## Publication 972

Cat. No. 26584R

## Child Tax Credit

(For Individuals Sent Here From the Instructions for Forms 1040, 1040A, and 8812)

For use in preparing
2002 Returns


Computer • www.irs.gov or FTP • ftp.irs.gov FAX • 703-368-9694 (from your FAX machine)

## Before You Begin

You should check your tax return instructions to see if you need this publication.

## Purpose

The purpose of this publication is:

1) To figure the child tax credit you claim on Form 1040, line 50, or Form 1040A, line 33, and
2) To figure the amount of taxable earned income you enter on line 4 of Form 8812, Additional Child Tax Credit.
The child tax credit is explained in the instructions for Form 1040 and Form 1040A. You cannot claim the child tax credit on Form 1040EZ.

This publication is intended for individuals sent here by the instructions to Forms 1040, 1040A, and 8812. Although anyone can choose to use this publication to figure their credit, most individuals can use the simpler worksheet in their tax form instructions.

This publication also includes a detailed example of a taxpayer who figures the child tax credit and the additional child tax credit.

## How To Use This Publication

If you were sent here from your Form 1040 or Form 1040A instructions. Go to page 3 of this publication and complete the Child Tax Credit Worksheet.
If you were sent here from your Form 8812 instructions. Go to page 7 of this publication and complete the 1040 Filers - Taxable Earned Income Worksheet.

If you have not read your Form 1040 or Form 1040A instructions. Pick up your Form 1040 or Form 1040A instructions and complete the following steps.

1) Go to the instructions for line 50 of Form 1040 or line 33 of Form 1040A.
2) Answer the Questions.
3) Form 1040. If you answered "Yes" to question 1, 2, or 3 , go to page 3 of this publication and complete the Child Tax Credit Worksheet.
Form 1040A. If you answered "Yes" to question 1 or 2 , go to page 3 of this publication and complete the Child Tax Credit Worksheet.

## Taxable Earned Income

You will need to figure your taxable earned income using
one of the worksheets in this publication if you are complet-
ing the Line 11 Worksheet (page 5) or Form 8812. Form

1040 filers, use the worksheet on page 7 to figure your taxable earned income. Form 1040A filers, use the worksheet on page 8.

## Additional Child Tax Credit

This credit is for certain individuals who get less than the full amount of the child tax credit. The additional child tax credit may give you a refund even if you do not owe any tax.

Form 8812. You must file Form 8812 to take the additional child tax credit. To see if you qualify to take this additional credit, read your Form 1040 instructions for lines 50 and 66 or your Form 1040A instructions for lines 33 and 42. A filled-in copy of Form 8812 is shown later. Form 8812 can also be found in the Form 1040 and Form 1040A instruction packages.

## Important Reminder

Photographs of missing children. The Internal Revenue Service is a proud partner with the National Center for Missing and Exploited Children. Photographs of missing
children selected by the Center may appear in this publication on pages that would otherwise be blank. You can help bring these children home by looking at the photographs and calling $1-800-$ THE-LOST (1-800-843-5678) if you recognize a child.

## Comments and Suggestions

We welcome your comments about this publication and your suggestions for future editions.

You can e-mail us while visiting our web site at www.irs.gov.

You can write to us at the following address:
Internal Revenue Service
Tax Forms and Publications W:CAR:MP:FP
1111 Constitution Ave. NW
Washington, DC 20224

We respond to many letters by telephone. Therefore, it would be helpful if you would include your daytime phone number, including the area code, in your correspondence.

Before you begin:
If you are a Form 1040 filer, you will need the following forms if you are filing them.
$\sqrt{ }$ Form 2555, Foreign Earned Income
$\sqrt{ }$ Form 2555-EZ, Foreign Earned Income Exclusion
$\sqrt{ }$ Form 4563, Exclusion of Income for Bona Fide Residents of American Samoa

## Part 1

1. Number of qualifying children: $\qquad$ $\times \$ 600$. Enter the result.
2. Enter the amount from Form 1040, line 36, or Form 1040A, line 22. $\square$
3. 1040 Filers. Enter the total of any-

- Exclusion of income from Puerto Rico, and
- Amounts from Form 2555, lines 43 and 48; Form 2555-EZ, line 18; and Form 4563, line 15.

1040A Filers. Enter -0-.

