



Agency Records Disposition Schedule

Department: Department of Revenue

Section: Individual Income Tax

Division: Taxation

Sub-Section: Individual Income Tax Correspondence

TITLE: Extension of Time to File

CUTOFF: EOSFY

DESCRIPTION: Records include Application for Extension of Time to File (Form MO 60), submitted by taxpayers requesting a reasonable amount of time to file their tax return, per 143.551 RSMo.
Note: Forms are maintained in DLN (Document Locator Number) order.

RETENTION: Years: 4 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 6990

SERIES STATUS: Approved

APPROVAL DATE:

6/19/2012

TITLE: Fiduciary Income Tax Returns

CUTOFF: EOSFY

DESCRIPTION: Records include Fiduciary Income Tax Return form (Form MO 1041) filed on income earned by an estate or trust in Missouri. A Missouri fiduciary income tax return is required by: every resident estate or trust that is required to file a Federal Form 1041, or equivalent; every nonresident estate that has gross income of \$600 or more from sources within Missouri; and every resident trust that has any taxable income from sources within Missouri or gross income of \$600 or more from sources within Missouri, per 143.311 RSMo. and 143.321-143.391 RSMo.

RETENTION: Years: 4 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 6986

SERIES STATUS: Approved

APPROVAL DATE:

6/19/2012



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TITLE: Missouri Partnership Returns

CUTOFF: EOSFY

DESCRIPTION: Records include Missouri Partnership Return of Income Form (Form MO-1065) filed by businesses where the partnership has (1) a partner that is a Missouri resident or (2) any income is derived from Missouri sources, and Federal Income Tax Form 1065 is required to be filed with the Federal Government per 143.581 RSMo.

RETENTION: Years: 4 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 6985

SERIES STATUS: Approved

APPROVAL DATE:

6/19/2012

TITLE: Withholding Tax Statements

CUTOFF: EOSFY

DESCRIPTION: State copy of MO-W2. Copy sent to the state from the employer indicating salary paid to employee and amount of state income tax withheld from employee wage. Information includes name, address of employer/employee, and account number.

RETENTION: Years: 1 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 6983

SERIES STATUS: Approved

APPROVAL DATE:

6/19/2012