Illinois Department of Revenue

Implementation Guide for Business Income Tax

 Federal/State Electronic Filing Program



December 2018

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**Section 1 – Overview**

The Illinois Department of Revenue (IDOR) and the Internal Revenue Service (IRS) have developed the Illinois Business Income Tax (BIT) Modernized e-File Program (MeF). MeF is a Federal/State program, allowing both the federal and state returns to be electronically filed to the IRS. Payments are also allowed as a part of MeF.

**You must submit your Illinois return electronically if you are mandated to file electronically for federal purposes.** Beginning with returns required to be filed for taxable years ending on or after December 31, 2011, any taxpayer required to file its federal income tax return by electronic means is required to file its equivalent Illinois income tax return for the same taxable year by electronic means. Please see IDOR Regulation Title 86 Part 760 Section 760.100(c)(4). Electronic filing is not required for amended returns or returns of individuals or estates, or for any return the Department has announced cannot be filed by electronic means.

**The BIT Modernized e-File (MeF) Program**

The MeF transmission method is a web service using Simple Object Access Protocol (SOAP) with records messaging. The return data must be formatted using Extensible Markup Language (XML) “schemas” developed for this purpose. State return acknowledgments will be made available for retrieval from the IRS. Detailed information on the BIT Federal/State MeF Program, including the XML schemas and transmission information, is available from the IRS website in various publications and manuals.

Participation in the program is open to software developers, transmitters, electronic return originators, and taxpayers using the services of approved electronic filers. Software developers will be required to test all supported forms and schedules and request software approval. Participants will use their IRS EFIN and ETIN.

Forms currently accepted via the MeF program are:

* 2016, 2017 and 2018 Form IL-1120 and schedules (excludes unitary filings for unitary groups that include s-corp and/or partnerships and/or trusts/estates)
* 2016, 2017 and 2018 Form IL-1120-ST and schedules (excluding unitary filings)
* 2016, 2017 and 2018 Form IL-1065 and schedules (excluding unitary filings)
* 2016, 2017 and 2018 Form IL-1041 and Schedules (excluding unitary filings)

Detailed List:

|  |  |  |  |
| --- | --- | --- | --- |
| **IL-1120** | **IL-1041**  | **IL-1065** | **1120-ST** |
| Form | Form | Form | Form |
| IL-1120 | IL-1041  | IL-1065  | IL-1120-ST |
| Schedule M | Schedule M | Schedule M | Schedule M |
| Schedule NLD | Schedule NLD | Schedule NLD | Schedule NLD |
| Schedule J | IL-4644 | Schedule B  | Schedule B |
| Schedule INS | Schedule D | IL-477 | IL-477 |
| Schedule K-1-T | Schedule K-1-P | Schedule K-1-P | Schedule K-1-P |
| Schedule K-1-P | Schedule K-1-T | Schedule K-1-T | Schedule K-1-T |
| Schedule 80/20 | Schedule 80/20 | Schedule 80/20 | Schedule 80/20 |
| Schedule 1299-B | Schedule 1299-B | Schedule 1299-A | Schedule 1299-A |
| Schedule 1299-D | Schedule 1299-D | Schedule F | Schedule F |
| Schedule UB | Schedule CR | Schedule NB | Schedule NB |
| Schedule UB/NLD | Schedule NR | Schedule 4255 | Schedule 4255 |
| Subgroup Schedule | Schedule I | ILDetailAttach | ILDetailAttach |
| Schedule UB/INS | Schedule 4255 | IL-4562 | IL-4562 |
| Schedule INL | ILDetailAttach | Financial | Financial |
| Schedule NB | IL-4562 | Fed W-2G | Fed W-2G |
| ILDetailAttach | IL-477 | Fed 1065 (P 1-5)  | Fed 1120S (P 1-4) |
| IL-4562 | Schedule SA\_1041 | Fed1065-B (P 1-5)  | Fed M-3-S |
| IL-4255 | Financial | Fed 8886 | Fed 8886 |
| IL-477 | Fed W-2 | Fed M-3  |  |
| IRSSchCProForma | Fed W-2G |  |  |
| IL-2220 | Fed 1041 (P 1-2)  |  |  |
| Schedule SA\_1120 | Fed 8886 |  |  |
| Financial |  |  |  |
| Fed W-2G |  |  |  |
| Fed 1120 (P 1-5) |  |  |  |
| Fed M-3 |  |  |  |

This program is being expanded to include other business tax returns. Please see our website at **tax.illinois.gov** for the most up-to-date list of forms that may be filed through the BIT MeF program.

The list contains the Schedule SA\_1120 and Schedule SA\_1041. The two schedules remain in the schemas to allow for a statutory mid-year tax rate change without the burden of a schema update. The business rules will be utilized to control when a schedule SA can be attached in an MeF submission.

**Section 2 - Return Information**

**MeF Business Rules and Illinois State Schemas (New)**

Schemas, and business rules are located on the FTA’s State Exchange System (SES). To request access to the SES, email your user’s name and email address to Rev.TaxLOI@illinois.gov. You will need to complete the 2018 Tax Software Provider Illinois Department of Revenue Letter of Intent (LOI), submit it to Rev.TaxLOI@illinois.gov, and obtain approval to access the schemas and business rules. If you are seeking access to prior year schemas and business rules, please indicate in the 2018 Tax Software Provider Illinois Department of Revenue Letter of Intent (LOI) or in the email requesting access with the completed LOI attached.

**Special Instructions for Returns**

***All returns: Information from the taxpayer’s federal return filed with the IRS must be included. Do not submit .pdf file formats as an attachment.  We do not process binary attachments submitted as part of the XML submission archive.***

***Federal forms 1120, 1120S, 1065, 1065B (2016 & 2017), 1041, Schedule M-3, and 8886 are currently accepted when filing an IL-1120, IL-1120-ST, IL-1065, and IL-1041.***

***Processed xpath trees for Corp 1120 schemas:*** We process only the following xpath trees in the Corp1120 schemas

/Return/ReturnHeader

/Return/ReturnData/IRS1120

/Return/ReturnData/IRS8886

/Return/ReturnData/IRS1120ScheduleM3

***Sales Everywhere and Illinois Sales:*** Please reflect the accurate amount of Sales Everywhere and Illinois Sales each time this information is requested. Do not place ‘0’, where true figures should be placed.

