

Form CT-945 (DRS)

Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts

2011

General Instructions

Complete this return in blue or black ink only.

Form CT-945 (DRS) may be used by new payers of nonpayroll amounts or payers who have not received their *2011 Connecticut Payers of Nonpayroll Amounts Withholding Returns and Instructions*.

Payers of nonpayroll amounts who are registered for Connecticut income tax withholding are required to file Form CT-945(DRS) **even if no tax is due**, tax was not required to be withheld, or federal Form 945 is not required to be filed. See **Informational Publication 2011(8)**, *Connecticut Tax Guide for Payers of Nonpayroll Amounts*.

Complete all requested information on the front and back of this return. See instructions on back. Sign and date the return in the space provided. If payment is due, remit payment with this return.

Amending Form CT-945 (DRS)

Use **Form CT-941X**, *Amended Connecticut Reconciliation of Withholding*, to amend or correct Form CT-945 (DRS) or use the **TSC** at www.ct.gov/TSC to amend or correct your return electronically.

Rounding Off to Whole Dollars: You must round off cents to the nearest whole dollar on your returns and schedules. If you do not round, the Department of Revenue Services (DRS) will disregard the cents.

Round down to the next lowest dollar all amounts that include 1 through 49 cents. Round up to the next highest dollar all amounts that include 50 through 99 cents. However, if you need to add two or more amounts to compute the amount to enter on a line, include cents and round off **only** the total.

Example: Add two amounts (\$1.29 + \$3.21) to compute the total (\$4.50) to enter on a line. \$4.50 is rounded to \$5.00 and entered on the line.

Nonpayroll Amounts Subject to Connecticut Income Tax Withholding

The following are Connecticut nonpayroll amounts subject to Connecticut income tax withholding:

- Connecticut Lottery winnings if reportable for federal income tax withholding purposes whether or not subject to federal income

tax withholding. See **Informational Publication 2009(38)**, *Connecticut Income Tax Treatment of State Lottery Winnings Received by Residents and Nonresidents of Connecticut*;

- Gambling winnings if the payment is subject to federal income tax withholding and the payment is made to a resident, part-year resident, or someone receiving the payment on behalf of a resident. See **Informational Publication 2009(36)**, *Connecticut Income Tax Treatment of Gambling Winnings Other Than State Lottery Winnings*;
- Pension and annuity distributions if the recipient is a Connecticut resident and has requested Connecticut income tax withholding;
- Military retirement pay if the recipient is a Connecticut resident and has requested Connecticut income tax withholding;
- Unemployment compensation payments if the recipient has requested Connecticut income tax withholding; **and**
- Payments made to athletes or entertainers if the payments are not wages for federal income tax withholding purposes, but Connecticut income tax withholding is required under **Policy Statement 2009(1)**, *Income Tax Withholding for Athletes or Entertainers*.

When to File

Form CT-945 (DRS) is due **January 31, 2012**. However, a payer that has made timely deposits of Connecticut withholding tax in full payment of taxes due for the 2011 calendar year may file Form CT-945 (DRS) on or before February 10, 2012. If the due date falls on a Saturday, Sunday, or legal holiday, the next business day is the due date.

Where to File

Use the **Taxpayer Service Center (TSC)** to electronically file this return. See **TSC** on back.



If filing by mail, make check payable to **Commissioner of Revenue Services**. Write your Connecticut Tax Registration Number on your check. DRS may submit your check to your bank electronically. Mail your completed return and payment, if applicable, to the address on the return below.

✂ Separate here and mail return to DRS. Make a copy for your records. ✂

CT-945 (DRS) Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts ▶2011

Connecticut Tax Registration Number ▶	Federal Employer ID Number	Calendar year ending ▶	Due date January 31, 2012
Enter name and address below. Please print or type.			
Name	1. Gross nonpayroll amounts	▶ 1	00
Address	2. Gross Connecticut nonpayroll amounts	▶ 2	00
	3. Connecticut tax withheld	▶ 3	00
City State ZIP code	4. Credit from prior year	▶ 4	00
	5. Payments made for this year	▶ 5	00
If you are no longer making payments of nonpayroll amounts, enter date of last payment: ____/____/____ mm dd yyyy	6. Total payments: Add Line 4 and Line 5.	▶ 6	00
	7. Net tax due (or credit): Line 3 minus Line 6.	▶ 7	00
Mail to: Department of Revenue Services PO Box 2931 Hartford CT 06104-2931	8a. Penalty: ▶ + 8b. Interest: ▶ = 8		00
	9. Amount to be credited	▶ 9	00
	10. Amount to be refunded	▶ 10	00
	11. Total amount due: Add Line 7 and Line 8.	▶ 11	00

Use Form CT-941X to amend this return.

