

For calendar year 1997 or other tax year beginning \_\_\_\_\_, 1997, and ending \_\_\_\_\_, 19\_\_.

**Note:** If you are a section 501(c) organization or a separate segregated fund described in section 527(f)(3), check here

Please print or type	Name of organization	Employer identification number
	Number, street, and room or suite no. (If a P.O. box, see page 4 of instructions.)	<b>Candidates for U.S. Congress Only</b> If this is a principal campaign committee, and it is the ONLY political committee, check here. <input type="checkbox"/>
	City or town, state, and ZIP code	If this is a principal campaign committee, but is NOT the only political committee, check here and attach a copy of designation (See instructions on page 2.) <input type="checkbox"/>

Check if: (1)  Final return (2)  Change of address (3)  Amended return

<b>Income</b>	1	Dividends (attach schedule)	1		
	2	Interest	2		
	3	Gross rents	3		
	4	Gross royalties	4		
	5	Capital gain net income (attach Schedule D (Form 1120))	5		
	6	Net gain or (loss) from Form 4797, Part II, line 18 (attach Form 4797)	6		
	7	Other income and nonexempt function expenditures (see instructions)	7		
	8	<b>Total income.</b> Add lines 1 through 7.	8		
<b>Deductions</b>	9	Salaries and wages	9		
	10	Repairs and maintenance	10		
	11	Rents	11		
	12	Taxes and licenses	12		
	13	Interest	13		
	14	Depreciation (attach Form 4562)	14		
	15	Other deductions (attach schedule)	15		
	16	<b>Total deductions.</b> Add lines 9 through 15	16		
	17	Taxable income before specific deduction of \$100 (see instructions). Section 501(c) organizations show:			
		a Amount of net investment income <input type="checkbox"/>			
	b Aggregate amount expended for an exempt function (attach schedule) <input type="checkbox"/>	17c			
18	Specific deduction of \$100 (not allowed for newsletter funds defined under section 527(g))	18			
<b>Tax</b>	19	<b>Taxable income.</b> Subtract line 18 from line 17c (If line 19 is zero or less, do not file Form 1120-POL.)	19		
	20	<b>Income tax</b> (see instructions)	20		
	21	<b>Tax credits</b> (Attach all applicable forms.) (see instructions).	21		
	22	<b>Total tax.</b> Subtract line 21 from line 20	22		
	23	Payments: a Tax deposited with Form 7004	23a		
		b Credit for tax paid on undistributed capital gains (attach Form 2439)	23b		
		c Credit for Federal tax on fuels (attach Form 4136)	23c		
		d <b>Total.</b> Add lines 23a through 23c	23d		
24	<b>Tax due.</b> Subtract line 23d from line 22. See instructions on page 3 for depository method of payment	24			
25	<b>Overpayment.</b> Subtract line 22 from line 23d	25			

<b>Additional Information</b>	1	At any time during the 1997 calendar year, did the organization have an interest in or a signature or other authority over a financial account (such as a bank account, securities account, or other financial account) in a foreign country? (See instructions.) <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," enter the name of the foreign country <input type="checkbox"/>
	2	During the tax year, did the organization receive a distribution from, or was it the grantor of, or transferor to, a foreign trust? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," see page 4 for other forms the organization may have to file.
	3	Enter the amount of tax-exempt interest received or accrued during the tax year <input type="checkbox"/> \$ _____
	4	Date organization formed <input type="checkbox"/>
	5a	The books are in care of <input type="checkbox"/> <input type="checkbox"/> Enter name of candidate <input type="checkbox"/>
	c The books are located at <input type="checkbox"/> <input type="checkbox"/> Telephone No. <input type="checkbox"/>	

**Please Sign Here** Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Signature of officer \_\_\_\_\_ Date \_\_\_\_\_ Title \_\_\_\_\_

<b>Paid Preparer's Use Only</b>	Preparer's signature <input type="checkbox"/>	Date _____	Check if self-employed <input type="checkbox"/>	Preparer's social security no. _____
	Firm's name (or yours, if self-employed) and address <input type="checkbox"/>	EIN <input type="checkbox"/>	ZIP code <input type="checkbox"/>	

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

### A Change To Note

For changes to the rules requiring electronic deposit of taxes, see **Depository Method of Tax Payment** on page 3.

