

Instructions for Handwritten Forms

Guidelines



Do not use red ink.
Use blue or black ink.



Do not use dollar
signs, commas, or
other punctuation marks.



Printing



Set page scaling to
“none.” The Auto-Rotate
and Center checkbox
should be unchecked.



Do not select “print on
both sides of paper.”



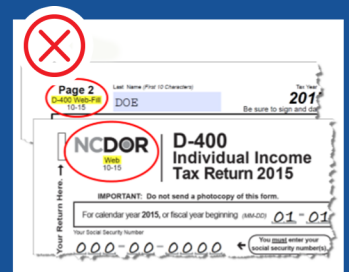
Before You Send



Do not submit
photocopies of returns.
Submit originals only.



Do not mix form types



NC-NA Nonresident Shareholder Agreement

Nonresident Shareholder's Identifying Number

Nonresident Shareholder's Name, Address, and Zip Code

Date Nonresident Became
Shareholder in S Corporation _____

Shareholder's Tax Year

_____ beginning (MM-DD-YY) _____ and ending (MM-DD-YY)

Federal Employer ID Number

Corporation's Name, Address, and Zip Code

Date of Valid S Corporation Election _____

First Tax Year S Corporation Filed CD-401S _____

Shareholder's Affirmation

I affirm that: I am a nonresident shareholder of the S Corporation listed above.

I will file and make timely payments of all taxes imposed by North Carolina on my pro rata share of income from the S Corporation.

I agree: To personal jurisdiction by the State of North Carolina for purposes of the collection of any unpaid income taxes in connection with my tax return, together with related interest and penalties.

This affirmation is binding on my heirs, representatives, assigns, successors, executors, and administrators.

Signature and Title of Shareholder

Shareholder's Telephone Number

Corporate Affirmation

I affirm that: The entity listed above is a nonresident of North Carolina and is a shareholder of the S Corporation listed above.

Signature and Title of Officer

Date

General Instructions

An S Corporation must file with the Department an agreement for each nonresident shareholder. The agreement must be filed at the following times: (1) by the due date of the annual return ("Form CD-401S") for the first taxable period the S Corporation begins doing business in this State and becomes subject to the provisions of North Carolina income tax, (2) by the due date of Form CD-401S for any taxable period in which the corporation has a nonresident shareholder on whose behalf an agreement has not been previously filed. An S Corporation that does not file an agreement for a nonresident shareholder must by the due date of Form CD-401S pay to the Department on behalf of the nonresident shareholder an estimated amount of tax due based on the shareholder's pro rata share of the S Corporation's income attributable to the State. The estimated amount of tax due must be computed at the applicable individual income tax rate for the taxable period.