(See PTR instructions for Income Categories)

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|  | **PTR Income Worksheet** | **Source(s)** | **Notes** |
| a. | Social Security Benefits (including Medicare Part B premiums) paid to or on behalf of applicant | **Fed 1040:** line 20a | Total reported on SSA-1099/RRB-1099 in Box 5, NOT the taxable amount |
| b. | Pension and Retirement Benefits (including IRA and annuity income) See instructions for calculating amount | **NJ 1040:** line 19a &  **1099-R Income Forms Summary**  See TP forms to determine Military, Disability, or Roth distributions | Start with NJ-1040, line 19a amount (Using NJ Special Handling instructions for 3-year rule)  Add in:  a) Military pensions or survivor benefit payments and RRB-1099-R Tier 2 amounts  b) Any Disability pension amounts excluded from line 19a because recipient is under 65  c) Roth IRA distributions (can use only portion that would be taxed if they were treated as a traditional IRA – if details known)  Subtract out:  a) Traditional IRA to Roth IRA conversions |
| c. | Salaries, Wages, Bonuses, Commissions, and Fees | **W-2 Income Forms Summary** | Sum of Box 1 from all W-2s  Note: Cannot use Fed 1040 line 7 because it may include some disability pension amounts  Note: Bonuses, Commissions, and Fees are usually included in Gross Wages total on the W-2 report |
| d. | Unemployment Benefits | **Fed 1040:** line 19 | Include both unemployment & family leave benefits reported on 1099-G Box 1 |
| e. | Disability Benefits (including veterans’ and black lung benefits) |  | Include any Disability Benefits not included on line c  Note: Disability pensions are included on line b |
| f. | Interest (taxable & exempt) | **+ Fed 1040:** line 8a  **+ Fed 1040:** line 8b  **– Fed 1040**: line 30 | Note: Fed 1040 8a+8b includes early withdrawal penalty which does not need to be counted. |
| g. | Dividends | **Fed 1040:** line 9a | Note: Ignore 9b (qualified dividends) |
| h. | Net Capital Gains | **Fed 1040:** line 13 | Leave blank if Federal line 13 is not greater than zero |
| i. | Net Rental Income | **Fed 1040:** line 17 | Portion of Federal line 17 from rental income |
| j. | Net Business Income | **Fed 1040:** line 12 | Leave blank if Federal line 12 is not greater than zero |
| k. | Net Share of Partnership Income | **Fed 1040:** line 17 | Out of scope |
| l. | Net Share of S Corp. Income | **Fed 1040:** line 17 | Out of scope |
| m. | Support Payments | **Fed 1040:** line 11 | Only includes alimony, not child support |
| n. | Inheritances, Bequests, and Death Benefits |  | Not on 1040 – must ask.  Do NOT include transfer of assets or life insurance proceeds from deceased spouse / CU partner to surviving spouse / CU partner |
| o. | Royalties | **Fed 1040:** line 17 | Portion of Federal line 17 from royalties |
| p. | Gambling & Lottery Winnings (including NJ lottery) | **W-2G Income Forms Summary** &  **NJ Checklist** | Total of all gambling winnings minus gambling losses (but not less than zero)  Note: No special treatment for NJ Lottery |
| q. | All Other Income | **Fed 1040:** line 21 &  **Supporting Statements for Other Income**2 | Do NOT include Gambling Winnings (included in line p) or property tax rebates (ignored) |
|  | TOTAL OF LINES a - q |  | If > $87,2681, not eligible for PTR. |

1 2017 income limit was $87,268 to apply for PTR. Checks not issued for incomes over $70,000

2016 income limit was $87,007 to apply for PTR. Checks not issued for incomes over $70,000

2015 income limit was $87,007 to apply for PTR. Checks not issued for incomes over $70,000

2 “Supporting Statements for Other Income” is only produced if there is more than one type of Other Income