# MARYLAND 2012

NONRESIDENT TAX FORMS & INSTRUCTIONS
For filing personal income taxes for nonresident individuals

Visite nuestro sitio Web en www.marylandtaxes.com para obtener formas e instrucciones en Español.



Peter Franchot, Comptroller

Instruction Pa	ge
1. WHAT FORM TO FILE?	. 1
2. NONRESIDENT, RESIDENT AND PART-YEAR RESIDENT	. 1
3. WHAT INCOME IS TAXABLE OR REPORTABLE.	. 1
4. WHO MUST FILE?	. 1
5. USE OF FEDERAL RETURN	. 2
6. NAME AND ADDRESS	. 2
7. SOCIAL SECURITY NUMBER	. 2
8. FILING STATUS	. 2
9. RESIDENCE INFORMATION	. 3
10.EXEMPTIONS	. 3
11. INCOME AND ADJUSTMENTS	
12.ADDITIONS TO INCOME	. 4
13. SUBTRACTIONS FROM INCOME	. 4
14. ADJUSTED GROSS INCOME FACTOR	. 6
15. STANDARD DEDUCTION	
16.ITEMIZED DEDUCTIONS	. 7
17. EXEMPTION ALLOWANCE COMPUTATION	. 7
18. FIGURE YOUR MARYLAND TAXABLE INCOME	. 7
19. FIGURE YOUR MARYLAND TAX	. 7
20.EARNED INCOME, POVERTY LEVEL AND OTHER CREDITS FOR INDIVIDUALS AND BUSINESSES	. 7
21.TOTAL MARYLAND TAX AND CONTRIBUTION	. 9
22.TAXES PAID AND CREDITS	. 9
23.OVERPAYMENT OR BALANCE DUE	. 9
24.TELEPHONE NUMBERS, CODE NUMBERS, SIGNATURES AND ATTACHMENTS	10
25. ELECTRONIC AND PC FILING, MAILING AND PAYMENT INSTRUCTIONS AND DEADLINES	11
26.FISCAL YEAR	11
27. SPECIAL INSTRUCTIONS FOR MILITARY TAXPAYERS	12
28.PART-YEAR RESIDENTS	12
29. PASS-THROUGH ENTITIES	12
30.FILING RETURN OF DECEASED TAXPAYER	13
31.AMENDED RETURNS	13
TAX TABLE	14
TAX COMPUTATION     WORKSHEET SCHEDULES	17
DEVELOPMENTAL DISABILITIES     WAITING LIST EQUITY FUND	18
CHESAPEAKE BAY AND ENDANGERED SPECIES FUND	18
MARYLAND CANCER FUND	18

### **NEW FOR 2012**

- New Tax Rates: The General Assembly has approved new income tax rates and rate brackets for individuals for all tax years beginning after December 31, 2011. The new rates and brackets are available in this booklet and at www.marylandtaxes.com.
- New subtraction modifications: The General Assembly created three new subtraction modifications, See Instruction 13.

### **Electronic Filing Options:**

- Go Green! eFile saves paper. In addition, you will receive your refund faster, receive an acknowledgement that your return has been received, and if you owe you can extend your payment date until April 30th if you both eFile and make your payment electronically.
- Security: Your information is transmitted securely when you choose to file electronically. It is protected by several security measures such as multiple firewalls, state of the art threat detection and encrypted transmissions.
- iFile: Free internet filing for Maryland income tax returns with no income limitation. Visit www.marylandtaxes. com and click iFile for eligibility.
- **PC Retail Software**: Check the software requirements to determine eFile eligibility before you purchase commercial off-the-shelf software. Use software or link directly to a provider site to prepare and file your return electronically.

### **Privacy act information**

The Tax-General Article of the Annotated Code of Maryland authorizes the Revenue Administration Division to request information on tax returns to administer the income tax laws of Maryland, including determination and collection of correct taxes. Code Section 10-804 provides that you must include your Social Security number on the return you file. This is so we know who you are and can process your return and papers. If you fail to provide all or part of the requested information, then exemptions, exclusions, credits, deductions or adjustments may be disallowed and you may owe more tax. In addition, the law provides penalties for failing to supply information required by law or regulations.

You may look at any records held by the Revenue Administration Division which contain personal information about you. You may inspect such records, and you have certain rights to amend or correct them.

As authorized by law, information furnished to the Revenue Administration Division may be given to the United States Internal Revenue Service, a proper official of any state that exchanges tax information with Maryland and to an officer of this State having a right to the information in that officer's official capacity. The information may be obtained in accordance with a proper legislative or judicial order.

i

### Please read this before filling out your forms

- eFile: Ask your professional tax preparer to eFile your return. You may use any tax professional who participates in the Maryland Electronic Filing Program.
- IRS Free File: Free internet filing is available for federal income tax returns, however, some income limitations may apply. Visit www.irs. gov for eligibility.
- Fees for state tax returns may also apply; however, you can always return to www. marylandtaxes.com to use the free iFile internet filing for Maryland income tax returns after using the IRS Free File for your federal return.
- Payment Options: Payment by electronic funds withdrawal (direct debit) is available if you file electronically. If you choose this option, you have until April 30th to make your payment.
- Bill Pay Electronic Payments: If your paper or electronic tax return has a balance due, you may pay electronically at www. marylandtaxes.com by selecting BillPay.

The amount that you designate will be debited from your bank or financial institution on the date that you choose.

 ALTERNATIVE PAYMENT METHODS: For alternative methods of payment, such as a credit card, visit our website at www. marylandtaxes.com. • Estimated tax payments: You may file and pay your 2013 estimated taxes electronically. When you use our iFile program, we give you the ability to make a single estimated tax payment, as well as providing the convenience of scheduling all of your payments at one time. These scheduled payments will be deducted from your bank account on the dates that you specify. Visit us at www.marylandtaxes.com and look for on-line services.

### **Additional Information:**

- **Need an extension?** If you don't owe additional tax and requested an extension of time to file your federal return, you don't need to request a separate Maryland extension it's automatic. If you do not qualify for the automatic extension, make your request online at **www.marylandtaxes.com** or TeleFile your extension request by calling 410-260-7829.
- You can contribute to three programs on your return: The Chesapeake Bay and Endangered Species Fund, the Developmental Disabilities Waiting List Equity Fund, and the Maryland Cancer Fund.

# **DUE DATE: MONDAY, APRIL 15, 2013**

For free Maryland tax help, call 410-260-7980 February 1 - April 15, 2013, 8:00 a.m. until 7:00 p.m., Monday through Friday. Email tax questions anytime, taxhelp@comp.state.md.us

Please use blue or black ink when completing your forms and checks.

To avoid delays in the processing of your return:

- Do not use pencil or ink of any other color.
- Do not print returns on colored paper.
- Do not write on, staple or punch holes in the barcode.

### **IMPORTANT NOTES**

### **DUE DATE**

Your return is due by April 15, 2013. If you are a fiscal year taxpayer, see Instruction 26. If any due date falls on a Saturday, Sunday or legal holiday, the return must be filed by the next business day.

### **COMPLETING THE RETURN**

You must write legibly using blue or black ink when completing your return. **DO NOT** use pencil or red ink. Submit the original return, not a photocopy. If no entry is needed for a specific line, leave blank. Do not enter words such as "none" or "zero" and do not draw a line to indicate no entry. Failure to follow these instructions may delay the processing of your return.

You may round off all cents to the nearest whole dollar. Fifty cents and above should be rounded to the next higher dollar.

### **ELECTRONIC FILING INSTRUCTIONS**

The instructions in this booklet are designed specifically for filers of paper returns. If you are filing electronically and these instructions differ from the instructions for the electronic method being used, you should comply with the instructions appropriate for that method.

Software vendors and preparers should refer to the e-file handbook for their instructions.

### **SUBSTITUTE FORMS**

You may file your Maryland income tax return on a computer-prepared or computer-generated substitute form provided the form is approved in advance by the Revenue Administration Division. The fact that a software package is available for retail purchase does not guarantee that it has been approved for

For additional information, see Administrative Release 26, Procedures for Computer-Printed Substitute Forms, which can be obtained at **www.marylandtaxes.com.** 

You may also call the tax information numbers listed on the back cover to find out which computer-generated forms have been approved for use or visit our website at **www.marylandtaxes.com**.

### **PENALTIES**

There are severe penalties for failing to file a tax return, failing to pay any tax when due, filing a false or fraudulent return, or making a false certification. The penalties include criminal fines, imprisonment, and a penalty on your taxes. In addition, interest is charged on amounts not paid.

To collect unpaid taxes, the Comptroller is directed to enter liens against the salary, wages or property of delinquent taxpayers.

### What form to file?

IF YOU ARE A:	YOU SHOULD FILE:
Taxpayer whose permanent home (domicile) is a state other than Maryland unless you are a <b>statutory resident.</b>	Form 505 Nonresident Return
Taxpayer who maintains a place of abode (that is, a place to live) for more than six (6) months of the tax year in Maryland and you are physically present in Maryland for 183 days or more, you are a <b>statutory resident.</b>	Form 502 Resident Return
Taxpayer who began or ended legal residence in Maryland during the tax year, you must file as a resident for that portion of the year during which you maintained Maryland residence, even if less than six (6) months.	Form 502 Resident Return
Nonresident of Maryland but received salary, wages or other compensation for personal services performed in any Maryland county or Baltimore City <b>and</b> you lived in a jurisdiction that imposes a local or earnings tax on Maryland residents, NOTE: If you have other income subject to Maryland tax, you must also file Form 505. (For further information and forms, call 410-260-7980.)	Form 515 Nonresident Local Tax Return
Taxpayer who moved into or out of Maryland during the tax year and received income from Maryland sources while you were a nonresident of Maryland.	Form 505 Nonresident Return and Form 502 Resident Return

# Nonresident, resident and part-year resident. You are a nonresident if you are not a resident under any of the conditions listed below:

You are a **resident** if your permanent home is in Maryland (the law refers to this as your domicile) or your home is outside Maryland but you maintained a place of abode (that is a place to live) in Maryland for more than six (6) months (183 days) of the tax year and you are physically present in Maryland for 183 days or more (you are a statutory resident).

You are a part-year resident if you

established or abandoned legal residence during the tax year.

If you are an active duty military member, see Instruction 27.

What income is taxable or reportable? A nonresident individual is subject to tax on that portion of the federal adjusted gross income that is derived from tangible property, real or personal, permanently located in Maryland (whether received directly or from a fiduciary) and on income from a business, trade, profession or occupation carried on in Maryland and on all gambling winnings derived from Maryland sources. Adjustments to federal gross income and losses not allocable to Maryland may not be used to reduce Maryland income. You are required to file even if the net Maryland income is a loss.

Who must file? In general, you must file this return if you are a nonresident of Maryland AND you are required to file a federal return based upon the income levels in Table 1 or 2 AND you received income from sources within Maryland. Remember, if your federal gross income is more than the federal minimum filing requirement for your filing status, you are required to file a Maryland return, even if the income attributable to Maryland is less than the federal filing requirement.

# TO DETERMINE IF YOU ARE REQUIRED TO FILE A MARYLAND RETURN:

a. Add up all of your federal **gross** income to determine your total income. Gross

income is defined in the Internal Revenue Code and, in general, consists of all income from any source. It includes wages and other compensation for services, **gross** income derived from business, gains (not losses) derived from dealings in property, interest, rents, royalties, dividends, alimony, annuities, pensions, income from partnerships or fiduciaries, etc. If

any modification or deduction reduces your gross income below the minimum filing level, you are still required to file. IRS Publication 525 provides additional information on taxable and nontaxable income.

- b. Do not include Social Security or railroad retirement benefits in your total income.
- c. Add to your total income any Maryland additions to income. Do not include any additions related to non-Maryland income or loss. (See Instruction 12.) This is your Maryland gross income.
- d. If you are a dependent taxpayer, add to your total income any Maryland additions and subtract any Maryland subtractions and non-Maryland Income. (See Instructions 12 and 13.) **This is your Maryland gross income.**
- e. You must file a Maryland return if your Maryland gross income equals or

exceeds the income levels in Table 1.

f. If you or your spouse is 65 or over, use Table 2, "Minimum Filing Levels for Taxpayers 65 or over."

# IF YOU ARE A NONRESIDENT, YOU ARE NOT REQUIRED TO FILE A MARYLAND RETURN IF:

- your Maryland gross income is less than the minimum filing level for your filing status, OR
- you had no income from Maryland sources, OR
- you reside in the District of Columbia, Pennsylvania, Virginia or West Virginia and had only wages from Maryland. See Instruction 11 for additional information.