I declare under penalty of law that I have examined this return (including any accompanying schedules and statements) and, to the best of my knowledge and belief, it is true, complete, and correct.

Signature _____
 Title _____ Date _____
 Telephone number () _____

Line Instructions

Line 1: Enter total nonpayroll amounts paid to all recipients during the 2011 calendar year whether or not the nonpayroll amounts are subject to Connecticut income tax withholding.

Line 2: Enter total nonpayroll amounts subject to Connecticut income tax withholding during calendar year 2011.

Line 3: Enter total Connecticut income tax **withheld** on Connecticut nonpayroll amounts during calendar year 2011.

Line 4: Enter credit from your prior year **Form CT-945 (DRS), Connecticut Annual Reconciliation of Withholding for Nonpayroll Amounts**, Line 9. However, if any portion of that amount was withheld from recipients during a prior year and not repaid to those recipients prior to the end of that year or prior to filing the return for that year, whichever is earlier, subtract the portion not repaid from the amount on Line 9 of your prior year Form CT-945 (DRS). Enter the difference.

Line 5: Enter the sum of all payments made for calendar year 2011.

Line 6: Add Line 4 and Line 5. This is your total payments and credits for calendar year 2011.

Line 7: Subtract Line 6 from Line 3 and enter the difference. If Line 3 is more than Line 6, complete Line 8a and Line 8b if necessary, then go to Line 11. If Line 6 is more than Line 3, complete Line 9 and Line 10.

Line 8: Enter penalty on Line 8a, interest on Line 8b, and the total on Line 8.

Late Payment Penalty: The penalty for paying all or a portion of the tax late is 10% of the tax paid late.

Late Filing Penalty: If no tax is due, the Department of Revenue Services (DRS) may impose a \$50 penalty for the late filing of any return or report required by law to be filed.

Interest: Interest is computed on the tax paid late at the rate of 1% per month or fraction of a month.

Line 9 and Line 10: Enter the amount from Line 7 you want credited to the next quarter on Line 9. Enter the amount from Line 7 you want refunded on Line 10. However, if any portion of the amount on Line 7 was overwithheld from recipient(s) during calendar year 2010 and not repaid to recipient(s) prior to the end of calendar year 2011 or prior to filing Form CT-945 (DRS), whichever is earlier, the amount not repaid must be subtracted from the amount on Line 7. Enter the difference on Line 9 or Line 10.

If you overwithheld Connecticut income tax from any nonwage payment, the amount overwithheld should be reimbursed to the recipient in the same calendar year in which the overcollection occurred. Keep in your records the recipient's written receipt showing the date and amount of the reimbursement.

Line 11: If the amount on Line 7 is a net tax due, add Line 7 and Line 8. This is the total amount due.

Summary of Connecticut Tax Liability Instructions

Quarterly remitters: Enter total liability for each quarter on Line 6 for March, June, September, and December. Add the Line 6 amounts and enter the total on Line 7. This should equal Line 3 on the front of Form CT-945 (DRS).

Monthly remitters: Enter total liability for each month on Line 6 of that month. Add the Line 6 amounts and enter the total on Line 7. This should equal Line 3 on the front of Form CT-945 (DRS). Monthly remitters may be required to file and pay electronically if notified by DRS.

Weekly remitters: Are required to file and pay electronically if notified by DRS.

For More Information

Call DRS during business hours, Monday through Friday:

- **1-800-382-9463** (Connecticut calls outside the Greater Hartford area only); **or**
- **860-297-5962** (from anywhere)

TTY, TDD, and Text Telephone users **only** may transmit inquiries anytime by calling 860-297-4911.

Forms and Publications

Visit the DRS website at www.ct.gov/DRS to download and print Connecticut tax forms.

Taxpayer Service Center

The **Taxpayer Service Center (TSC)** allows taxpayers to electronically file, pay, and manage state tax responsibilities. To make electronic transactions or administer your tax account online, visit www.ct.gov/TSC and select *Business*.



..... Separate here and mail return to DRS. Make a copy for your records.

Summary of Connecticut Tax Liability

Enter tax liability not deposits. See instructions.

January	February	March	April	May	June
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6
July	August	September	October	November	December
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6
7 Total liability for the year					00