

TAX CALENDAR 2016

Individuals and Texas Business Entities

CODES:	Where to file forms and payments (Texas).
EFTPS	Electronic Federal Tax Payment System (EFTPS) must be used to make all federal tax deposits (Credit Cards). Forms 8109 to make the deposit at a bank can no longer be used.
CAD	County Appraisal District - Information & Assistance Division: locate county appraisal district website for address and telephone, or refer to telephone listing for your county. HCAD is located at 13013 Northwest Freeway, Houston, TX. Collector for the particular taxing authority.
COLL	Comptroller of Public Accounts, Capitol Station, Austin, TX 78714-0100; Phone: Sale Tax 800-252-5555.
COMP	Texas Department of Insurance, Tax Administration (MC 108-2A) P.O. Box 149104, Austin, TX 78714-9104; 800-252-3439.
INS	Individual 1040: Internal Revenue Service Center, Austin, TX 73301-0002. If with payment; mail to IRS P.O. Box 1214, Charlotte, NC 28201-1214. Businesses: Ogden UT 84201. (Use pre-printed address with payment voucher if provided with return.)
IRS	Internal Revenue Service Center, P.O. Box 1300, Charlotte, NC 28201-1300. Use pre-printed address with payment voucher if provided with return.
IRS-ES	Fiduciary 1041: Internal Revenue Service Center, Ogden, UT 84201-0048. Use pre-printed address if provided with return. If with payment; mail to IRS Ogden, Utah 84201-0148. Gift: Internal Revenue Service, Cincinnati, OH 45999.
IRS-FD	Internal Revenue Service Center, Philadelphia, PA 19255.
IRS-G	Payroll info. If without payment, mail to Internal Revenue Service, Ogden, UT 84201. If with payment; mail to P.O. Box 37940 Hartford, CT 06176-7940
IRS-PH	Social Security Administration, Data Operations Center, Wilkes-Barre, PA 18769; Phone: 800-772-1213.
IRS-PAY	Cashier-Texas Workforce Commission. P.O. Box 149037, Austin TX 78714-9037; Local Phone: 713-953-9211 or 512-463-2222.
SSA	
TWC	
JANUARY 15, 2016	
IRS-ES	Final installment for 2015 individual estimated income taxes (Form 1040-ES). Exceptions: Farmers and Fishermen can delay payment if they file Form 1040 and pay in full by 3/1/16; Individuals can delay payment if they file and pay in full by 2/1/16.
IRS-FD	Final installment of 2015 fiduciary estimated tax (F-1041-ES). Exception: Trusts & Estates can delay payment if they file F-1041 and pay in full by 2/1/16.
JANUARY 20, 2016	
COMP	Texas State, city and MTA sales and use tax returns, and payment of tax in full for the quarter and year ended December 31, 2015 (Note 1).
FEBRUARY 1, 2016	
TWC	Texas Unemployment Quarterly Report (Forms C-3 and C-4) for the quarter ended December 31, 2015. Annual domestic (Form C-3 DOM) - only employer can file and pay for the preceding calendar year on this date.
IRS	Employer due date to furnish <u>employees</u> with 2015 (Form W-2) wage and withholding statement . Also, Form 1099s due date <u>for payers</u> , such as: interest or