5. Enter the amount shown below for your
filing status.

- Married filing jointly - $\$ 110,000$
- Single, head of household, or qualifying widow(er) - \$75,000
- Married filing separately - $\$ 55,000$


6. Is the amount on line 4 more than the amount on line 5 ?No. Leave line 6 blank. Enter -0- on line 7.Yes. Subtract line 5 from line 4.
If the result is not a multiple of $\$ 1,000$,

increase it to the next multiple of $\$ 1,000$
(for example, increase $\$ 425$ to $\$ 1,000$, increase $\$ 1,025$ to $\$ 2,000$, etc.).
7. Multiply the amount on line 6 by $5 \%$ (.05). Enter the result.

8. Is the amount on line 1 more than the amount on line 7 ?No.
stop
You cannot take the child tax credit on Form 1040, line 50, or Form 1040A, line 33. You also cannot take the additional child tax credit on Form 1040, line 66, or Form 1040A, line 42.
Complete the rest of your Form 1040 or 1040A.Yes. Subtract line 7 from line 1. Enter the result. Go to Part 2 on the next page. $\square$

## Part 2

9. Enter the amount from Form 1040, line 44, or Form 1040A, line 28. $\square$
$\qquad$
10. Add the amounts from-
Form 1040 or Form 1040A

Line 45
Line 46
Line 29
Line 47
Line 30
Line 48 Line 31
$\qquad$

Line 49
Line 32
$\qquad$
$+$ $\qquad$
$\qquad$


Enter the total.
11. Are you claiming any of the following credits?

- Adoption credit, Form 8839
- Mortgage interest credit, Form 8396
- District of Columbia first-time homebuyer credit, Form 8859No. Enter the amount from line 10.Yes. Complete the Line 11 Worksheet on the next page to figure the amount to enter here.
$\qquad$

12. Subtract line 11 from line 9 . Enter the result.
13. Is the amount on line 8 of this worksheet more than the amount on line 12 ?No. Enter the amount from line 8.Yes. Enter the amount from line 12. See the TIP below.

This is your child tax credit.


Enter this amount on Form 1040, line 50, or • Form 1040A, line 33.


You may be able to take the additional child tax credit on
Form 1040, line 66, or Form 1040A, line 42, only if you answered "Yes" on line 13.

- First, complete your Form 1040 through line 65, or Form 1040A through line 41.
- Then, use Form 8812 to figure any additional child tax credit.

Use this worksheet only if you answered "Yes" on line 11 of the Child Tax Credit Worksheet on page 4.

1. Enter the amount from line 8 of the Child Tax Credit Worksheet on page 3 .

2. Enter your taxable earned income from the worksheet on page 7 or 8 that applies to you.
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2
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3. Is the amount on line 2 more than $\$ 10,350$ ?No. Leave line 3 blank, enter -0 - on line 4 , and go to line 5.Yes. Subtract $\$ 10,350$ from the amount on line 2. Enter the result.
4. Multiply the amount on line 3 by $10 \%$ (.10) and enter the result.

5. Is the amount on line 1 of the Child Tax Credit Worksheet on page $3 \$ 1,800$ or more?No. If line 4 above is zero, stop. Do not complete the rest of this worksheet. Instead, go back to the Child Tax Credit Worksheet on page 4 and do the following. Enter the amount from line 10 on line 11 and complete lines 12 and 13. Otherwise, leave lines 6 through 9 blank, enter -0 - on line 10 , and go to line 11 on the next page.Yes. If line 4 above is equal to or more than line 1 above, leave lines 6 through 9 blank, enter -0 - on line 10 , and go to line 11 on the next page. Otherwise, see 1040 Filers and 1040A Filers on page 6 and then go to line 6 .
6. Enter the total of the following amounts from Form(s) W-2:

- Social security taxes from box 4 , and
- Medicare taxes from box 6.


Railroad employees, see the bottom of page 6 .
7. 1040 Filers. Enter the total of any-

- Amounts from Form 1040, lines 29 and 57, and
- Uncollected social security and Medicare or tier 1 RRTA taxes shown in box 12 of your Form(s) W-2 with codes A, B, M, and N.
1040A Filers. Enter -0-.

$\qquad$

8. Add lines 6 and 7. Enter the total.

9. $\mathbf{1 0 4 0}$ Filers. Enter the total of the amounts from Form 1040, lines 64 and 65.
1040A Filers. Enter the total of any-

- Amount from Form 1040A, line 41, and
- Excess social security and tier 1 RRTA taxes withheld that you entered to the left of Form 1040A, line 43.

10. Subtract line 9 from line 8 . If the result is zero or less, enter -0 Go to line 11 on the next page.
11. Enter the larger of line 4 or line 10 .
$\qquad$
12. Is the amount on line 11 of this worksheet more than the amount on line 1 ?No. Subtract line 11 from line 1. Enter the result.Yes. Enter -0-.

