

Form CT-EITC SEQ

Earned Income Tax Credit Self-Employed Questionnaire

2013

Complete in blue or black ink only.

Mail completed Form CT-EITC SEQ and all documents to:

Form CT-EITC SEQ is only to be completed and submitted upon request by the Department of Revenue Services (DRS). Keep a copy of the completed form for your records.

Department of Revenue Services
 State of Connecticut
 PO Box 2980
 Hartford, CT 06106-2980

Enter all applicable information in Sections 1, 2, and 3 and attach copies of all required documents.

Do not file Form CT-EITC SEQ with your tax return.

Section 1 - Taxpayer Information

Taxpayer Information	Your first name and middle initial	Last name	Your Social Security Number
	_____	_____	____-____-____
	If joint return, spouse's first name and middle initial	Last name	Spouse's Social Security Number
	_____	_____	____-____-____
	Name of business	Employer Identification Number	
	_____	____-____	
Please type or print.	Business mailing address (number and street, apartment number, suite number, PO Box)		Home telephone number
	_____		()
	City, town, or post office	State	ZIP code
	_____	_____	_____
Business website (if any)		Cell telephone number	
_____		()	

Section 2 - Business Information: (Federal Schedule K-1s, Schedule C, etc.)

Provide a description of your business (type of work, products sold, services provided, and hours of operation): _____

1. Have you received any Forms 1099 MISC for income you earned?
 No **Yes** If **Yes**, attach a copy of each 1099 MISC Form.
2. If your occupation requires you to have a license, attach a copy of that license.
3. Indicate if you use any of the following methods to advertise your business. Attach copies of advertisements along with any paid receipts.
 Newspaper Internet/website Flyers Other _____
4. Under Connecticut Law, you must keep adequate business records. See Informational Publication 2013 (19), *Connecticut Earned Income Tax Credit Recordkeeping Requirements for Self-employed Persons*. Indicate which of the following types of records you keep to verify your business income and expenses.
 Accounting records Computer records Insurance Business bank account(s) Ledgers
 Rental expenses Car/truck expenses Log books Suppliers (name and address)
 Paid invoices/receipts Other _____
 Attach copies of these records covering at least two months of the tax year in question.
5. Date business began: _____ / ____ / _____ Date business began in Connecticut: _____ / ____ / _____

Section 3 - Declaration and Signature

Declaration: I declare under penalty of law that I have examined the information contained on this questionnaire and, to the best of my knowledge and belief, it is true, complete, and correct. I understand the penalty for willfully delivering a false return or document to DRS is a fine of not more than \$5,000 or imprisonment for not more than five years or both. The declaration of a paid preparer other than the taxpayer is based on all information of which the preparer has any knowledge.

Sign Here	Your signature	Date		
	Spouse's signature	Date		
Keep a copy for your records.	Paid preparer's signature	Date	Telephone ()	Preparer's SSN or PTIN
	Firm's name, address, and ZIP code			FEIN