	dividends of \$10 or more, distributions in liquidation, other items and compensation of \$600 or more, and for amounts withheld on gambling winnings (Form W-2G) to be furnished by payer <u>to recipients</u> . Business recipients of more than \$600 of interest on any mortgage must furnish Form 1098 to payer.
IRS-PAY	Employer's quarterly federal tax return (Form 941, 943, or 944) for quarter ended December 31, 2015, (Note 2) and annual tax return (Form 945) for 2015.
IRS-PAY	Federal unemployment tax returns (Form 940) and final deposit for 2016. If timely deposits of federal unemployment tax have been made, including the fourth quarter deposit, the return may be filed as late as <u>February 10, 2016</u> .
COLL	County, School, and other property taxes due.
IRS	Individuals may file their 2015 income tax returns (Form 1040) and pay tax due in lieu of payment of the final estimate at January 15, 2016. Open enrollment for the Affordable Care Act due date-coverage begins March 1, 2016.
IRS-FD	Trusts , calendar-year estates and certain residuary trusts may file their 2015 income tax returns (Form 1041) and pay tax due in lieu of payment of the final estimate at January 15, 2016. Trustees or issuers of IRAs and SEPs must provide participants with a statement of the account's value.
CAD	Last day to pay property taxes without penalty and interest.
FEBRUARY 16, 2016	
IRS	Last day for filing Form W-4 by employees who wish to claim exemption from withholding of income tax for 2015. Brokers file Form 1099-B to customers reporting sales of securities including adjusted basis. Also, 1099-S and 1099-MISC (attorney proceeds)
FEBRUARY 29, 2016	
IRS	Annual information returns of dividends or interest of \$10 or more, distributions in liquidation, and other payments of \$600 or more (Forms 1096, 1099, 1098). File W-2G (with copy A), F-1099-R for 2015.
SSA	File paper copies of 2015 Wage and Tax statements complete with transmittals (Forms W-2, W-2P, and W-3), or by March 31, <u>if filed electronically</u> .
IRS	Farmers and fishermen may file their 2015 income tax return (Form 1040) and pay tax due in lieu of payment of the final estimate at January 15, 2016.
MARCH 7, 2016	
IRS-FD	Last day for complex trusts to distribute income for 2015 deduction, and last day to file Form 1041-T. (The 65-day rule on distributions for 2015, is today).
MARCH 15, 2016	
EFTPS	Full payment of calendar year 2016 corporation income tax.

IRS	Due date for calendar-year corporate 2015 income tax return, and payment due- Form 1120/1120S . File Form 7004 for 6-month extension.
IRS	Last day to elect S Corporation status (Form 2553). However, exceptions may apply.
IRS-PH	Return and deposit of tax withheld from non-resident aliens, foreign partnerships, etc. (Forms 1042, 1042S, 8508, and 8809.)
IRS	Last date for a calendar-year corporation to file an amended income tax return (i.e., 1120X) for 2012.
MARCH 31, 2016	
IRS	Due date for electronic filed forms 1099, 1098 and W-2.
IRS/SSA	Annual information return- electronically (See February 29, 2016).
APRIL 1, 2016	
INS	Annual report due dates (writing workers compensation insurance) due if effective date was before 10-01-2015. Otherwise, is due by no later than the effective date of their first policy. (See 28 TAC Sec. 166.3(a)(1).)
IRS	Individuals who turned 70½ in the preceding year may begin to take its first retirement plan distribution .
APRIL 15, 2016	
CAD	Due date for filing of Property tax rendition form.
APRIL 18, 2016	
IRS	Final day to establish or fund 2015 IRA . Final day for accrual basis, calendar-year employer to make 2015 contributions to employees' trust, and make 2015 IRA contributions to individual accounts.
IRS	Last day for individuals to file amended income tax returns for calendar year 2012, and for calendar-year partnership to file amended return for 2012.
IRS	Individual 2015 income tax returns due and returns of 2015 decedents (Form 1040, 1040A, 1040EZ). Form 4868 due for six-month extension. Form 5471 due for foreign corporations filed with Form 1040.
IRS-FD	Calendar-year fiduciary 2015 income tax returns (Forms 1041/1041A and K-1s) due. File Form 7004 for 5-month extension for trusts and estates.
IRS	Calendar-year partnerships 2015 income tax return Form 1065 and K-1s, or Form 7004 for 5-month extension.
IRS	Split-interest trust 2015 information return (Form 5227). File Form 8868 for 3-month extension of time to file.
IRS-G	Gift tax return (Form 709) for taxable gifts made during 2015. Form 8892 for six-month extension.
IRS-ES	First installment of 2015 individual (F-1040-ES) and fiduciary (F-1041-ES) estimated income taxes.
EFTPS	First installment of 2016 calendar-year Corporation estimated income taxes.

APRIL 20, 2016

COMP Texas State, city, and MTA **sales and use tax** returns including payment of tax in full for the quarter ended March 31, 2016. (Note 1).