### MARYLAND TAX WITHHELD IN ERROR

If Maryland tax was withheld from your income, you must file to obtain a refund

of the withholding. Complete all of the information at the top of the form through the filing status, residence information and exemption areas. Check the box provided to the right of the residence information for you to indicate your withholding was withheld in error. Enter your federal adjusted gross income on line 17 in both columns 1 and 3 and line 24. Then complete lines 43-48, 50 and 52.

Sign the return and attach withholding statements (Forms W-2 and/or 1099) showing the Maryland tax withheld equal to the refund you are claiming.

Your return is then complete. You must file within three years of the original due date to receive any refund.

Minimum Filing Level Tables									
TABLE 1 MINIMUM FILING LEVELS FOR TAXPAYERS UNDER 65	TABLE 2 MINIMUM FILING LEVELS FOR TAXPAYERS 65 OR OVE								
Single person (including dependent taxpayers). \$ 9,750 Joint Return	Single, age 65 or over								

### Use of federal return. First complete your 2012 federal income tax return.

You will need the information from your federal return in order to complete your Maryland return. Therefore, complete your federal return **before** you continue beyond this point. Maryland law requires that your

income and deductions be entered on your Maryland return exactly as they were reported on your federal return. If you use a federal Form 1040NR, visit our Web page at <a href="http://individuals.marylandtaxes.">http://individuals.marylandtaxes.</a>

**com/incometax/1040NR.asp**. All items reported on your Maryland return are subject to verification, audit and revision by the Maryland State Comptroller's Office.

Qualifying widow(er), age 65 or over. . . . . . . . 16,850

# Name and address. Please complete the name and address boxes at the top of Form 505.

Name: Please be sure to use your full, legal name. This should match the name that appears on your social security card.

Address: Please enter your current mailing address.

# Social Security Number(s) (SSN). It is important that you enter each Social Security number in the space provided at the top of your tax return. You must enter each SSN legibly because we validate each number. If not correct and legible, it will effect the processing of your return.

The Social Security number(s) (SSN) must be a valid number issued by the Social Security Administration of the United States Government. If you or your spouse or dependent(s) do not have a SSN and you are not eligible to get a SSN you must apply for an individual tax identification number (ITIN) with the IRS and you should wait until you have received it before you file; and enter it wherever your SSN is requested on the return.

A missing or incorrect SSN or ITIN could

result in the disallowance of any credits or exemptions you may be entitled to and result in a balance due.

A valid SSN or ITIN is required for any claim or exemption for a dependent. If you have a dependent who was placed with you for legal adoption and you do not know his or her SSN, you must get an adoption taxpayer identification number (ATIN) for the dependent from the IRS.

If your child was born and died in this tax year and you do not have a SSN for the child, complete just the name and

relationship of the dependent and enter code **322**, in one of the code number boxes located to the right of the telephone number area on page 2 of the form; attach a copy of the child's death certificate to your return.

NOTE: If you have contacted the IRS regarding identity theft and have received a notice from the IRS containing a 6-digit identity protection PIN, enter the 6-digit IP PIN in the box near the signature area of page 2 of the form.

# Filing status. Check the filing status box that matches the filing status you used on your federal return unless you are a dependent taxpayer.

A **dependent taxpayer** is one who can be claimed as a dependent on another person's tax return. If married, the dependent taxpayer and spouse must file separate returns. A dependent taxpayer may not claim a personal exemption. Check the box for filing status 6.

Generally, if you filed a joint federal return for 2012, you must file a joint Maryland return. Married couples who file joint federal returns may file separate Maryland returns when one spouse is a resident of Maryland and the other spouse is a nonresident of Maryland.

If you and your spouse filed separate federal returns you must file separate Maryland returns.

### Residence information. Answer ALL the questions and fill in the appropriate boxes. Enter the appropriate twoletter code from the table below in the space provided for your state of legal residence. If you indicate you are a Pennsylvania resident, list the County and City, Borough or Township in which you live.

Your state of legal residence is your domicile or permanent home. It is the place you intend to return to after temporary absences. You do not change or abandon a

Alabama - AL Illinois - IL Alaska - AK Arizona - AZ Arkansas - AR California - CA Iowa - IA Colorado - CO Connecticut - CT Delaware - DE Florida - FL Georgia - GA Michigan - MI Hawaii - HI Minnesota - MN

Idaho - ID Indiana - IN Kansas - KS Kentucky - KY Louisiana - LA Maine - ME Massachusetts - MA

domicile until you establish a new domicile in another state. Military personnel retain their states of legal residence as shown in their records until they take specific action

Mississippi - MS Missouri - MO Montana - MT Nebraska – NE Nevada - NV New Hampshire - NH New Jersey - NJ New Mexico - NM New York - NY North Carolina - NC Texas - TX

North Dakota - ND Ohio - OH Oklahoma - OK Oregon - OR Pennsylvania - PA Rhode Island - RI South Carolina -SC South Dakota - SD Tennessee - TN

to change the state. Duty assignments alone do not affect legal residence. For additional information, see Administrative Release 37.

Utah - UT Vermont - VT Virginia - VA Washington, DC DC Washington - WA West Virginia - WV Wisconsin - WI Wyoming - WY Territories and Possessions of the

United States American Samoa - AS Guam - GU Northern Mariana Island - MP Puerto Rico - PR U.S. Virgin Islands - VI

### Exemptions. Determine what exemptions you are entitled to and complete the appropriate area on the form, in-10 cluding the Social Security numbers for children and other dependents on dependent Form 502B.

### **EXEMPTIONS ALLOWED**

You are permitted the same number of exemptions that you are permitted on your federal return; however, the exemption amount is different on the Maryland return. Even if you are not required to file a federal return, the federal rules for claiming exemptions still apply to you. Refer to the federal income tax instructions for further information.

In addition to the exemptions allowed on your federal return, you and your spouse are permitted to claim exemptions for

being age 65 or over or for blindness. These additional exemptions are in the amount of \$1,000 each.

If any other dependent claimed is 65 or over, you also receive an extra exemption of up to \$3,200. Make sure you check both

Enter the number of exemptions in the appropriate boxes based upon your entries in parts A, B, and C of the exemption area of the form. Enter the total number of exemptions in Part D. For Form 505, the number of exemptions for Part C is from Total Dependent Exemptions, Line 3 of Form 502B.

NOTE: Form 502B must be completed and attached to Form 505 if you are claiming dependents.

### **PART-YEAR RETURNS**

If you are required to file **both** a resident and nonresident return for tax year 2012, each exemption is limited to a total of \$3,200. Your exemptions must be prorated on the resident return and nonresident return based on Maryland income. See Instruction 28.

		EXEMPTION	AMOUNT							
If yo	our	If you will file your tax return								
FEDERAL ADJU INCOM		Single or Married Filing Separately Your Exemption is	Joint, Head of Household or Qualifying Widow(er) Your Exemption is	Dependent Taxpayer (eligible to be claimed on another taxpayer's return) Each Exemption is						
\$100,000	or less	\$3,200	\$3,200	\$0						
Over	But not over			\$0						
\$100,000	\$125,000	\$1,600	\$3,200	\$0						
\$125,000	\$150,000	\$800	\$3,200	\$0						
\$150,000	\$175,000	\$0	\$1,600	\$0						
\$175,000	\$200,000	\$0	\$800	\$0						
In excess o	f \$200,000	<b>\$0</b>	\$0	\$0						

### Income and adjustments. Complete lines 1 through 17 of the Federal Income column using the figures from your federal return.

Enter in the Maryland Income column all income or loss that was derived from Maryland sources and enter in the Non-Maryland Income column all income or loss derived from non-Maryland sources. Refunds of state or local income taxes, pensions, annuities, IRA distributions, unemployment compensation and Social Security or railroad retirement benefits are not considered to be from Maryland sources for income tax purposes when these items are received by a nonresident of Maryland. Adjustments to federal gross income are not generally applicable to Maryland unless they pertain to business carried on in Maryland or services performed in Maryland.

### Special instructions for residents of the following states:

The District of Columbia, Pennsylvania or Virginia: If you did not maintain a

place of abode in Maryland for more than six months (183 days or more) of 2012, you are exempt from Maryland tax on your Maryland wage and salary income. Enter all wage and salary income in the Non-Maryland Income column of Form 505, even if you earned the income from services performed in Maryland. If you did maintain a place of abode in Maryland for more than six months (183 days or more), you are a **statutory** resident. Refer to Instruction 1 to see which form you need to file.

West Virginia: Regardless of time spent in Maryland, you should enter all wage and salary income in the Non-Maryland Income column of Form 505. You are exempt from Maryland tax on all of your Maryland wage and salary income, even if you earned the income from services performed in Maryland.

If you are a resident of the District of Columbia, Virginia or West Virginia, and the only income from Maryland sources that you had was from salaries and wages, follow the instructions for Maryland Tax Withheld in Error in Instruction 4. If you are a resident of Pittsburgh, Philadelphia other local Pennsylvania anv jurisdiction that imposes a local income or earnings tax on Maryland residents, see the instructions for Form 515. If your local Pennsylvania jurisdiction does not impose such a tax, see Instruction 4.

If you are a resident of one of the previously mentioned jurisdictions, and you have Maryland source income from sources other than salaries and wages, non-Maryland income will be subtracted from your federal adjusted gross income on line 6b of Form 505NR.

# **12** Additions to income. Determine which additions to income apply to you. Write the non-Maryland loss and adjustments on line 18 of Form 505. Include the other additions to income on line 19 of Form 505, only to the extent that they apply to Maryland-source income.

**Line 18.** NON-MARYLAND LOSS AND ADJUSTMENTS. Enter the total amount of non-Maryland losses or adjustments to federal income that were realized or paid attributable to a non-Maryland source.

**Line 19.** OTHER ADDITIONS TO INCOME. If one or more of these apply to your Maryland-source income, enter the total amount on line 19 and identify each item using the code letter:

### CODE LETTER

- a. Net Maryland additions from Maryland Schedule K-1 for your share of income from pass-through entities or fiduciaries not attributable to decoupling.
- b. Taxable tax preference items from line 5 of Maryland Form 502TP. The items of tax preference are defined in Internal Revenue Code Section 57. If the total of your tax preference items is more than \$10,000 (\$20,000 for married taxpayers filing joint returns) you must complete and attach Maryland Form 502TP, whether or not you are required to file federal Form 6251.
- c. Total amount of credit(s) claimed in the current tax year to the extent allowed on Form 500CR for the following Business Tax Credits: Enterprise Zone Tax Credit, Maryland Disability Employment Tax Credit, Employment of Qualified Ex-Felons Tax Credit, Research and Development Tax Credit and Cellulosic Ethanol Technology Research and Development Tax Credit.

- d. Oil percentage depletion allowance claimed under Section 613 of the Internal Revenue Code.
- Income exempt from federal tax under treaty but not from Maryland tax.
- Net operating loss deduction to the extent of a double benefit. See Administrative Release 18.
- Pickup contributions of a Maryland State retirement or pension system member. (The pickup amount will be stated separately on your W-2 form.)
- h. The amount claimed and allowed as a deduction for federal income tax purposes for expenses attributable to operating a family day care home or a child care center in Maryland without having the registration or license required by the Family Law Article.
- Any refunds of advanced tuition payments made under the Maryland Prepaid College Trust, that were not used for qualified higher education expenses to the extent the payments were subtracted from federal adjusted gross income and any refunds of contributions made under the Maryland College Investment Plan or the Maryland Broker-Dealer College Investment Plan, not used for qualified higher education expenses, to the extent the contributions were subtracted from federal adjusted gross income. See Administrative Release 32.
- Net addition modification to Maryland taxable income when claiming the federal depreciation allowances from which the State of Maryland has decoupled.

- Complete and attach Form 500DM. See Administrative Release 38.
- k. Net addition modification to Maryland taxable income when the federal special 5-year carryback period was used for a net operating loss under federal law compared to Maryland taxable income without regard to federal provisions. Complete and attach Form 500DM. See Administrative Release 38.
- The amount deducted on your federal income tax return for Domestic Production Activities (line 35 of Form 1040) attributable to Maryland- source income only.
- m. Amount deducted on your federal income tax return for tuition and related expenses. Do not include adjustments to income for Educator Expenses or Student Loan Interest deduction.
- cd. Net addition modification to Maryland taxable income resulting from the federal deferral of income arising from business indebtedness discharged by reacquisition of a debt instrument. See Form 500DM.
- dm. Net addition modification from multiple decoupling provisions. See the table at the bottom of Form 500DM and Administrative Release 38.
- dp. Net addition decoupling modification from a pass-through entity. See Form 500DM and Administrative Release 38.

# **13** Subtractions from income. Determine which of those subtractions apply to you. Write the amounts on lines 22 and 23 of Form 505.

**Line 22.** TAXABLE MILITARY INCOME OF NONRESIDENT. Enter the amount of military pay included in your federal adjusted gross income that you received while in the active service of any branch of the armed forces of the United States.