### Purpose of Form

Form 1120-POL is used to report the taxable income and income tax liability of political organizations.

### Who Must File

A political organization must file Form 1120-POL if the organization has any political organization taxable income.

### Political Organizations

A political organization is a party, committee, association, fund (including a separate segregated fund described in section 527(f)(3) set up by a section 501(c) organization), or other organization, organized and operated primarily for the purpose of accepting contributions or making expenditures, or both, to influence the selection, nomination, election, or appointment of any individual to any public office or office in a political organization, or the election of Presidential or Vice Presidential electors. Political organizations include principal campaign committees, newsletter funds, and certain tax-exempt organizations.

**Principal campaign committee.** A principal campaign committee is the political committee designated by a candidate for U.S. Congress as his or her principal campaign committee for purposes of section 302(e) of the Federal Election Campaign Act of 1971 and section 527(h).

If a candidate for U.S. Congress elects to make a designation under section 527(h), he or she must designate the principal campaign committee by attaching a copy of the Statement of Candidacy to Form 1120-POL. This can be either the Federal Election Commission's Form 2 or an equivalent statement filed with the Federal Election Commission. The designation may also be made by attaching a signed statement with the following information:

- The candidate's name and address.
- The candidate's identifying number.
- The candidate's party affiliation and office sought.
- The district and state in which the office is sought.
- The name and address of the principal campaign committee.

**Note:** If the candidate for U.S. Congress has a designation in effect from an earlier year, attach a copy of the earlier year's designation to this year's Form 1120-POL and check the appropriate box on the form. See Regulations section 1.527-9. If a candidate for U.S. Congress has only one political campaign committee, no designation is required. However, be sure to check the appropriate box on Form 1120-POL.

**Newsletter fund.** A newsletter fund is a fund established and maintained by an individual who holds, has been elected to, or is a candidate (as defined in section 527(g)(3)) for

nomination or election to any Federal, state, or local elective public office. The fund is maintained exclusively for the preparation and circulation of the individual's newsletter.

**Separate segregated fund.** A separate segregated fund maintained by a section 501(c) organization (exempt from tax under section 501(a)) is treated as a political organization. For more information, see section 527(f) and Regulations section 1.527-2(b).

### Taxable Income of \$100 or Less

A political organization, other than a newsletter fund, is not required to file Form 1120-POL if its taxable income before the specific deduction of \$100 is \$100 or less. Newsletter funds cannot claim the specific deduction of \$100.

### Taxable Income

Political organization taxable income is the excess of (1) gross income for the tax year (excluding exempt function income) over (2) deductions directly connected with the earning of gross income. Taxable income is figured with the following adjustments:

1. A specific deduction of \$100 is allowed (but not for newsletter funds).
2. The net operating loss deduction is not allowed.
3. The dividends-received deduction and other special deductions for corporations are not allowed. See section 527(c)(2).

**Newsletter fund taxable income.** Taxable income of a newsletter fund is figured in the same manner as taxable income of a political organization except that the specific deduction of \$100 is not allowed.

**Exempt organizations that are not political organizations.** Taxable income for an exempt section 501(c) organization that is not a political organization is the lesser of (1) the amount spent for an exempt function during the tax year either directly or indirectly through another organization or (2) the net investment income of the organization for the tax year. This income is subject to the adjustments under **Taxable Income** on this page.

Net investment income, for this purpose, is the excess of (1) the gross amount of interest, dividends, rents, and royalties, plus the excess, if any, of gains from the sale or exchange of assets, over the losses from the sale or exchange of assets, over (2) the deductions directly connected with the production of this income.

### Exempt Function

The exempt function of a political organization is the function of influencing or attempting to influence the selection, the nomination, election, or appointment of any individual to any Federal, state, local public office, or office of a political organization, or the election of Presidential or Vice Presidential electors, whether or not the individuals or electors are selected, nominated, elected, or appointed. The term "exempt function" also means the making of expenditures relating to the individual's office, once selected, nominated, elected, or appointed, but only if the expenditures would be deductible by an individual under section 162(a).