Next, figure the amount of any of the following credits that you are claiming. Use the amount from line 12 above when you are asked to enter the amount from Form 1040, line 50, or Form 1040A, line 33.

- Adoption credit, Form 8839
- Mortgage interest credit, Form 8396
- District of Columbia first-time homebuyer credit, Form 8859

Then, go to line 13.
13. Enter the total of the amounts from-

- Form 8839 , line 18 , and
- Form 8396 , line 11 , and
- Form 8859 , line 11.

14. Enter the amount from line 10 of the Child Tax Credit Worksheet on page 4.
15. Add lines 13 and 14. Enter the total.
Er

Enter this amount on line 11 of the Child Tax Credit Worksheet on page 4.

1040 Filers. Complete lines 57,64 , and 65 of your return if they apply to you.
1040A Filers. Complete line 41 of your return if it applies to you. If you, or your spouse if filing jointly, had more than one employer for 2002 and total wages of over $\$ 84,900$, figure any excess social security and railroad retirement (RRTA) taxes withheld. See the instructions for Form 1040A, line 43.

Railroad Employees. Include the following taxes in the total on line 6 of the Line 11 Worksheet.
$\sqrt{ }$ Tier 1 tax withheld from your pay.
This tax should be shown in box 14 of your Form(s) W-2 and identified as "Tier 1 tax."
$\checkmark$ If you were an employee representative, $50 \%$ of the total Tier 1 tax and Tier 1 Medicare tax you paid for 2002.

## Before you begin:

$\sqrt{ }$ Use this worksheet only if you were sent here from the Line 11 Worksheet on page 5 of this publication or line 4 of Form 8812, Additional Child Tax Credit.
$\checkmark$ Disregard community property laws when figuring the amounts to enter on this worksheet.
$\checkmark$ If married filing jointly, include your spouse's amounts with yours when completing this worksheet.

1. Enter the amount from Form 1040, line 7
2. 

Next, if you are filing Schedule C, C-EZ, F, or SE, or you received a Schedule K-1 (Form 1065 or Form 1065-B), go to line 2a. Otherwise, skip lines $2 a$ through $2 e$ and go to line 3.
2. a. Enter any statutory employee income reported on line 1 of Schedule C or C-EZ
2a.
b. Enter any net profit or (loss) from Schedule C, line 31; Schedule C-EZ, line 3; Schedule K-1 (Form 1065), line 15a (other than farming); and Schedule K-1 (Form 1065-B), box 9.* Reduce this amount by any unreimbursed nonfarm partnership expenses you deducted on Schedule E. Do not include any statutory employee income or any other amounts exempt from self-employment tax. Options and commodities dealers must add any gain or subtract any loss (in the normal course of dealing in or trading section 1256 contracts) from section 1256 contracts or related property
2b.
c. Enter any net farm profit or (loss) from Schedule F, line 36, and from farm partnerships, Schedule K-1 (Form 1065), line 15a.* Reduce this amount by any unreimbursed farm partnership expenses you deducted on Schedule E. Do not include any amounts exempt from self-employment tax
2c. $\qquad$
d. If you used the farm optional method to figure net earnings from self-employment, enter the amount from Schedule SE, Section B, line 15. Otherwise, skip this line and enter on line $2 e$ the amount from line $2 c$
2d.
e. If line 2 c is a profit, enter the smaller of line 2 c or line 2 d . If line 2 c is a (loss), enter the (loss) from line 2 c .
3. Add lines $1,2 \mathrm{a}, 2 \mathrm{~b}$, and 2 e . If zero or less, stop. Do not complete the rest of this worksheet. Instead, enter -0- on line 2 of the Line 11 Worksheet on page 5 or line 4 of Form 8812, whichever applies
3.
4. Enter any amount included on line 1 that is:
a. A scholarship or fellowship grant not reported on Form W-2
4a.
b. For work done while an inmate in a penal institution (enter "PRI" and this amount on the dotted line next to line 7 of Form 1040)
4b.
c. A pension or annuity from a nonqualified deferred compensation plan or a section 457 plan (enter "DFC" and this amount on the dotted line next to line 7 of Form 1040). This amount may be shown in box 11 of your Form W-2. If you received such an amount but box 11 is blank, contact your employer for the amount received as a pension or annuity.
4c.
5. a. Enter any amount included on line 3 that is also included on Form 2555, line 41, or Form 2555-EZ, line 18. Do not include any amount that is also included on line $4 \mathrm{a}, 4 \mathrm{~b}$, or 4 c above $5 a$. $\qquad$
b. Enter the amount, if any, from Form 2555, line 42, that is also deducted on Schedule C, C-EZ, or F, or included on Schedule E in partnership net income or (loss)
5b.
c. Subtract line 5b from line 5a
6. Enter the amount from Form 1040, line 29 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 6.
7. Add lines $4 a$ through $4 c, 5 c$, and 6
7.
8. Subtract line 7 from line 3
8.

