



# CT-245

New York State Department of Taxation and Finance

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

All filers must enter tax period:

Final return   
(see procedure in instr.)

Tax Law— Article 9, Section 181.2

beginning

ending

Employer identification number	File number	Business telephone number ( )	If you claim an overpayment, mark an <b>X</b> in the box <input type="checkbox"/>	
Legal name of corporation		Trade name/DBA		
Mailing name (if different from legal name above) c/o Number and street or PO box		State or country of incorporation	Date received (for Tax Department use only)	
City State ZIP code		Date of incorporation	Foreign corporations: date began business in NYS	
NAICS business code number (from federal return)	If your name, employer identification number, address, or owner/officer information has changed, you must file Form DTF-95. If only your address has changed, you may file Form DTF-96. You can get these forms from our Web site, by phone, or by fax. See the <i>Need help?</i> section of the instructions.		Audit use	Taxable <input type="checkbox"/> Not taxable <input type="checkbox"/> By _____ Date _____
Principal business activity		Date authorized to do business in New York State	If not authorized to do business in New York State, mark an <b>X</b> here..... <input type="checkbox"/>	
Location of commercial domicile				

**A.** Pay amount shown on line 6. Make check payable to: **New York State Corporation Tax**  
 Attach your payment here. Detach all check stubs.  **A.** Payment enclosed

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

1 Maintenance fee (\$300 for a full year; see instructions for short-period report) .....	1.	
2 Total prepayments .....	2.	
3 Subtotal (if line 2 is less than or equal to line 1, subtract line 2 from line 1) ....	3.	
4 Interest (see instructions) .....	4.	
5 Additional charges (see instructions) .....	5.	
6 Balance due (add lines 3, 4, and 5; enter payment on line A above) .....	6.	
7 Refund (if line 1 is smaller than line 2, subtract line 1 from line 2) .....	7.	

### Activities (For lines 9 through 23, mark an X in the appropriate box.)

8 List all locations of offices and other places of business in and outside New York State (attach additional sheets if necessary)

Location	Nature of activities	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 \_\_\_\_\_ (continued on back)

<b>Third – party designee</b>	Do you want to allow another person to discuss this return with the Tax Dept? (see instructions) Yes <input type="checkbox"/> (complete the following) No <input type="checkbox"/>		
	Designee's name	Designee's phone number ( )	Personal identification number (PIN) <input type="text"/>

### 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
Paid preparer use only	Signature of individual preparing this return		Firm's name (or yours if self-employed)
	Address	City State ZIP code	ID number Date

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

**CT-245 (2005) (back)**

**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** Has the corporation been terminated in the state in which it was incorporated? ..... Yes  No   
 If Yes, enter date of termination \_\_\_\_\_

**22** Was the corporation previously subject to tax in New York State? ..... Yes  No   
 If Yes, enter date the corporation ceased doing business in New York State \_\_\_\_\_

**23** Is the corporation a qualified subchapter S subsidiary (QSSS)? ..... Yes  No   
 If Yes, enter name and federal employer identification number of the parent corporation \_\_\_\_\_

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

Name	Title	Date began	Duties and responsibilities	Compensation