General Information for RCT-132B-I

NEW FOR 2013

Due to recent legislation, Act 52 of 2013, it was necessary to change the forms for filing Shares and Loans Tax. Please use the appropriate form according to the below descriptions.

- RCT-132 is used to report Pennsylvania Shares and Loans Tax prior to Act 52 of 2013. This form MUST be used by all bank, trust and domestic title insurance companies to report loans tax for year ending Dec. 31, 2012 and prior, and shares tax for Jan. 01, 2013 and prior.
- RCT-132A is used to report Pennsylvania Title Insurance Companies Shares and Loans Tax. This form is ONLY to be used by domestic title insurance companies to report loans tax for year ending Dec. 31, 2013 and shares tax for Jan. 01, 2014.
- RCT-132B is used to report Pennsylvania Bank and Trust Companies Shares and Loans Tax. This form is ONLY to be used by national and state banks and trust companies to report loans tax for year ending Dec. 31, 2013 and shares tax for Jan. 01, 2014.

An institution is engaged in doing business in this commonwealth and is subject to the tax imposed under Article VII if it generates gross receipts apportioned to this commonwealth under Section 701.4, in excess of $100,000 and satisfies any of the nexus requirements. See instructions for Page 3 of RCT 132-B for calculation of Receipts Factor.

The electronic funds transfer requirement was reduced from $10,000 to $1,000; all payments of $1,000 or more made after Dec. 31, 2013, must be made electronically.

Taxpayers may request a 6 month extension to file this report by filing REV-426.

Note: Act 52 of 2013 — which grants an automatic PA extension to file the PA Corporate Tax Report, RCT-101, if the taxpayer has a valid federal extension — DOES NOT apply to this tax.

REMINDER

- **Revenue ID**: A corporation's Revenue ID is a new, unique, 10-digit number assigned by the department to a taxpayer, separate from any federally issued identification number(s) or Pennsylvania license number(s).

  As the department continues to transition into an integrated tax system, a 10-digit Revenue ID will be assigned and communicated to each taxpayer. A corporation's seven-digit PA Tax Account ID will continue to be accepted by the department on tax forms and schedules, but upon assignment of a 10-digit Revenue ID to a taxpayer, the department will begin using the 10-digit Revenue ID on outbound correspondence in lieu of referencing the seven-digit Tax Account ID.
- Line-by-line instructions for RCT-132B are available.
- RCT-132B is available as a fill-in form on the department's website at **www.revenue.state.pa.us**.
- REV-1175, Schedule AR, (explanation for amending) must be included when filing an amended report.
- One extension coupon (REV-426) will be used for all specialty taxes. The coupon and the tax report (RCT-132B) will no longer be mailed. These forms are available as fill-in documents on the department's website at **www.revenue.state.pa.us**. The REV-426 extension coupon can be filed electronically through e-TIDES at **www.etides.state.pa.us**. However, electronic filing of the tax report is not available. The report should be completed using the computer-based fill-in form, printed and submitted by mail to the department. The form can be saved electronically for your records.

Annual Report Checklist: Make sure you include the following to file your annual report properly and completely:

- Complete RCT-132B, Pennsylvania Bank and Trust Company Shares and Loans Tax Report.
- Complete copy of the federal tax return. Institutions participating in a consolidated federal tax filing must provide consolidating income statements and balance sheets to the department, including separate company schedules and all eliminations.
- Copy of the Dec. 31 Quarterly Call Report as reported with the appropriate regulatory authorities or a copy of the end of year balance sheet (or pro forma) based on generally accepted accounting principles.
- Copy of schedules for Goodwill and U.S. Obligations claimed on the tax report
- Corporate officer's signature on Page 1 and preparer's signature and PTIN on Page 2, if applicable

All tax calculations must be shown in **whole dollar** amounts. An amount less than 50 cents should be eliminated and an amount of 50 cents or more should be rounded to the next dollar.

Imposition, Base and Rate

Shares tax is imposed at the rate of 0.89 percent on taxable shares of bank and trust companies located in Pennsylvania and having capital stock.

Loans tax is imposed at the rate of 4 mills on the nominal value of taxable indebtedness. For more information on loans tax, see Title 72 P.S. § 3250-10 to § 3250-15.

Revenue ID, Federal Employer Identification Number (FEIN), Parent Corporation FEIN, Name and Address

The Revenue ID number, FEIN, name and complete mailing address must be provided. If the taxpayer is a subsidiary of a corporation, the parent corporation's FEIN must be provided. Also provide the telephone number and email address of the taxpayer.

Tax Year

For loans tax enter month, day and year (MM DD YYYY) for the tax year beginning and year (YY) for the tax year end. For shares tax enter the year (YY) of the spot tax.