- If you were sent here from the Line 11 Worksheet on page 5, enter this amount on line 2 of that worksheet.
- If you were sent here from Form 8812, enter this amount on line 4 of that form.
*If you have any Schedule K-1 amounts and you are not required to file Schedule SE, complete the appropriate line(s) of Schedule SE, Section A. Put your name and social security number on Schedule SE and attach it to your return.


## Before you begin:

$\checkmark$ Use this worksheet only if you were sent here from the Line 11 Worksheet on page 5 of this publication.
$\checkmark$ Disregard community property laws when figuring the amounts to enter on this worksheet.

1. Enter the amount from Form 1040A, line 7
2. $\qquad$
3. Enter any amount included on line 1 that is:
a. A scholarship or fellowship grant not reported on Form W-2

2a.
b. For work done while an inmate in a penal institution (enter "PRI" and this amount next to line 7 of Form 1040A)
$2 b$.
c. A pension or annuity from a nonqualified deferred compensation plan or a section 457 plan (enter "DFC" and this amount next to line 7 of Form 1040A). This amount may be shown in box 11 of your Form W-2. If you received such an amount but box 11 is blank, contact your employer for the amount received as a pension or annuity

2c.
3. Add lines 2 a through 2 c
3.
4. Subtract line 3 from line 1. Enter the result here and on line 2 of the Line 11 Worksheet on page 5
4. $\qquad$

## Detailed Example

Steve and Gretchen Leaf have four children who are all qualifying children for the child tax credit. Steve and Gretchen's adjusted gross income (AGI) (Form 1040, line 36 ) is $\$ 112,000$. This amount represents Steve's salary and is considered taxable earned income. They will file a joint return. Assume that their tax (Form 1040, line 44) is \$2,000.

Steve and Gretchen have the 2002 Form 1040 tax package and instructions. They want to see if they qualify for the child tax credit, so they follow the steps for line 50 in the instructions.

Step 1. In Step 1 of those instructions Steve and Gretchen determine all four children qualify for the child tax credit.

Step 2. The Leafs check the box in column (4) of line 6 c on Form 1040 for each child.

Step 3. In Step 3 the Leafs find out they must use Publication 972 to figure their child tax credit because their AGI is more than $\$ 110,000$. When they read Publication 972, they find out they must complete the Child Tax Credit Worksheet which begins on page 3 .

Completing the Child Tax Credit Worksheet. Steve and Gretchen fill out the worksheet (shown here) to find out how much child tax credit they can claim.

1) Steve and Gretchen enter the number of qualifying children (4) and multiply 4 by $\$ 600$ and enter the result $(\$ 2,400)$ in the box for line 1.
2) They enter their AGI $(\$ 112,000)$ in the box for line 2.
3) They enter -0- in the box for line 3 since they did not exclude any income from Puerto Rico or any income on Form 2555, Form 2555-EZ, or Form 4563.
4) They add $\$ 112,000$ and $\$ 0$ and enter the result $(\$ 112,000)$ in the box for line 4.
5) They enter $\$ 110,000$ in the box for line 5 since they will file a joint return.
6) They check the "Yes" box in line 6 since the amount on line $4(\$ 112,000)$ is more than the amount on line $5(\$ 110,000)$. They subtract line $5(\$ 110,000)$ from line $4(\$ 112,000)$ and enter the result $(\$ 2,000)$ in the box for line 6.
7) They multiply the amount on line $6(\$ 2,000)$ by $5 \%$ (.05) and enter the result ( $\$ 100$ ) in the box for line 7.
8) They check the "Yes" box in line 8 since the amount on line $1(\$ 2,400)$ is more than the amount on line 7 (\$100). They subtract line 7 (\$100) from line 1 $(\$ 2,400)$ and enter the result $(\$ 2,300)$ in the box for line 8.
9) They enter the amount from line 44 of their Form $1040(\$ 2,000)$ in the box for line 9.
10) Steve and Gretchen did not have any of the credits on lines 45, 46, 47, 48, or 49 of Form 1040, so they enter -0- in the box for line 10.
11) They check the "No" box on line 11 because they are not claiming any of the credits shown on line 11. They enter -0 - in the box for line 11.
12) They subtract the amount on line 11 ( $\$ 0$ ) from the amount on line $9(\$ 2,000)$ and enter the result $(\$ 2,000)$ in the box for line 12.
13) They check the "Yes" box in line 13 since the amount on line $8(\$ 2,300)$ is more than the amount on line 12 $(\$ 2,000)$. They enter the amount from line 12 $(\$ 2,000)$ in the box for line 13. Their child tax credit is $\$ 2,000$. They enter $\$ 2,000$ on line 50 of their Form 1040.

