTIN) if completed by a professional preparer. If someone other than you completed this return, and you do not want the Department to discuss your return with that person, check the "No" box.

### **Signature Section**

If this is a joint return, both you and your spouse must sign and date the tax return. Also, give us your daytime telephone number so we can call you if we have any questions about your tax return.

If a paid preparer completed this tax return for you, he/she must complete the paid preparer's signature section. The paid preparer must provide the name and address of the firm that he/she represents. Also, the preparer must sign and date the back of the tax return and provide his/her identification number (in the area below your signature). We also ask for the daytime telephone number of the preparer if you authorize us to discuss your tax return with the preparer.

### Signing the decedent's tax return

If a joint return is filed by the surviving spouse, the surviving spouse should sign his/her name and after the signature write: "Taxpayer and Surviving Spouse".

If filing a return for a deceased individual, an executor or administrator appointed for the deceased's estate must file and sign the return (even if this isn't the <u>final</u> return), indicating their relationship after their signature (e.g. administrator).

If an executor or administrator has not been appointed, the person filing the return should sign and give their relationship to the deceased (e.g. "John Doe, nephew").

Please mail your completed return to: Indiana Department of Revenue P.O. Box 40 Indianapolis, IN 46206-0040



### **Indiana School Districts**

The list below gives the school districts within each county in Indiana. If you are unable to determine your correct school district, you should contact your county auditor for assistance. Please enter your 4-digit number in the appropriate space on the front of your Indiana return.

