



Form 355-ES

Instructions for Corporation Estimated Tax Payment Vouchers

2020

Massachusetts
Department of
Revenue

General Information

What is the purpose of the estimated tax payment vouchers? Estimated tax payment vouchers provide a means for paying any current taxes due under MGL ch 63.

Who must make estimated payments? All business corporations that reasonably estimate their corporation excise to be in excess of \$1,000 for the taxable year are required to make estimated payments.

Note: Most corporations must make estimated payments electronically. See Technical Information Release (TIR) 16-9. Go to MassTax Connect at www.mass.gov/masstaxconnect for more information. All estimated tax payments made by a combined filing group should be reported under the principal reporting entity's tax account.

Are there penalties for failing to pay estimated taxes? Yes. An additional charge is imposed on the underpayment of any corporate estimated tax for the period of that underpayment. Use Form M-2220 when filing your annual return to determine any penalty due.

When and where are estimated tax vouchers filed? Estimated taxes may be paid in full on or before the 15th day of the third month of the corporation's taxable year or according to the following installment amount schedule: on or before the 15th day of the third, sixth, ninth and twelfth months of the taxable year.

Percent of estimated tax due

First full taxable year of a corporation with less than 10 employees	All others
30%	40%
25%	25%
25%	25%
20%	10%

Most payments must be made electronically. Payment vouchers with amounts due should be mailed to **Massachusetts Department of Revenue, PO Box 419272, Boston, MA 02241-9272**. Make check or money order payable to **Commonwealth of Massachusetts** and write your Account Identification number in the lower left corner on your check or money order.

What if the corporation's estimated tax liability changes during the year? Even though you may not be required to make estimated tax payments at the beginning of the taxable year, your expected income, assets and credits may change so that you will be required to make tax payments later.

Corporations that first meet the requirement for paying estimated taxes sometime after the first quarterly period should make estimated payments as shown on the enclosed chart.

What if the corporation credited its 2019 overpayment to its 2020 tax? Beginning with tax returns due on or after January 1, 2018, C corporations are required to file their tax returns on or before the 15th day of the fourth month following the close of each taxable year (April 15 for corporations filing on a calendar year basis). The law did not change the filing due date for S corporation tax returns, which remains the 15th day of the third month following the close of each taxable year. The laws governing estimated tax payment requirements for corporations were not changed. For further details and for special rules relating to combined groups see TIR 17-5.

Payments made with a return, including extension payments, estimated tax payments and withholding, are considered to be paid on the last day prescribed for the filing of the return and/or the payment of the tax, without regard to any extensions. See MGL ch 62C, § 79. Therefore, any overpayment from a prior year return will be considered to be paid as of the prior year return due date. For example, if a calendar year C corporation reported an overpayment on its 2019 corporation excise tax return and elected to apply it as a credit to its 2020 estimated tax, the payment will be credited as of April 15, 2020, which is the 2019 return due date and about one month after the due date of the first estimated tax installment payment for the 2020 tax year. To avoid the imposition of underpayment penalties the first estimated tax installment should be paid on or before the first installment due date, not the return due date. No credit may be applied to any estimated tax other than 2020.

Specific Instructions

Complete the enclosed Corporation Estimated Tax Worksheet. Once you have used the worksheet to determine your estimated tax due, you may pay the full amount of each installment electronically on MassTaxConnect at mass.gov/masstaxconnect. You do not need to mail in any vouchers if you pay online.

If you are mailing in a payment, enter your name, address, identification number, taxable year and installment due dates on the enclosed vouchers.

Enter the amount of this installment from line 1 of the worksheet in line 1 of your first voucher.

Mail the voucher with check or money order payable to **Commonwealth of Massachusetts**. Detach voucher at perforation. Do not submit the entire worksheet with the voucher or your payment may be delayed.

If you must amend your estimated tax or if you first meet the requirements to pay estimated tax in the 2nd, 3rd or 4th quarter of the taxable year, use the enclosed Amended Estimated Tax Payment Schedule.