### Exempt Function Income

Exempt function income is the total of all amounts received from the following sources (to the extent that they are separately segregated only for use for an exempt function):

1. Contributions of money and property.
2. Membership dues, fees, or assessments paid by a member of a political party.
3. Proceeds from a political fundraising, or entertainment event, or from the sale of political campaign materials, if those amounts are not received in the active conduct of a trade or business.
4. Proceeds from the conduct of a bingo game, as described in section 513(f)(2).

### When and Where To File

In general, an organization must file Form 1120-POL by the 15th day of the 3rd month after the end of the tax year.

If the due date falls on a Saturday, Sunday, or legal holiday, the organization may file on the next business day.

File Form 1120-POL with the Internal Revenue Service Center, Ogden, UT 84201.

**Private delivery services.** You can use certain private delivery services designated by the IRS to meet the "timely mailing as timely filing/paying" rule for tax returns and payments. The IRS publishes a list of the designated delivery services in September of each year. The list published in September 1997 includes only the following:

- Airborne Express (Airborne): Overnight Air Express Service, Next Afternoon Service, Second Day Service.
- DHL Worldwide Express (DHL): DHL "Same Day" Service, DHL USA Overnight.
- Federal Express (FedEx): FedEx Priority Overnight, FedEx Standard Overnight, FedEx 2 Day.
- United Parcel Service (UPS): UPS Next Day Air, UPS Next Day Air Saver, UPS 2nd Day Air, UPS 2nd Day Air A.M.

The private delivery service can tell you how to get written proof of the mailing date.

**Extension.** File **Form 7004**, Application for Automatic Extension of Time To File Corporation Income Tax Return, to request a 6-month extension of time to file.

### Who Must Sign

The return must be signed and dated by:

- The president, vice president, treasurer, assistant treasurer, chief accounting officer, or
- Any other organization officer (such as tax officer) authorized to sign.

Receivers, trustees, and assignees must also sign and date any return filed on behalf of an organization.

If an organization officer completed Form 1120-POL, the Paid Preparer's space should remain blank. Anyone who prepares Form 1120-POL but does not charge the organization should not sign the return. Generally, anyone who is paid to prepare the return must sign it and fill in the Paid Preparer's Use Only area.

The paid preparer must complete the required preparer information and:

- Sign the return, by hand, in the space provided for the preparer's signature

(signature stamps and labels are not acceptable).

- Give a copy of the return to the taxpayer.

## Accounting Methods and Periods

Figure taxable income using the method of accounting regularly used in keeping the organization's books and records. Permissible methods include:

- Cash,
- Accrual, or
- Any other method authorized by the Internal Revenue Code.

In all cases, the method used must clearly show taxable income.

Under the accrual method, an amount is includible in income when all the events have occurred that fix the right to receive the income and the amount can be determined with reasonable accuracy. See Regulations section 1.451-1(a) for details.

Generally, an accrual basis taxpayer can deduct accrued expenses in the tax year when:

- All events that determine the liability have occurred,
- The amount of the liability can be figured with reasonable accuracy, and
- Economic performance takes place with respect to the expense.

There are exceptions to the economic performance rule for certain items, including recurring expenses. See section 461(h) and the related regulations for the rules for determining when economic performance takes place.

Generally, the organization may only change the method of accounting used to report taxable income (for income as a whole or for any material item) by getting consent on **Form 3115**, Application for Change in Accounting Method. For more information, get **Pub. 538**, Accounting Periods and Methods.

**Change in accounting period.** Generally, before changing an accounting period, the Commissioner's approval must be obtained (Regulations section 1.442-1) by filing **Form 1128**, Application To Adopt, Change, or Retain a Tax Year. Also see **Pub. 538**.

## Rounding Off to Whole Dollars

The organization may show amounts on the return and accompanying schedules as whole dollars. To do so, drop any amount less than 50 cents and increase any amount from 50 cents through 99 cents to the next higher dollar.