Steve and Gretchen read the TIP in the worksheet and find that they may be able to take the additional child tax credit because they checked the "Yes" box in line 13.

Steve and Gretchen complete their Form 1040 through line 65 and use Form 8812 to see if they can claim the additional child tax credit.

## Completing Form 8812.

1) They enter the amount from line 8 of their Child Tax Credit Worksheet $(\$ 2,300)$ on line 1.
2) On line 2 , they enter the amount of their child tax credit $(\$ 2,000)$ from line 50 of their Form 1040.
3) Steve and Gretchen subtract the amount on line 2 $(\$ 2,000)$ from the amount on line $1(\$ 2,300)$ and enter the result (\$300) on line 3.
4) They read the instructions on the back of the form and answer "No" to each of the four questions. They enter the amount from line 7 of their Form 1040 $(\$ 112,000)$ on line 4.
5) Since the amount on line $4(\$ 112,000)$ is more than $\$ 10,350$, they check the "Yes" box and subtract $\$ 10,350$ from the amount on line $4(\$ 112,000)$ and enter the result $(\$ 101,650)$ on line 5.
6) They multiply the amount on line $5(\$ 101,650)$ by $10 \%(.10)$ and enter the result $(\$ 10,165)$ on line 6. Next, they are asked if they have three or more qualifying children. Steve and Gretchen check the "Yes" box. Since line $6(\$ 10,165)$ is more than line 3 (\$300), they skip Part II and enter the amount from line $3(\$ 300)$ on line 13 . This $\$ 300$ is their additional child tax credit. They also enter this amount on line 66 of their Form 1040.
Steve and Gretchen will get a child tax credit of $\$ 2,000$ and an additional child tax credit of $\$ 300$ for the year.

If you are a Form 1040 filer, you will need the following forms if you are filing them.
$\sqrt{ }$ Form 2555, Foreign Earned Income
$\sqrt{ }$ Form 2555-EZ, Foreign Earned Income Exclusion
$\sqrt{ }$ Form 4563, Exclusion of Income for Bona Fide Residents of American Samoa

1. Number of qualifying children: $\quad 4 \quad \$ \$ 600$. Enter the result. $\square$
Part 1
2. Enter the amount from Form 1040, line 36, or Form 1040A, line 22.

3. $\mathbf{1 0 4 0}$ Filers. Enter the total of any-

- Exclusion of income from Puerto Rico, and
- Amounts from Form 2555, lines 43 and 48; Form 2555-EZ, line 18; and Form 4563, line 15.

1040A Filers. Enter -0 -
4. Add lines 2 and 3. Enter the total.

5. Enter the amount shown below for your filing status.

- Married filing jointly - $\$ 110,000$
- Single, head of household, or qualifying widow(er) - \$75,000
- Married filing separately - \$55,000


6. Is the amount on line 4 more than the amount on line 5 ?No. Leave line 6 blank. Enter -0- on line 7 .Yes. Subtract line 5 from line 4 .
If the result is not a multiple of $\$ 1,000$,

increase it to the next multiple of $\$ 1,000$
(for example, increase $\$ 425$ to $\$ 1,000$, increase $\$ 1,025$ to $\$ 2,000$, etc.).
7. Multiply the amount on line 6 by $5 \%$ (.05). Enter the result.

8. Is the amount on line 1 more than the amount on line 7 ?No.
STOP
You cannot take the child tax credit on Form 1040, line 50, or Form 1040A, line 33. You also cannot take the additional child tax credit on Form 1040, line 66, or Form 1040A, line 42. Complete the rest of your Form 1040 or 1040A.Yes. Subtract line 7 from line 1. Enter the result. Go to Part 2 on the next page.
9. Enter the amount from Form 1040, line 44, or Form 1040A, line 28. $\square$
10. Add the amounts from-

Form 1040 or Form 1040A

Line 45
Line 46
Line 47
Line 48
Line 49
9


## Part II Certain Filers Who Have Three or More Qualifying Children

7 Enter the total of the withheld social security and Medicare taxes from Form(s) W-2, boxes 4 and 6 . If married filing jointly, include your spouse's amounts with yours. If you worked for a railroad, see the instructions on back
$8 \mathbf{1 0 4 0}$ filers: Enter the total of the amounts from Form 1040, lines 29 and 57, plus any uncollected social security and Medicare or tier 1 RRTA taxes included on line 61.
1040A filers: Enter -0-.