***Income Allocable to Illinois IL-1120, Step 4, IL-1120-ST, Step 6 and IL-1065, Step 6:*** The BIT schemas include two checkboxes. One must be checked. As part of completing the Step mentioned in this paragraph, if the amount (example: IL-1120, Line 23) is all Illinois, then box A should be marked indicating Illinois base income is derived entirely in Illinois, and the entire Step must be left blank. Only if the amount is derived inside and outside of Illinois or if the return is a unitary return will this Step be completed.

***Short year filer information:*** The BIT MeF program is available for the same tax periods as our paper forms. However, the 2018 system allows only tax period end dates between 12/25/18 and 12/25/19. If the tax period end date is prior to 12/25/18, an earlier software version (2017 or 2016) is required. If the IRS and Illinois require the filing to be on differing form years (example IRS on 2018 and IL on 2017), a paper return must be filed. Please see our website forms for applicable dates. Also, estimated payments may now be necessary for short year filers.

***Discharge of Indebtedness (DOI) reported on Schedule NLD:*** If there is DOI on the Schedule NLD, the filer should compensate for the loss years used to offset the DOI by placing “IITA 207(c)” prior to the yyyy-mm of that loss year. Example: If the previous year’s total DOI was $12,000 (see Loss Reduction Worksheet in paper instructions) and the oldest loss year recorded a $15,000 net loss, then the oldest loss would be recorded on Schedule NLD, Col A in Line 2a as “IITA 207(c) yyyy-mm” (where yyyy equals year and mm equals month). The loss amount would show $12,000 used for DOI. This would leave $3,000 remaining that may be used to offset the current year’s income (if showing positive income this year).

***Schedule INL:***  Step 4 is available to be filed electronically. However, Schedule INL, Steps 2 or 3, are not available to be filed electronically.

***Schedule UB and Eliminations:*** Schedule UB, Step 2, Column D (eliminations) can be added or subtracted as either a positive or a negative. Schedule UB, Step 3, Column D (eliminations) is a natural subtraction column. Since tax year 2015, a negative has been allowed to be reported on Schedule UB, Step 3 Line 2 Column D (Federal NOL). Transmitting a negative entry in Col A-C of Step 3 would cause Column E to be increased (subtract a negative). Schedule UB Step 4 does not have an eliminations column.

The figures **designated by business rules**, should cross foot. Please do not add overrides for these lines with business rules that will then reject when submitted to Illinois. When a return is unitary, a Schedule M (as an example) must show figures net of eliminations.  For example: A unitary return that contains the Schedule M is required to have IL-1120, Step 2, Line 8 equal Schedule M, Step 2, Line 11.  In addition, IL-1120, Step 2, Line 8 is required to equal Schedule UB, Step 3, Line 8, Col E.  In order for the Schedule M to be an equal part of this equation, the entries on the Schedule M would need to be net of eliminations.  Same would go for the Schedule J and others that are placed on UB, Step 3.

***Unitary groups with Scorps and partnerships including separate unitary filings:*** Schedule UB, Step 1, Col I allows an ‘S’ or ‘P’ to be entered on paper returns. Since these entities cannot be filed electronically this year, we will continue to retain the business rule Schedule UB, Step 1, Col I must be blank.

***Subgroup Schedule:*** For tax years ending on or after December 31, 2017, the non-combination rule is eliminated. Unitary business groups will no longer exclude members that are ordinarily required to apportion business income under different subsections of Section 304. The Subgroup Schedule has been developed to assist in apportioning business income of unitary business groups that might contain sales companies, insurance companies, financial organizations, transportation companies, or federally regulated exchanges. The subgroup schedule will be required if a combined return contains two or more different apportionment formulas. A subgroup schedule will not be required if the combined return contains only one apportionment formula. For example: a combined return containing all transportation companies will not be required to attach a subgroup schedule. A sales company will never be reported on a subgroup schedule. The subgroup schedule is reserved for insurance companies, financial organizations, transportation companies, and federally regulated exchanges. The purpose of the subgroup schedule is to calculate the Illinois Sales for each company listed on the schedule. The Illinois sales calculated on the Subgroup Schedule will be reported on Schedule UB Step 4 Line 2 for each member of the subgroup.

**Note:** All FEIN’s listed on a subgroup schedule may or may not be listed on the schedule UB. The only time an FEIN listed on the subgroup schedule may not match the schedule UB is when a member of the unitary business group receives income as a partner in a unitary partnership and the unitary partnership apportions income using a different apportionment formula than its partner. For example: If a financial organization was a partner in a transportation partnership and they were unitary, the transportation partnership would be listed on the transportation subgroup schedule. The financial organization would be listed on the financial subgroup. The transportation partnerships distributive share of everywhere and Illinois sales would be added with the everywhere and Illinois sales of the financial organization and the total reported on the appropriate lines of the Schedule UB.

***Investment and Publicly Traded Partnerships:*** If supporting an Investment Partnership or Publicly Traded Partnership, submit returns showing IL-1065, Step 1 Line F marked with the appropriate box. Schedule B, Section B, Column G should be left blank and a “P” should be placed in Schedule B, Section B, Column F to indicate either an investment partnership or publicly traded partnership. See business rules IL1065-1030-1 and IL1065-1030-2.

***Schedule K-1-P and Schedule K-1-T – Grantor Trust or Disregarded Entity:*** Company A issues the K-1-P/T to Company B. Company B is a Grantor Trust or other Disregarded Entity that is not required to file in Illinois.  Company B passes that K-1-P/T to a Company C.  To do this, Company B checks either box (Grantor Trust or Disregarded Entity), as applicable, writes in the name and identification number of Company C (in Line 9a) and sends it on to Company C.  Company C can then report the income/loss or claim any payments made on behalf of Company B.  In the instance above, the taxpayer listed on Step 2, Line 5 would not claim the income/loss/payments. The taxpayer identified by the grantor trust or disregarded entity (Co C listed on Line 9a) will instead claim these items.  There should be no changes to the K-1-P/T Steps 3 through 7.