Count	ry	Dearb	orn				
Distric	t Number and Name	1560	Sunman-Dearborn Comm	Grant		Jaspe	r
		1600	South Dearborn Comm	2815	Eastbrook Community	3785	Kankakee Valley
Adam	s	1620	Lawrenceburg Comm	2825	Madison-Grant United	3815	Rensselaer Central
0015	Adams Central Comm			2855	Mississinewa Community	6630	West Central Sch Corp
0025	North Adams Community	Decat	ur	2865	Marion Community	8535	Tri-County Sch Corp
0035	South Adams Schools	1655	Decatur Co Community	5625	Oak Hill United		
		1730	Greensburg Community			Jay	
Allen				Green		3945	Jay Sch Corp
0125	M.S.D. Southwest Allen Co	DeKal		2920	Bloomfield School District		
0225	Northwest Allen County	1805	DeKalb County Eastern	2940	Eastern School District	Jeffer	
0235	Fort Wayne Community		Community Sch Dist	2950	Linton-Stockton Sch Corp	3995	Madison Consolidated
0255	East Allen County	1820	Garrett-Keyser-Butler	2960	MSD Shakamak Schools	4000	Southwestern Jefferson
9350	Timothy L Johnson Academy		Community	2980	White River Valley School		Consolidated
	_	1835	DeKalb County Central		District		
	olomew		United Sch Dist			Jennii	•
0365	Bartholomew Consolidated	7610	Hamilton Community	Hamilt		4015	Jennings County Schools
0370	Flatrock-Hawcreek			3005	Hamilton Southeastern		
4215	Edinburgh Community	Delaw		3025	Hamilton Heights Sch Corp	Johns	
		1870	University Schools	3030	Westfield-Washington Schools	4145	Clark-Pleasant Comm
Bento		1875	Delaware Community	3055	Marion-Adams Schools	4205	Center Grove Community
)395	Benton Community	1885	Harrison-Washington	3060	Carmel Clay Schools	4215	Edinburgh Community
5995	South Newton		Community Sch Corp	3070	Noblesville Schools	4225	Franklin Community
8535	TriCounty	1895	Liberty-Perry Community	9325	Options Charter School	4245	Greenwood Community
		1900	Cowan Comm Sch Corp			4255	Nineveh-Hensley-Jackson
Black		1910	Mt. Pleasant Township	Hanco			United
0515	Blackford Community		Community Sch Corp	3115	Southern Hancock Co		
_		1940	Daleville Community Schools		Community Sch Corp	Knox	
Boone		1970	Muncie Community Schools	3125	Greenfield Central Comm	4315	North Knox Sch Corp
0615	Western Boone County			3135	Mt Vernon Community	4325	South Knox Sch Corp
0630	Zionsville Community Schools	Duboi		3145	Eastern Hancock County	4335	Vincennes Community
0665	Lebanon Community Sch Corp	2040	Northeast Dubois County		Community Sch Corp		
3055	Marion-Adams	2100	Southeast Dubois County			Kosci	
		2110	Southwest Dubois County	Harris		4345	Wawasee Community
Brown		2120	Greater Jasper Consolidated	3160	Lanesville Community	4415	Warsaw Community
0670	Brown County Sch Corp			3180	North Harrison Comm	4445	Tippecanoe Valley
_		Elkha		3190	South Harrison Comm	4455	Whitko Community
Carro		2155	Fairfield Comm Schools	1300	Crawford Co Community	2285	Wa-Nee Community
0750	Carroll Consolidated Sch Corp	2260	Baugo Community Schools			5495	Triton Sch Corp
0755	Delphi Community Sch Corp	2270	Concord Community Schools	Hendr			
1180	Rossville Consolidated	2275	Middlebury Community Schools	3295	North West Hendricks	LaGra	
8565	Twin Lakes Sch Corp	2285	Wa-Nee Community Schools	3305	Brownsburg Community	4515	Prairie Heights Comm
_		2305	Elkhart Community Schools	3315	Avon Community Sch Corp	4525	Westview Sch Corp
Cass		2315	Goshen Community Schools	3325	Danville Community	4535	Lakeland Sch Corp
0815	Southeastern Sch Corp			3330	Plainfield Community		
0875	Logansport Community	Fayet		3335	Mill Creek Community	Lake	
0775	Pioneer Regional Sch Corp	2395	Fayette County Sch Corp			4580	Hanover Community
2650	Caston Sch Corp			Henry		4590	River Forest Community
o		Floyd		3405	Blue River Valley Schools	4600	Merrillville Comm Schls
Clark	W. G. LG	2400	New Albany-Floyd	3415	South Henry Sch Corp	4615	Lake Central Sch Corp
0940	West Clark Community	06	County Consolidated Sch Corp	3435	Shenandoah School Corp	4645	Tri Creek Sch Corp
1000	Clarksville Community	9320	Community Montessori Inc	3445	New Castle Community	4650	Lake Ridge Schools
1010	Greater Clark County	_		3455	C A Beard Memorial Sch Corp	4660	Crown Point Community
		Fount		6795	Union Sch Corp	4670	School City of East Chicag
Clay		2435	Attica Consolidated Sch Corp	8305	Nettle Creek Sch Corp	4680	Lake Station Community
1125	Clay Community Schools	2440	Covington Community			4690	Gary Community Sch Corp
2960	MSD Shakamak Schools	2455	Southeast Fountain	Howar		4700	Griffith Public Schools
				3460	Taylor Community	4710	School City of Hammond
Clinto		Frank		3470	Northwestern Sch Corp	4720	School Town of Highland
1150	Clinton Central Sch Corp	2475	Franklin Co Community	3480	Eastern Howard Comm	4730	School City of Hobart
1160	Clinton Prairie Sch Corp	6895	Batesville Community	3490	Western Sch Corp	4740	School Town of Munster
1170	Frankfort Community	7950	Union County	3500	Kokomo-Center Township	4760	Whiting School City
1180	Rossville Consolidated				Consolidated	9300	Campagna Academy Charte
_		Fultor					School
Crawf		2645	Rochester Community	Huntin			
1300	Crawford Co. Community	2650	Caston Sch Corp	3625	Huntington Co Comm		
		4445	Tippecanoe Valley				

