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**2010 NEW MEXICO**  
**FORM PTE**  
**INCOME AND INFORMATION RETURN**  
**AND INSTRUCTIONS FOR PASS-THROUGH ENTITIES**

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Please note that dollar rounding must be used when preparing all income tax returns. We also have listed the attachments required for your return to be complete. Each New Mexico General Fund recipient appreciates your cooperation and compliance.

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**IMPORTANT. . .**

◆ **Form PTE-EXT, New Mexico 2010 Income and Information Return for Pass-through Entities Extension Payment Voucher** - has been created for pass-through entities wishing to make an extension payment. An extension payment is made when either a federal automatic extension has been obtained or a New Mexico extension has been obtained, and a payment towards the tax liability is made to avoid the accrual of interest. When making a payment towards a final return, continue to use Form PTE-PV, Pass-through Entity Income Tax Payment Voucher.

◆ **Important Federal Changes Affecting Direct Deposits and Electronic Checks** - Effective September 24, 2009, in order to comply with new federal banking rules, anyone wishing to have their refund directly deposited into their banking account or who wishes to make an "electronic check" payment through the Department's web site must disclose whether the funds for the payment come from or are delivered to an account located outside the territorial jurisdiction of the United States. If you do not answer the question your electronic transfer request will not be honored. If you answer the question incorrectly, your payment or refund may be delayed, rejected or frozen by the National Automated Clearing House Association (NACHA) or the Office of Foreign Assets Control (OFAC) and you may be subject to penalties and interest for non-payment of taxes or any penalties assessed by OFAC. The Department does not process these international electronic transactions. If the funds for the payment or the account to which a refund is to be delivered, is located outside the territorial jurisdiction of the United States, you will be directed to select a different method of payment or refund delivery and your options will be explained.

A financial institution is located within the territorial jurisdiction of the United States if it is:

- located within the United States,
- located on a U.S. military base; or
- located in American Samoa, Guam, the Northern Mariana Islands, Puerto Rico or the U.S. Virgin Islands.

See also, *Other Changes* inside this cover.

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**FOR MORE INFORMATION ON . . .**

- **Profit Corporate Report (filed every other year) and Non-Profit Corporate Report (filed annually), contact:**  
Public Regulation Commission  
P. O. Drawer 1269  
Santa Fe, NM 87504-1269  
(505) 827-4508

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**THIS PACKET CONTAINS:**

- PTE Form and Instructions
  - PTE-1, Income Taxable to Owners Schedule
  - PTE-A, New Mexico Apportionment Factors Schedule
  - PTE-B, Allocated Non-business Income Taxable to Owners
  - PTE-C, Allocated and Apportioned Income Taxed to S Corporations Schedule
  - PTE-CR, Non-refundable Credit Schedule
  - PTE-D, Owner Information Schedule
  - PTE-TA, Non-resident Owner Income Tax Agreement
  - PTE-PV, Income Tax Payment Voucher
  - PTE-EXT, Extension Tax Payment Voucher
  - W-K 2010, Income and Withholding from Pass-Through Entity Statement
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# Privacy Notification

The New Mexico Taxation and Revenue Department requires taxpayers to furnish federal employer identification numbers as a means of taxpayer identification. All information supplied electronically by taxpayers is protected using encryption and fire walls. Taxpayer information on returns is protected in accordance with the confidentiality provisions of the Tax Administration Act (NMSA 1978, Section 7-1-8).

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## Other Changes

- ◆ **Form PTE** - Taxpayers or taxpayer representatives are required to provide an e-mail address in the signature block on the bottom of Form PTE.
- ◆ **New line on Form PTE-CR, Geothermal Ground-Coupled Heat Pump Tax Credit** - Legislation allows taxpayers who purchase and install after January 1, 2010 but before December 31, 2020, a geothermal ground-coupled heat pump in a residence, business or agricultural enterprise in New Mexico owned by that taxpayer a tax credit of up to 30% of the purchase and installation costs of the system (not to exceed \$9,000) See Form RPD-41346, *Geothermal Ground-Coupled Heat Pump Tax Credit Claim Form*, for details.
- ◆ The **Research and Development Small Business Tax Credit** is not available for taxpayers filing the 2010 PTE return. The credit was no longer available for periods after June 30, 2009.