9 Add lines 7 and 8
101040 filers: Enter the total of the amounts from Form 1040, lines 64 and 65.
1040A filers: Enter the total of the amount from Form 1040A, line 41, plus any excess social security and tier 1 RRTA taxes withheld that you entered to the left of line 43 (see the instructions on back).
11 Subtract line 10 from line 9. If zero or less, enter -0-

12 Enter the larger of line 6 or line 11 here


Next, enter the smaller of line 3 or line 12 on line 13 .

## Part III Your Additional Child Tax Credit

## 13 This is your additional child tax credit

|  |  |  |
| :--- | :--- | :--- |
| 13 | 300 |  |

Enter this amount on
Form 1040, line 66, or
Form 1040A, line 42.

## How To Get Tax Help

You can get help with unresolved tax issues, order free publications and forms, ask tax questions, and get more information from the IRS in several ways. By selecting the method that is best for you, you will have quick and easy access to tax help.

Contacting your Taxpayer Advocate. If you have attempted to deal with an IRS problem unsuccessfully, you should contact your Taxpayer Advocate.

The Taxpayer Advocate represents your interests and concerns within the IRS by protecting your rights and resolving problems that have not been fixed through normal channels. While Taxpayer Advocates cannot change the tax law or make a technical tax decision, they can clear up problems that resulted from previous contacts and ensure that your case is given a complete and impartial review.

To contact your Taxpayer Advocate:

- Call the Taxpayer Advocate at 1-877-777-4778.
- Call, write, or fax the Taxpayer Advocate office in your area.
- Call 1-800-829-4059 if you are a TTY/TDD user.

For more information, see Publication 1546, The Taxpayer Advocate Service of the IRS.

Free tax services. To find out what services are available, get Publication 910, Guide to Free Tax Services. It contains a list of free tax publications and an index of tax topics. It also describes other free tax information services, including tax education and assistance programs and a list of TeleTax topics.

$\square$Personal computer. With your personal computer and modem, you can access the IRS on the Internet at www.irs.gov. While visiting our web site, you can:

- See answers to frequently asked tax questions or request help by e-mail.
- Download forms and publications or search for forms and publications by topic or keyword.
- Order IRS products on-line.
- View forms that may be filled in electronically, print the completed form, and then save the form for recordkeeping.
- View Internal Revenue Bulletins published in the last few years.
- Search regulations and the Internal Revenue Code.
- Receive our electronic newsletters on hot tax issues and news.
- Learn about the benefits of filing electronically (IRS e-file).
- Get information on starting and operating a small business.

You can also reach us with your computer using File Transfer Protocol at ftp.irs.gov.

园TaxFax Service. Using the phone attached to your fax machine, you can receive forms and instructions by calling 703-368-9694. Follow the directions from the prompts. When you order forms, enter the catalog number for the form you need. The items you request will be faxed to you.

For help with transmission problems, call the FedWorld Help Desk at 703-487-4608.

Phone. Many services are available by phone.

- Ordering forms, instructions, and publications. Call 1-800-829-3676 to order current and prior year forms, instructions, and publications.
- Asking tax questions. Call the IRS with your tax questions at 1-800-829-1040.
- Solving problems. Take advantage of Everyday Tax Solutions service by calling your local IRS office to set up an in-person appointment at your convenience. Check your local directory assistance or www.irs.gov for the numbers.
- TTY/TDD equipment. If you have access to TTY/ TDD equipment, call 1-800-829-4059 to ask tax questions or to order forms and publications.
- TeleTax topics. Call 1-800-829-4477 to listen to pre-recorded messages covering various tax topics.

Evaluating the quality of our telephone services. To ensure that IRS representatives give accurate, courteous, and professional answers, we use several methods to evaluate the quality of our telephone services. One method is for a second IRS representative to sometimes listen in on or record telephone calls. Another is to ask some callers to complete a short survey at the end of the call.

Walk-in. Many products and services are available on a walk-in basis.

- Products. You can walk in to many post offices, libraries, and IRS offices to pick up certain forms, instructions, and publications. Some IRS offices, libraries, grocery stores, copy centers, city and county governments, credit unions, and office supply stores have an extensive collection of products available to print from a CD-ROM or photocopy from reproducible proofs. Also, some IRS offices and libraries have the Internal Revenue Code, regulations, Internal Revenue Bulletins, and Cumulative Bulletins available for research purposes.
- Services. You can walk in to your local IRS office to ask tax questions or get help with a tax problem. Now you can set up an appointment by calling your local IRS office number and, at the prompt, leaving a
message requesting Everyday Tax Solutions help. A representative will call you back within 2 business days to schedule an in-person appointment at your convenience.