***Schedule NLD, UB/NLD and Loss years unused:*** Please do not report years of loss on either Schedule NLD or Schedule UB/NLD that are not used to offset current income. A Schedule NLD or UB/NLD should only be attached when it is being used to offset income. Illinois net loss years should be listed in the order in which they will expire first.

***Schedule UB/NLD and Discharge of Indebtedness:*** For tax year 2015 and forward, we will be allowing the electronic filing of schedule UB/NLD with a Discharge of Indebtedness.

***Discharge of Indebtedness:*** Form IL-1065 does not recognize Discharge of Indebtedness.

***Illinois Schedule J and Federal Schedule C cross references:*** The amounts reported on the Illinois Schedule J are cross referenced against U.S. Form 1120 Schedule C, unless, an **IRSSchCProforma** is included in the submission. The Illinois Schedule J will then be cross referenced against the **IRSSchCProforma** instead of the U.S. Form 1120 Schedule C**.** The **IRSSchCProforma** should be attached when the entities of the federal consolidated return do not match the entities of the Illinois combined return. And the foreign dividends reported by the entities included in the Illinois combined return are either less than or greater than the amount reported on U.S. Form 1120 Schedule C.

***For tax year 2018,*** the schedule J and IRSSchCProforma have been revised to incorporate the changes from the Federal Tax Cuts and Jobs Act, Public Law 115-97.

***Trusts and Estates:*** If supporting Trusts, submit returns showing IL-1041, Step 1 Line A, Step 5, and Step 6.

If supporting Estates, submit returns showing IL-1041, Step 1 Line A and Step 6. Also, Schedule D, Section B, Column F should be left blank and an “M” should be placed in Column E to indicate an estate.

***Standard Exemption IL-1065 and IL-1041:*** For tax years beginning on or after January 1, 2017, a standard exemption may not be claimed if the taxpayer’s adjusted gross income (AGI), as determined by computing pro forma AGI under Internal Revenue Code (IRC) Section 62, exceeds $250,000 for the taxable year. For business rule purposes, the $250,000 cap has been tied to unmodified base income, IL-1065 Step 3 Line 13, and federal taxable income, IL-1041 Step 2 Line 1. However, the taxpayer will need to determine if the pro forma AGI will exceed $250,000.

The ratio calculation for the standard exemption on IL-1065 Step 7 Line 51 has been changed. In previous years, when calculating a ratio, the business rules would require the result of ‘0.000000’ when the denominator of the division equals zero. Beginning with tax year 2017, the calculation for the standard exemption ratio has changed. If the denominator of the division equals zero, then the result of the division is assumed to be ‘1.000000’.

***Schedule B & Schedule D:*** For tax years 2016 and 2017, the increase in the income tax rate also impacts the calculation of pass-through withholding. Schedule B Section B Column H and Schedule D Section B Column G calculations will be determined by the tax period end date. Tax years ending on or prior to 6/30/2017 will use the respective income tax rates of 5.25% and 3.75%. Tax years ending on or after 7/1/2017 will use the respective income tax rates of 7% and 4.95%.

***IL Detail Attach:*** This form should reflect the additional line items requested on forms, schedules, or instructions and should include a breakdown of this information. The ILDetailAttach also allows the taxpayer to provide a narrative of any other information the taxpayer deems pertinent. For example: If you are filing an IL1120 and have been previously approved to use an alternative apportionment method by the Illinois Department of Revenue Legal Division, the information should reflect:

* “Top of Form” should contain ‘IL1120’.
* “Description” should contain the Step and Line reference at a minimum. Example - In this case it should contain:
	+ ‘Step 4 Alternative Apportionment’ and also contain the information necessary as requested.
* “Amount” in this case will be blank. If there is an amount necessary, please include that here.
* If a pdf is necessary it will not be able to be attached and should be kept for future reference or Department request.

**Note:** Since TY 2015,we identified two situations requiring the IL Detail Attach. If a taxpayer reports an amount on IL-1041, Step 2, Line 14b or IL-1041, Step 6, Line 45 the IL DetailAttach will be required. In previous years, the Illinois Department of Revenue Business Processing Division would send correspondence to the taxpayer requesting verification of these lines. Including the necessary detailed information on the ILDetailAttach, could eliminate the need for the Illinois Department of Revenue to notify the taxpayer.

***Research and Development Credit – TY 2016:*** PA 100-0022 reinstated the R&D credit retroactive back to January 1st, 2016. The original 2016 schedule 1299-D did not include the R & D credit. We had to determine how to allow electronic filers access to claim the R & D credit. Our solution is to allow the schedule 1299-D Step 1 Line 61 to be greater than or equal to the sum of IL 1299-D Step 1 Lines 46, 50, 53 and 60, specifically business rule IL1299D-9609-2.

The paper side is creating a supplemental to the Schedule 1299-D and Schedule 1299-A. The supplemental schedules are Schedule 1299-D(R&D) and 1299-A(R&D). They have also created a supplemental Schedule K-1-P(R&D) to allow the reporting of flow through R&D credits to partners and shareholders. We did not develop these forms and release new schemas. On the paper side, the total amount calculated on the Schedule 1299-D(R&D) will be added to Step 1 Line 61 of the Schedule 1299-D.

We would like you to accommodate taxpayers who are eligible for the R & D credit by allowing it in the total 5 year credit calculation. I believe this would have to be accomplished by the software since we are not designating an R & D location. We want to receive returns reporting a Research & Development tax credit electronically and not on paper.

Since we are allowing Schedule 1299-D Step 1 Line 61 to be greater than the math, it will be assumed any additional amount reported is R & D Credit. If the taxpayer wants to avoid correspondence from the Department, we are providing an email address to send the support for the R&D credit.  We will have an alert in the acknowledgement that will inform the taxpayer of the email address and their responsibility to provide support.

The email address is Rev.BITSupplemental@illinois.gov . However, this is not the only way for the taxpayer to supply the necessary support. Illinois MeF provides a form called the IL Detail Attach. We suggest utilizing the detail attach and have it auto-filled for the taxpayer. It is also acceptable to auto fill the email message with the R & D Credit information and send it to the Department.