MAY 2, 2016

IRS-PAY Employer's **quarterly** federal tax return (Form 941 or 943) for the quarter ended March 31, 2016. (Note 2).

TWC Texas Unemployment Quarterly Reports (Forms C-3, and C-4) for the quarter ended March 31, 2016.

MAY 16, 2016

IRS Information returns for 2015 for calendar-year **exempt organizations** (Form 990, 990-PF, 990-T, etc.). Corp. and other entities file F-7004 for 6-month (5-month if pass-through) extension.

COMP **Texas franchise** Margin tax return and Texas public information annual report for year ended in 2015, or Extension (FILE only) to 11/15/2016 (Note 3).

IRS Calendar-year **private foundation** (Form 990-PF) and calendar-year organizations with unrelated business income (Form 990-T). If fiscal year, must file by the 15th day of 5th month following the close of tax year.

MAY 31, 2016

IRS Annual statement to IRS and participants regarding 2015 account balances for **IRAs and SEPs** (F-5498).

CAD Final day to file extended property tax **renditions**. 1st extension May 16 and 2nd extension to May 31st.

JUNE 15, 2016

EFTPS Second installment of 2016 calendar-year **Corporation** estimated income taxes.

IRS-ES Second installment of 2016 **individual** estimated income taxes (Form 1040-ES).

IRS-FD Second installment of 2016 **fiduciary** estimated tax (Form 1041-ES).

IRS-PHIL 2015 tax returns of U.S. citizens and permanent residents **out of the country** on April 18, 2016 (Form 1040), non-resident aliens not subject to withholding on wages (Form 1040NR). (Penalties and interest apply.) Apply to foreign corporations and partnerships without an US office (Forms 1120F and 1065, respectively) and domestic corporations whose records are abroad (Form 1120, et al.)

JUNE 30, 2016

IRS Final day for U.S. individuals, corporations, etc., with financial interests in a **foreign country** to report 2015 foreign bank, securities, and other financial assets abroad. Either; File FinCEN Form 114, if the total value of assets is \$10,000 to the Department of the Treasury, P.O. Box 32621, Detroit, MI 48232-0621. Alternatively, attach Form 8938 to the corresponding tax return, if the total value of assets is \$50,000 (Single) or more.

JULY 20, 2016

COMP Texas state, city, and MTA **sales tax and use tax** returns including payment of tax in full for the quarter ended June 30, 2016, read Note 1

AUGUST 1, 2016

TWC **Texas Unemployment** Quarterly Reports (Forms C-3 and C-4) for the quarter ended June 30, 2016.

IRS Employer's 2015 (i.e. end of 7th Mo.) trust information return (**Form 5500** series), as applicable. Extension is due 9 ½ month on Form 5558, as applicable.

IRS-PAY **Employer's quarterly** federal tax return (Form 941 or 943) for the quarter ended June 30, 2016 (Note 2).

SEPTEMBER 15, 2016

EFTPS Third installment of 2016 calendar-year **Corporation** estimated income taxes.

IRS-ES Third installment of 2016 **individual** estimated income taxes (Form 1040-ES).

IRS-FD Third installment of 2016 **fiduciary** estimated tax (Form 1041-ES).

IRS Last day for calendar-year **corporate** 2015 income tax return (Form 1120, 1120-A.) extended 6-months by Form 7004.

IRS Last day for calendar-year **S Corporation** 2015 income tax return (Form 1120S, 1120S K-1s, etc.) extended 6 months by Form 7004.

IRS-FD Last day for calendar-year **trust and estate** 2015 income tax return (Form 1041/1041A and K-1s) extended 5-months by Form 7004.

IRS Last day for **split interest trust** 2015 information return (Form 5227) extended by Form 7004.

IRS Last day calendar-year **partnership** 2015 income tax return (Form 1065, K-1s) extended 5-months by Form 7004.

OCTOBER 17, 2016

IRS Last day for **individual** 2015 income tax returns (Form 1040) extended by Form 4868.