Report Due Date

This report is due on March 15th following the Jan. 1 shares reported. If March 15 falls on a Saturday, Sunday or holiday, the report is due the next business day. A penalty for late filing will be imposed as follows and assessed at the time of filing: 10 percent of the first $1,000 of tax liability, 5 percent of the next $4,000 of tax liability and 1 percent on any tax liability in excess of $5,000.

Address Change

Enter "Y" in the block on Page 1 if the address of the corporation has changed from prior tax periods. The current mailing address should be reflected on the report.

Correspondence to Preparer

Enter "Y" in the block on Page 1 if all correspondence (notices and requests for additional information) is to be sent to the preparer's address. If "Y" is entered, the address recorded on Page 2 will be used.

Amended Report

Enter "Y" in the block on Page 1 if you are filing an amended report to add, delete or adjust information. Provide documentation to support all changes being made. An amended report should only be filed if an original report was filed previously for the same period.

An amended report must be filed within three years of the filed date of the original report. The department may adjust the tax originally reported based on information from the amended report. The taxpayer must consent to extend the assessment period. If the amended report is timely filed and the taxpayer consented to extend the assessment period, the time period in which to assess tax will be the greater of three years from the filed date of the original report or one year from the filed date of the amended report.

When filing an amended report, record the amended tax liability on Page 1, Line 1a, 1b or both. REV-1175, Schedule AR, must be included when filing an amended report.

First Report

Enter "Y" in the block on Page 1 if this is the taxpayer's first PA shares and loans tax filing.

Electronic Payment

Enter "Y" in the block on Page 1 if the taxpayer has made any electronic payments using e-TIDES.

KOZ/EIP Credit

Enter "Y" in the block on Page 1 if the corporate taxpayer is claiming the Keystone Opportunity Zone Credit, the Keystone Opportunity Expansion Zone Credit or the Employment Incentive Payment Credit.

Last Report

- Enter "Y" in the block on Page 1 if this report will be the last report filed with the department. Indicate the effective date of the event as MM DD YYYY.
- Include a copy of the regulatory authority's approval of the merger, dissolution, plan of reorganization and/or articles of merger.
- Provide the Revenue ID number and FEIN of the surviving entity, if applicable.
- Provide notification that the Federal Deposit Insurance Corporation is acting as a receiver "under title 12 USC. § 1825(b)(1)".

Corporate Officer Information

A corporate officer must sign and date the tax report. The signature must be original; photocopies or faxes will not be accepted. Print the first and last name, title, Social Security number, telephone number and email address of the corporate officer.

Preparer's Information

Paid preparers must sign and date the tax report. If the preparer works for a firm, provide the name, FEIN and address of the firm along with the name, telephone number, email address and SSN/PTIN of the individual preparing the report. If the preparer is an individual without any association to a firm, provide the name, address, telephone number, email address and SSN/PTIN of the individual preparing the report.

Extension Request Due Date

To request a due date extension of up to six months to file the annual report, you must file an extension request (REV-426) by the original report due date. However, an extension of time to file does not extend the deadline for payment of tax and an extension request must be accompanied by payment of taxes owed for the taxable year for which the extension is requested. Mail the extension coupon separately from all other forms. A taxpayer using an electronic method to make a payment with an extension request should not submit the extension coupon. Do not use the extension coupon to remit other unpaid liabilities or commonwealth obligations within the account.

Payment and Mailing Information

Remittance should include tax plus interest and penalty, if applicable. Penalty and interest calculators can be found at **www.revenue.state.pa.us**. The electronic funds transfer requirement was reduced from $10,000 to $1,000; all payments of $1,000 or more made after Dec. 31, 2013, must be made electronically. For more information on electronic payment options, visit **www.etides.state.pa.us**. Payments under $1,000 may be remitted by mail, made payable to the PA Department of Revenue.

Mail payments, extension requests and tax report, RCT-132B, to the following address:

PA DEPARTMENT OF REVENUE
PO BOX 280407
HARRISBURG, PA 17128-0407

Current Period Overpayment

If an overpayment exists on Page 1 of RCT-132B, the taxpayer must instruct the department to refund or transfer overpayment as indicated below.

Refund: Identify the amount to refund from the current tax period overpayment. Prior to any refund, the department will offset current period liabilities and other unpaid liabilities or commonwealth obligations within the account.

Transfer: Identify the amount to transfer from the current tax period overpayment to the next tax period for estimated tax purposes. Prior to any transfer, the department will offset current period liabilities and other unpaid liabilities or commonwealth obligations within the account.