If the business processing division does not receive the support, they will letter out to every taxpayer requesting the documentation. If the taxpayer does not provide the documents, they will deny the R & D portion of the credits. This action could reduce refunds, credit carryforwards, or create tax liabilities. R & D support should mimic the R & D Credit that is established on the 2015 Schedule 1299-D and 2015 Schedule 1299-A. The IL Detail Attach is a two column form [description & amount] and the R & D credit is a three column statement [description, base period expenses, and current year expenses]. The information can be detailed on the IL Detail Attach by supplying the description for the base period expenses and amounts, then the current year expenses and amounts. I have included an example of the IL Detail Attach from a test case below. I have discussed the issue with the business processing division and they will accept the IL Detail Attach as support. Below is an example of the ILDetailAttach for the R & D credit in regards to Schedule 1299-D.



If a flow through entity (partnership/subchapter S) reports an R & D credit, it is passed on to their partners/shareholders. The flow through entities are under the same requirement to provide support for the R & D credit they are transferring. The electronic file should contain either an ILDetailAttach supporting the R & D credit as previously presented, but in the Schedule 1299-A format. Or the taxpayer should send the support (Schedule 1299-A(R&D) via the email address.

If a taxpayer receives an R & D Credit from a conduit entity, a Schedule K-1-P(R&D) will be required to support the flow through of credit. The Schedule K-1-P(R&D) can be sent to the email address or presented on the ILDetailAttach. The Business Processing Division will accept, as support, the Schedule K-1-P(R&D) presented on an ILDetailAttach, as long as, the FEIN reported on Step 2: Identify your partner or shareholder matches Step 2 of a 2016 Schedule K-1-P included in the same filing. I have included an example of how to present the 2016 Schedule K-1-P(R&D) on the ILDetailAttach below. Again, this will help avoid correspondence from the Illinois Department of Revenue requesting support to verify the R&D credit.



***Research and Development Credit – TY 2017:*** The Research and Development income tax credit has been added to the 2017 Schedule 1299-D and 2017 Schedule 1299-A. Supporting documentation for the R&D tax credit will no longer be required to be submitted on the ILDetailAttach or sent to the Illinois Department of Revenue email address. The K-1-P has also been updated to include the R&D line for flow-through credit reporting. The R&D credit will be reported on Step 1 Section B Lines 23 – 32 of Schedule 1299-D and Step 2 Lines 26 – 34 of Schedule 1299-A. The R&D Credit flow-through will be reported on Schedule K-1-P Step 7 Line 52e.

***Other Credits Schedule 1299-D and Schedule 1299-A – TY 2017:*** An “other credits” section has been added to schedules 1299-A and 1299-D. The “other credits” section allows a taxpayer to claim income tax credits that can be carried forward five years, but no specific line has been provided on the schedule. For tax year 2017, they are two credits that are allowed to be reported. The two credits are designated by a three digit code. The three digit codes are listed below.

101 – Invest in Kids Credit

102 – Natural Disaster Credit

**Note:** The Invest in Kids Credit is for tax years beginning on or after January 1, 2018. It was included in the tax year of 2017, to allow for a short tax year situation.

***For tax year 2018, schedule 1299-D and schedule 1299-A have been completely revised.*** The six and five page schedules have been converted to a one and two page schedule, respectively. The new schedule 1299-I will be used to calculate current year credits that will be entered in column E of the new 1299-D and 1299-A. Schedule 1299-I will not be incorporated into the schemas. Schedule 1299-D Step 2: and Schedule 1299-A Step 3: Figure your credits is a repeating row format. All the credits have a specific four digit code assigned and each schedule has specific codes that are accepted. The four digit codes are available in the schedule 1299-I and more specifically in the schedule 1299-D instructions and schedule 1299-A instructions. Schedule 1299-D columns A, B, and C and Schedule 1299-A columns B & C will have min occurs of ‘1’.

***Schedule B (Pass-Thru Withholdings):***

The calculation for the Corps and Trusts will take the amount subject to pass-thru withholding and multiply by the Income Tax rate and round, then multiply by the Replacement Tax rate and round; then add the two rounded figures together.

**Section B Column** **H** will be used to calculate the minimum amount of pass-thru withholding required. Taxpayer will be able to increase the amount of pass-thru withholding in Column (**H**) if they wish to withhold extra.

***Paid Preparer Information:*** For taxable years beginning on or after January 1, 2017, any tax preparer who is paid to prepare or assist in the preparation of Illinois Business Income Tax returns will be required to provide name, date, PTIN, firm FEIN, firm’s name, address, and phone number. If the self-employed checkbox is marked, then the firm’s FEIN and name will not be required. The requirement is for all business income tax Modernized e-File returns.

***Foreign Addresses for where books and records are kept:***

Place foreign address in IL-1120, Line Q, IL-1120-ST, Line N and IL-1065, Line K

If the address is outside the US and a does not have a city, input proper identifying information.

If the address is outside the US and there is no state, enter the correct two digit country code.

If the address is outside the US and does not have a foreign zip (postal) code, enter five zeros ‘00000’. Note that foreign zip code will need to be truncated to 5 digits.

***Entities not required by the IRS to acquire a FEIN:*** Certain forms/schedules where Illinois allows foreign companies to file have had the E-File Type changed. The EFILE Type has been altered to allow either a nine digit FEIN (0-9) or the word ‘Foreign’. Beginning with tax year 2017, the word Foreign must now be followed by a two digit number (01 – 99), for example, Foreign01. The requirement for the two digit number to follow the word Foreign is determined by the business rules. There may be some instances that do not require the two digit code to follow the word Foreign.

***Direct Deposit:*** Illinois will accept a return if it has the proper data for only one direct deposit. If data is submitted for more than one direct deposit per return, that return will be rejected. Direct deposits may only be made to US banks or banks with US Federal Reserve routing numbers for branches domiciled in the US.

