

North Carolina Department of Revenue

Business Questionnaire

1. a) Legal Business Name: _____
b) Trade Name: _____
2. Business Mailing Address: _____

3. Business Website: _____
4. Type of business organization: Proprietorship ____ Partnership ____ LLP ____ C Corporation ____
S Corporation ____ LLC ____ (If LLC, classification for federal income tax purposes: _____)
5. SS# or Federal ID number: _____
6. Describe your principal business activity everywhere: _____

7. Describe your principal business activity in North Carolina: _____

8. When did your business activity in North Carolina begin? _____
9. Is the business currently filing with North Carolina?

	<u>Yes</u>	<u>No</u>
Is the business currently filing with North Carolina?	___	___
a) If a Proprietorship, do you file a North Carolina Income Tax return D-400?	___	___
b) If a Partnership, do you file a North Carolina Partnership return D-403?	___	___
c) If a Corporation, do you file a North Carolina Income and Franchise Tax return?	___	___
If yes, which form? CD-401S ____ CD-405 ____		
d) Exact name and address used on the return: _____		

e) Period covered by the latest return filed: _____		
f) If the business organization changed (i.e., from/to corporation, partnership, LLC), give the date, type of change and prior entity Federal ID number: _____		
g) State of incorporation: _____		
h) Give your income tax year: _____		
i) Give name, address, and SS# or Federal ID number of any related or affiliated companies: (Attach additional pages if necessary)		

j) Indicate your current North Carolina registration number(s):		
Sales & Use Tax: _____ Individual Income Tax Withholding: _____		
Other: _____		

Business Questionnaire (continued)

- | | <u>Yes</u> | <u>No</u> |
|--|------------|-----------|
| 10. Business activities in North Carolina: | | |
| a) Does the business sell, lease, rent or license to use or consume tangible property in North Carolina? If yes, describe property: _____ | ___ | ___ |
| b) Does the business sell, lease, rent or license to use or consume intangible property in North Carolina? If yes, describe property: _____ | ___ | ___ |
| c) Does the business make retail sales in North Carolina? | ___ | ___ |
| d) Does the business make wholesale sales in North Carolina? | ___ | ___ |
| e) Does the business maintain an office, agency, warehouse, or other business location in North Carolina? If yes, address: _____ | ___ | ___ |
| f) Does the business maintain inventory or consigned property in North Carolina whether permanently or temporarily? If yes, address: _____ | ___ | ___ |
| g) Does the business license software for use in North Carolina? | ___ | ___ |
| h) Does the business perform construction contracts in North Carolina? | ___ | ___ |
| i) Does the business maintain a security interest/mortgage in property until the contract price or amount borrowed has been paid? | ___ | ___ |
| 11. Check the method(s) of delivery your business uses: ___ company-owned or leased trucks; ___ your delivery agent or salesperson; ___ customer pickup; ___ common carrier; ___ US Postal Service; Other: _____ | | |
| 12. Check the activities company employees, representatives, or agents conduct in North Carolina: | | |
| a) Solicit/approve orders and/or secure deposits on sales of tangible personal property | ___ | ___ |
| b) Make "on the spot" sales of company products | ___ | ___ |
| c) Make collections on regular or delinquent accounts | ___ | ___ |
| d) Carry samples and/or merchandise that are sold, exchanged, or distributed in any manner for consideration or other value | ___ | ___ |
| e) Provide installation or supervision of installation | ___ | ___ |
| f) Offer technical assistance and training to purchasers of its products before or after the sale | ___ | ___ |
| g) Make repairs or provide maintenance | ___ | ___ |
| h) Distribute replacement parts | ___ | ___ |
| i) Pick up or replace damaged or returned property | ___ | ___ |
| j) Advise customers as to minimum inventory levels, remove obsolete or outdated goods | ___ | ___ |
| k) Conduct training classes, seminars or lectures | ___ | ___ |
| l) Investigate credit worthiness | ___ | ___ |
| m) Handle customer complaints | ___ | ___ |
| n) Repossess property | ___ | ___ |
| o) Provide engineering or design services | ___ | ___ |
| p) Maintain or service samples or display room | ___ | ___ |
| q) Investigate, recommend, or appoint potential dealers, agents or distributors | ___ | ___ |

Print Name	Signature	Title	Telephone Number	Email
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Date: _____

Please complete and return this questionnaire to: Cale Johnson
North Carolina Department of Revenue
P O Box 871
Raleigh, NC 27602
Cale.Johnson@dornnc.com