Line 23. SUBTRACTIONS FROM INCOME ON FORM 505SU. Determine which subtractions apply to you and enter the amount for each on Form 505SU. Enter the sum of all applicable subtractions from Form 505SU on line 23 of Form 505, and enter the code letters that represent the four highest dollar amounts in the code letter boxes. If multiple subtractions apply, be sure to identify all of them on Form 505SU and attach it to your Form 505. Note: If only one of these subtractions applies to you, enter the amount and code letter on line 23 of Form 505, then the use of Form 505SU may be optional.

To the extent that one or more of these items have been included in your federal adjusted gross income, enter the total amount on the appropriate line in Part I of Form 505SU.

### CODE LETTER

- a. Payments from a pension system to firemen and policemen for job-related injuries or disabilities (but not more than the amount of such payments included in your total income).
- Amount of refunds of state or local income tax included in line 4 of Form 505.
- d. Distributions of accumulated income by a fiduciary, if income tax has been paid by the fiduciary to Maryland (but not more than the amount of such income included in your total income).
- Profit (without regard to losses) from the sale or exchange of bonds issued by Maryland.
- j. Amount added to your taxable income for the use of an official vehicle used by a member of a state, county or local police or fire department. The amount is stated separately on Form W-2.
- n. Payment received under a fire, rescue, or ambulance personnel length of service award program that

- is funded by a Maryland county or municipal corporation.
- . Amount of interest on U.S. savings bonds and other U.S. obligations. Capital gains from the sale or exchange of U.S. obligations should be included on this line. Dividends from mutual funds that invest in U.S. government obligations are also exempt from state taxation. However, only that portion of the dividends attributable to interest or capital gain from U.S. government obligations can be subtracted. Do not subtract income from Government National Mortgage Association securities. See Administrative Releases 10 & 13.
- a. Amount of interest and dividend income (including capital gain distributions) of a dependent child which the parent has elected to include in the parent's federal gross income under Internal Revenue Code Section 1(g)(7).
- Social Security, Tier I, Tier II and/ or supplemental railroad retirement benefits included in your federal adjusted gross income.

	hh. EXEMPTION ADJUSTMENT WORKSHEET	
Line 1:	Enter  the exemption amount to be reported on line 28 of Form 505, using the chart in Instruction 10	\$
Line 2:	<b>Enter</b> your federal adjusted gross income as reported in Column 1 of line 17 of your Form 505	\$
Line 3:	<b>Enter</b> your income from U.S. obligations to be included in line 23 of Form 505	\$
Line 4:	Subtract amount on line 3 from amount reported in line 2	\$
Line 5:	<b>Recalculate</b> your exemption amount using the chart in Instruction 10 using the income from line 4. Remember to add your \$1,000 exemptions for age and blindness, if applicable	\$
Line 6:	<b>Subtract</b> the exemption amount calculated in line 1 from the exemption amount calculated in line 5. If the amount is less than zero (0), enter zero (0). If the amount is zero (0), you have already received the maximum exemption that you are entitled to claim on Form 505	\$
	If the amount is greater than zero (0), this is your subtraction from income. Enter this amount a on line hh of Form 505SU.	s a subtraction

### **Example:**

Fred and Mary Jones had a federal adjusted gross income of \$180,000. They also had \$40,000 on interest from US savings bonds and had a dependent son whom they claimed on the Maryland tax return. Using Instruction 10, they found that the exemption amount on their Maryland return (based upon \$180,000 of income) was \$2,400 (\$800 for three exemptions). If it were not for the \$40,000 of US savings bonds, their federal adjusted gross income would have been \$140,000 and their exemption amount would have been \$9,600 (\$3,200 for three exemptions). Therefore, Fred and Mary Jones are entitled to claim a subtraction of \$7,200 (\$9,600- \$2,400) on line hh of Form 505SU.

- u. Up to \$5,000 of military retirement income received by a qualifying individual during the tax year. To qualify, you must have been a member of an active or reserve component of the armed forces of the United States, an active duty member of the commissioned corps of the Public Health Service, the National Oceanic and Atmospheric Administration, or the Coast and Geodetic Survey, a member of the Maryland National Guard, or the member's surviving spouse or exspouse.
- w. Lesser of \$1,200 or the income subject to Maryland tax of the spouse with the lower income if both spouses have income subject to Maryland tax and you file a joint return.
- y. Any income of an individual that is related to tangible or intangible property that was seized, misappropriated or lost as a result of the actions or policies of Nazi Germany towards a Holocaust victim. For additional information contact the Revenue Administration Division.
- aa. Payments from a pension system to the surviving spouse or other beneficiary of a law enforcement officer or firefighter whose death arose out of or in the course of their employment.
- bb. Net subtraction modification to Maryland taxable income when claiming the federal depreciation allowances from which the State of Maryland has decoupled. Complete and attach Form 500DM. See Administrative Release 38.
- cc. Net subtraction modification to Maryland taxable income when the federal special 5-year carryback period was used for a net operating loss under federal law compared to Maryland taxable income without regard to federal provisions.

- Complete and attach Form 500DM. See Administrative Release 38.
- cd. Net subtraction modification to Maryland taxable income resulting from the federal ratable inclusion of deferred income arising from business indebtedness discharged by reacquisition of a debt instrument. See Form 500DM.
- dd. Any amount of income derived within an arts and entertainment district by a qualifying residing artist from the publication, production, or sale of an artistic work that the artist wrote, composed or executed. Complete and attach Form 502AE.
- dm. Net subtraction modification from multiple decoupling provisions. See the table at the bottom of Form 500DM for the line numbers and code letters to use.
- ee. Amount received as a grant under the Solar Energy Grant program administered by the Maryland Energy Administration.
- gg. Amount of income for services performed in Maryland by the spouse of a member of the armed services, if the spouse is not domiciled in Maryland and is in Maryland solely to be with the servicemember serving in compliance with military orders, pursuant to the Military Spouses Residency Relief Act. See Administrative Release 1.
- hh. Exemption Adjustment for high income tax payers with interest on U.S. obligations. If you have received income from U.S. obligations and your federal adjusted gross income exceeds \$100,000 (\$150,000 if filing Joint, Head of Household, or Qualifying Widow(er)), enter the difference, if any, between the exemption amount based on your federal adjusted gross income and the exemption amount

- based upon your federal adjusted gross income after subtracting your U.S. obligations using the Worksheet provided.
- ii. Interest on any **Build America Bond** that is included in your federal adjusted income. See Administrative Release 13.
- jj. Gain resulting from a payment from the Maryland Department of Transportation as a result of the acquisition of a portion of the property on which your principal residence is located.

# To the extent that one or more of these items apply to your Maryland income, include only that part attributable to Maryland on the appropriate line in Part II of Form 505SU.

- f. Child care expenses. You may subtract the cost of caring for your dependents while you work. There is a limitation of \$3,000 (\$6,000 if two or more dependents receive care). To claim this subtraction from income, use the amount from line 6 of federal Form 2441. You may also be entitled to a credit for these expenses. See instructions for Part B of Form 502CR.
- g. Amount of wages and salaries disallowed as a deduction due to the work opportunity credit allowed under Internal Revenue Code Section 51.
- Expenses up to \$5,000 incurred by a blind person for a reader, or up to \$1,000 incurred by an employer for a reader for a blind employee.
- Expenses incurred for reforestation or timber stand improvement of commercial forest land. Qualifications and instructions are on Form DNR-393, available from the Department of Natural Resources, telephone 410-260-8531.
- k. Up to \$6,000 in expenses incurred by

- parents to adopt a child with special needs through a public or nonprofit adoption agency, and up to \$5,000 in expenses incurred by parents to adopt a child without special needs.
- Purchase and installation costs of certain conservation tillage equipment as certified by the Maryland Department of Agriculture. Attach a copy of the certification.
- m. Deductible artist's contribution. Attach Maryland Form 502AC.
- Value of farm products you donated to a gleaning cooperative as certified by the Maryland Department of Agriculture. Attach a copy of the certification.
- q. Charitable travel expense. You may subtract from income unreimbursed vehicle travel expenses for:
  - 1. A volunteer fire company;
  - Service as a volunteer for a charitable organization whose principal purpose is to provide medical, health or nutritional care; AND
  - Assistance for handicapped students at a Maryland community college (other than providing transportation to and from the college). Attach Maryland Form 502V.

- v. Honorable Louis L. Goldstein Volunteer Police, Fire, Rescue and Emergency Medical Services Personnel Subtraction Modification Program. \$3,500 for each taxpayer who is a qualifying volunteer as certified by a Maryland fire, police, rescue or emergency medical services organization. \$3,500 for each taxpayer who is a qualifying member of the U.S. Coast Guard Auxiliary or Maryland Defense Force as certified by the organization. Attach a copy of the certification.
- xa. Up to \$2,500 per contract purchased for advanced tuition payments made to the Maryland Prepaid College Trust. See Administrative Release 32.
- xb. Up to \$2,500 per taxpayer per beneficiary for the total of all amounts contributed to investment accounts for same beneficiary under the Maryland College Investment Plan and the Maryland Broker-Dealer College Investment Plan. See Administrative Release 32.
- z. Expenses incurred to buy and install handrails in an existing elevator in a healthcare facility (as defined in Section 19-114 of the Health-General Article) or other building in which at least 50% of the space is used for medical purposes.

- ff. Amount of the cost difference between a conventional on-site sewage disposal system and a system that utilizes nitrogen removal technology, for which the Department of Environment's payment assistance program does not cover.
- kk. Qualified conservation program expenses up to \$500 for an application approved by the Department of Natural Resources to enter into a Forest Conservation and Management Plan.
- Payment received as a result of a foreclosure settlement negotiated by the Maryland Attorney General.

The share of net Maryland subtractions arising from a pass-through entity or fiduciary and passed through to you. Determine the appropriate amount of these subtractions; include the total amount on the appropriate line in Part III of Form 505SU.

- Net Maryland subtractions from Maryland Schedule K-1 for your share of income from pass-through entities or fiduciaries not attributable to decoupling.
- dp. Net subtraction decoupling modification from a pass-through entity. See Form 500DM and Administrative Release 38.

**14** Adjusted Gross Income (AGI) Factor. You must adjust your standard or itemized deductions and exemptions using the AGI factor calculated in the worksheet below. Carry this amount to six decimal places. NOTE: If Maryland adjusted gross income before subtractions (line 2) is 0 or less, use 0 as your factor. If your federal adjusted gross income (line 1) is 0 or less and line 2 is greater than 0, use 1 as your factor.

### ADJUSTED GROSS INCOME FACTOR WORKSHEET

## 1 5 Standard deduction. Complete line 26a only if you are not itemizing deductions.

The standard deduction method gives you a standard deduction without the need to itemize deductions. Use the appropriate worksheet below to determine the total

standard deduction for your filing status and Maryland income.

You must adjust the total standard

deduction on line 26a using the AGI factor from the worksheet in Instruction 14. Enter this AGI factor on line 26e.

# Figure your standard deduction If your filing status is:

Single ● Married filing separately
 or ● Dependent taxpayer

 Married filing jointly ● Head of household or ● Qualifying widow(er)

Worksh	eet 1	Worksheet 2					
If your income on line 25 is:	Your standard deduction is:	If your income on line 25 is:	Your standard deduction is:				
\$10,000 or less	\$ <u>1,500</u>	\$20,000 or less	\$ 3,000				
or		or					
If your income on line 25 is between	\$10,000-13,333	If your income on line 25 is between	\$20,000-26,667				
Enter income from line 25:	\$	Enter income from line 25:					
Multiply by 15 percent (.15)	χ <u></u> 15	Multiply by 15 percent (.15)	χ <u></u> 15				
This is your standard deduction		This is your standard deduction	\$				
or		or ·					
. ,	Your standard deduction is:	If your income on line 25 is:					
\$13,333 or over	\$ <u>2,000</u>	\$26,667 or over	\$ <u>4,000</u>				
Enter your standard d			leduction on line 26a.				

# 16 Itemized deductions. If you figure your tax by the ITEMIZED DEDUCTION METHOD, complete lines 26b, c and d on Maryland Form 505.

### **USE FEDERAL FORM 1040 SCHEDULE A**

To use the ITEMIZED DEDUCTION METHOD, you must itemize your deductions on your federal return and complete federal Form 1040 Schedule A. Copy the amount from Schedule A, line 29, Total Itemized Deductions, onto line 26b of Form 505. Certain items of federal itemized deductions are not eligible for State purposes and must be subtracted from line 26b. State and local income taxes used as a deduction for federal purposes must be entered

on line 26c. Also, any amount deducted as contributions of Preservation and Conservation Easements for which a credit is claimed on Form 502CR must be added to line 26c. Complete lines 26b to 26e and enter the result on line 26.

