

1120 DISASTER ASSISTANCE DESIGNATION

FEDERAL

To enter disaster designations for the 1120 federal return, do the following:

1. Go to **Organizer > General Information > Basic Return Information > Return Information**.
2. Scroll to the **Disaster Relief Provisions** section at the bottom of the screen.
3. Enter the IRS-issued Disaster Designation (you may enter up to two). This statement will print at the top of the federal return.

The screenshot shows a section titled "DISASTER RELIEF PROVISIONS". Below the title are three rows of input fields. The first row is labeled "Disaster #1" followed by a dotted line and a text box. The second row is labeled "Disaster #2" followed by a dotted line and a text box. The third row is labeled "Due date (Override)" followed by a dotted line and a text box.

Figure 1

4. Enter an override for the return due date, if required.
5. Go to **Organizer > Letters and Filing Instructions > Filing Instruction Options**.
6. In the **Filing Instructions** section, enter an override date for the federal return.

The screenshot shows a section titled "FILING INSTRUCTIONS". Below the title is a checkbox with the text "Print 'as soon as possible' instead of original/override due date". Below the checkbox is a label "Federal return due date (Override)" followed by a dotted line and a text box.

Figure 2

7. If applicable, scroll down on the same screen, and enter the **Estimate Filing Instructions** installment date overrides.

ESTIMATE FILING INSTRUCTIONS	
1st installment date (Override).....	<input type="text"/>
2nd installment date (Override).....	<input type="text"/>
3rd installment date (Override).....	<input type="text"/>
4th installment date (Override).....	<input type="text"/>

Figure 3

8. Go to **Organizer > Estimates and Penalties > Underpayment of Estimates > Penalties/Interest**.
9. In the **Dates** section, enter the override due dates for late penalties and interest in the **Date return is to be filed** field.

DATES	
Original due date (Override).....	<input type="text"/>
Extended due date (Override).....	<input type="text"/>
Date return is to be filed.....	<input type="text"/>
Date tax is to be fully paid..... (if different from filing date)	<input type="text"/>
Compute late payment penalty and interest up to this date.....	<input type="text"/>

Figure 4

10. Perform a full recompute before generating the print file and/or the e-file.

STATES

If the IRS extends the federal return due date as a result of a natural disaster or other event, then states may adopt the same provision. If this is the case for any of the states that you are processing OR any state-specific events that might exist which are not adopted by the IRS, then take the following steps:

States Adopting the IRS Extension Provisions

1. Enter the federal information as indicated above.
2. Go to **Organizer > States > Common State > Disaster Relief Provisions**.
3. If desired, click **Use Federal** to use the federal heading for disaster designation.

Common State

STATE AND CITY DISASTER RELIEF DESIGNATIONS

Check the Use Federal box if a state return needs to use the federal disaster designation entered in Organizer | Basic Return Information | General Information | Return Information for e-file or print. The federal designation will be displayed when the box is checked. Otherwise, enter the required state designation.

Federal Disaster Designation

Use Federal **Disaster Designation (space automatically inserted between fields, so do not split a word between fields)**
No federal data will be displayed unless the state or city is selected as either "Active" or "Combine" in State and City Activation.

Alabama.....	<input type="checkbox"/>		
Alaska.....	<input type="checkbox"/>		
Arizona.....		Arizona does not have any provision to report disaster relief designations for print	
Arkansas.....	<input type="checkbox"/>		
California.....	<input type="checkbox"/>		
Colorado.....	<input type="checkbox"/>		
Connecticut.....	<input type="checkbox"/>		
Delaware.....	<input type="checkbox"/>		
District of Columbia.....	<input type="checkbox"/>		
Florida.....		Florida does not have any provision to report disaster relief designations for e-file or print	

Figure 5

4. To use a state-specific heading, enter the description in either the first or the second **Disaster Designation** field (to correspond to Disaster #1 or Disaster #2 specified in the **Disaster Relief Provisions** section at **Organizer > General Information > Basic Return Information > Return Information**).



Some states do not have provisions to report disaster relief designations for print and/or e-file.

5. For New York City, click the **New York City Special Condition Code** hyperlink.

Cities

Detroit, MI.....

New York City, NY.....

[New York City Special Condition Code](#)

Philadelphia, PA.....

Figure 6

6. On the New York City **General Information** screen, scroll down to the **2-character special condition code** field, and enter the code.

Completed contract method of accounting utilized in determining taxable income..... Yes No

2-character special condition code.....

Date began business in New York City.....

Date business in ended in New York City.....

Figure 7

7. Perform a full recompute before generating the print file and/or the e-file.

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