***Return Filing Acknowledgment:*** For information regarding the acknowledgement, visit the IRS website and view Publication 4164, Modernized e-File (MeF) Guide for Software Developers and Transmitters, at [**http://www.irs.gov/pub/irs-pdf/p4164.pdf**](http://www.irs.gov/pub/irs-pdf/p4164.pdf)**.**

**Section 3 - Electronic Payment Options**

There are four electronic payment options available. Taxpayers with annual liability of $20,000 or greater are required to pay using an electronic method.

**Option 1 - Electronic payment authorization included with MeF electronic return filing**

If software has been approved for the MeF program, you may submit a payment when filing your return. The payment information is “warehoused” internally by IDOR until the payment date indicated in your submission. Funds debit from the payer’s account on the payment date contained in the submission when the filing/payment authorization is received and acknowledged by Illinois as accepted at least one banking business day before the payment date specified. For payments allowed, see the schemas and business rules on our website at **tax.illinois.gov**.

IDOR will not process the payment if an exact duplicate is already warehoused, or if the electronic return is acknowledged by Illinois as rejected.

Rejected returns and payments:If you submit a payment (i.e., debit request) with a return and the return is rejected, the payment request will not be processed. Depending on the timeframe and payment due date, you may need to find an alternate method of making the payment (listed below) to ensure that it is received timely by the department.

**NOTE:** This type of payment request will require an electronic payment voucher sent with the transmission.

**NOTE: Beginning August 1st 2016 and ending before December 31, 2018, the department went into production with new BIT payment transactions. You are required to use the voucher in relation to the form. The IL 1120-V for electronic payments through MeF will continue to be used for Form IL 1120. All BIT payment transactions for tax years 2016 and 2017 are listed below:**

 ***Financials – Addendum Record TY 2016 & 2017:***

 FTACode       StateTaxTypeCode

 020                          20                           IL 1120 Debit with return

 020                          20                           IL 1120 Return stand-alone debit

 020 30 IL 1120-ST Debit with return

 020 30 IL 1120-ST Return stand-alone debit

 020 65 IL 1065 Debit with return

 020 65 IL 1065 Return stand-alone debit

 020 41 IL 1041 Debit with return

 020 41 IL 1041 Return stand-alone debit

 021                   space space                   Estimated payments

 021 16 IL516-B Pre-Payment

 021 40 IL516-I Pre-Payment

 023                       1 space                      Business Income extension payment

**For Tax Year 2018,** the Illinois Department of Revenue determined to retire the extension, estimated, and voluntary prepayment vouchers (IL-505-B, IL-1120-ES, IL-516-B, and IL-516 I). The information was released in FY Bulletin 2018-29. The change impacts both paper and electronic filings and is for tax years ending on or after December 31, 2018. Now, there is one payment voucher per return type, the IL-1120-VE, IL-1120-ST-VE, IL-1065-VE, and IL-1041-VE. These four vouchers will be used to make return payments, extension payments, estimated payments, and voluntary prepayments. Business Income Tax MeF will continue to utilize the StatePayment node and EstimatedPayments node. The schema and business rules will only allow the FTA Code to contain 020 and the StateTaxTypeCode to contain 20, 30, 65, or 41 in the addendum record for both nodes. Any other variation will be rejected. **The 2018 BIT payment transactions for tax year 2018 are listed below:**

 **Financials – Addendum Record TY 2018:**

 FTACode       StateTaxTypeCode

 020                          20                           IL 1120 Debit with return

 020                          20                           IL 1120 Return stand-alone debit

 020 20 IL 1120 Extension Payment

 020 20 IL 1120 Estimated Payment

 020 30 IL 1120-ST Debit with return

 020 30 IL 1120-ST Return stand-alone debit

 020 30 IL 1120-ST Extension Payment

 020 30 IL 1120-ST Voluntary Prepayment

 020 65 IL 1065 Debit with return

 020 65 IL 1065 Return stand-alone debit

 020 65 IL 1065 Extension Payment

 020 65 IL 1065 Voluntary Prepayment

 020 41 IL 1041 Debit with return

 020 41 IL 1041 Return stand-alone debit

 020                    41 IL 1041 Extension Payment

 020 41 IL 1041 Voluntary Prepayment

**NOTE:** The move to a single payment voucher per return impacted the IL-1120, IL-1120-ST, IL-1065, and IL-1041. Each return section titled ‘Figure your refund or balance due’ required a consolidation of several of the previous payment lines. The credit carry-forward, extension, estimated, and voluntary prepayments were consolidated into ‘Credits and payments made before the original tax due date’.

 The AccountHolderName contains the name on the bank account.

 The AccountHolderType contains “1” to indicate a business bank account and “2” to indicate a personal bank

 Account.

**NOTE:** For tax years 2016 and 2017, the Pre-Payments (IL516-I & B) will be under the ‘Estimated payment node’ in the schemas.

**Option 2 - MyTaxIllinois**

MyTaxIllinois is a multifunctional internet application that allows taxpayers to authorize business income, withholding, sales and excise tax payments. This payment option is separate from the MeF return filing. To utilize MyTaxIllinois, please go to our website at **tax.illinois.gov** or **mytax.illinois.gov**.

**Option 3 - Electronic payment authorization using IDOR’s “Pay by phone” debit**

This option allows taxpayers to authorize a payment using a toll free number. To begin using this service, the taxpayer must send us a completed Form EFT-1, Authorization Agreement for Certain Electronic Payments (located in the back of this booklet or on our website at **tax.illinois.gov/TaxForms/Other/EFT/EFT-1.pdf**). Detailed instructions on using the debit option of the EFT System are provided after Form EFT-1 is submitted. This payment option is separate from the MeF return filing.

**Option 4 - ACH Credit using IDOR’s existing EFT Program**

This option allows taxpayers to electronically authorize a payment through their financial institution. If choosing this option the taxpayer must send us a completed Form EFT-1, Authorization Agreement for Certain Electronic Payments (located in the back of this booklet or on our website at **tax.illinois.gov/TaxForms/Other/EFT/EFT-1.pdf**). Detailed instructions outlining the required Tax Payment (TXP) Addendum (CCD+) Format for the ACH credit payment option will then be provided. This payment option is separate from the MeF return filing.

**Section 4 - Timeliness and Date Received of Return and Payment**

**Return**

Date received for the return is the date and time it was received by the IRS, provided the return is acknowledged as accepted by **both** the IRS and Illinois.