You are not required to itemize deductions on your Maryland return simply because you itemized on your federal return. Figure your tax each way to determine which method is best for you.

Your Maryland itemized deductions are

limited to those deductions related to Maryland income. You must adjust the total itemized deductions on line 26d using the AGI factor. On line 26e enter the AGI factor from the worksheet in Instruction 14.

If your unreimbursed business expenses include depreciation to which an adjustment is required for Maryland purposes, complete Form 500DM to calculate the addition modification "j" or subtraction modification "bb".

- **17** Exemption allowance computation. You must adjust the total exemption amount on line 28 using the AGI factor from the worksheet in Instruction 14 to figure your Maryland exemption allowance.
- Figure your Maryland taxable income. Subtract line 30 from line 27 to compute your Maryland taxable income.
- Figure your Maryland tax. Complete Form 505NR to figure your tax. The instructions are on Page 2 of the form.

The 2012 Maryland tax rate schedules are shown so you can see the tax rate that applies to all levels of income; however, do not use them to figure your tax. Instead use the tax tables if your

income is under \$50,000; otherwise, use the appropriate row in the Maryland Tax Computation Worksheet Schedules at the end of the tax tables to figure your tax. The tax tables and the Maryland Tax Computation Worksheet Schedules I and II have been based on these tax rate schedules.

Tax Rate	Schedule I	Tax Rate Schedule II							
For taxpayers filing as Single, Marri Taxpayers. This rate is also used for	ed Filing Separately, or as Dependent r taxpayers filing as Fiduciaries.	For taxpayers filing Joint, Head of Household, or for Qualifying Widows Widowers.							
\$2,000 \$3,000 \$50.00 \$3,000 \$100,000 \$90.00 \$100,000 \$125,000 \$4,697.50 \$125,000 \$150,000 \$5,947.50 \$150,000 \$250,000 \$7,260.00	Maryland Tax is:	If taxable net income is: At least: but not over: \$0 \$1,000 \$2,000 \$20.00 \$2,000 \$3,000 \$50.00 \$3,000 \$150,000 \$90.00 \$150,000 \$175,000 \$7,072.50 \$175,000 \$225,000 \$8,322.50 \$225,000 \$300,000 \$10,947.50 \$300,000 \$15,072.50	2.00% of taxable net income						

20 Earned income, poverty level and other credits for individuals and businesses. You may claim a credit on line 33 equal to one-half of the earned income credit on your federal return multiplied by the Maryland income factor from line 9 of Form 505NR. You may claim a credit on line 34 of 5% of your earned income multiplied by the Maryland income factor if your income is less than the poverty income guidelines. You may also be eligible for a refundable earned income credit.

**Line 33.** EARNED INCOME CREDIT. If you claimed an earned income credit on your federal return, then you may claim one-half (50%) of the federal credit multiplied by the Maryland income factor on line 9 of Form 505NR on your Maryland return.

If you filed a joint federal return, but a separate Maryland return, you may claim a combined total of up to one-half (50%) of the federal credit. Complete Part I of the worksheet on page 8 to calculate the amount to enter on line 33 of Form 505.

### This is not a refundable credit.

**Line 34.** POVERTY LEVEL CREDIT. If your earned income and federal adjusted gross income are below the poverty level income for the number of exemptions on your federal tax return, you may be eligible for the poverty level credit.

You are not eligible for this credit if you

checked filing status 6 (dependent taxpayer) on your Maryland income tax return.

Generally, if your Maryland state tax exceeds 50% of your federal earned income credit and your earned income and federal adjusted gross income are below the poverty income guidelines from the worksheet, you may claim a credit of 5% of your earned income multiplied by the Maryland income factor.

Complete Part II of the worksheet on page 8 to calculate the amount to enter on line 34 of Form 505.

### This is not a refundable credit.

**Line 35.** OTHER INCOME TAX CREDITS FOR INDIVIDUALS. Enter the total of your personal income tax credits as listed below. Complete and submit Form 502CR with Form 505.

- a. Credits for Income Taxes Paid to Other States. This credit is not available for nonresident taxpayers.
- b. Credit for Child and Dependent Care Expenses. If you were eligible for a Child and Dependent Care Credit on your federal income tax return and your income is below certain thresholds you are entitled to a tax credit equal to a percentage of the federal credit.
- c. Quality Teacher Incentive Credit. If you are a Maryland qualified teacher who paid tuition to take graduatelevel courses required to maintain certification, you may be eligible for a tax credit.
- d. Credit For Aquaculture Oyster Floats. If you purchased a new aquaculture oyster float during the tax year, you may be entitled to a credit of up to \$500 for the cost of the float.

- e. Long-Term Care Insurance Credit. If you paid a premium for a long-term care insurance policy for certain Maryland resident family members, you may be eliqible for a tax credit.
- f. Credit for Preservation and Conservation
  Easements. If you donated an easement
  to the Maryland Environmental Trust
  or the Maryland Agricultural Land
  Preservation Foundation to preserve
  open space, natural resources,
  agriculture, forest land, watersheds,
  significant ecosystems, viewsheds or
  historic properties, you may be eligible
  for a credit.

NOTE: HERITAGE STRUCTURE REHABILITATION TAX CREDIT. See Form 502H for qualifications and instructions.

For additional information regarding any of these income tax credits, see the instructions for Form 502CR, Income Tax Credits. Form 502CR and instructions are available at www.marylandtaxes.com.

Line 36. BUSINESS TAX CREDITS. Business tax credits (as calculated on Form 500CR) are as follows: Enterprise Zone Tax Credit, Maryland Disability Employment Tax Credit, Job Creation Tax Credit, Community Investment Tax Credit, Businesses That Create New Jobs Tax Credit, Long-Term Employment of Qualified Ex-Felons Tax Credit, Green Building Tax Credit, Work-Based Learning Program Tax Credit, Employer-Provided Long-Term Care Insurance Tax Credit, One Maryland Economic Development Tax Credit, Commuter Tax Credit, Research and Development Tax Credit, Maryland-Mined Coal Tax Credit, Cellulosic Ethanol Technology Research and Development Tax Credit, Bio-Heating Oil Tax Credit and Electric Vehicle Recharging Equipment Tax

For additional information regarding these income tax credits, see the instructions provided for Form 500CR, Business Tax Credits. Form 500CR is available at www.marylandtaxes.com.

Line 45. REFUNDABLE EARNED INCOME CREDIT. If one-half of your prorated federal earned income credit is greater than your Maryland tax, you may also be eligible for a refundable earned income credit. This credit is the amount by which 25% of your federal earned income credit multiplied by the Maryland income factor exceeds your Maryland tax liability. Complete Part III of the worksheet on page 8 and enter the result on line 45 of Form 505.

### EARNED INCOME CREDIT, POVERTY LEVEL CREDIT and REFUNDABLE EARNED INCOME CREDIT WORKSHEET PART I - Earned Income Credit 3. Multiply line 2 by the Maryland income factor \_\_\_\_\_ (from line 9 of Form 505NR). If line 4 is greater than zero (0), you may qualify for the Poverty Level Credit. Go to Part II. If line 4 is zero (0), you may qualify for the Refundable Earned Income Credit. Go to Part III. **PART II - Poverty Level Credit** POVERTY INCOME GUIDELINES **NUMBER OF INCOME** If you checked filing status 6 on your Maryland return, you are not eligible for this credit. **EXEMPTIONS LEVEL** 1. Enter the amount from line 21, of Form 505. If you checked filing status 3 **ON FEDERAL** (married filing separately) and you filed a joint federal return enter your joint **RETURN** 1 \$11,170 2. Enter the total of your salary, wages, tips and other employee compensation and net profit from self-employment. (Do not include a farm or business loss.) \$15,130 \$19,090 3 3. Find the number of exemptions in the chart that is the same as the number of exemptions entered on your federal tax return. Enter the income level that 4 \$23,050 5 \$27,010 6 \$30,970 Compare lines 3 and 4. If line 4 is greater than or equal to line 3, STOP HERE. You do not qualify for this credit. 7 \$34,930 If line 3 is greater than line 4, continue to line 5. 8 \$38,890 6. Multiply line 5 by the Maryland income factor \_\_\_\_\_ (from line 9 of Form 505NR) .6. \_\_\_ If you have more than 8 exemptions, add \$3,960 to the last income level Enter that amount here and on line 34 of Form 505 for each additional exemption. PART III - Refundable Earned Income Credit COMPUTE THIS CREDIT ONLY IF LINE 4 IN PART I IS ZERO. 1. Multiply your federal earned income credit \_\_\_\_\_\_ by the Maryland income factor \_\_\_\_\_ (from line 9 of Form 505NR) . 1. \_\_\_\_\_ 4. Subtract line 3 from line 2. If less than zero (0) enter zero (0). This is your refundable earned income credit . . . . . 4. \_\_ If line 4 is greater than zero (0), enter the amount on line 45 of Form 505.

# Total Maryland tax and contribution. Add any contribution amounts from lines 39 through 41 to your Maryland tax on line 38 and enter the total on line 42.

# CHESAPEAKE BAY AND ENDANGERED SPECIES FUND

You may contribute any amount you wish to this fund. The amount contributed will reduce your refund or increase your balance due.

### DEVELOPMENTAL DISABILITIES ADMINISTRATION WAITING LIST EQUITY FUND

You may contribute any amount you wish to this fund. The amount contributed will reduce your refund or increase your balance due.

### **MARYLAND CANCER FUND**

You may contribute any amount you wish to this fund. The amount contributed will reduce your refund or increase your balance due.

**IMPORTANT:** If there are not sufficient credits (lines 43-47) or other payments to satisfy your tax and the contribution you have designated, the contribution amounts will be reduced. If you have entered amounts for contribution to multiple funds, any reduction will be applied proportionately.

# Taxes paid and credits. Write your taxes paid and credits on lines 43-47. Do not use line 43 to report withholding from a nonresident real estate transaction; see instructions for lines 44 and 46. Instructions for each line:

Line 43. Write the total Maryland and local tax withheld as shown on the wage and tax statements (Forms W-2, W-2G or 1099) you have received. Add up the amounts identified as Maryland tax withheld on each form and write the total on line 43. Attach Forms W-2, W-2G and 1099 to your return if Maryland tax was withheld. You will not get credit for your withholding if you do not attach Forms 1099, W-2 or W-2G substantiating Maryland withholding.

**IMPORTANT:** Your wage and tax statements contain many numbers. Be sure you add only the amounts identified as Maryland tax withheld.

Line 44. Enter on line 44 the total of:

- a. Maryland estimated tax payments,
- b. amount of overpayment applied from your 2011 return,
- c. payment made with a request for an automatic extension of time to file your 2012 return, (see the instructions on Form 502E), AND
- d. if you participated in a **nonresident real estate transaction** as an individual, you must report the income tax withheld on your behalf as an estimated payment. Enter code number **506** in one of the code number boxes to the right of the telephone number area. The tax will be identified as Maryland tax withheld on the Form MW506NRS. Please attach a copy of

your federal return and all relevant schedules that report the sale of the property.

**NOTE:** Estimated tax payments are required if you expect to receive any income from which no tax or not enough Maryland tax will be withheld. Read the instructions on the back of Form 502D, Declaration of Estimated Maryland Income Tax.

**Line 45**. If one-half of your federal earned income credit multiplied by the Maryland income factor is greater than your Maryland state income tax, you may be eligible for a refundable earned income credit. See Instruction 20 in this booklet and complete Part III of the worksheet to calculate this credit.

Line 46. If you were a member of a passthrough entity doing business in Maryland and the entity paid nonresident tax on your behalf, enter the amount on line 46. You must attach a statement from the entity showing the amount of tax paid on your behalf. If you participated in a nonresident real estate transaction as a member of a pass-through entity that paid taxes on your behalf you must report this payment here.

**Line 47.** REFUNDABLE INCOME TAX CREDITS. Enter the amount from line 6, Part H of Form 502CR.

 a. A Heritage Structure Rehabilitation Tax Credit is allowed for 20% of qualified rehabilitation expenditures as certified by the Maryland Historical Trust. See Form 502H for qualifications and instructions.

A Sustainable Communities Tax Credit is allowed for a percentage of the amount spent to rehabilitate a certified rehabilitation structure for substantial rehabilitation expenditures as certified by the Maryland Historical Trust. See Form 502S for qualifications and instructions.

- b. If you repaid an amount reported as income on a prior year tax return this year, that was greater than \$3,000, you may be eligible for an IRC Section 1341 Repayment Credit. For additional information, see Administrative Release 40.
- c. Refundable Business Income Tax Credits refundable part only. See Form 500CR for qualifications & instructions for One Maryland Economic Development Tax Credit, Biotechnology Investment Incentive Tax Credit, Clean Energy Incentive Tax Credit, Job Creation and Recovery Tax Credit, and Film Production Employment Tax Credit.
- d. If you are the beneficiary of a trust or a Qualified Subchapter S Trust for which nonresident PTE tax was paid, you may be entitled to a share of that tax.

