



Kansas Historic Rehabilitation Tax Credits Transfer Notification Forms

This form is for use by entities currently holding Kansas Rehabilitation Tax Credits who wish to sell, transfer, assign, or otherwise convey all or part of these credits to another entity. Please complete the information below and submit to the Cultural Resources Division of the Kansas State Historical Society (KSHS) at the address below. This form may accompany a written agreement between the entities establishing the terms and conditions of the transfer.

Transfers become effective per an agreement between the two entities. Submission of this form notifies the issuing agency (KSHS) that a transfer has taken place and allows KSHS to update ownership records for tax reporting purposes.

Submission of this form should not precede the actual transfer or agreement. Submission of this form does not constitute the actual transfer. This form is for notification purposes only. This form should be submitted to KSHS within 90 days of an agreement.

A Certificate of Transfer will be issued to the assignee indicating they are now the entity listed as owning the credits. A copy of the original certification of credits completed by the Kansas Department of Revenue's Audit Services at the time of the original credit issue will also be provided to the assignee. Copies of the Certificate of Transfer will be provided to the assignor and kept on file at KSHS. If other arrangements are necessary, please contact KSHS to discuss those arrangements. KSHS will strive to process requests for transfer within 30 days of receipt of both parts of this form and the processing fee, if assessed.

Please note that any funds received by the assignor of these credits may be considered taxable income for the assignor. Both assignors and assignees are advised to consult a tax professional before entering into an agreement.

Please note that assignees claiming the credits will be required to keep copies of the Certificate of Transfer and the KDOR certification form with their tax records. Taxpayers may claim their credits by submitting schedule K-35 with their Kansas state tax return to the Kansas Department of Revenue.

Regulations governing this program allow the KSHS to charge fees to offset the costs of processing requests to transfer, assign, sell or otherwise convey these tax credits. KSHS must receive payment of the appropriate fee before the request for transfer can be processed. A payment will be assessed per each transfer request. Fees are based on the original project total, NOT on the amount of credits generated or transferred. Each fee shall be non-refundable. Payments may be made by check (made out to Kansas State Historical Society - please put "tax credit fee" in the memo), or by credit card (please call the number below to provide credit card information).

| <u>Amount of Qualified Expenditures from the original project</u> | <u>Fee Amount</u> |
|---|-------------------|
| \$5,000--\$50,000 | \$0 |
| Over \$50,000 | \$300 |

**Kansas State Historical Society, Cultural Resources Division, 6425 SW 6th Ave Topeka, KS 66615
785-272-8681 ext. 240**



Kansas Historic Rehabilitation Tax Credits Transfer Notification Forms

This page to be filled out by the Assignor and submitted to KSHS by mail:

Project Information:

State Tax Credit Project Number: _____

Historic Building Name: _____

Building Address: _____

Date Project was Placed in Service (PIS Date): _____

Certificate Number: _____

Assignor Information:

Current Owner of the Tax Credits: _____

Type of Entity (check one):

- Individual Corporation LLC/LP Bank Insurance Non-Profit
 Government School Dist. University Fiduciary Other

Assignor's Tax ID Number: _____ SSN or FEIN (circle one)

Street Address: _____ City: _____ State: _____ Zip: _____

Daytime Phone: _____ Email: _____

Signature of Assignor: _____ Date: _____

Are you a shareholder within a larger ownership entity transferring your portion of the credits YES NO

Transfer Information:

Date of Transfer: _____

Total Credits held by Assignor before Transfer: _____

Total Credits held by Assignor after Transfer: _____

Amount of Credits being transferred to this Assignee: _____

Amount Paid for Credits: _____

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Kansas Historic Rehabilitation Tax Credits Transfer Notification Forms

This page to be filled out by the Assignee and submitted to KSHS by mail

Project Information:

State Tax Credit Project Number: _____

Historic Building Name: _____

Date of Transfer: _____

Amount of credits being transferred to this Assignee: _____

Assignee Information:

Name: _____

Type of Entity (check one):

- Individual Corporation LLC/LP* Bank Insurance Non-Profit
 Government School Dist. University Fiduciary Other

Assignee's Tax ID Number: _____ SSN or FEIN (circle one) _____

Street Address: _____ City: _____ State: _____ Zip: _____

Daytime Phone: _____ Email: _____

Signature of Assignee: _____ Date: _____

*All Pass-Through entities must fill out the Additional Owners form providing ownership information for each shareholder within the entity.

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KSHS Office Use Only

Date Transfer Request Received: _____

Transfer # for this project: _____

KDOR Entered Date: _____

Date of KDOR Approval: _____

Access Entered Date: _____

Transfer Certificate No.: _____

Fee Paid: _____