IRS-G Last day for **gift** tax return (Form 709) extended by Form 4868.

IRS File Form **5500** if you timely requested an extension.

OCTOBER 20, 2016

COMP Texas State, city, and MTA **sales and use tax** returns including payment of tax in full for the quarter ended September 30, 2016 (Note 1).

OCTOBER 31, 2016

TWC Texas **Unemployment** Quarterly Reports (Form C-3 and C-4) for the quarter ended September 30, 2016.

IRS-PAY Employer's quarterly federal tax return (Form 941 or 943) for quarter ended September 30, 2016 (Note 2).

NOVEMBER 15, 2016

COMP Last day to file extended Texas Corporation **Franchise** Margin returns for year ended in 2015.

2016 Federal Legal Holidays:

01/01/16 New Years Day	09/05/16 Labor Day
01/18/16 M.L. King Day	10/10/16 Columbus Day
02/15/16 Presidents Day	11/11/16 Veterans Day
05/30/16 Memorial Day	11/24/16 Thanksgiving Day
07/04/16 Independence Day	12/26/16 Christmas Day

IRS

Last day for information returns for 2015 for exempt Organizations (**Form 990**, 990-PF, 990-T, etc.) extended by Form 7004.

DECEMBER 15, 2016

EFTPS Final installment of 2016 calendar-year **Corporation** estimated income taxes.

DECEMBER 31, 2016

Final day for any calendar-year taxpayer to complete distributions, payments or other financial transactions with closely related parties, including but not limited to: estates, simple corporations. Last day to establish Keogh Plan for 2015 contributions. Last day to spend money from Flexible Spending Accounts. Last day to place assets "in-service" for 2015 depreciation.

NOTE 1: **Sales and use tax** returns are due on or before the 20th day of the month subsequent to the reporting period (month, quarter, and year). A prepayment discount may be earned by reporting and prepaying sales taxes to the state on or before the 15th day of the second month for quarterly filers. Annual state and local sales and use taxes returns are due 1/20/2016. Please see the "Caution" section for further information.

NOTE 2: If timely deposits in full payment of tax due were made, the due date for Forms **940, 941, and 943** is 10 days after the applicable due date to file the return.

NOTE 3: The initial **Texas Franchise** Tax Return is due within 90 days after the initial period ends. (The initial period ends on the day before the first anniversary of the charter date for a Texas corporation, and the earlier of the date it began business in Texas or the date of its certificate of authority for a foreign corporation). New Texas Margin tax accounting year effective before 1/1/08.

NOTE 4: Annual information returns:

- ◆ Form **1099-Div**-report payment of \$10 or more, taxes withheld and liquidation distributions.
- ◆ Form **1099-Int**-report payment of \$10 or more. Interest paid in the course of a trade of business is reportable when the amount totals \$600 or more for any person.
- ◆ Form **1099-Misc**-\$10 in gross royalty payments, of \$600 for rents or services, in course of a trade or business, was paid.
- ◆ Form **1096**-Annual summary and Transmittal of U.S. Information Returns.

CAUTION:

- ◆ The extension discussed merely extends the filing date of the return. Filing an extension does not, however, extend the payment of tax.
- ◆ In many cases the information contained on Annual Information Returns (See Note 4) must be reported to the IRS by means of magnetic media.
- ◆ **Sales and Use tax** returns must be filed together with the tax due. If the retailer has a tax liability of less than \$500 for a calendar month, or \$1,500 for a calendar quarter, he qualifies for quarterly filing and payment of the tax; if the liability is less than \$1,000 (of state taxes at the rate of .0625, not including local tax) for a calendar year, the retailer may request authorization to file and pay annually. Note only the due dates for a retailer filing quarterly are listed.
- ◆ Due dates are subject to change. **Federal due dates are extended to the next business day if the due date falls on a weekend or holiday. Not all state due dates receive this extension. This is an extension of time to file only, tax payments may still be considered late.**

Houston CPA Society

Relations with Taxing Authorities Committee

Modesto Matheu, RTA Member

(Disclosure: Exceptions may apply. This document does not include all tax due dates.)