## Depository Method of Tax Payment

The organization must pay the tax due in full no later than the 15th day of the 3rd month after the end of the tax year. Some organizations (described below), are required to electronically deposit all depository taxes, including organization income tax payments.

### Electronic Deposit Requirement

The organization must make electronic deposits of all depository tax liabilities that occur after 1997 if—

- It was required to electronically deposit taxes in prior years,
- It deposited more than \$50,000 in social security, Medicare, and withheld income taxes in 1996, or
- It **did not** deposit social security, Medicare, or withheld income taxes in 1995 or 1996, but deposited more than \$50,000 in other taxes under section 6302 (such as the organization income tax) in either year.

For details, see Regulations section 31.6302-1(h).

The Electronic Federal Tax Payment System (EFTPS) must be used to make electronic deposits. If the organization is required to make electronic deposits and fails to do so, it may be subject to a 10% penalty.

**Note:** A penalty will not be imposed prior to July 1, 1998, if the organization was first required to use EFTPS on or after July 1, 1997.

Organizations that are not required to make electronic deposits may voluntarily participate in EFTPS. To enroll in EFTPS, call 1-800-945-8400 or 1-800-555-4477. For general information about EFTPS, call 1-800-829-1040.

### Deposits with Form 8109

If the organization does not use EFTPS, deposit organization income tax payments with Form 8109. Do not send deposits directly to an IRS office. Mail or deliver the completed Form 8109 with the payment to a qualified depository for Federal taxes or to the Federal Reserve bank (FRB) servicing the organization's geographic area. Make checks or money orders payable to that depository or FRB. To help ensure proper crediting, write the organization's EIN, the tax period to which the deposit applies, and "Form 1120-POL" on the check or money order. Records of these deposits will be sent to the IRS.

A penalty may be imposed if the deposits are mailed or delivered to an IRS office rather than to an authorized depository or FRB. For more information on deposits, see the instructions in the coupon booklet (Form 8109) and **Pub. 583**, Starting a Business and Keeping Records.

**Caution:** If the organization owes tax when it files Form 1120-POL, do not include the payment with the tax return. Instead, mail or deliver the payment with Form 8109 to a qualified depository or FRB, or use EFTPS, if applicable.

### Interest and Penalties

**Interest.** Interest is charged on taxes paid late even if an extension of time to file is granted. Interest is also charged on penalties imposed for failure to file, negligence, fraud, gross valuation overstatements, and substantial understatement of tax from the due date (including extensions) to the date of payment. The interest charge is figured at a rate determined under section 6621.

**Penalty for late filing of return.** An organization that does not file its tax return by the due date, including extensions, may be penalized 5% of the unpaid tax for each month or part of a month the return is late, up to a maximum of 25% of the unpaid tax. The minimum penalty for a return that is more than 60 days late is the smaller of the tax due or \$100. The penalty will not be imposed if

the organization can show that the failure to file on time was due to reasonable cause. Organizations that file late must attach a statement explaining the reasonable cause.

**Penalty for late payment of tax.** An organization that does not pay the tax when due may have to pay a penalty of 1/2 of 1% of the unpaid tax for each month or part of a month the tax is not paid, up to a maximum of 25% of the unpaid tax. The penalty will not be imposed if the organization can show that the failure to pay on time was due to reasonable cause.

**Other penalties.** Other penalties can be imposed for negligence, substantial understatement of tax, and fraud. See sections 6662 and 6663.

## Attachments

Attach **Form 4136**, Credit for Federal Tax Paid on Fuels, after page 1 of Form 1120-POL. Attach schedules in alphabetical order and other forms in numerical order after Form 4136.

Complete every applicable entry space on Form 1120-POL. Do not write "See attached" instead of completing the entry spaces. If you need more space on the forms or schedules, attach separate sheets using the same size and format as on the printed forms. Show the totals on the printed forms. Attach these separate sheets after all the schedules and forms. Be sure to put the organization's name and EIN on each sheet.

## Specific Instructions

### Period Covered

File the 1997 return for calendar year 1997 and fiscal years that begin in 1997 and end in 1998. For a fiscal year, fill in the tax year spaces at the top of the form.