# Overpayment or balance due. Calculate the Balance Due (line 49) or Overpayment (line 50). Read the instructions for UNDERPAYMENT OF ESTIMATED TAX and then go to BALANCE DUE or OVERPAYMENT.

### **UNDERPAYMENT OF ESTIMATED TAX**

If you had income that did not have tax withheld or did not have enough tax withheld during the year, you may have owed an estimated tax. All taxpayers should refer to Form 502UP to determine if they owe interest because they paid too little estimated tax during the year.

If you owe interest, then complete Form 502UP and write the amount of interest (line 18 of Form 502UP) on line 53 in the appropriate box. Attach Form 502UP.

Generally, you do not owe interest if:

- a. you owe less than \$500 tax on income that is not subject to withholding, OR
- each current year payment, made quarterly as required, is equal to or more than one-fourth of 110% of last year's tax, OR
- c. you made quarterly payments during the year that equal 90% of this year's tax.

Special rules apply if your gross income from farming or fishing is at least two-thirds of your total estimated gross income. See the back of Form 502UP for

additional information and instructions for claiming this exemption from interest.

### INTEREST FOR LATE FILING

Interest is due at a rate of 13% annually or 1.08% per month for any month or part of a month that tax is paid after the original due date of the return. Enter any interest due in the appropriate box on line 53 of Form 505.

### **TOTAL INTEREST**

Enter the total of interest for underpayment of estimated tax and interest for late filing on line 53 of Form 505.

### **BALANCE DUE**

If you have a balance due on line 49, add this amount to any amount on line 53. Put the total on line 54.

### **OVERPAYMENT**

If you have an overpayment on line 50, the Revenue Administration Division will refund any amount of \$1.00 or more. If you want part or all of your overpayment credited to your 2013 estimated tax, then write the amount you want credited on line 51. Overpayments may first be applied to previous year's tax liabilities or other debts as required by federal or state law. If you must pay interest for underpayment of estimated tax, enter the amount of interest from line 18 of Form 502UP on line 53. Subtract lines 51 and 53 from your overpayment (line 50). This is the amount of your refund. Write this amount on line 52. No refunds of less than \$1.00 will be sent.

If the amount of interest charges from Form 502UP on line 53 is more than the overpayment on line 50 of Form 505, enter zero (0) on lines 51 and 52. Then subtract line 53 from line 50 and enter the result on line 54.

### **DIRECT DEPOSIT OF REFUND**

In order to comply with banking rules, we ask you to indicate on your return if the state refund is going to an account outside the United States. If you indicate that this is the case, do not enter your routing and account number, as the direct deposit option is not available to you. We will send

you a paper check. Complete lines 55a, b and c of Form 505 if you want us to deposit your refund directly into your account at a bank or other financial institution (such as a mutual fund, brokerage firm, or credit union) in the United States.

Check with your financial institution to make sure your direct deposit will be accepted and to get the correct routing and account numbers. The State of Maryland is not responsible for a lost refund if you enter the wrong account information.



**Line 55a**: Check the appropriate box to identify the type of account that will be used (checking or savings). You must check one box only, or a refund

check will be mailed.

**Line 55b:** The routing number must be nine digits. If the first two digits are not 01 through 12 or 21 through 32, the direct deposit will be rejected and a check sent instead.

If you are not sure of the correct routing number or if your check states that it is payable through a financial institution different from the one at which you have your checking account, contact your financial institution for the correct routing number.

**Line 55c**: The account number can be up to 17 characters (both numbers and letters). Omit spaces, hyphens and other special symbols. Enter the number from left to right and leave any unused spaces blank.

If we are notified by the financial institution that the direct deposit is not successful, a refund check will be mailed to you.

Please have a bank statement for the deposit account available if you contact us concerning the direct deposit of your refund.

### **DISCLOSURE**

Entering your bank account routing number, account number and account type in the area provided on your Maryland income tax return to request a direct deposit of your income tax refund authorizes the Comptroller's Office to disclose this information and your refund amount to the Maryland State Treasurer's Office who performs banking services for the Comptroller's Office.

### **SPLITTING YOUR DIRECT DEPOSIT**

If you would like to deposit portions of your refund (Form 505, line 52) to multiple accounts, do not complete any direct deposit information on your income tax return (Form 505). Instead, you must enter code number **588** in one of the code number boxes located to the right of the telephone number area on your return, and complete and attach Form 588.

NOTE: you may not use Form 588 if you are filing Form 502INJ, Maryland Injured Spouse Claim Form, or if you plan to deposit your refund in a bank outside the United States.

Telephone numbers, code numbers, signatures and attachments. Sign and date your return, and enter your telephone numbers. Be sure to attach all required forms, schedules and statements.

### **CODE NUMBERS**

If special circumstances apply, you may not owe the interest for underpayment of estimated tax. Refer to Form 502UP for additional information. Enter the applicable code number in one of the code number boxes located to the right of the telephone number area. Enter code 300 if you are a farmer or fisherman or 301 if your income was received unevenly throughout the year. Attach your completed Form 502UP if you have entered code 301.

### **TAX PREPARERS**

If another person prepared your return, that person must also sign the return and enter their Preparer's Tax Identification Number (PTIN). The preparer declares, under the penalties of perjury, that the return is based on all information required to be reported of which the preparer has knowledge. Income tax preparers who, for compensation, completed 100 or more original Maryland individual income tax returns (paper and electronic forms) for Tax Year 2011 are required to file all original individual income tax returns electronically for Tax Year 2012, except when a taxpayer specifically requests

a preparer to file by paper or when a preparer has received a valid written waiver from the Comptroller.

Penalties may be imposed for tax preparers who fail to sign the tax return and provide their PTIN or who failed to file electronically when required.

At the bottom of the return at the signature area, we have provided a check box for you to authorize your preparer to discuss your return with us. Another check box is provided for you to authorize your preparer to not file your return electronically.

### **SIGNATURES**

You must sign your return. Your signature(s) signifies that your return, including all attachments, is, to the best of your knowledge and belief, true, correct and complete, under the penalties of perjury.

Both husband and wife must sign a joint return. If your spouse cannot sign because of injury or disease and tells you to sign, you can sign your spouse's name in the proper space on the return followed by the words "By (your name), Husband (or Wife)." Be sure to also sign in the space

provided for your signature.

If a power of attorney is necessary, complete federal Form 2848 and attach to your return.

### **ATTACHMENTS**

Be sure to attach wage and tax statements (Forms W-2, W-2G, 1099 or K-1) to the front of your return if Maryland tax was withheld. Be sure to attach all forms, schedules, and statements required by these instructions. Place your check or money order on top of your wage and tax statements and fasten with one staple on the front of your tax return.

# ELECTRONICALLY FILING YOUR RETURN

The fastest way to file your return and receive your refund is to file electronically and request direct deposit. If you request direct deposit on your electronic return your refund should be in your bank account within 72 hours of acknowledgement from the Revenue Administration Division. You may request electronic funds withdrawal (direct debit) payments on your electronic return. If you both file and pay electronically, your return is due April 15th. However, you will have until April 30th to make your electronic payment. Note: An online payment where the bank mails the Comptroller of Maryland a paper check is not considered an electronic payment. You may file your return electronically through your personal computer. Do not send a paper copy of the return you electronically filed. For more information, please visit our Web site at: www.marylandtaxes.com

# ELECTRONIC PAYMENT OF BALANCE DUE

If your paper or electronic tax return has a balance due, you may pay electronically at **www.marylandtaxes.com** by selecting BillPay. The amount that you designate will be debited from your bank or financial institution on the date that you choose.

# PAYMENT BY CHECK OR MONEY ORDER

Make your check or money order payable to "Comptroller of Maryland." Use blue or black ink. Do not use red ink or pencil. Write the type of tax and year of tax, being paid on your check. It is recommended

that you include your Social Security number on your check. **DO NOT SEND CASH.** 

### **ALTERNATIVE PAYMENT METHODS**

For alternative methods of payment, such as a credit card, visit our website at www.marylandtaxes.com.

### **ELECTRONIC 1099G**

At the bottom of the return, in the signature area, we have provided a checkbox just above the signature for you to indicate that you agree to receive your statement of refund (Form 1099G) electronically. An electronic Form 1099G may be downloaded and printed from our secure Web site. At this Web site, you may also request to receive Form 1099G in paper form.

### **MAILING YOUR RETURN**

Mail returns to:

Comptroller of Maryland Revenue Administration Division 110 Carroll Street Annapolis, Maryland 21411-0001

Sending your return by certified mail will not result in special handling and may delay your refund.

### **Private Delivery Service Address:**

If you wish to send your items by a private delivery service (such as FedEx or UPS) instead of the U.S. Postal Service, use the following address:

Comptroller of Maryland Revenue Administration Division 80 Calvert Street Annapolis, Maryland 21401 410-260-7980

### **DUE DATE**

Returns must be mailed by April 15, 2013, for calendar year taxpayers. Persons filing on a fiscal year basis should see Instruction 26.

### **EXTENSION OF TIME TO FILE**

Follow the instructions on Form 502E to request an automatic extension of the time to file your 2012 return. Filing this form extends the time to file your return, but does not extend the time to pay your taxes. Payment of the expected tax due is required with Form 502E by April 15, 2013. You can file and pay by credit card or electronic funds withdrawal (direct debit) on our Web site. If no tax is due and you requested a federal extension, you do not need to file Form 502E or take any other action to obtain an automatic six month extension. If no tax is due and you did not request a federal extension, file your extension online at www.marylandtaxes.com or by phone at 410-260-7829. Only submit Form 502E if tax is due.

### **COMBAT ZONE EXTENSION**

Maryland allows the same six-month extension for filing and paying personal income taxes for military and support personnel serving in designated combat zone or qualified hazardous dutv area and their spouses as allowed by the IRS. For more detailed information visit www.irs.gov. If you are affected by the extension enter 912 on one of the code number boxes to the right of the telephone number area.

# **26** Fiscal year. You must file your Maryland return using the same tax year and the same basis (cash or accrual) as you used on your federal return.

To file a fiscal year return, complete the fiscal year information at the top of Form 505, and print "FY" in bold letters in the upper left hand corner of the form. Whenever the term "tax year" appears in these instructions, fiscal year taxpayers should understand the term to mean "fiscal year." Use the 2012 forms for fiscal years which begin during calendar year 2012.

Fiscal year returns are due on the 15th day of the 4th month following the close of the fiscal year.

# 27 Special instructions for military taxpayers. Instructions and worksheets referenced below are in the resident booklet. For more information, see Administrative Release 1.

MI	LITARY PERSONNEL WHO ARE LEGAL RESIDENTS OF MARYLAND
1—without overseas pay	Must file a <b>resident</b> return (Form 502 or Form 503) and report all income from all sources, wherever earned. You must calculate the local portion of the tax regardless of whether you were stationed in Maryland or not. The location of your legal residence determines which county should be entered on your return. See Instructions 6 and 19. If you filed a joint federal return, see Instruction 7.
2—with overseas pay	Same as above, may subtract up to \$15,000 in military pay earned outside U.S. boundaries or possessions, depending upon total military income. If you filed a joint federal return, see Instruction 7.
MILIT	TARY PERSONNEL WHO ARE LEGAL RESIDENTS OF ANOTHER STATE
1—with military income only	Not required to file a Maryland return.
2—with military income and other income outside Maryland	Not required to file a Maryland return.
3—with military and other income earned in Maryland, single or with an unemployed civilian spouse	Must file a <b>nonresident</b> return (Form 505) reporting total income and subtracting military pay; and Form 505NR, subtracting unearned and non-Maryland income, then computing the Maryland taxable net income. Deductions and exemptions must be adjusted. The State of Maryland does not tax the military pay, and does not use the military pay to increase the tax liability imposed on other income earned in Maryland.
4—with military income with or without other income earned in Maryland, and civilian spouse employed in Maryland	See Administrative Release 1 for guidance and application of the Military Spouses Residency Relief Act, amending the Servicemembers Civil Relief Act.
5—both spouses in the military and not domiciled in Mary- land and one or both have Maryland income	Must file a joint nonresident return. Exemptions and deductions must be adjusted.  that there may be provisions for tax credits granted either by Maryland or another state when the same income

Military personnel should be aware that there may be provisions for tax credits granted either by Maryland or another state when the same income is subject to tax by both states; however, military income is subject to tax only by the state of domicile. See Maryland Form 502CR and instructions. Read carefully the instructions provided by the state of legal residence for any possible credits allowed by that state.

# Part-year residents. If you moved into or out of Maryland during 2012 AND received taxable Maryland income both while you were a resident and while you were a nonresident AND you are required to file a federal return, you are required to file two returns with the State of Maryland.