Corporation Estimated Tax Worksheet

a. Total tax for prior year \$ _____ b. Overpayment from last year to be credited to estimated tax for this year \$ _____ c. Estimated tax for year ending _____ \$ _____

If you first meet the requirements for making estimated payments in the taxable year, use the Amended Estimated Tax Payment Schedule below.	1st installment	2nd installment	3rd installment	4th installment
1. Amount of each installment. Enter 40% of item c for installment 1. For 2nd, 3rd and 4th installments use 25%, 25% and 10% of item c, respectively. Note: Corporations in their first full taxable year with less than 10 employees should use 30%, 25%, 25% and 20% respectively.	\$ _____	\$ _____	\$ _____	\$ _____
2. Enter amount of overpayment from last year applied to an installment, if any.	\$ _____	\$ _____	\$ _____	\$ _____
3. Amount of this tax expected to be withheld during 2020.	\$ _____	\$ _____	\$ _____	\$ _____
4. Amount due. Subtract the total of lines 2 and 3 from line 1.	\$ _____	\$ _____	\$ _____	\$ _____

Amended Estimated Tax Payment Schedule

- 1. Enter total tax for prior year, if any. **1.** \$
- 2. Enter overpayment from last year, if any, to be credited to Estimated Tax this year. **2.** \$
- 3. Enter recomputed Estimated Tax for 2020, if amending. (Enter Estimated Tax for 2019, if first meeting the requirement for making estimated payments in the 2nd, 3rd or 4th quarter.) **3.** \$
- a. If amending your estimated tax in the 2nd, 3rd or 4th quarter, multiply line 3 by the appropriate installment percentage amount, then subtract previous amounts paid and overpayments applied to date, if any. **a.** \$

Enter the item a amount in the proper column of line 1 in the Estimated Tax Worksheet (above) and adjust or complete the remaining applicable items.

2020 Record of Estimated Tax Payments

Voucher number	a. Date	b. Amount paid	c. 2019 overpayment credit applied to installment	Total amount paid and credited from Jan. 1 through the installment date shown (col. b + col. c)
1				
2				
3				
4				
Total ▶				

If the corporation first meets the requirement to make estimated payments	Number of installments required	The corporation* should pay the following percentage by the 15th day of the —			
		3rd month	6th month	9th month	12th month
By the last day of the 2nd month	4	40%	25%	25%	10%
After the last day of the 2nd month and before the first day of the 6th month	3		65%	25%	10%
After the last day of the 5th month and before the first day of the 9th month	2			90%	10%
After the last day of the 8th month and before the first day of the 12th month	1				100%

*New corporations in their first full taxable year with fewer than 10 employees have lower percentages — 30–25–25–20%; 55–25–20% and 80–20%.

Payments can be made online on MassTaxConnect at mass.gov/masstaxconnect. If paying by check or money order, submit the vouchers, with your payments, when due. Make all checks payable to **Commonwealth of Massachusetts**.

If forms are lost, contact the Massachusetts Department of Revenue, Contact Center Bureau, PO Box 7010, Boston, MA 02204. Payments can also be made electronically on MassTaxConnect at mass.gov/masstaxconnect. Call (617) 887-6367 or toll-free in Massachusetts at 1-800-392-6089.

Practitioners: You must obtain prior approval if you plan to use substitute vouchers.

**BE SURE TO DETACH WHERE INDICATED.
FAILURE TO DO SO WILL RESULT IN DELAYS
PROCESSING YOUR PAYMENT.**

DETACH HERE

2020 Form 355-ES
Corporate Estimated Tax Payment Voucher

Federal ID/Account ID number	Tax filing period	Due date	Tax type 014	Voucher type 17	ID type	Vendor code 0001
Business name			1. Amount due with this installment (from worksheet)			
Business address			Form you plan to file: <input type="checkbox"/> Form 355 <input type="checkbox"/> Form 355S <input type="checkbox"/> Form 355SC <input type="checkbox"/> Form 355SBC			
City/Town	State	Zip	Return this voucher with check or money order payable to Commonwealth of Massachusetts. Mail to Massachusetts Department of Revenue, PO Box 419272, Boston, MA 02241-9272.			
E-mail address	Phone number		Important: Make your estimated tax payment online. It's fast, easy and secure. Go to mass.gov/masstaxconnect for more information.			



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City/Town	State	Zip	Return this voucher with check or money order payable to Commonwealth of Massachusetts. Mail to Massachusetts Department of Revenue, PO Box 419272, Boston, MA 02241-9272.			
E-mail address	Phone number		Important: Make your estimated tax payment online. It's fast, easy and secure. Go to mass.gov/masstaxconnect for more information.			



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E-mail address	Phone number		Important: Make your estimated tax payment online. It's fast, easy and secure. Go to mass.gov/masstaxconnect for more information.			



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City/Town	State	Zip	Return this voucher with check or money order payable to Commonwealth of Massachusetts. Mail to Massachusetts Department of Revenue, PO Box 419272, Boston, MA 02241-9272.			
E-mail address	Phone number		Important: Make your estimated tax payment online. It's fast, easy and secure. Go to mass.gov/masstaxconnect for more information.			