**Note:** The 1997 Form 1120-POL may also be used if (1) the organization has a tax year of less than 12 months that begins and ends in 1998 and (2) the 1998 Form 1120-POL is not available at the time the organization is required to file its return. However, the organization must show its 1998 tax year on the 1997 Form 1120-POL and incorporate any tax law changes that are effective for tax years beginning after 1997.

**Address.** Include the suite, room, or other unit number after the street address. If the Post Office does not deliver mail to the street address and the organization has a P.O. box, show the box number instead of the street address.

**Note:** If a change in address occurs after the return is filed, the organization should use **Form 8822**, Change of Address, to notify the IRS of the new address.

**Final return, change of address, amended return.** If the organization ceases to exist, check the "Final return" box.

If the organization has changed its address since it last filed a return, check the box for "Change of address."

To amend a previously filed Form 1120-POL, file a corrected Form 1120-POL and check the "Amended return" box.

**Employer identification number (EIN).** Show the correct EIN in the space provided. If the organization does not have an EIN, it should apply for one on **Form SS-4**, Application for Employer Identification Number. Form SS-4 can be obtained at Social Security

Administration (SSA) offices or by calling 1-800-TAX-FORM (1-800-829-3676). If the organization has not received its EIN by the time the return is due, write "Applied for" in the space provided for the EIN. See Pub. 583 for more information.

**Income and deductions.** Campaign contributions and other exempt function income are not includible in income; likewise, campaign expenditures and other exempt function expenditures are not deductible. Generally, to be deductible in computing political organization taxable income, expenses must be directly connected with the production of political organization taxable income. In those cases where expenses are attributable to the production of both exempt function income and political organization taxable income, the expenses should be allocated on a reasonable and consistent basis; only the portion allocable to the production of political organization taxable income may be deducted. No deduction is allowed for general administrative or indirect expenses.

**Line 7, Other income and nonexempt function expenditures.** Enter the total income from other sources, such as exempt function income that was not properly segregated for exempt functions and income received in the ordinary course of a trade or business. Also include on this line the total expenditures that were made from exempt function income that were not for an exempt function and resulted in a direct or indirect financial benefit to the political organization. Also include on line 7 those expenditures that were illegal. Attach a schedule listing all income and expenditures included on line 7. See Regulations section 1.527-5 for examples of these types of expenditures.

Also include ordinary income from the trade or business activities of a partnership (from Schedule K-1 (Form 1065), line 1).

**Line 17, Taxable income before specific deduction of \$100.** Political organizations, newsletter funds, and separate segregated funds: Subtract line 16 from line 8 and enter the result on line 17(c).

**Exempt organizations that are not political organizations:** Complete lines 17a and 17b if the organization made exempt function expenditures that were not from a separate segregated fund. Enter the lesser of line 17a or 17b on line 17c. See **Exempt organizations that are not political organizations** on page 2 for a description of the amounts to enter on these lines.

**Line 20, Income tax.** The rate of tax imposed depends on whether the political organization is a principal campaign committee as defined in section 527(h). The tax rate is lower for a principal campaign committee.

**Political organization not a principal campaign committee.** An organization that is not a principal campaign committee computes its tax on political organization taxable income as follows: Multiply line 19 by 35% and enter the result on line 20.

**Principal campaign committee (section 527(h)).** A political organization that is a principal campaign committee of a candidate for U.S. Congress computes its tax in the same manner as provided in section 11(b) for corporations. Compute the tax as follows:

1. Enter taxable income (line 19, Form 1120-POL) . . . . . \_\_\_\_\_
2. Enter line 1 or \$50,000, whichever is less . . . . . \_\_\_\_\_
3. Subtract line 2 from line 1 . . . . . \_\_\_\_\_
4. Enter line 3 or \$25,000, whichever is less . . . . . \_\_\_\_\_
5. Subtract line 4 from line 3 . . . . . \_\_\_\_\_
6. Enter line 5 or \$9,925,000, whichever is less . . . . . \_\_\_\_\_
7. Subtract line 6 from line 5 . . . . . \_\_\_\_\_
8. Multiply line 2 by 15% . . . . . \_\_\_\_\_
9. Multiply line 4 by 25% . . . . . \_\_\_\_\_
10. Multiply line 6 by 34% . . . . . \_\_\_\_\_
11. Multiply line 7 by 35% . . . . . \_\_\_\_\_
12. If line 1 is greater than \$100,000, enter the smaller of: 5% of taxable income in excess of \$100,000, or \$11,750 . . . . . \_\_\_\_\_
13. If line 1 is greater than \$15 million, enter the smaller of: 3% of taxable income in excess of \$15 million or \$100,000 . . . . . \_\_\_\_\_
14. Add lines 8 through 13. Enter here and on line 20, Form 1120-POL . . . . . \_\_\_\_\_