Jackson

3640

3695

3710

Medora Community

Seymour Community

Brownstown Central Comm

Crothersville Community

4445

5455

2725

2735

2765

Gibson

**Daviess** 

1315

1375

1405

Barr-Reeve Community

North Daviess Comm Sch

Washington Community

Tippecanoe Valley

Culver Community

East Gibson Sch Corp

North Gibson Sch Corp

South Gibson Sch Corp

### Indiana School Districts Cont'd...

Count	v	Monto	omery				
	t Number and Name	5835	North Montgomery Comm	Putna	m	Tippe	canoe
		5845	South Montgomery Comm	6705	South Putnam Community	7855	Lafayette Sch Corp
		5855	Crawfordsville Comm Schools	6715	North Putnam Community	7865	Tippecanoe Sch Corp
LaPor	te			6750	Cloverdale Community	7875	West Lafayette Comm
4770	Cass Township Schools	Morga	ın	6755	Greencastle Community	0395	Benton Community
4790	Dewey Township Schools	5900	Monroe-Gregg Sch Corp	0,00	Greeneugue Community	9340	New Community School
4805	New Prairie United Sch Corp	5910	Eminence Consolidated	Rando	olph	7540	New Community Benoof
4860	MSD New Durham Twp	0,10	Comm Sch Corp	6795	Union Sch Corp	Tiptor	
4880	Prairie Township Schools	5925	MSD Martinsville Sch Corp	6805	Randolph Southern	7935	Northern Community
4925	Michigan City Area Schools	5930	Mooresville Con Sch Corp	6820	Monroe Central	1933	
4940	South Central Community	4255	Nineveh-Hensley-Jackson	6825	Randolph Central	7045	Sch Tipton Co
4945	LaPorte Community	4233				7945	Tipton Community Sch Corp
7150	John Glenn Sch Corp	Maurice	United	6835	Randolph Eastern		
/130	John Glenn Sch Corp	Newto		Distant	_	Union	
		5945	North Newton Sch Corp	Ripley		7950	Union County
Lawre		5995	South Newton Sch Corp	6865	South Ripley Community		
5075	North Lawrence Comm			6895	Batesville Community	Vande	erburgh
5085	Mitchell Community	Noble		6900	Jac-Cen-Del Community	7995	Evansville-Vanderburgh
		6055	Central Noble Community	6910	Milan Community Schools	9315	Signature Learning Center Inc
Madis	on	6060	East Noble Sch Corp	1560	Sunman-Dearborn Comm		
5245	Frankton-Lapel Comm	6065	West Noble Sch Corp			Vermi	llion
5255	South Madison Comm	4535	Lakeland Sch Corp	Rush		8010	North Vermillion Comm
5265	Alexandria Community	8625	Smith-Green Comm Sch	6995	Rush County Schools	8020	South Vermillion Comm
5275	Anderson Community	0020	Common Sen	3455	C A Beard Memorial Sch Corp	0020	Jour vorminon Comm
5280	Elwood Community	Ohio		3433	C A Beard Memoriai Seli Corp	Viene	
2825	Madison-Grant United		Dising Sun Ohio County	Ct lo	nonh	Vigo	W G + 61.6
2023	Madison-Grant Office	6080	Rising Sun-Ohio County	St. Jos	•	8030	Vigo County Sch Corp
			Community	7150	John Glenn Sch Corp		
Mario		_		7175	Penn-Harris-Madison	Waba	
5300	MSD Decatur Township	Orang		7200	Sch City of Mishawaka	8045	Manchester Community Schls
5310	Franklin Township Comm	6145	Orleans Community Schools	7205	South Bend Community	8050	MSD Wabash County
5330	MSD Lawrence Township	6155	Paoli Community Sch Corp	7215	Union-North United Sch Dist	8060	Wabash City Schools
5340	MSD Perry Township	6160	Springs Valley Comm	4805	New Prairie United Sch Corp		
5350	MSD Pike Township			9360	Veritas Academy	Warre	n
5360	MSD Warren Township	Owen			,	8115	MSD Warren County
5370	MSD Washington Township	6195	Spencer-Owen Comm	Scott		0395	Benton Community Sch Corp
5375	MSD Wayne Township	6750	Cloverdale Community	7230	Scott Co Sch District No. 1	2440	Covington Community
5380	Beech Grove City Schools	0750	Cloverdate Community	7255	Scott Co Sch District No. 2	2440	Covingion Community
5385	Indianapolis Public Schools	Parke		1233	Scott Co Sch District No. 2	Monni	ale
5400	Sch Town of Speedway		Courthwest Doubs Comm	Challe		Warrio	
9330	Irvington Comm School	6260	Southwest Parke Comm	Shelb		8130	Warrick County Sch Corp
		6300	Rockville Community	7285	Shelby Eastern Schools		
9370	21st Century Charter School	6310	Turkey Run Community	7350	Northwestern Consolidated		ington
9380	Christel House Academy	1125	Clay Community Schools	7360	Southwestern Consolidated	8205	Salem Community Schools
9390	Flanner House Elem School			7365	Shelbyville Central Schools	8215	East Washington Sch Corp
9395	The Imani School for	Perry		1655	Decatur Co Community	8220	West Washington Sch Corp
	Excellence	6325	Perry Central Community				
		6340	Cannelton City Schools	Spend	er	Wayn	e
Marsh	nall	6350	Tell City-Troy Township	7385	North Spencer County	8305	Nettle Creek Sch Corp
5455	Culver Community		J J I	7445	South Spencer County	8355	Western Wayne Schools
5470	Argos Community Schools	Pike			1	8360	Centerville-Abington
5480	Bremen Public Schools	6445	Pike County Sch Corp	Starke		0500	Community Schools
5485	Plymouth Community	0110	2 County Sen Corp	7495	Oregon-Davis Sch Corp	8375	Northeastern Wayne
5495	Triton Sch Corp	Portei		7515	North Judson-San Pierre		•
7150	John Glenn Sch Corp					8385	Richmond Community
	-	6460	MSD Boone Township	7525	Knox Community Sch Corp	147.11	
7215	Union-North United	6470	Duneland Sch Corp	5455	Culver Community	Wells	
NA - 41	_	6510	East Porter County	<u> </u>		8425	Southern Wells Comm
Martir		6520	Porter Township	Steub		8435	Northern Wells Comm
5520	Shoals Community	6530	Union Township	7605	Fremont Community Schools	8445	MSD Bluffton-Harrison
5525	Loogootee Community	6550	Portage Township Schools	7610	Hamilton Community Schools		
		6560	Valparaiso Community	7615	MSD Steuben County	White	
Miami		4925	Michigan City Area	1835	DeKalb County Central	8515	North White Sch Corp
5615	Maconaquah Sch Corp		-		United Sch Dist	8525	Frontier Sch Corp
5620	North Miami Consolidated	Posey		4515	Prairie Heights Comm	8535	Tri-County School Corp
5625	Oak Hill United Sch Corp	6590	MSD Mount Vernon	.515		8565	Twin Lakes Sch Corp
5635	Peru Community Schools	6600	MSD North Posey Co	Sulliv	an		
5055	2 2.4 Community Schools		•			0775	Pioneer Regional Sch Corp
Monro	20	6610	New Harmony Town and	7645	Northeast Sch Corp	1877-141	
Monro			Township Con Sch	7715	Southwest Sch Corp	Whitle	
5705	Richland-Bean Blossom					8625	Smith-Green Comm Schls
55.0	Community Sch Corp	Pulas		Switze		8665	Whitley Co. Con Schools
5740	Monroe Co Community	6620	Eastern Pulaski Comm	7775	Switzerland County	4455	Whitko Community Sch Corp
		6630	West Central Sch Corp				

