



CT-245

New York State Department of Taxation and Finance

Maintenance Fee and Activities Return For a Foreign Corporation Disclaiming Tax Liability

2003 calendar-year filers check box: [ ]

[ ] Final return (see procedure in instr.)

Tax Law— Article 9, Section 181.2

Other filers enter tax period: beginning [ ] ending [ ]

Main form with fields for Employer identification number, File number, Business telephone number, Legal name of corporation, Trade name/DBA, Mailing name, State or country of incorporation, Date received, Date of incorporation, Foreign corporations: date began business in NYS, NAICS business code number, Principal business activity, Location of commercial domicile, Date authorized to do business in New York State, and Audit use (Taxable/Not taxable).

A. Payment – pay amount shown on line 6. Make check payable to: New York State Corporation Tax. Attach your payment here. Payment enclosed [ ]

Maintenance fee (See Form CT-245-I, Instructions for Form CT-245, for assistance.)

Table with 7 rows for Maintenance fee, Total prepayments, Subtotal, Interest, Additional charges, Balance due, and Refund.

Activities

Table for listing all locations of offices and other places of business in and outside New York State, with columns for Location, Nature of activities, and Date began.

- 9 Does the corporation own or lease real property in New York State (this includes trucking terminals used exclusively in interstate commerce)? [ ] Yes [ ] No
10 Does the corporation maintain inventory or own or lease property in New York State? [ ] Yes [ ] No If Yes, explain
11 Does the corporation employ any other assets in New York State? [ ] Yes [ ] No If Yes, explain

Certification. I certify that this return and any attachments are to the best of my knowledge and belief true, correct, and complete.

Signature of authorized person, Official title, Date, Firm's name, ID number, Date, Address, Signature of individual preparing this return.

Mail your return to: NYS CORPORATION TAX PROCESSING UNIT PO BOX 22038 ALBANY NY 12201-2038

- 12** Did the corporation perform services in New York State? .....  Yes  No  
 If Yes, attach a separate sheet with details.
- 13** Does the corporation own assets in New York State that are leased to others? .....  Yes  No  
 If Yes, explain \_\_\_\_\_
- 14** Did the corporation perform any construction, erection, installation or repair work, or other services in New York State? .....  Yes  No  
 If Yes, explain \_\_\_\_\_
- 15** Did the corporation participate in a partnership, limited liability company/partnership, or joint venture doing business in New York State? .....  Yes  No
- 16** Did the officers or employees of the corporation do any of the following in New York State?
- a. Perform public relations activities .....  Yes  No
  - b. Furnish technical advice to retailers or consumers .....  Yes  No
  - c. Investigate claims .....  Yes  No
  - d. Collect accounts .....  Yes  No
  - e. Perform services .....  Yes  No
  - f. Approve or reject orders .....  Yes  No
  - g. Perform other activities (*attach an explanation*) .....  Yes  No
  - h. Coordinate or supervise, or both, the activities of a subsidiary that is taxable in New York State .....  Yes  No
- If you answered Yes to any of the above questions (16a-h), attach a separate sheet with details of the activities, including continuity, frequency, and regularity.
- 17** Transportation corporations only: Did the corporation make any pickups or deliveries in New York State during this calendar year? .....  Yes  No  
 If Yes, attach a sheet indicating the number of pickups and deliveries made and describe the total activities of the corporation in this state.
- 18** Is the corporation formed for or engaged in the business of extracting, producing, refining, manufacturing, or compounding petroleum? .....  Yes  No
- 19** Does the corporation sell petroleum products (crude oil, plant condensate, gasoline, aviation fuel, kerosene, diesel motor fuel, benzol, fuel oil, residual oil, or liquefied or liquefiable gases such as butane, ethane, or propane)? .....  Yes  No  
 If Yes, is any of the petroleum shipped to New York State from a location outside New York State? .....  Yes  No
- 20** Does the corporation import petroleum products into New York State for its own consumption? .....  Yes  No

**21** List all employees, including officers, employed within New York State (*attach additional sheets if necessary*).

Name	Title	Date began	Duties and responsibilities	Compensation