NOTE: If no option is selected, the department will automatically transfer any overpayment to the next tax year for estimated tax purposes after offsetting current period liabilities and other unpaid liabilities or commonwealth obligations within the account.

Requests for Refund or Transfer of Available Credit

Requests for refund or transfer of available credit from prior periods can be faxed on company letterhead, signed by an authorized representative, to 717-705-6227.

Requests can also be submitted in writing to the following address:

PA DEPARTMENT OF REVENUE
PO BOX 280701
HARRISBURG, PA 17128-0701

Please do not duplicate requests for refund and/or transfer by submitting both RCT-132B and written correspondence.

CONTACT INFORMATION

- To make electronic payments and file extensions electronically, visit e-TIDES at **www.etides.state.pa.us**. For additional information and assistance with electronic payments and extensions, call 717-705-6225. (Option 5, then Option 2)
- To confirm account payments, call 1-888-PATAXES (1-888-728-2937).
- If you have questions regarding payments or refunds, call the Accounting Division at 717-705-6225 (Option 5, then Option 1 or 3).
- Requests for transfer of credit may be faxed to the Accounting Division at 717-705-6227.
- If you have questions regarding extensions, call the Extension Unit at 717-787-2632. Requests can also be faxed to 717-346-1958.
- If you have questions regarding tax settlements, assessments, tax determinations or filing requirements, call the Specialty Tax Unit at 717-783-6031 (Option 7, then Option 2).
- If you have general business tax questions, call 717-787-1064.

The RCT-132B should be completed in the following order:

Step 1 - Complete the taxpayer information and any applicable questions at the top of Page 1.

Step 2 - Indicate the type of bank on Page 1- National Bank, State Bank, or Trust Company. This information is required.

Step 3 - Enter the Revenue ID number and other taxpayer information in the designated fields at the top of each page.

Step 4 - Complete Page 3, Schedule A, Receipts Factor.

Step 5 - Complete Page 2, Calculation of Shares Tax Apportionment (Lines 14 through 16).

Step 6 - Complete Page 2, Calculation of End of Year Taxable Shares (Lines 1 through 9).

Step 7 - Complete Page 2, Calculation of Shares Tax (Lines 10 through 13).

Step 8 - Complete Page 4, Schedule B, Loans Tax.

Step 9 - Complete Page 1, Tax Liability, Payment and Overpayment section.

Step 10 - Complete the corporate officer information section, sign and date at the bottom of Page 1.

Step 11 - Complete the preparer information section, sign and date at the bottom of Page 2, if applicable.

Step 12 - Mail the complete report and all supporting schedules to the PA Department of Revenue.

PENNSYLVANIA BANK AND TRUST COMPANIES SHARES TAX INSTRUCTIONS FOR APPORTIONMENT

Page 3 - Schedule A - Receipts Factor

Who may apportion?
A financial institution may apportion its taxable shares or net income if the institution is or could be subject to tax in another state based on or measured by net worth, gross receipts, net income or another similar base of taxation.

Receipts Factor - The numerator is total receipts in Pennsylvania and the denominator is total receipts in all states. Receipts are on a separate company basis plus receipts from subsidiaries treated as disregarded entities for federal taxation.

An institution is engaged in doing business in this commonwealth and is subject to the tax imposed under Article VII if it generates gross receipts apportioned to this commonwealth under Section 701.4 in excess of $100,000 (see instructions below for calculation of Receipts Factor) and satisfies any of the nexus requirements.

For more information on the determination of the location of receipts see the Tax Reform Code, Article VII, Section 701.3. 72 P.S.§7701.3.

Line 1 - Receipts from Lease or Rental of Real Property

Line 2 - Receipts from Lease or Rental of Tangible Personal Property

Line 3 - Interest Fees and Penalties in Connection with Loans Secured by Real Propertyy

Line 4 - Interest Fees and Penalties in Connection with Loans Not Secured by Real Property

Line 5 - Net Gains from Sale of Loans

Line 6 - Interest Fees and Penalties Charged to Cardholders

Line 7 - Net Gains from Sale of Credit Card Receivables

Line 8 - Card Issuer's Reimbursement Fees

Line 9 - Receipts from Merchant Discounts

Line 10 - ATM Fees

Line 11 - Loans Servicing Fees

Line 12 - Receipts from Services

Line 13 - Receipts from Investment/Trading, Assets and Activities

Line 14 - Receipts from Sale or Disposition of Property

Line 15 - All Other Receipts

Line 16 - Total Receipts (Sum of Line 1 through Line 15)

Line 17 - Receipts Factor (Line 16a divided by Line 16b; carry to 6 decimal places)

Page 2 Calculation of Shares Tax Apportionment

Line 14 - Total Receipts Inside PA (from Page 3, Schedule A, Line 16a)
Line 15 - Total Receipts Everywhere (from Page 3, Schedule A, Line 16b)
Line 16 - Receipts Factor (Line 14 divided by Line 15; carry to six decimal places)

Page 2 - Calculation of End of Year Taxable Shares

A. The book value used for this schedule is the value reflected on the Dec. 31 Quarterly Report of Condition filed with the appropriate regulatory authority. If the total bank equity capital and total assets do not match the end of year balance sheet, provide a schedule reconciling the difference.