Mail. You can send your order for forms, instructions, and publications to the Distribution Center nearest to you and receive a response within 10 workdays after your request is received. Find the address that applies to your part of the country.

- Western part of U.S.:

Western Area Distribution Center
Rancho Cordova, CA 95743-0001

- Central part of U.S.:

Central Area Distribution Center
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Bloomington, IL 61702-8903

- Eastern part of U.S. and foreign addresses:

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CD-ROM for tax products. You can order IRS Publication 1796, Federal Tax Products on CD-ROM, and obtain:

- Current tax forms, instructions, and publications.
- Prior-year tax forms and instructions.
- Popular tax forms that may be filled in electronically, printed out for submission, and saved for recordkeeping.
- Internal Revenue Bulletins.

The CD-ROM can be purchased from National Technical Information Service (NTIS) by calling 1-877-233-6767 or on the Internet at http:// www.irs.gov/cdorders. The first release is available in early January and the final release is available in late February.

CD-ROM for small businesses. IRS Publication 3207, Small Business Resource Guide, is a must for every small business owner or any taxpayer about to start a business. This handy, interactive CD contains all the business tax forms, instructions and publications needed to successfully manage a business. In addition, the CD provides an abundance of other helpful information, such as how to prepare a business plan, finding financing for your business, and much more. The design of the CD makes finding information easy and quick and incorporates file formats and browsers that can be run on virtually any desktop or laptop computer.

It is available in March. You can get a free copy by calling 1-800-829-3676 or by visiting the website at www.irs.gov/smallbiz.

## Tax Publications for Individual Taxpayers

See How To Get Tax Help for a variety of ways to get publications, including by computer, phone, and mail.

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General Guides
    1 \text { Your Rights as a Taxpayer}
    1 7 \text { Your Federal Income Tax (For} Individuals)
334 Tax Guide for Small Business (For Individuals Who Use Schedule C or C-EZ)
509 Tax Calendars for 2003
553 Highlights of 2002 Tax Changes
910 Guide to Free Tax Services
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## Specialized Publications

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3 Armed Forces' Tax Guide
54 Tax Guide for U.S. Citizens and Residents Aliens Abroad
225 Farmer's Tax Guide
378 Fuel Tax Credits and Refunds
463 Travel, Entertainment, Gift, and Car Expenses
501 Exemptions, Standard Deduction, and Filing Information
502 Medical and Dental Expenses
503 Child and Dependent Care Expenses
504 Divorced or Separated Individuals
505 Tax Withholding and Estimated Tax
508 Tax Benefits for Work-Related Education
514 Foreign Tax Credit for Individuals
516 U.S. Government Civilian Employees Stationed Abroad
517 Social Security and Other Information for Members of the Clergy and Religious Workers
519 U.S. Tax Guide for Aliens
520 Scholarships and Fellowships
521 Moving Expenses
523 Selling Your Home
524 Credit for the Elderly or the Disabled
525 Taxable and Nontaxable Income
526 Charitable Contributions
527 Residential Rental Property
529 Miscellaneous Deductions
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530 Tax Information for First-Time
Homeowners
531 Reporting Tip Income
533 Self-Employment Tax
534 Depreciating Property Placed in
Service Before 1987
536 Net Operating Losses (NOLs) for
Individuals, Estates, and Trusts
537
Installment Sales
541
Partnerships
544
Sales and Other Dispositions of Assets
547
550
Casualties, Disasters, and Thefts
551
Investment Income and Expenses of Assets
552

Homeowners
531 Reporting Tip Income
533 Self-Employment Tax

536 Net Operating Losses (NOLs) for Individuals, Estates, and Trusts
537 Installment Sales
541 Partnerships
544 Sales and Other Dispositions of Assets
547 Casualties, Disasters, and Thefts
551 Basis of Assets
552 Recordkeeping for Individuals
554 Older Americans' Tax Guide
555 Community Property
556 Examination of Returns, Appeal Rights, and Claims for Refund
559 Survivors, Executors, and Administrators

Proping the Value of Donated Property
564 Mutual Fund Distributions
570 Tax Guide for Individuals With Income From U.S. Possessions

1 Tax-Sheltered Annuity Plans (403(b)
575 Pension and Annuity Income
584 Casualty, Disaster, and Theft Loss Workbook (Personal-Use Property)

Use by Day-Care Providers) Use by Day-Care Providers)

593 Tax Highlights for U.S. Citizens and Residents Going Abroad
594 The IRS Collection Process
595 Tax Highlights for Commercial Fishermen