**Note:** *Estimated tax and alternative minimum tax do not apply to political organizations.*

**Line 21, Tax credits.** The organization may qualify for the following credits:

*Foreign tax credit.* See **Form 1118**, Foreign Tax Credit—Corporations.

*Credit for fuel produced from a nonconventional source.* See section 29 for a definition of qualified fuels, provisions for figuring the credit, and other special rules.

*Qualified electric vehicle credit.* See **Form 8834**, Qualified Electric Vehicle Credit, and section 30.

*The general business credit (but not the Indian employment credit, the work opportunity credit, the welfare-to-work credit, or the empowerment zone employment credit).* See **Form 3800**, General Business Credit.

Enter the total amount of these credits on line 21 and attach the appropriate forms.

**Line 22.** If the political organization must recapture any of the qualified electric vehicle credit, include the amount of the recapture in the total for line 22. On the dotted line next to the entry space, write "QEV recapture" and the amount. See Regulations section 1.30-1 for details on how to figure the recapture.

### Additional Information

#### Question 1

**Foreign financial accounts.** Check the "Yes" box if either 1 or 2 below applies to the organization. Otherwise, check the "No" box:

1. At any time during the 1997 calendar year the organization had an interest in or signature or other authority over a bank, securities, or other financial account in a foreign country; and
  - The combined value of the accounts was more than \$10,000 at any time during the calendar year; and
  - The account was NOT with a U.S. military banking facility operated by a U.S. financial institution.

2. The organization owns more than 50% of the stock in any corporation that would answer "Yes" to item 1 above.

Get **Form TD F 90-22.1**, Report of Foreign Bank and Financial Accounts, to see if the organization is considered to have an interest in or signature or other authority over a financial account in a foreign country.

If "Yes" is checked for this question, file Form TD F 90-22.1 by June 30, 1998, with the Department of the Treasury at the address shown on the form. Because Form TD F 90-22.1 is not a tax return, do not file it with Form 1120-POL.

You can get Form TD F 90-22.1 from an IRS Distribution Center or by calling 1-800-TAX-FORM (1-800-829-3676).

Also, if "Yes" is checked for this question, enter the name of the foreign country or countries. Attach a separate sheet if necessary.

#### Question 2

If you checked "Yes," to Question 2, the organization may be required to file **Form 3520**, Annual Return To Report Transactions With Foreign Trusts and Receipt of Certain Foreign Gifts. For details, get Form 3520.

#### Question 3

In the space provided, show any tax-exempt interest received or accrued. Include any exempt-interest dividends received as a shareholder in a mutual fund or other regulated investment company.

## Paperwork Reduction Act Notice

We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws and to allow us to figure and collect the right amount of tax.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by section 6103.

The time needed to complete and file this form will vary depending on individual circumstances. The estimated average time is:

<b>Recordkeeping</b> . . . . .	15 hr., 32 min.
<b>Learning about the law or the form</b> . . . . .	6 hr., 23 min.
<b>Preparing the form</b> . . . . .	15 hr., 18 min.
<b>Copying, assembling, and sending the form to the IRS</b> . . . . .	2 hr., 25 min.

If you have comments concerning the accuracy of these time estimates or suggestions for making this form simpler, we would be happy to hear from you. You can write to the Tax Forms Committee, Western Area Distribution Center, Rancho Cordova, CA 95743-0001. **DO NOT** send the tax form to this address. Instead, see **When and Where To File** on page 2.