For details about New Mexico tax law changes enacted during 2010, see Publication B-100.22, 2010 Legislative Summary. Legislative summaries are available for each year, providing a brief description of new legislation affecting the Taxation and Revenue Department. Visit our web page and click on publications.

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## Your Electronic Services

- ◆ **Direct Deposit** - Taxpayers due a refund may have their refunds deposited directly into their bank accounts through "Refund Express." See Page 1, Form PTE
  - ◆ **Pay via credit card or electronic check** - Taxpayers may pay taxes over the Internet with Visa, MasterCard or American Express cards. A 2.49% convenience fee calculated on the amount of the transaction covers costs that the companies bill the state when you use your card. **You may also pay by electronic check at no charge.** An electronic check authorizes TRD to debit your checking account in the amount and on the date you specify.
  - ◆ **Download forms, publications and brochures or ask a question** - Taxpayers may access forms, publications and brochures from our website. You can ask general questions about New Mexico taxes using the e-mail address [policy.office@state.nm.us](mailto:policy.office@state.nm.us).
  - ◆ **New Mexico Taxpayer Access Point: TAP is a secure resource that allows taxpayers to check the status of tax accounts online, make payments, and change their address.** Access our web site and select the Taxpayer Access Point (TAP) link. This resource is currently available for the following tax programs: Personal Income Tax (PIT), Corporate Income Tax (CIT) including Pass Through Entity (PTE), Combined Reporting System (CRS), E911 Services Surcharge (911), Combined Fuel Tax (CFT), Cigarette Tax (CIG), Fiduciary Income Tax (FID), Bingo and Raffle Tax (BRT), Conservation Tax (CNS), Gaming Operator Tax (GMO), Gaming MFG and Distributor Tax (GMD), Water Conservation Fee (H2O), OGP Withholding Tax (OGP), Local Liquor Excise Tax (LLQ), Liquor Excise Tax (LIQ), Resource Excise Tax (RES), Severance Tax (SEV), Alternative Fuels Excise Tax (AFD), Tobacco Products Tax (TPT), Telecommunications Relay Service Surcharge (TRS), Weight Distance Tax (WDT), and Workers' Compensation Fee (WKC). **The status of your refund is available through the "Where is my Refund" link** -- for PIT, CIT and CRS tax programs. You will need your social security number (SSN), Federal Employer Identification Number (FEIN), or CRS Identification number and the amount of refund due.
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## Contact our local offices . . .

**Local Taxation and Revenue Department Offices:** Local tax offices can provide full service and information about New Mexico's taxes, programs and forms and specific information about your filing situation. If you have questions or require additional information, you may contact your local Taxation and Revenue Department Office.

### ALBUQUERQUE:

Taxation & Revenue Department  
Bank of the West Building  
5301 Central Ave., NE  
P.O. Box 8485  
Albuquerque, NM 87198-8485  
Telephone: **(505) 841-6200**

### ROSWELL:

Taxation & Revenue Department  
400 North Pennsylvania, Suite 200  
P.O. Box 1557  
Roswell, NM 88202-1557  
Telephone: **(575) 624-6065**

### FARMINGTON:

Taxation & Revenue Department  
3501 E. Main Street, Suite N  
P.O. Box 479  
Farmington, NM 87499-0479  
Telephone: **(505) 325-5049**

### SANTA FE:

Taxation & Revenue Department  
1200 South St. Francis Drive  
P.O. Box 5374  
Santa Fe, NM 87502-5374  
Telephone: **(505) 827-0951**

### LAS CRUCES:

Taxation & Revenue Department  
2540 S. El Paseo, Building #2  
P.O. Box 607  
Las Cruces, NM 88004-0607  
Telephone: **(575) 524-6225**

## In addition . . .

You may order forms and instructions by calling (505) 827-2206 (not a toll-free number), or you may write to:

Taxation and Revenue Department  
P.O. Box 2629  
Santa Fe, NM 87504-2629.

Forms, instructions and general information brochures are available on the Department's Internet home page.

Our address is:

[www.tax.newmexico.gov](http://www.tax.newmexico.gov)