Complete your resident return (Form 502) using the instructions for part-year residents. Complete your nonresident return (Form 505) using the instructions in this booklet with the following exceptions:

### **INCOME AND ADJUSTMENTS**

Treat your Maryland **resident** income as non-Maryland income. **This amount is included as a subtraction on line 6b of Form 505NR.** You will be taxed on this income on your resident return.

### STANDARD DEDUCTION

Your combined total standard deduction may not exceed the maximum amount for your filing status.

### **EXEMPTIONS**

Each exemption is limited to a maximum of \$3,200 and is subject to further reduction using the chart in Instruction 10. Your exemption must be prorated on the resident and nonresident returns based on Maryland income.

# EARNED INCOME AND POVERTY LEVEL CREDITS

You must prorate your earned income and poverty level credits based on Maryland income.

# WITHHOLDING AND ESTIMATED TAX PAYMENTS

You must allocate your total payments between your two returns.

Pass-through entities (PTE) may file a composite income tax return (Form 510C) on behalf of nonresident individual members. Nonresident members other than individuals may not participate in the composite return. The Maryland tax of each nonresident individual member is calculated using the rate of 5.75% plus the 1.25% Special nonresident tax.

Nonresident individual members of a PTE doing business in the State who meet the composite return requirements contained in Administrative Release 6 and elect to be included in a composite return may not

be required to file Maryland nonresident individual returns. Instead, the PTE doing business in the State may file a composite return on behalf of such nonresident individual members using Form 510C.

For more information, Administrative Release 6 may be obtained from our Web site at www.marylandtaxes.com.

# Filing return of deceased taxpayer. Enter code 321 in one of the code number boxes located to the right of the telephone number area. Use the following special instructions:

### **FILING THE RETURN**

If an individual required to file an income tax return dies, the final income tax return shall be filed:

- a. by the personal representative of the individual's estate;
- b. if there is no personal representative, by the decedent's surviving spouse; OR
- c. jointly by the personal representatives of each if both husband and wife are deceased.

### **JOINT RETURN**

If the spouse of the deceased taxpayer filed a joint federal return with the decedent, generally a joint Maryland return must be filed.

The word "DECEASED" and the date of death should be written after the decedent's name at the top of the form. The name and title of any person, other than the surviving spouse, filing the return should be clearly noted on the

form. Attach a copy of the Letters of Administration or, if the return is filed solely by the surviving spouse, attach a death certificate.

### **ALL OTHER RETURNS**

If the return is filed by the personal representative, write the words "ESTATE OF" before the decedent's first name and the date of death after the last name. The name and title of the person filing the return should be clearly noted on the form. Attach a copy of the Letters of Administration.

If there is no personal representative, write the word "DECEASED" and the date of death after the decedent's last name. The name and title of the person filing the return should be clearly noted on the form. Attach a copy of federal Form 1310.

### **KILLED IN ACTION**

Maryland will abate the tax liability for an individual who is a member of the U.S. Armed Forces at death, and dies while in an active service in a combat zone or at

any place from wounds, disease, or injury incurred while in active service in a combat zone. To obtain an abatement, a return must be filed. The abatement will apply to the tax year in which death occurred, and any earlier tax year ending on or after the first day the member served in a combat zone in active service.

Maryland will also abate the tax liability of an individual who dies while a military or civilian employee of the United States, if such death occurs as a result of wounds or injury incurred outside the United States in a terrorist or military action.

In the case of a joint return, Maryland applies the same rules for these taxpayers as does the IRS. For more information on filing a return, see Publication 3 Armed Forces Tax Guide available at **www.irs. gov.** Place code number **915** in one of the boxes marked "code numbers" to the right of the telephone number area, if you are filing a return for a taxpayer who was killed in action meeting the above criteria.

Amended returns. If you need to change a return that you have already filed, or if the IRS changes your return, you must file an amended return and include Form 505NR using the amended figures.

### **FILING AN AMENDED RETURN**

You must file an amended return to make certain changes on your original return. These include changes in income, filing status, amount of deductions, the number of exemptions and the amount of additions to income and subtractions from income.

**Note:** Changes made as part of an amended return are subject to audit for up to three years from the date the amended return is filed.

Use Form 505X and Form 505NR to file an amended return and include a copy of your federal return. Forms and instructions may be obtained by calling 410-260-7951, or by visiting www.marylandtaxes.com.

# CHANGES TO YOUR FEDERAL RETURN

If the IRS makes any changes to your federal return, you must notify the State of Maryland. Send notification to the Maryland Revenue Administration Division within 90 days of the final determination of the changes by the IRS.

If you file an amended federal return that changes your Maryland return, you must file an amended Maryland return.

# IF YOUR ORIGINAL RETURN SHOWED A REFUND

If you expect a refund from your original return, do not file an amended return until you have received your refund check. Then cash the check; do not return it. If your amended return shows a smaller refund, send a check for the difference with the amended return. If your amended return shows a larger refund, the Revenue Administration Division will issue an additional refund check.

### ADDITIONAL INFORMATION

Do not file an amended return until sufficient time has passed to allow the original return to be processed. For current year returns, allow at least six weeks.

Generally, a claim for a refund or overpayment credit must be filed within three years from the date the original return was filed or within two years from the date the tax was paid, whichever is later. A return filed early is considered filed on the date it was due. If a claim is filed within three years after the date the return was filed, the credit or refund may not be more than that part of the tax paid within the three years, plus any extension of time for filing the return, prior to the filing of the claim. If a claim is filed after the three-year period, but

within two years from the time the tax was paid, the refund or credit may not be more than the tax paid within two years immediately before filing the claim for a refund or credit.

A claim for refund based on a federal net operating loss carryback must be filed within three years from the due date of the return for the year of the net operating loss.

If the claim for refund resulted from a federal adjustment or final decision of a federal court which is more than two years from the time the tax was paid, a claim for refund must be filed within one year from the date of the adjustment or final decision.

If the claim for refund or credit for overpayment resulted from a final determination made by an administrative board or an appeal of a decision of an administrative board, that is more than three years from the date of filing the return or more than two years from the time the tax was paid, the claim for refund must be filed within one year of the date of the final decision of the administrative board or final decision of the highest court to which an appeal of the administrative board is taken.

No refund for less than \$1.00 will be issued. No payment of less than \$1.00 is required.

### **INSTRUCTIONS:**

- Find the income range that applies to the amount you reported on line 1 of Form 505NR.
   Find the Maryland tax corresponding to your income range.
- 3. Enter the tax amount on line 2 of Form 505NR.
- 4. This table does not include the local income tax or Special Nonresident Tax.
- 5. If your taxable | If your t

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At least	But less than	Your Maryland tax is	At least	But less than	Your Maryland tax is	At least	But less than	Your Maryland tax is	At least	But less than	Your Maryland tax is	At least	But less than	Your Maryland tax is
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75	100	2	3,050	3,100	94	6,050	6,100	236	9,050	9,100	379	12,050	12,100	521
100	150	3	3,100	3,150	96	6,100	6,150	238	9,100	9,150	381	12,100	12,150	523
150	200	4	3,150	3,200	98	6,150	6,200	241	9,150	9,200	383	12,150	12,200	526
200	250	5	3,200	3,250	101	6,200	6,250	243	9,200	9,250	386	12,200	12,250	528
250	300	6	3,250	3,300	103	6,250	6,300	246	9,250	9,300	388	12,250	12,300	531
300	350	7	3,300	3,350	105	6,300	6,350	248	9,300	9,350	390	12,300	12,350	533
350	400	8	3,350	3,400	108	6,350	6,400	250	9,350	9,400	393	12,350	12,400	535
400	450	9	3,400	3,450	110	6,400	6,450	253	9,400	9,450	395	12,400	12,450	538
450	500	10	3,450	3,500	113	6,450	6,500	255	9,450	9,500	398	12,450	12,500	540
500	550	11	3,500	3,550	115	6,500	6,550	257	9,500	9,550	400	12,500	12,550	542
550	600	12	3,550	3,600	117	6,550	6,600	260	9,550	9,600	402	12,550	12,600	545
600	650	13	3,600	3,650	120	6,600	6,650	262	9,600	9,650	405	12,600	12,650	547
650	700	14	3,650	3,700	122	6,650	6,700	265	9,650	9,700	407	12,650	12,700	550
700	750	15	3,700	3,750	124	6,700	6,750	267	9,700	9,750	409	12,700	12,750	552
750	800	16	3,750	3,800	127	6,750	6,800	269	9,750	9,800	412	12,750	12,800	554
800	850	17	3,800	3,850	129	6,800	6,850	272	9,800	9,850	414	12,800	12,850	557
850	900	18	3,850	3,900	132	6,850	6,900	274	9,850	9,900	417	12,850	12,900	559
900	950	19	3,900	3,950	134	6,900	6,950	276	9,900	9,950	419	12,900	12,950	561
950	1,000	20	3,950	4,000	136	6,950	7,000	279	9,950	10,000	421	12,950	13,000	564
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1,000	1,050	21	4,000	4,050	139	7,000	7,050	281	10,000	10,050	424	13,000	13,050	566
1,050	1,100	22	4,050	4,100	141	7,050	7,100	284	10,050	10,100	426	13,050	13,100	569
1,100	1,150	24	4,100	4,150	143	7,100	7,150	286	10,100	10,150	428	13,100	13,150	571
1,150	1,200	25	4,150	4,200	146	7,150	7,200	288	10,150	10,200	431	13,150	13,200	573
1,200	1,250	27	4,200	4,250	148	7,200	7,250	291	10,200	10,250	433	13,200	13,250	576
1,250	1,300	28	4,250	4,300	151	7,250	7,300	293	10,250	10,300	436	13,250	13,300	578
1,300	1,350	30	4,300	4,350	153	7,300	7,350	295	10,300	10,350	438	13,300	13,350	580
1,350	1,400	31	4,350	4,400	155	7,350	7,400	298	10,350	10,400	440	13,350	13,400	583
1,400	1,450	33	4,400	4,450	158	7,400	7,450	300	10,400	10,450	443	13,400	13,450	585
1,450	1,500	34	4,450	4,500	160	7,450	7,500	303	10,450	10,500	445	13,450	13,500	588
1,500	1,550	36	4,500	4,550	162	7,500	7,550	305	10,500	10,550	447	13,500	13,550	590
1,550	1,600	37	4,550	4,600	165	7,550	7,600	307	10,550	10,600	450	13,550	13,600	592
1,600	1,650	39	4,600	4,650	167	7,600	7,650	310	10,600	10,650	452	13,600	13,650	595
1,650	1,700	40	4,650	4,700	170	7,650	7,700	312	10,650	10,700	455	13,650	13,700	597
1,700	1,750	42	4,700	4,750	172	7,700	7,750	314	10,700	10,750	457	13,700	13,750	599
1,750	1,800	43	4,750	4,800	174	7,750	7,800	317	10,750	10,800	459	13,750	13,800	602
1,800	1,850	45	4,800	4,850	177	7,800	7,850	319	10,800	10,850	462	13,800	13,850	604
1,850	1,900	46	4,850	4,900	179	7,850	7,900	322	10,850	10,900	464	13,850	13,900	607
1,900	1,950	48	4,900	4,950	181	7,900	7,950	324	10,900	10,950	466	13,900	13,950	609
1,950	2,000	49	4,950	5,000	184	7,950	8,000	326	10,950	11,000	469	13,950	14,000	611
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2,250	2,300	61	5,250	5,300	198	8,250	8,300	341	11,250	11,300	483	14,250	14,300	626
2,300	2,350	63	5,300	5,350	200	8,300	8,350	343	11,300	11,350	485	14,300	14,350	628
2,350	2,400	65	5,350	5,400	203	8,350	8,400	345	11,350	11,400	488	14,350	14,400	630
2,400	2,450	67	5,400	5,450	205	8,400	8,450	348	11,400	11,450	490	14,400	14,450	633
2,450	2,500	69	5,450	5,500	208	8,450	8,500	350	11,450	11,500	493	14,450	14,500	635
2,500	2,550	71	5,500	5,550	210	8,500	8,550	352	11,500	11,550	495	14,500	14,550	637
2,550	2,600	73	5,550	5,600	212	8,550	8,600	355	11,550	11,600	497	14,550	14,600	640
2,600	2,650	75	5,600	5,650	215	8,600	8,650	357	11,600	11,650	500	14,600	14,650	642
2,650	2,700	77	5,650	5,700	217	8,650	8,700	360	11,650	11,700	502	14,650	14,700	645
2,700	2,750	79	5,700	5,750	219	8,700	8,750	362	11,700	11,750	504	14,700	14,750	647
2,750	2,800	81	5,750	5,800	222	8,750	8,800	364	11,750	11,800	507	14,750	14,800	649
2,800	2,850	83	5,800	5,850	224	8,800	8,850	367	11,800	11,850	509	14,800	14,850	652
2,850	2,900	85	5,850	5,900	227	8,850	8,900	369	11,850	11,900	512	14,850	14,900	654
2,900	2,950	87	5,900	5,950	229	8,900	8,950	371	11,900	11,950	514	14,900	14,950	656
2,950	3,000	89	5,950	6,000	231	8,950	9,000	374	11,950	12,000	516	14,950	15,000	659