B. For trust companies that do not file reports of condition, book value is the value at the end of the year under generally accepted accounting principles.

C. A deduction for goodwill recorded as a result of the use of purchase accounting for an acquisition or combination occurring after June 30, 2001, may first be taken on the Jan. 1, 2008, bank shares tax report and subsequent reports. A taxpayer taking a deduction for goodwill must provide a schedule detailing the goodwill listed on the balance sheet of the applicable call report. Include the name of the entity, date of combination and amount of goodwill. Goodwill is a deduction from total bank equity capital and total assets.

D. Submit a schedule identifying U.S. obligations by names and amounts claimed for the Dec. 31 quarter. Please refer to Corporation Tax Bulletin 94 (Revised) for a list of those obligations which constitute U.S. obligations and non U.S. obligations.

Page 2- End of Year Taxable Shares

Line 1 - Total Bank Equity Capital from Balance Sheet (See A or B above.)
Line 2 - Total Assets from Balance Sheet (See A or B above.)
Line 3 - Goodwill (See C above.)
Line 4 - Net Bank Equity (Line 1 minus Line 3)
Line 5 - Net Assets (Line 2 minus Line 3)
Line 6 - U.S. Obligations (See D above.)
Line 7 - Divide Line 6 by Line 5; carry to 6 decimal places.
Line 8 - Deduction for U.S. Obligations (Multiply Line 4 by Line 7.)
Line 9 - Current End of Year Value of Shares (Subtract Line 8 from Line 4.)

Page 2- Calculation of Shares Tax

Line 10 - Current End of Year Value of Shares (from Line 9 above)
Line 11 - Shares Tax Apportionment (from Line 16); carry to six decimal places.
Line 12 - Total Amount of Shares Subject to Tax (Line 10 times Line 11)
Line 13 - Tax (Multiply Line 12 by 0.89 percent (0.0089). Carry the tax to RCT-132B, Page 1, Line 1a.

Page 4 – Schedule B - Loans Tax

Question 1 - Foreign Corporations Only. Did this corporation have a fiscal officer resident in Pennsylvania?

- If the answer to Question 1 is "No", stop here; put zero on Line 10, Page 4 and zero on Page 1, Line 1b.
- If the answer to Question 1 is "Yes", complete Questions 2 and 3.

Question 2 - Did this corporation have indebtedness outstanding to individual residents and/or partnerships resident in Pennsylvania?

- If the answer to Question 2 is "No", answer Question 3.
- If the answer to Question 2 is "Yes", complete Columns 4, 5 and 6 in the table under Schedule B. and complete Question 3.

Question 3 - Did this corporation have indebtedness outstanding held by a trustee, agent or guardian for a resident individual taxable in its own right or by an executor or administrator of an estate wherein the decedent was a resident of Pennsylvania?

- If the answer to Question 2 and Question 3 is "No", stop here; put zero on Line 10, Page 4 and zero on Page 1, Line 1b.
- If the answer to Question 3 is "Yes", complete Columns 4, 5 and 6 in the table under Schedule B.

If the answer to Question 2 or Question 3 is "Yes", the taxpayer is required to complete Schedule B. Attach a separate schedule if additional space is needed.

Column 4 - Enter the amount of interest paid on the indebtedness from Question 2 and/or 3 during the tax year reported.

Column 5 - Enter the rate of interest applicable to the indebtedness in Question 2 and/or 3.

Column 6 - Enter the nominal value of taxable indebtedness (divide Column 5 into Column 4). Then total the nominal val ues of taxable indebtedness and enter the figure in the last space of Column 6 and on Line 7.

Line 7 - Enter the total taxable indebtedness from Schedule B, Column 6.

Line 8 - Tax: Multiply Line 7 by 4 mills (0.004).

Line 9 - Enter the Treasurer's commission. This amount is computed as follows: five percent on first $1,000 of tax or fractional part thereof: one percent on amount of tax over $1,000 but not exceeding $2,000: ½ of one percent on amount of tax over $2,000.

Line 10 - Tax less treasurer's commission: Enter the difference of Line 8 minus Line 9. Carry the tax to RCT-132B, Page 1, Line 1b.