The estate or trust must provide both PA-41 Schedules RK-1 and NRK-1 to any beneficiary that was an:

- individual who was a part-year Pennsylvania resident;
- estate or trust;
- PA S corporation;
- Partnership; or
- entity formed as a limited liability company classified as a partnership or PA S corporation for federal income tax purposes.

Both schedules for each such beneficiary must also be submitted with the PA-41 Fiduciary Income Tax Return.

IMPORTANT: The department does not accept federal Form 1041 Schedule K-1 because the schedule does not properly reflect the classified Pennsylvania-taxable income amounts.

PA-41 Schedules RK-1 submitted to resident and entity beneficiaries should reflect the taxable income to Pennsylvania residents even if the estate or trust is a nonresident.

How To Amend PA-41 Schedule RK-1

Where an amendment to the PA-41, Fiduciary Income Tax Return, results in a need to amend the PA-41 Schedule RK-1, an amended PA-41 Schedule RK-1 must be forwarded to the PA Department of Revenue with the amended tax return, and a copy must be provided to each beneficiary.

An amended PA-41, Fiduciary Income Tax Return, and an amended PA-41 Schedule RK-1 for each beneficiary must also be filed to correct any error on or reflect any change to the original PA-41, Fiduciary Income Tax Return, whether or not an amended federal Form 1041 was filed for that year.

To amend an original PA-41 Schedule RK-1, use a blank schedule for the tax year to be amended and fill in the “Amended Schedule” oval at the top of the schedule. Do not send a copy of the original schedule. Complete the schedule by entering the corrected information and submit it with the amended PA-41, Fiduciary Income Tax Return. See “Where To File” in the PA-41 instructions.

Foreign Address Standards

If the estate or trust is located outside the U.S., it is important to write the foreign address on the PA-41 Schedule RK-1 according to U.S. Postal Service standards.

Failure to use these standards may delay any refunds requested or correspondence necessary to complete the processing of the return.

To comply with foreign address standards, use the following rules when completing the address portion of the PA-41 Schedule RK-1:

- Eliminate apostrophes, commas, periods and hyphens.
- Write the name of the estate or trust in the space provided.
- Write the name and title of the fiduciary in the space provided.
- Write the address in the space provided, including street and building name and number, apartment or suite numbers, city name, and city or provincial codes.
- Write only the name of the country in the space provided for the city or post office.
- Do not include any entries in the state or ZIP code spaces on the PA-41 Schedule RK-1.

Providing the address in this format will better ensure that the department is able to send a refund on a timely basis or contact the estate or trust if additional information is required.

Below are examples of properly completed foreign addresses.
PA-41 Schedule RK-1

PART I

GENERAL INFORMATION

SSN
Enter the nine-digit Social Security number (SSN) if the beneficiary of the estate or trust is an individual receiving the PA-41 Schedule RK-1.

Last Name, Suffix, First Name, Middle Initial
Enter the last name; suffix such as Jr., Sr., etc; first name and middle initial of the individual beneficiary who is receiving the PA-41 Schedule RK-1.

Spouse’s SSN
Enter the nine-digit SSN of the spouse of the beneficiary (if jointly held) receiving the PA-41 Schedule RK-1.

FEIN
Enter the nine-digit federal employer identification number (FEIN) of the entity beneficiary receiving the PA-41 Schedule RK-1.

Name of Owner Receiving RK-1 (Other Than an Individual)
If the beneficiary of the estate or trust is an estate, trust a partnership, PA S corporation or entity formed as a limited liability company classified as a partnership or PA S corporation for federal income tax purposes, enter the FEIN and name of the entity receiving the PA-41 Schedule RK-1. If the PA Schedule RK-1 is being issued to an individual beneficiary, leave this field blank.

First Line of Address
Enter the street address of the individual or entity beneficiary receiving the PA-41 Schedule RK-1. If the address has an apartment number, suite or RR number, enter it after the street address. Eliminate all punctuation such as apostrophes, commas, periods and hyphens.

City, State and ZIP Code
Enter the appropriate information of the individual or entity beneficiary receiving the PA-41 Schedule RK-1 in each box. Eliminate all punctuation such as apostrophes, commas, periods and hyphens.