6630

5455

7515

West Central Sch Corp

North Judson-San Pierre

Culver Community

# Indiana Department of Revenue 100 North Senate Avenue Indianapolis, IN 46204-2253



PRSRT STD
U.S. Postage
PAID
Indiana Dept.

of Revenue

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This booklet contains:

- Form IT-40EZ and Instructions
- County Tax Worksheet
- Mail-In Voter Registration Application
- TeleFile Record and Instructions

# 2003 IT-40EZ

# Contributions to the Indiana Nongame Wildlife Fund

Donations to the Nongame Wildlife Fund assist the Indiana Department of Natural Resources to manage and protect over 550 nongame and endangered wildlife species. Your contributions to the Fund have brought ospreys and bald eagles back to our skies and river otters to our waters.

These reintroduction programs as well as many other restoration, management, and educational projects implemented by the Wildlife Diversity Program rely on donations from individuals like yourself. The Program is funded almost exclusively by donations to the Indiana State income tax check-off and direct donations.

If you would like to make a donation to the Fund, you may donate all or a portion of your tax refund on Line 15 of the IT-40EZ. To make a direct donation, you can also complete the form below and mail it with a check or money order made payable to the Fund to: Nongame Wildlife Fund, Division of Fish and Wildlife, W-273, 402 West Washington St., Indianapolis, IN 46204.

You can learn more about Indiana's Nongame Wildlife Program at: www.wildlife.in.gov/

I (We) wish to donate \$	to the Indiana No	to the Indiana Nongame Wildlife Fund.
Name(s)		
Address		