Earned income Credit (EIC) Retirement Benefits

901 U.S. Tax Treaties
907 Tax Highlights for Persons with Disabilities
908 Bankruptcy Tax Guide
911 Direct Sellers
915 Social Security and Equivalent Railroad Retirement Benefits
919 How Do I Adjust My Tax Withholding?
925 Passive Activity and At-Risk Rules
926 Household Employer's Tax Guide
929 Tax Rules for Children and Dependents
936 Home Mortgage Interest Deduction
946 How To Depreciate Property
947 Practice Before the IRS and Power of Attorney
950 Introduction to Estate and Gift Taxes
967 IRS Will Figure Your Tax
968 Tax Benefits for Adoption
969 Medical Savings Accounts (MSAs)
970 Tax Benefits for Education
971 Innocent Spouse Relief
972 Child Tax Credit (For Individuals Sent Here From the Form 1040 or 1040A Instructions)
1542 Per Diem Rates
1544 Reporting Cash Payments of Over \$10,000
1546 The Taxpayer Advocate Service of the IRS

## Spanish Language Publications

1SP Derechos del Contribuyente
579SP Cómo Preparar la Declaración de Impuesto Federal
594SP Comprendiendo el Proceso de Cobro
596SP Crédito por Ingreso del Trabajo
850 English-Spanish Glossary of Words and Phrases Used in Publications Issued by the Internal Revenue Service
1544SP Informe de Pagos en Efectivo en Exceso de \$10,000 (Recibidos en una Ocupación o Negocio)

Commonly Used Tax Forms
See How To Get Tax Help for a variety of ways to get forms, including by computer, fax, phone, and mail. For fax orders only, use the catalog number when ordering.

|  | Form Number and Title | Catalog Number | Form Number and Title |  | Catalog Number |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 1040 U.S. Ind | dividual Income Tax Return | 11320 | 2106 | Employee Business Expenses | 11700 |
| Sch A\&B | Itemized Deductions \& Interest and Ordinary Dividends | 11330 | 2106-EZ | Z Unreimbursed Employee Business Expenses | 20604 |
| Sch C | Profit or Loss From Business | 11334 | 2210 | Underpayment of Estimated Tax by | 11744 |
| Sch C-EZ | Net Profit From Business | 14374 |  | Individuals, Estates, and Trusts |  |
| Sch D | Capital Gains and Losses | 11338 | 2441 | Child and Dependent Care Expenses | 11862 |
| Sch D-1 | Continuation Sheet for Schedule D | 10424 | 2848 | Power of Attorney and Declaration of | 11980 |
| Sch E | Supplemental Income and Loss | 11344 |  | Representative |  |
| Sch EIC | Earned Income Credit | 13339 | 3903 | Moving Expenses | 12490 |
| Sch F | Profit or Loss From Farming | 11346 | 4562 | Depreciation and Amortization | 12906 |
| Sch H | Household Employment Taxes | 12187 | 4868 | Application for Automatic Extension of Time | 13141 |
| Sch J | Farm Income Averaging | 25513 |  | To File U.S. Individual Income Tax Return | 13177 |
| Sch R | Credit for the Elderly or the Disabled | 11359 | 4952 | Investment Interest Expense Deduction | 13177 |
| Sch SE | Self-Employment Tax | 11358 | 5329 | Additional Taxes on Qualified Plans (Including IRAs) and Other Tax-Favored Accounts | 13329 |
| 1040A U.S. I | Individual Income Tax Return | 11327 | 6251 | Alternative Minimum Tax-Individuals | 13600 |
| Sch 1 | interest and Ordinary Dividends for Form 1040A Filers | 12075 | 8283 | Noncash Charitable Contributions | 62299 |
| Sch 2 | Child and Dependent Care | 10749 | 8582 | Passive Activity Loss Limitations | 63704 |
|  | Expenses for Form 1040A Filers | 10749 | 8606 | Nondeductible IRAs | 63966 |
| Sch 3 C | Credit for the Elderly or the | 12064 | 8812 | Additional Child Tax Credit | 10644 |
|  | Disabled for Form 1040A Filers |  | 8822 | Change of Address | 12081 |
| 1040EZ Inco | me Tax Return for Single and | 11329 | 8829 | Expenses for Business Use of Your Home | 13232 |
|  | Joint Filers With No Dependents |  | 8863 | Education Credits | 25379 |
| 1040-ES Esti | mated Tax for Individuals | 11340 | 9465 | Installment Agreement Request | 14842 |
| 1040X Ame | ended U.S. Individual Income Tax Return | 11360 |  |  |  |