**Perfection Period**

When an electronically transmitted Business Income Tax return is rejected by an Illinois acknowledgement, on or before the extended due date, Illinois Business Income Tax E-File through MeF allows a 10 calendar day transmission perfection period to perfect that return for electronic re-transmission. Perfection of the business return for electronic re-transmission is generally required when the original return had errors in the XML format or errors that caused the return to fail Illinois E-File schema validation or business rules. The transmission perfection period is not an extension of time to file; it is a period of time to correct errors in the electronically filed return.

**Payment**

* The State of Illinois does not support international ACH transactions.
* The department will only directly debit a taxpayer’s account if the financial institution is located within the United States. If a taxpayer’s financial account is funded by international funds or is located outside the United States, they must choose another payment option.

**What does “due date” mean?**

The term “due date” refers to the due date of the payment, based on the payment type.

 **Estimated payments** are due on the 15th day of the 4th, 6th, 9th, and 12th months of the tax year.

 **Extension** (**505-B) payments and return payments** are due on or before the original due date of the return (An extension for filing a return is not an extension of time to pay. Any payment received after the original due date is subject to late payment penalties).

**Option 1 – EFT Debit authorization included with MeF electronic return filing**

Payment made using this method will be considered timely provided all of the following conditions are met:

* The received date of the electronic return with which the EFT debit payment is included is timely, and
* The debit payment date requested is no later than the due date. If the due date is not an available payment date, then your selected payment date must be no later than the next available business day after the due date, and,
* The debit payment authorization and the return with which it is included are both acknowledged as accepted by the department.

**Option 2 – MyTaxIllinois**

Payment made using this method will be considered timely provided all of the following conditions are met:

* The debit payment must be initiated through MyTaxIllinois on or before the payment due date,
* The debit payment date requested is no later than the due date, and
* You must have a confirmation number verifying that the debit was accepted. Keep this number in your records for proof of timely payment.

**Option 3 and Option 4 – EFT authorization by “Pay by phone” or EFT Credit using the IDOR’s existing EFT program.**

Payments made using either of these methods will be considered timely provided all of the following conditions are met:

* The payment is initiated no later than the due date, and
* The payment date requested is no later than the due date. If a payment date of the due date is not available, then your selected payment date must be no later than the financial institution’s next available business day after the due date, and
* The transfer of funds must be initiated on or before the due date and must not be returned by your financial institution.

**Section 5 – Tax Rate Information**

**For tax year 2018 and forward,** the schedule SA\_1120 and the Schedule SA\_1041 will remain in the schemas and business rules, but will not be utilized. Keeping them in the schemas allows the Illinois Department of Revenue to implement accordingly without requiring a new schema version. The Schedule SA business rules are ignored and can be easily implemented and adjusted according to statute requirements.

**For tax years 2016 and 2017**, effective July 1, 2017,the Illinois Income Tax rate for corporations increased from 5.25 percent to 7 percent. Trusts and estates increased from 3.75 percent to 4.95 percent. Corporations, Trusts, and Estates have two choices in how to compute tax. The two methods are the Apportionment Method (Blended Rate) or Specific Accounting method.

**Blended Rate:** We encourage taxpayers to use a blended tax rate, which combines the two tax rates based on the number of days in the low-rate portion of the year in ratio to the number of days in the high-rate portion of the tax year. For your convenience, we are including a blended rate chart for taxpayers that have full 12-month periods, with tax years ending on the last day of a month. We are also including the formula for calculating the blended rate. In the event that a corporation has a short-year return or is a 52-53 week filer, the corporation will have to use this formula to figure the correct blended rate. We have also included the blended rate calculation for trusts and estates that have a short-year return filing obligation. (See below.)

**Trust and Estate Short Year Filer Blended Rate Calculation:**

***APPORTIONED (BLENDED RATE) INCOME TAX RATE FORMULA***

(For Trusts and Estates with short-year returns only)

1. Number of days in tax year before 07/01/2017 ÷ total number of days in the tax year

x 3.75% (.0375) (round to six decimal places) = . \_

1. Number of days in tax year after 06/30/2017 ÷ total number of days in the tax year

x 4.95% (.0495) (round to six decimal places) = . \_

1. Add Lines 1 and 2. This is your blended income tax rate. . \_

 **Corporation Short Year and 52/53 Week Filer Blended Rate Calculation:**

***APPORTIONED (BLENDED RATE) INCOME TAX RATE FORMULA***

(For Corporations with short-year returns and 52/53 week filers only)

1. Number of days in tax year before 07/01/2017 ÷ total number of days in the tax year

x 5.25% (.0525) (round to six decimal places) = . \_

1. Number of days in tax year after 06/30/2017 ÷ total number of days in the tax year

x 7% (.07) (round to six decimal places) = . \_

1. Add Lines 1 and 2. This is your blended income tax rate. . \_

 **Corporation, Trust, and Estate Blended Income Tax Rate TY 2016:**

|  |  |
| --- | --- |
|  |  ***BLENDED INCOME TAX RATE SCHEDULE*** (For fiscal year returns only) |
|  | **Number of Days** |  |  **Blended Rate for** |
| **Start** | **End** |  | **Before** | **After** |   |  **Individual,** |
| **Date** | **Date** |  | **07/01/2017** | **06/30/2017** |  | **Trusts, Estates** | **Corporations** |
| 08/01/2016 | 07/31/2017 |  | 334 | 31 |  | 3.8519% | 5.3986% |
| 09/01/2016 | 08/31/2017 |  | 303 | 62 |  | 3.9538% | 5.5473% |
| 10/01/2016 | 09/30/2017 |  | 273 | 92 |  | 4.0525% | 5.6911% |
| 11/01/2016 | 10/31/2017 |  | 242 | 123 |  | 4.1544% | 5.8397% |
| 12/01/2016 | 11/30/2017 |  | 212 | 153 |   | 4.2530% | 5.9836% |

