



Read this information first

We encourage you to let us figure your penalties and send you a bill instead of completing and filing this form yourself.

Step 1: Provide the following information

- 1 This form is for calendar year 2003 or for fiscal year beginning ... and ending ...
2 Write your name as it appears on your Form IL-1040.
3 Write your Social Security number as it appears on this year's Form IL-1040.
4 If your prior year Form IL-1040 was filed using a different Social Security number than the number shown on Line 3, write that number here.

Step 2: Figure your required installments

Table with 5 columns: Line number, Description, A This year, B Last year, and four quarters (April 15, 2003; June 16, 2003; September 15, 2003; January 15, 2004). Rows 5-17 contain calculation steps for required installments.

Step 3: Figure your unpaid tax

- 18 Write the amount from Column A, Line 7.
19 Add your credit carried forward from the prior year, your total estimated payments made this year, and your withholding as shown on your W-2 forms. Compare that total to either the amount written on Line 11, or, if you annualized, the total of Line 13, Quarters 1 through 4, and write the greater amount here.
20 Write other payments made on or before April 15, 2004.
21 Add Lines 19 and 20. Write the total amount here.
22 Subtract Line 21 from Line 18. If the amount is positive, write that amount here. Continue to Step 4, and write this amount in Penalty Worksheet 1, Line 24, Column C. If zero or negative, write that amount here, if negative use brackets. Continue to Step 4, skip Penalty Worksheet 1, and go to Penalty Worksheet 2. You may apply this amount to any underpayment when figuring your Penalty Worksheet 2. See instructions.

Step 4: Figure your late-payment penalty

Use Penalty Worksheet 1 to figure your late-payment penalty for unpaid tax.

Use Penalty Worksheet 2 to figure your late-payment penalty for underpayment of estimated tax.

Note → You **must** follow the instructions in order to properly complete the penalty worksheets.

Penalty rates

Number of days late Penalty rate

1 - 3002
31 - 9010

Number of days late Penalty rate

91 - 18015
181 or more20



Penalty Worksheet 1 – Late-payment penalty for unpaid tax

23 Write the amount and the date of any payment you made **on or after** April 16, 2004. See instructions.

Amount

Date paid

a _____ / /
b _____ / /

24 Write the amount from Line 22 on the first line of Column C below.

A	B	C	D	E	F	G	H	I
Period	Due date	Unpaid amount	Payment applied	Balance due (Col. C - Col. D)	Payment date	Number of days late	Penalty rate (See above)	Penalty

Return April 15, 2004 _____ / /
_____ / /
_____ / /

25 Add Column I. This is your **late-payment penalty for unpaid tax**.

Write the total amount here and in Step 5, Line 32.

25 _____

Note → You may apply any remaining overpayment in Column E above to any underpayment when figuring the Penalty Worksheet 2.



Penalty Worksheet 2 – Late-payment penalty for underpayment of estimated tax

Note → If you paid the required amount from Line 17 by the payment due date for each quarter, **do not** complete this worksheet.

26 Write the amount and the date of each estimated income tax payment you made. See instructions.

Estimated Income Tax Payments

Amount

Date paid

Amount

Date paid

Amount

Date paid

a _____ / / c _____ / / e _____ / /
b _____ / / d _____ / / f _____ / /

27 Write the unpaid amounts from Step 2, Line 17, Quarters 1 through 4, on the first line of the appropriate quarters in Column C below.

A	B	C	D	E	F	G	H	I
Period	Due date	Unpaid amount	Payment applied	Balance due (Col. C - Col. D)	Payment date	Number of days late	Penalty rate (See above)	Penalty

Qtr 1 April 15, 2003 _____ / /
_____ / /
_____ / /

Qtr 2 June 16, 2003 _____ / /
_____ / /
_____ / /

Qtr 3 Sept. 15, 2003 _____ / /
_____ / /
_____ / /

Qtr 4 Jan. 15, 2004 _____ / /
_____ / /
_____ / /

28 Add Column I, Quarters 1 through 4. This is your **late-payment penalty for underpayment of estimated tax**.

Write the total amount here and on your Form IL-1040, Line 27.

28 _____

Step 5: Figure your late-filing penalty and the amount you owe

Note Figure your late-filing penalty only if

- ◆ you are filing your Form IL-1040 after October 15, 2004; and
- ◆ your tax was not paid by April 15, 2004.

Figure your late-filing penalty.

- 29 Write the amount from Form IL-1040, Step 6, Line 15, minus any timely payments and credits. 29 _____
- 30 Multiply the amount on Line 29 by 2% (.02). 30 _____
- 31 Write the lesser of Line 30 or \$250. This is your **late-filing penalty**. 31 _____

Figure the amount you owe.

- 32 Write any **late-payment penalty for unpaid tax** from Step 4, Line 25. 32 _____
- 33 Write any **late-filing penalty** from Step 5, Line 31. 33 _____
- 34 Write the **amount you owe** from your Form IL-1040, Step 11, Line 34. 34 _____
- 35 Add Lines 32 through 34 and write the total here. This is your **total tax and penalties**. 35 _____
 Refer to Form IL-1040, Line 34 instructions for all your payment options.

Step 6: Complete the annualization worksheet for Step 2, Line 13

Complete this worksheet **only** if your income was not received evenly throughout the year and you choose to annualize your income. **Complete Lines 36 through 52 of one column before going to the next, beginning with Column A.**

	A January 1, 2003 to March 31, 2003	B January 1, 2003 to May 31, 2003	C January 1, 2003 to August 31, 2003	D January 1, 2003 to December 31, 2003
36 Write your Illinois base income for each period. See instructions. 36 _____	_____	_____	_____	_____
37 Annualization factors. 37 _____	4	2.4	1.5	1
38 Multiply Line 36 by Line 37. This is your annualized income. 38 _____	_____	_____	_____	_____
39 Exemptions. See instructions. 39 _____	_____	_____	_____	_____
40 Subtract Line 39 from Line 38. This is your Illinois net income. 40 _____	_____	_____	_____	_____
41 Multiply Line 40 by 3% (.03). 41 _____	_____	_____	_____	_____
42 For each period, write the amount you wrote in Step 2, Column A, Line 6. 42 _____	_____	_____	_____	_____
43 Subtract Line 42 from Line 41. 43 _____	_____	_____	_____	_____
44 Applicable percentage. 44 _____	22.5% (.225)	45% (.450)	67.5% (.675)	90% (.900)
45 Multiply Line 43 by Line 44. This is your annualized installment. 45 _____	_____	_____	_____	_____
46 Add the amounts on Line 52 of each of the preceding columns and write the total here. 46 <u>Skip this line for Column A.</u> _____	_____	_____	_____	_____
47 Subtract Line 46 from Line 45. If less than zero, write "0." 47 _____	_____	_____	_____	_____
48 Write the amount from Step 2, Line 12, in each column. 48 _____	_____	_____	_____	_____
49 Write the amount from Line 51 of the preceding column. 49 <u>Skip this line for Column A.</u> _____	_____	_____	_____	_____
50 Add Lines 48 and 49. 50 _____	_____	_____	_____	_____
51 If Line 50 is greater than Line 47, subtract Line 47 from Line 50. Otherwise, write "0." 51 _____	_____	_____	_____	<u>Skip this line for Column D.</u>
52 Write the lesser of Line 47 or Line 50 here and on Step 2, Line 13. This is your required installment. 52 _____	_____	_____	_____	_____