If you	r taxable		If your	taxable		If your	taxable		If your	taxable		If your	taxable		
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15,750 15,800 15,850 15,900 15,950	15,800 15,850 15,900 15,950 16,000	697 699 702 704 706	18,750 18,800 18,850 18,900 18,950	18,800 18,850 18,900 18,950 19,000	839 842 844 846 849	21,750 21,800 21,850 21,900 21,950	21,800 21,850 21,900 21,950 22,000	982 984 987 989 991	24,750 24,800 24,850 24,900 24,950	24,800 24,850 24,900 24,950 25,000	1,124 1,127 1,129 1,131 1,134	27,800 27,850 27,900	27,800 27,850 27,900 27,950 28,000	1,267 1,269 1,272 1,274 1,276	
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16,250 16,300 16,350 16,400 16,450	16,300 16,350 16,400 16,450 16,500	721 723 725 728 730	19,250 19,300 19,350 19,400 19,450	19,350 19,400 19,450	863 865 868 870 873	22,250 22,300 22,350 22,400 22,450	22,300 22,350 22,400 22,450 22,500	1,006 1,008 1,010 1,013 1,015	25,250 25,300 25,350 25,400 25,450	25,300 25,350 25,400 25,450 25,500	1,148 1,150 1,153 1,155 1,158	28,250 28,300 28,350 28,400 28,450	28,300 28,350 28,400 28,450 28,500	1,291 1,293 1,295 1,298 1,300	
16,500 16,550 16,600 16,650 16,700	16,550 16,600 16,650 16,700 16,750	732 735 737 740 742	19,500 19,550 19,600 19,650 19,700	19,600 19,650 19,700	875 877 880 882 884	22,500 22,550 22,600 22,650 22,700	22,550 22,600 22,650 22,700 22,750	1,017 1,020 1,022 1,025 1,027	25,500 25,550 25,600 25,650 25,700	25,550 25,600 25,650 25,700 25,750	1,160 1,162 1,165 1,167 1,169	28,550 28,600 28,650	28,550 28,600 28,650 28,700 28,750	1,302 1,305 1,307 1,310 1,312	
	16,800 16,850 16,900 16,950 17,000	744 747 749 751 754	19,750 19,800 19,850 19,900 19,950	19,850 19,900 19,950	887 889 892 894 896	22,900	22,800 22,850 22,900 22,950 23,000	1,029 1,032 1,034 1,036 1,039	25,750 25,800 25,850 25,900 25,950	25,800 25,850 25,900 25,950 26,000	1,172 1,174 1,177 1,179 1,181	28,800 28,850 28,900	28,800 28,850 28,900 28,950 29,000	1,314 1,317 1,319 1,321 1,324	
17	,000		20,	000			000		26,	000		29,	000		
17,000 17,050 17,100 17,150 17,200	17,050 17,100 17,150 17,200 17,250	756 759 761 763 766	20,000 20,050 20,100 20,150 20,200		899 901 903 906 908	23,050 23,100 23,150	23,150 23,200	1,041 1,044 1,046 1,048 1,051	26,000 26,050 26,100 26,150 26,200	26,050 26,100 26,150 26,200 26,250	1,184 1,186 1,188 1,191 1,193	29,050 29,100 29,150	29,050 29,100 29,150 29,200 29,250	1,326 1,329 1,331 1,333 1,336	
17,250 17,300 17,350 17,400 17,450	17,300 17,350 17,400 17,450 17,500	768 770 773 775 778	20,250 20,300 20,350 20,400 20,450	20,300 20,350 20,400 20,450 20,500	911 913 915 918 920	23,400	23,300 23,350 23,400 23,450 23,500	1,053 1,055 1,058 1,060 1,063	26,250 26,300 26,350 26,400 26,450	26,300 26,350 26,400 26,450 26,500	1,196 1,198 1,200 1,203 1,205	29,350 29,400	29,300 29,350 29,400 29,450 29,500	1,338 1,340 1,343 1,345 1,348	
17,500 17,550 17,600 17,650 17,700	17,550 17,600 17,650 17,700 17,750	780 782 785 787 789	20,500 20,550 20,600 20,650 20,700	20,550 20,600 20,650 20,700 20,750	922 925 927 930 932	23,650	23,600 23,650 23,700	1,065 1,067 1,070 1,072 1,074	26,500 26,550 26,600 26,650 26,700	26,550 26,600 26,650 26,700 26,750	1,207 1,210 1,212 1,215 1,217	29,550 29,600 29,650	29,550 29,600 29,650 29,700 29,750	1,350 1,352 1,355 1,357 1,359	
17,750 17,800 17,850 17,900 17,950	17,800 17,850 17,900 17,950 18,000	792 794 797 799 801	20,750 20,800 20,850 20,900 20,950	20,800 20,850 20,900 20,950 21,000	934 937 939 941 944	23,900	23,900	1,077 1,079 1,082 1,084 1,086	26,750 26,800 26,850 26,900 26,950	26,800 26,850 26,900 26,950 27,000	1,219 1,222 1,224 1,226 1,229	29,800 29,850 29,900	29,800 29,850 29,900 29,950 30,000	1,362 1,364 1,367 1,369 1,371	

If your taxable net income is		If your taxable net income is		If your taxable net income is		If your taxable net income is		If your taxal		
At But least less than	Your Maryland tax is	At But least less than	Your Maryland tax is	At But	Your Maryland tax is	At But	Your Maryland tax is	At Βι	t Your s Maryland	
30,000		33,000		36,000		39,000		42,000		
30,000 30,050 30,050 30,100 30,100 30,150 30,150 30,200 30,200 30,250	1,374 1,376 1,378 1,381 1,383	33,000 33,050 33,050 33,100 33,100 33,150 33,150 33,200 33,200 33,250	1,516 1,519 1,521 1,523 1,526	36,000 36,050 36,050 36,100 36,100 36,150 36,150 36,200 36,200 36,250	1,659 1,661 1,663 1,666 1,668	39,000 39,050 39,050 39,100 39,100 39,150 39,150 39,200 39,200 39,250	1,801 1,804 1,806 1,808 1,811	42,000 42,0 42,050 42,1 42,100 42,1 42,150 42,2 42,200 42,2	00   1,946 50   1,948 00   1,951	
30,250 30,300 30,300 30,350 30,350 30,400 30,400 30,450 30,450 30,500	1,386 1,388 1,390 1,393 1,395	33,250 33,300 33,300 33,350 33,350 33,400 33,400 33,450 33,450 33,500	1,528 1,530 1,533 1,535 1,538	36,250 36,300 36,300 36,350 36,350 36,400 36,400 36,450 36,450 36,500	1,671 1,673 1,675 1,678 1,680	39,250 39,300 39,300 39,350 39,350 39,400 39,400 39,450 39,450 39,500	1,813 1,815 1,818 1,820 1,823	42,250 42,3 42,300 42,3 42,350 42,4 42,400 42,4 42,450 42,5	50   1,958 00   1,960 50   1,963	
30,500 30,550 30,550 30,600 30,600 30,650 30,650 30,700 30,700 30,750	1,397 1,400 1,402 1,405 1,407	33,500 33,550 33,550 33,600 33,600 33,650 33,650 33,700 33,700 33,750	1,540 1,542 1,545 1,547 1,549	36,500 36,550 36,550 36,600 36,600 36,650 36,650 36,700 36,700 36,750	1,682 1,685 1,687 1,690 1,692	39,500 39,550 39,550 39,600 39,600 39,650 39,650 39,700 39,700 39,750	1,825 1,827 1,830 1,832 1,834	42,500 42,5 42,550 42,6 42,600 42,6 42,650 42,7 42,700 42,7	00   1,970 50   1,972 00   1,975	
30,750 30,800 30,800 30,850 30,850 30,900 30,900 30,950 30,950 31,000	1,409 1,412 1,414 1,416 1,419	33,750 33,800 33,800 33,850 33,850 33,900 33,900 33,950 33,950 34,000	1,559	36,750 36,800 36,800 36,850 36,850 36,900 36,900 36,950 36,950 37,000	1,694 1,697 1,699 1,701 1,704	39,750 39,800 39,800 39,850 39,850 39,900 39,900 39,950 39,950 40,000	1,837 1,839 1,842 1,844 1,846	42,750 42,8 42,800 42,8 42,850 42,9 42,900 42,9 42,950 43,0	50   1,982 00   1,984 50   1,986	
31,000		34,000		37,000		40,000		43,000		
31,000 31,050 31,050 31,100 31,100 31,150 31,150 31,200 31,200 31,250	1,421 1,424 1,426 1,428 1,431	34,000 34,050 34,050 34,100 34,100 34,150 34,150 34,200 34,200 34,250	1,566 1,568 1,571	37,000 37,050 37,050 37,100 37,100 37,150 37,150 37,200 37,200 37,250	1,706 1,709 1,711 1,713 1,716	40,000 40,050 40,050 40,100 40,100 40,150 40,150 40,200 40,200 40,250	1,849 1,851 1,853 1,856 1,858	43,000 43,0 43,050 43,1 43,100 43,1 43,150 43,2 43,200 43,2	00   1,994 50   1,996 00   1,998	
31,250 31,300 31,300 31,350 31,350 31,400 31,400 31,450 31,450 31,500	1,433 1,435 1,438 1,440 1,443	34,250 34,300 34,300 34,350 34,350 34,400 34,400 34,450 34,450 34,500	1,576 1,578 1,580 1,583 1,585	37,250 37,300 37,300 37,350 37,350 37,400 37,400 37,450 37,450 37,500	1,718 1,720 1,723 1,725 1,728	40,250 40,300 40,300 40,350 40,350 40,400 40,400 40,450 40,450 40,500	1,861 1,863 1,865 1,868 1,870	43,250 43,3 43,300 43,3 43,350 43,4 43,400 43,4 43,450 43,5	50   2,005 00   2,008 50   2,010	
31,500 31,550 31,550 31,600 31,600 31,650 31,650 31,700 31,700 31,750	1,445 1,447 1,450 1,452 1,454	34,500 34,550 34,550 34,600 34,600 34,650 34,650 34,700 34,700 34,750	1,587 1,590 1,592 1,595 1,597	37,500 37,550 37,550 37,600 37,600 37,650 37,650 37,700 37,700 37,750	1,730 1,732 1,735 1,737 1,739	40,500 40,550 40,550 40,600 40,600 40,650 40,650 40,700 40,700 40,750	1,872 1,875 1,877 1,880 1,882	43,500 43,5 43,550 43,6 43,600 43,6 43,650 43,7 43,700 43,7	00   2,017 50   2,020 00   2,022	
31,750 31,800 31,800 31,850 31,850 31,900 31,900 31,950 31,950 32,000	1,457 1,459 1,462 1,464 1,466	34,750 34,800 34,800 34,850 34,850 34,900 34,900 34,950 34,950 35,000	1,604 1,606	37,750 37,800 37,800 37,850 37,850 37,900 37,900 37,950 37,950 38,000	1,742 1,744 1,747 1,749 1,751	40,750 40,800 40,800 40,850 40,850 40,900 40,900 40,950 40,950 41,000	1,884 1,887 1,889 1,891 1,894	43,750 43,8 43,800 43,8 43,850 43,9 43,900 43,9 43,950 44,0	50   2,029 00   2,032 50   2,034	
32,000		35,000		38,000		41,000	T	44,000		
32,000 32,050 32,050 32,100 32,100 32,150 32,150 32,200 32,200 32,250	1,469 1,471 1,473 1,476 1,478	35,000 35,050 35,050 35,100 35,100 35,150 35,150 35,200 35,200 35,250	1.616	38,000 38,050 38,050 38,100 38,100 38,150 38,150 38,200 38,200 38,250	1,754 1,756 1,758 1,761 1,763	41,000 41,050 41,050 41,100 41,100 41,150 41,150 41,200 41,200 41,250	1,896 1,899 1,901 1,903 1,906	44,000 44,0 44,050 44,1 44,100 44,1 44,150 44,2 44,200 44,2	00   2,041 50   2,043 00   2,046	
32,250 32,300 32,300 32,350 32,350 32,400 32,400 32,450 32,450 32,500	1,481 1,483 1,485 1,488 1,490	35,250 35,300 35,300 35,350 35,350 35,400 35,400 35,450 35,450 35,500	1.628	38,250 38,300 38,300 38,350 38,350 38,400 38,400 38,450 38,450 38,500	1,766 1,768 1,770 1,773 1,775	41,250 41,300 41,300 41,350 41,350 41,400 41,400 41,450 41,450 41,500	1,908 1,910 1,913 1,915 1,918	44,250 44,3 44,300 44,3 44,350 44,4 44,400 44,4 44,450 44,5	00   2,055 50   2,058	
32,500 32,550 32,550 32,600 32,600 32,650 32,650 32,700 32,700 32,750	1,492 1,495 1,497 1,500 1,502	35,500 35,550 35,550 35,600 35,600 35,650 35,650 35,700 35,700 35,750	1.640	38,500 38,550 38,550 38,600 38,600 38,650 38,650 38,700 38,700 38,750	1,777 1,780 1,782 1,785 1,787	41,500 41,550 41,550 41,600 41,600 41,650 41,650 41,700 41,700 41,750	1,920 1,922 1,925 1,927 1,929	44,500 44,5 44,550 44,6 44,600 44,6 44,650 44,7 44,700 44,7	00   2,065 50   2,067 00   2,070	
32,750 32,800 32,800 32,850 32,850 32,900 32,900 32,950 32,950 33,000	1,504 1,507 1,509 1,511 1,514	35,750 35,800 35,800 35,850 35,850 35,900 35,900 35,950 35,950 36,000	1,652	38,750 38,800 38,800 38,850 38,850 38,900 38,900 38,950 38,950 39,000	1,789 1,792 1,794 1,796 1,799	41,750 41,800 41,800 41,850 41,850 41,900 41,900 41,950 41,950 42,000	1,932 1,934 1,937 1,939 1,941	44,750 44,8 44,800 44,8 44,850 44,9 44,900 44,9 44,950 45,0	50   2,077 00   2,079 50   2,081	