 **Corporation, Trust, and Estate Blended Income Tax Rate TY 2017:**

|  |  |
| --- | --- |
|  |  ***BLENDED INCOME TAX RATE SCHEDULE*** (For calendar and fiscal year returns) |
|  | **Number of Days** |  |  **Blended Rate for** |
| **Start** | **End** |  | **Before** | **After** |   |  **Individual,** |
| **Date** | **Date** |  | **07/01/2017** | **06/30/2017** |  | **Trusts, Estates** | **Corporations** |
| 01/01/2017 | 12/31/2017 |  | 181 | 184 |  | 4.3549% | 6.1322% |
| 02/01/2017 | 01/31/2018 |  | 150 | 215 |  | 4.4568% | 6.2808% |
| 03/01/2017 | 02/28/2018 |  | 122 | 243 |  | 4.5489% | 6.4151% |
| 04/01/2017 | 03/31/2018 |  | 91 | 274 |  | 4.6508% | 6.5637% |
| 05/01/2017 | 04/30/2018 |  | 61 | 304 |   | 4.7495% | 6.7075% |
| 06/01/2017 | 05/31/2018 |  | 30 | 335 |  | 4.8514% | 6.8562% |

**Specific Accounting**: A corporation/trust may also choose to compute their tax based on when income is earned during its tax year. If the corporation/trust chooses the specific accounting method, it must complete and file its respective Schedule SA showing which tax rate period income was earned. In addition, modifications to income must also be applied to the period in which the income and modification is attributable.

**Section 6 – Taxpayer Signature**

The taxpayer signature requirement for the Illinois return is satisfied by including specific data in the transmission. A perjury statement phrase and a payment authorization phrase are included, along with required information regarding the authorized officer. Filing Form IL-8453, or any other signature authorization form, is not required.

**1) For signature approval:** By including the phrase in the transmission data for the perjury statement checkbox, the specified authorized officer is stating that they have examined the return, and to the best of their knowledge it is true, correct, and complete. They are also consenting to have their ERO or transmitter submit their return to IRS for retrieval by the IDOR. Further, they are authorizing the IDOR to inform their ERO or transmitter of the status of their return, including providing reasons for any rejections that may occur.

 **Software developers must include an authorization statement for the user stating that:**

***By checking the box, I agree that I have examined the return, and to the best***

***of my knowledge is true, correct, and complete.***

 If the user fails to check the box, the return should not be transmitted to the department.

**2) For financial transaction approval: Software developers must include an authorization statement for the user stating that:**

***The specified authorized officer is authorizing IDOR and related financial institutions to transact any debit payment information included in the transmission. In addition, the authorized officer also consents to allowing department personnel to discuss any problems transacting the debit with the ERO, transmitter, or financial institution.***

 The transmission information for signatures and debit authorizations is a signature data element named “AuthorizationStatement” and additional details are located in the schemas. An accepted transmission must include one of the following messages, depending on the user’s request:

 Jurat accepted, or

 Debit authorized, or

 Jurat statement accepted and debit authorized.

**Section 7 – Testing Procedures / Software Approval Process**

**Testing Procedures**

The following are guidelines to follow for BIT MeF testing:

* Email a list of forms, schedules, and payment types you will have available in production to:

 marvin.kirk@Illinois.gov and stuart.wilcoxon@illinois.gov

* Transmit several test submissions.
* Include a “clean” return with all records (one that you would expect to not have any errors).
* Include as many forms and schedules as possible to thoroughly test all business rules.
* Forms and schedules that do not relate to the transmission should not be included.

For example, do not include Schedule INS in your transmission if:

* + You are not an insurance company, or
	+ You are an insurance company, but the alternate tax calculated on Schedule INS is not less than the amount of tax calculated on Form IL-1120, or
	+ You are an insurance company, but you elect not to calculate the alternate tax on Schedule INS.

Notify Marvin Kirk (contact information above) when you believe you have thoroughly and successfully tested your product and can show the items directly below.

**Software Approval Process**

Please provide as **few as possible accepted submissions** which reflect:

* Each form/schedule to be filed/produced by the software,
	+ fill in as many lines as possible,
* Use different account period ending dates (calendar and fiscal),
* Use different Illinois apportionment (all Illinois, some Illinois, zero Illinois),
* Include multiple copies of the IL-4255 (if supported),
* Place multiple entries on many tables,
* Use negative income and positive income figures,
* If producing the Schedule B, please show use of Column D having at least one ‘X’ (negative and positive),
* If producing the Schedule B, please submit with Column E having zero, negative and positive figures,
* If filing Schedule UB, use differing FEIN’s on the Federal and State returns,
* If supporting the Subgroup Schedule, attach four subgroup schedules on a single submission.
* Please show that you can accommodate more than three carry years on Schedule NLD Line 2a.
* Identify that you have included both ‘authorization statements’ from Step 6, for your users,
* Place foreign address (page 9) in IL-1120, Line R, IL-1120-ST, Line O and IL-1065, Line K,
* Submit an IL1065 with an exemption (income) resulting in Line 53 as a zero.
* If supporting Investment Partnerships or Publically Traded Partnerships, submit showing IL-1065, Line F,
* Test Direct Deposit line,
* Email your payment vouchers as directed in Section 9. These will need to be approved by OPM,
* Test Schedule CR, Line 51 and 56 as 1 and %
* Test Schedule NR, Line 51 as negative while Line 52 and 53 are blank and 54 is zero,
* Test Schedule NR, Line 51 as positive when Line 52 is both positive and negative,
* Test a return with a payment (with return or stand-alone),
* Test a payment alone.

Once your software has been approved, a notification of software approval will be emailed. If you add additional forms/schedules they will need to be approved.

Please keep your submissions for software approval comprehensive and concise. The larger the number of submissions sent for approval, the longer the approval process may take. If necessary, we will approve a portion of your total forms and schedules at different times.

**Section 8 – Contact Information**

**General Questions – Corporate Income and Replacement Tax**

Write to us: Call us:

 TAXPAYER ASSISTANCE DIVISION 1 800 732-8866 or 217 782-3336

 ILLINOIS DEPARTMENT OF REVENUE 1 800 544-5304 – TDD (telecommunications device

 PO BOX 19044 for the deaf)

 SPRINGFIELD IL 62794-9044

Visit our website: **tax.illinois.gov**

**General Questions – Electronic Filing**

ELECTRONIC FILING SECTION

 ILLINOIS DEPARTMENT OF REVENUE

 PO BOX 19479

 SPRINGFIELD IL 62794-9479

 217 524-4767 or 1 866 440-8680 (8:30 a.m. – 5:00 p.m.)

