

2025 DP-255-ES

# ESTIMATED UTILITY PROPERTY TAX GENERAL INSTRUCTIONS

# WHO MUST PAY ESTIMATED TAX

Every utility or utility owner required to file a Utility Property Tax Payment Form must also make Estimated Utility Property Tax payments for the subsequent tax year, unless the annual estimated tax is less than \$200.

# WHERE TO FILE

File online at Granite Tax Connect gtc.revenue.nh.gov/TAP/\_/ or mail to NH DRA, PO Box 637, Concord NH 03302-0637.

# WHEN TO MAKE ESTIMATED TAX PAYMENTS

One quarter of the estimated utility property tax is due on April 15, June 15, September 15 and December 15 of the tax year. If any of these dates fall on a weekend or legal holiday, the estimated tax payment is due on the next business day.

# **PAYMENT OF ESTIMATED TAX**

Estimated tax may be paid in full with the initial declaration (Estimated Utility Property Tax, Payment Form 1) or in equal installments on the due dates stated above. Make checks payable to State of New Hampshire.

#### **ROUNDING OFF**

Money items on all forms shall be rounded off to the nearest whole dollar.

#### UNDERPAYMENT PENALTY

A penalty may be imposed under RSA 21-J:32 for an underpayment of estimated taxes if the payments are less than 90% of that tax period's tax liability. If estimated tax payments are not made on time, even if 90% of the tax is eventually paid, an underpayment penalty may be applied. If an estimated tax payment is missed, send the payment as soon as possible to reduce any penalty.

#### **EXCEPTIONS TO THE UNDERPAYMENT PENALTY**

The penalty shall not apply if you meet one of the exceptions provided in RSA 21-J:32. Use Form DP-2210/2220 to see if you meet one of the exceptions or to compute the amount of the penalty due.

# **NEED FORMS?**

To obtain additional forms, you may visit our website at <a href="www.revenue.nh.gov">www.revenue.nh.gov</a>, call the Forms Line at (603) 230-5001, or by requesting them through the Granite Tax Connect web portal at <a href="geographics.gov/TAP/\_/">geographics.gov/TAP/\_/</a>.

#### **NEED HELP?**

Call the Department of Revenue Administration, Taxpayer Services at (603) 230-5920. Individuals with hearing or speech impairments may call TDD Access: Relay NH 1-800-735-2964.

DP-255-ES Instructions 2025 Version 1 10/2024