Name of Entity Issuing RK-1
Enter the name of the estate or trust issuing the PA-41 Schedule RK-1.

City, State and ZIP Code
Enter the appropriate information of the estate or trust issuing the PA-41 Schedule RK-1 in each box. Eliminate all punctuation such as apostrophes, commas, periods and hyphens.

FEIN
Enter the nine-digit FEIN of the estate or trust issuing the PA-41 Schedule RK-1.

Revenue ID
If the estate or trust has a Revenue ID or PA Tax Account ID for corporation tax purposes, enter it here. Otherwise, leave this field blank.

Amended Schedule
If the estate or trust is filing an amended PA-41, Fiduciary Tax Return, and the amount of income distributed to a resident beneficiary changes, fill in the amended schedule oval.

Final
If this is the final year of distributions to the beneficiary from the estate or trust, fill in the final oval.

Beneficiary’s Year-End Distribution
Enter the beneficiary’s percentage of year-end distributions from the estate or trust for the ratio of the beneficiary’s taxable distribution as reported on PA-41 Schedule RK-1, Line 6 to the total distribution as reported on PA-41, Fiduciary Income Tax Return, Line 8.

If a beneficiary who is an individual and part-year resident or an entity beneficiary, calculate and enter the percentage as if a resident taxpayer.

Valid values are: “00000” to “10000”, where 10000 = 100%
Decimal point is implied after 3rd character from the left
e.g. to indicate 33.33%, the value should be “03333”
e.g. to indicate 25%, the values should be “02500”

Owner
Fill in the oval that designates what type of beneficiary received the PA-41 RK-1. Fill in one oval only.

Entity
Fill in the estate or trust taxable oval only.

Fiscal Year
If the estate or trust does not file on a calendar-year basis, fill in the oval.

Enter month, day and year (MMDDYY) when the fiscal year begins and ends.

Short Year
A short year is an accounting period shorter than one year (and not a 52-53 week taxable year).
A short-year return is required for the following reasons:

- Changes in the annual accounting period. For example, the estate or trust changes from a fiscal to a calendar filer; or
- An estate or trust is in existence during only part of the tax year. For example, the trust or estate is in its initial or final year.

See “How to File a Short-Year Return” in the PA-41, Fiduciary Income Tax Return instructions.

**LINE INSTRUCTIONS**

**PART II**

SHAREHOLDER/PARTNER/BENEFICIARY DISTRIBUTIVE SHARE OF PENNSYLVANIA-SOURCE INCOME (LOSS)

**LINES 1 THROUGH 5**

Do not enter any amounts on Lines 1 through 5 and Lines 7 through 20.

**TIP:** Do not report the income of beneficiaries of estates and trusts on any lines of PA-41 Schedule RK-1 except Line 6.

**LINES 6**

Follow Steps 1 and 2 below to calculate the amount of each beneficiary’s income on PA-41 Schedule RK-1, Line 6.

**LINES 7 THROUGH 20**

Do not enter any amounts on Lines 7 through 20.

**Step 1**

Calculate the Total Dollar Amount

Calculate the total dollar amount of:
- Cash and property distributions actually made to the beneficiaries during the taxable year; and
- Undistributed amounts that are credited, payable or required to be currently distributed to the beneficiary during the taxable year.

DO NOT TAKE INTO ACCOUNT
- Amounts properly paid out of corpus as a gift or bequest of a specific amount of money;
- Amounts that were required to have been distributed in any prior taxable year; or
- The market value of property distributed in kind as a gift or bequest of specific property.

**Step 2**

Calculate Beneficiary Income for the RK-1

To calculate the beneficiary’s income of/from estates or trusts (Line 6) for entry on a PA-41 Schedule RK-1, multiply the amount calculated in Step 1 by a fraction, calculated as follows:

- The numerator is the lesser of Line 3a or Line 14a on PA-41 Schedule DD.
- The denominator is Line 13a of PA-41 Schedule DD. Multiply this amount by the beneficiary’s year-end distribution percentage.

Enter the amount on the PA-41 Schedule RK-1, Line 6.