 For questions regarding communications with the IRS, please see information available on the

 IRS website at [**www.irs.gov**](http://www.irs.gov).

**Technical Questions – Return Schemas, Business Rules, and Acknowledgments:**

 STUART WILCOXON

 BUSINESS INCOME TAX PROJECT MANAGER

 ILLINOIS DEPARTMENT OF REVENUE

 ELECTRONIC COMMERCE DIVISION

 101 W. JEFFERSON ST., MC 2-249

 SPRINGFIELD IL 62702

 (217)785-0574 (phone)

 (217)782-7992 (fax)

stuart.wilcoxon@illinois.gov

**Section 9 – Scannable Payment Voucher**

***(for payments that are not made through an electronic method)***

Address to mail the production IL-1120-V:

 **ILLINOIS DEPARTMENT OF REVENUE**

 **PO BOX 19028**

 **SPRINGFIELD IL 62794-9028**

Address to mail the production IL-1120-ST-V, IL-1065-V, and IL-1041-V:

 **ILLINOIS DEPARTMENT OF REVENUE**

 **PO BOX 19053**

 **SPRINGFIELD IL 62794-9053**

**If you are producing paper vouchers, you will need to send five test copies to** Rev.VendorForms@Illinois.gov.

**Prepare each payment voucher with the following information and submit your draft for testing:**

(1)  Software/Forms Developer ID Number

(2)  Federal Employer Identification Number (FEIN)

(3)  Sequence Number (usually 000)

(4)  FEIN/Sequence Number Check Digit

(5)  Tax Year Ending Month (last month of the business year - use two digits)

(6)  Tax Year Ending (last two digits of the business year)

(7)  Business Name and Address

(8)  Amount of Payment. The payment amount field must show dollars and two positions for cents. If the payment is a whole dollar amount, zero fill the cents field to the right of the dollar amount.

(9)   Preparer’s Phone Number

(10) Scan Line (See detailed instructions on the next page.)

**FEIN/Sequence Number Check Digit Formula**

**The check digit is figured from the following calculations.**

Obtain Sum A: Beginning at the left, add every other digit starting with the second.

EXAMPLE:

Taxpayer’s FEIN and Sequence Number =  3  6  2  6  0  3  5  9  8  0  0  0

**SUM A:** 6 + 6 + 3 + 9 + 0 + 0 = **24**

Obtain Sum B in three steps. Step 1: Beginning with the left most digit, add every other digit twice and format the result as a two digit number. Step 2: Add each digit of the two digit result from Step 1 to obtain a one-digit number. Step 3: Add each of the Step 2 results to determine Sum B. See example below.

EXAMPLE:

Taxpayer’s FEIN and Sequence Number =  3  6  2  6  0  3  5  9  8  0  0  0

**Digit #         Step 1                         Step 2**

(1)               3 + 3 = 06        0 + 6 = 6

(3)               2 + 2 = 04        0 + 4 = 4

(5)               0 + 0 = 00        0 + 0 = 0

(7)               5 + 5 = 10        1 + 0 = 1

(9)               8 + 8 = 16        1 + 6 = 7

(11)                         0 + 0 = 00        0 + 0 = 0

                                            **Sum B** = 6 + 4 + 0 + 1 + 7 + 0 = **18**

Add Sum A and Sum B to obtain Sum C. (Example above: Sum A 24 + Sum B 18 = Sum C 42)

If the unit position of Sum C is zero, no subtraction is necessary, zero is the check digit.

If the unit position of Sum C is not zero, subtract the unit position of Sum C from 10.  In this example, 2 is the number in the unit position. 10 - 2 = 8.  **8 is the check digit for this example.**

**Scan Line Placement and Contents**

The scan line must be centered horizontally on the page (the center of the scan line must be at 4.25 inches) and must fall between .25 and .375 inches from the bottom edge of the form. There must be only the scan line in the bottom .5 inch of the form.

**Contents:** The scan line contains 39 positions as described below. The font for the scan line is “OCR-A Std”, size 10.

**Positions within the scan line:**

       1 - 5   Voucher Number is always 11208

       6 - 9   Liability Period (mmyy)  (Last month and last two digits of the business accounting period)

          10   Space

          11   Form Code/Liability Period Check Digit (See formula below.)

          12   Space

   13 - 21   FEIN

          22   Space

   23 - 25   Sequence number (usually 000)

          26   Space

          27   FEIN/Sequence number Check Digit (See formula on previous page.)

          28   Space

   29 - 39   Amount

**Form Code/Liability Period Check Digit Formula**

\*\*This is an example only. Calculate your check digit with the form code and liability period.

EXAMPLE: Form code/Liability Period = 1 1 2 0 8 1 2 1 3

• Multiply the left most digit by 10, the next digit by 9, the next by 8 and so on, until all digits have a total.

                         1         1          2          0          8          1          2          1          3

                 X    10         9          8          7          6          5          4          3          2

                 =    10         9        16          0        48          5          8          3          6

•     Add the totals together. 10 + 9 + 16 + 0 + 48 + 5 + 8 + 3 + 6 = 105

•     Divide the sum by 11. If the remainder is 0 or 1, no subtraction is necessary, the remainder is the check digit. If the remainder is greater than 1, subtract the remainder from 11 to obtain the check digit. 105 divided by 11 = 9 with a remainder of 6. 11 - 6 = 5. **5 is the check digit.**

***Electronic* payments are required if the taxpayer’s previous year’s annual liability was $20,000 or more.**

The voucher you produced must be tested and approved prior to use.  Please submit five draft versions in PDF file format toREV.VendorForms@illinois.gov. If you prefer, you may mail us the drafts. Our mailing address is OFFICE OF PUBLICATIONS MANAGEMENT, ILLINOIS DEPARTMENT OF REVENUE, 101 WEST JEFFERSON STREET, SPRINGFIELD IL  62702.