•	taxable me is		If your taxable net income is		If your net inco	taxable me is			taxable me is			taxable me is			
At least	But less than	Your Maryland tax is	At least	But less than	Your Maryland tax is		But less than	Your Maryland tax is	At least	But less than	Your Maryland tax is	At least	But less than	Your Maryland tax is	
45	,000	-	46	,000		47,000			48,000			49	49,000		
45,000	45,050	2,086	46,000	46,050	2,134	47,000	47,050	2,181	48,000	48,050	2,229	49,000	49,050	2,276	
45,050	45,100	2,089	46,050	46,100	2,136	47,050	47,100	2,184	48,050	48,100	2,231	49,050	49,100	2,279	
45,100	45,150	2,091	46,100	46,150	2,138	47,100	47,150	2,186	48,100	48,150	2,233	49,100	49,150	2,281	
45,150	45,200	2,093	46,150	46,200	2,141	47,150	47,200	2,188	48,150	48,200	2,236	49,150	49,200	2,283	
45,200	45,250	2,096	46,200	46,250	2,143	47,200	47,250	2,191	48,200	48,250	2,238	49,200	49,250	2,286	
45,250	45,300	2,098	46,250	46,300	2,146	47,250	47,300	2,193	48,250	48,300	2,241	49,250	49,300	2,288	
45,300	45,350	2,100	46,300	46,350	2,148	47,300	47,350	2,195	48,300	48,350	2,243	49,300	49,350	2,290	
45,350	45,400	2,103	46,350	46,400	2,150	47,350	47,400	2,198	48,350	48,400	2,245	49,350	49,400	2,293	
45,400	45,450	2,105	46,400	46,450	2,153	47,400	47,450	2,200	48,400	48,450	2,248	49,400	49,450	2,295	
45,450	45,500	2,108	46,450	46,500	2,155	47,450	47,500	2,203	48,450	48,500	2,250	49,450	49,500	2,298	
45,500	45,550	2,110	46,500	46,550	2,157	47,500	47,550	2,205	48,500	48,550	2,252	49,500	49,550	2,300	
45,550	45,600	2,112	46,550	46,600	2,160	47,550	47,600	2,207	48,550	48,600	2,255	49,550	49,600	2,302	
45,600	45,650	2,115	46,600	46,650	2,162	47,600	47,650	2,210	48,600	48,650	2,257	49,600	49,650	2,305	
45,650	45,700	2,117	46,650	46,700	2,165	47,650	47,700	2,212	48,650	48,700	2,260	49,650	49,700	2,307	
45,700	45,750	2,119	46,700	46,750	2,167	47,700	47,750	2,214	48,700	48,750	2,262	49,700	49,750	2,309	
45,750	45,800	2,122	46,750	46,800	2,169	47,750	47,800	2,217	48,750	48,800	2,264	49,750	49,800	2,312	
45,800	45,850	2,124	46,800	46,850	2,172	47,800	47,850	2,219	48,800	48,850	2,267	49,800	49,850	2,314	
45,850	45,900	2,127	46,850	46,900	2,174	47,850	47,900	2,222	48,850	48,900	2,269	49,850	49,900	2,317	
45,900	45,950	2,129	46,900	46,950	2,176	47,900	47,950	2,224	48,900	48,950	2,271	49,900	49,950	2,319	
45,950	46,000	2,131	46,950	47,000	2,179	47,950	48,000	2,226	48,950	49,000	2,274	49,950	50,000	2,321	

# Use the appropriate Maryland tax computation worksheet schedule below if your taxable net income is \$50,000 or more.

Tax Rate Schedule I - Use if your filing status is Single, Married Filing Separately, or Dependent Taxpayer. Use the row in which your taxable net income appears.							
Taxable Net Income	(a)	(b)	(c)	(d)	(e)	(f)	Maryland Tax
If Line 1 of Form 505NR	Enter the amount from Line 1 of Form 505NR	Subtraction Amount	Subtract Column (b) from (a) and enter here	Multiplication Amount	Multiply (c) by (d) enter here	Addition Amount	Add (e) to (f). Enter result here and on Line 2 of Form 505NR
At least \$50,000 but not over \$100,000		\$ 3,000.00	\$	x .0475		\$ 90.00	
At least \$100,000 but not over \$125,000	\$	\$ 100,000.00	\$	x .0500	\$	\$ 4,697.50	\$
Over \$125,000 but not over \$150,000	\$	\$ 125,000.00	\$	x .0525	\$	\$ 5,947.50	\$
Over \$150,000 but not over \$250,000	\$	\$ 150,000.00	\$	x .0550	\$	\$ 7,260.00	\$
Over \$250,000	\$	\$ 250,000.00	\$	x .0575	\$	\$ 12,760.00	\$

**Tax Rate Schedule II** - Use if your filing status is Married Filing Joint, Head of Household, or Qualifying Widow(er) with Dependent Child. Use the row in which your taxable net income appears.

Taxable Net Income	(a)	(b)	(c)	(d)	(e)	(f)	Maryland Tax
If Line 1 of Form 505NR	Enter the amount from Line 1 of Form 505NR	Subtraction Amount	Subtract Column (b) from (a) and enter here	Multiplication Amount	Multiply (c) by (d) enter here		Add (e) to (f). Enter result here and on 2 of Form 505NR
At least \$50,000 but not over \$150,000	\$	\$ 3,000.00	\$	x .0475	\$	\$ 90.00	\$
Over \$150,000 but not over \$175,000	\$	\$150,000.00	\$	x .0500	\$	\$ 7,072.50	\$
Over \$175,000 but not over \$225,000	\$	\$175,000.00	\$	x .0525	\$	\$ 8,322.50	\$
Over \$225,000 but not over \$300,000	\$	\$225,000.00	\$	x .0550	\$	\$ 10,947.50	\$
Over \$300,000	\$	\$300,000.00	\$	x .0575	\$	\$ 15,072.50	\$

# Want to Help the Chesapeake Bay at Tax Time?

Check Line 35 on your tax form and donate to the Chesapeake Bay and Endangered Species Fund. Your contribution directly helps restore and protect the Chesapeake Bay!

### How can you participate?

- 1. Check line 35 when you file your taxes.
- 2. Donations of any dollar amount can be made.
- 3. All donations are tax deductible.

Donations are split evenly between the nonprofit Chesapeake Bay Trust and the Wildlife and Heritage Division of the Department of Natural Resources.

Use line 13 on Form 503.





Want to find out how the Trust uses your donation?
Visit www.cbtrust.org and sign up for our newsletter.

# SUPPORT CHILDREN & ADULTS WITH DEVELOPMENTAL DISABILITIES

Right now the lives of thousands of children, youth and adults with developmental disabilities like autism, Down Syndrome and cerebral palsy are on hold. They are counting on concerned citizens like you to help the Maryland Waiting List Fund provide:

- Services for children and families
- Community living opportunities
- ♦ Job training and employment
- ◆ Crisis Intervention



### **ELIMINATE THE WAIT— PLEASE DONATE!**

Enter the amount you want to donate. Every dollar helps. Your gift will be deducted from your tax refund or added to your tax payment.

Use line 36 on form 502, Use Line 14 on form 503, Line 27 on Fiduciary Form 504 or line 40 on Non Resident Form 505

For more information, call the Maryland Department of Disabilities at 800-637-4113 or visit www.mdod.maryland.gov

# Join the fight against cancer in Maryland!

Donations to the Maryland Cancer Fund will support cancer: Education, Screening, Prevention, Treatment

### It's easy:

- 1. Enter the amount you wish to donate on **Line 37**.
- 2. That amount will be deducted from your tax refund or added to your tax payment.
- 3. All donations are tax deductible.

For more information, call 410-767-6213

\* Note: Use Line 37 on Form 502

Use Line 15 on Form 503

Use Line 28 on Form 504

Use Line 41 on Form 505



http://fha.maryland.gov/cancer/mcf home.cfm

### TAX INFORMATION AND ASSISTANCE

# Visit our web site at www.marylandtaxes.com

### or call 410-260-7980 from Central Maryland or 800-638-2937 from Elsewhere

### PERSONAL SERVICE

Free, in person tax assistance is provided at the taxpayer service offices listed to the right. Please bring a completed copy of your federal return and all W-2 statements. Offices are open Monday - Friday, 8:00 a.m. - 5:00 p.m. For accommodations for a disability, please contact the most convenient office before your visit.

### SPECIAL ASSISTANCE

Hearing impaired individuals may call:	
Maryland Relay Service (MRS)	711
Larger format tax forms	410-260-7951

### EXTRA HOURS OF ASSISTANCE

Our offices offer the following extended hours:

Our offices offer the following extended if	ours.	
Monday, February 18, 2013 8:0	00 a.m.	5:00 p.m.
Saturday, April 13, 2013 9:0	00 a.m.	1:00 p.m.
Monday, April 15, 2013 8:0	00 a.m.	7:00 p.m.

### GENERAL INFORMATION

The Comptroller of Maryland offers extended hours for
free telephone assistance from February 1 - April 15, 2013.
During this period, telephone assistance is available from
8:00 a.m. until 7:00 p.m., Monday through Friday
1-800-MDTAXES
www.marylandtaxes.com

### REFUND INFORMATION

Central Maryland	 410-260-7701
Elsewhere	 .1-800-218-8160

Using A Private Delivery Service, instead of US Mail: If you are not using the US Postal Service, but are using a private delivery service (such as: FedEx or UPS) use the following address:

Comptroller of Maryland Revenue Administration Division 80 Calvert Street Annapolis, MD 21401

### **BRANCH OFFICES**

### Annapolis

Revenue Administration Center, 110 Carroll St. Annapolis, MD 21411

### Baltimore

State Office Building, 301 W. Preston St., Rm. 206 Baltimore, MD 21201-2384

### Cumberland

112 Baltimore St., 2nd Fl, Cumberland, MD 215022302 Allegany & Garrett County Residents

### Elkton

Upper Chesapeake Corporate Center 103 Chesapeake Blvd., Suite D Elkton, MD 21921-6313

### Frederick

Courthouse/Multiservice Center, Rm. 2110 100 West Patrick Street Frederick, MD 21701-5646

### Hagerstown

Professional Arts Building, 1 South Potomac Street Hagerstown, MD 21740-5512

### Landover

Treetops Building. 8181 Professional Pl., Suite 101 Landover, MD 20785-2226

### Salisbury

State Multiservice Center. 201 Baptist St., Ste. 2248 Salisbury, MD 21801-4961

### Towson

Hampton Plaza, 300 East Joppa Rd., Ste. PL 1A Towson, MD 21286

### Upper Marlboro

Prince George's County Courthouse. 14735 Main St., Rm. 083B

Upper Marlboro, MD 20772-9978

### Waldorf

1036 St. Nicholas Dr., Suite 202 Waldorf, MD 20603

### Wheaton

Due to the office relocating, the address was not available at the time of printing. Please check our website, www.marylandtaxes. com for the current address.