



California

Forms & Instructions

This booklet contains:

- Form 593**, Real Estate Withholding Tax Statement
- Form 593-C**, Real Estate Withholding Certificate
- Form 593-E**, Real Estate Withholding – Computation of Estimated Gain or Loss
- Form 593-I**, Real Estate Withholding Installment Sale Acknowledgement
- Form 593-V**, Payment Voucher for Real Estate Withholding

2017

Real Estate Withholding Forms Booklet

Members of the Franchise Tax Board

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ONLINE SERVICES

Go to ftb.ca.gov and search for “real estate withholding” for:

- **Forms with Instructions** – Find current real estate withholding forms and instructions.
- **Publication 1016**, Real Estate Withholding Requirements
- **Electronic Fund Transfer (EFT)** – Register for EFT and pay real estate withholding taxes electronically
- **SWIFT** – File your information returns electronically.
- **Subscription Services** – Sign up to receive emails on updated real estate withholding information.
- **Webinars** – Information on real estate forms.



STATE OF CALIFORNIA
Franchise Tax Board

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2017 California Real Estate Forms and Instructions

References in these instructions are to the Internal Revenue Code (IRC) as of **January 1, 2015**, and to the California Revenue and Taxation Code (R&TC).

General Information

Real Estate Withholding Requirement

Withholding is required when California real estate is sold or transferred. The real estate escrow person (REEP) is required to notify buyers of withholding requirements, unless the buyer is a qualified intermediary (QI) in a deferred exchange. The amount withheld from the seller or transferor is sent to the Franchise Tax Board (FTB) as required by R&TC Section 18662.

Purpose

Use the forms and instructions in this booklet for real estate sales or transfers closing in 2017. For more information about real estate withholding, get FTB Publication 1016, Real Estate Withholding Guidelines.

Real Estate Withholding Forms to Use During Escrow

Use the charts on the following page to determine which forms you will need to use if you are a real estate seller, buyer, QI, or REEP.

Information on Installment Payments That Follow the Close of Escrow

The buyer must continue to withhold on all installment payments following the close of escrow. For each installment payment, remit the required withholding along with a **current tax year** Form 593 and Form 593-V by the 20th day of the month following the month of the payment.

Real Estate Withholding Exclusions

The following are excluded from withholding on real estate transactions:

- The United States and any of its agencies or instrumentalities.
- A state, a possession of the United States, the District of Columbia, or any of its political subdivisions or instrumentalities.

If you are a seller, buyer, REEP, or QI, use this guide to help you get started on California real estate withholding during escrow. For more details, see the individual forms with instructions and FTB Pub.1016.

	Form	Title and Purpose	Required Action
Seller	593-C	Real Estate Withholding Certificate Certify that you qualify for a full or partial exemption from real estate withholding.	<ul style="list-style-type: none"> If you qualify for an exemption, complete, sign, and return Form 593-C to your REEP before the close of escrow.
	593-E	Real Estate Withholding – Computation of Estimated Gain or Loss Calculate whether you have a gain, loss, or zero gain on the real estate sale.	<ul style="list-style-type: none"> If you calculate a loss or zero gain on the sale, you can claim an exemption from withholding using Form 593-C. (See Required Action for Form 593-C.) If you calculate a gain on the sale, you may choose to use the optional gain on sale withholding calculation instead of the total sales price method. Sign and keep a copy of Form 593-E for 5 years.
	593	Real Estate Withholding Tax Statement Report your withholding on the real estate sale, or certify you are using the optional gain on sale withholding calculation method.	<ul style="list-style-type: none"> If you do not qualify for an exemption, withholding is required. You must complete the seller information on Form 593 and provide it to your REEP. If you choose to use the optional gain on sale withholding calculation method: <ol style="list-style-type: none"> Notify the REEP of the withholding amount. Sign Form 593.

	Form	Title and Purpose	Required Action
Buyer	593-I	Real Estate Withholding Installment Sale Acknowledgment Disclose the terms of the installment sale transaction and acknowledge you will withhold on each future installment payment.	<ul style="list-style-type: none"> If you enter into an installment agreement with the seller, complete and sign Form 593-I and return it to the REEP. Include a copy of the promissory note. Keep a copy of Form 593-I. You need the information to complete withholding on future installment payments.

	Form	Title and Purpose	Required Action
QI/REEP/Buyer	593-C	Real Estate Withholding Certificate Verify the seller is exempt from withholding.	<ul style="list-style-type: none"> Verify you received a completed, signed Form 593-C before the close of escrow. Keep a copy of Form 593-C for 5 years.
	593	Real Estate Withholding Tax Statement Report withholding on real estate sales or transfers.	<ul style="list-style-type: none"> Verify Form 593 is signed if the seller chooses the optional gain on sale withholding calculation method.
	593-V	Payment Voucher for Real Estate Withholding Remit withholding payments on real estate sales or transfers.	<ul style="list-style-type: none"> Submit Form 593, Form 593-V, and Form 593-I (if applicable) to FTB within 20 days following the end of the month in which the sale occurred.
	593-I	Real Estate Withholding Installment Sale Acknowledgment Report an installment sale (if applicable).	<ul style="list-style-type: none"> Provide the seller with a copy of the completed Form 593. Keep a copy of all real estate withholding forms for 5 years.

Go to ftb.ca.gov to get the forms referenced above. For questions about California real estate withholding, call 888.792.4900.

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Visit our website:

ftb.ca.gov

2017 Real Estate Withholding Tax Statement

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AMENDED:

Part I Withholding Agent Information

Business name		<input type="checkbox"/> SSN or ITIN <input type="checkbox"/> FEIN <input type="checkbox"/> CA Corp no. <input type="checkbox"/> CA SOS file no.	
First name	Initial	Last name	
Address (apt./ste., room, PO box, or PMB no.)			
City (If you have a foreign address, see instructions.)		State	ZIP code

Part II Seller/Transferor Information (If a trust, see instructions for Part II.)

First name	Initial	Last name	SSN or ITIN
Spouse's/RDP's first name	Initial	Last name	Spouse's/RDP's SSN or ITIN
Business name (if applicable)		<input type="checkbox"/> FEIN <input type="checkbox"/> CA Corp no. <input type="checkbox"/> CA SOS file no.	
Address (apt./ste., room, PO box, or PMB no.)			
City (If you have a foreign address, see instructions.)		State	ZIP code
Property address (If no street address, provide parcel number and county.)			

Part III Escrow or Exchange Information

- Escrow or Exchange Number 1 _____
- Date of Transfer, Exchange Completion, Failed Exchange, or Installment Payment. 2 _____ (mm/dd/yyyy)
- Type of Transaction (Check One Only):
 - A Conventional Sale/Transfer C Boot
 - B Installment Sale Payment D Failed Exchange
- Withholding Calculation (Check One Only):

Total Sales Price Method (Seller/Transferor signature not required below. See instructions.)

A 3 1/3% (.0333) x Total Sales Price, Boot, or Installment Sale Payment

Optional Gain on Sale Election (Seller/Transferor signature required below. See instructions.)

 - B Individual 12.3% x Gain on Sale E Bank and Financial Corp. 10.84% x Gain on Sale
 - C Non-California Partnership 12.3% x Gain on Sale F S Corporation 13.8% x Gain on Sale
 - D Corporation 8.84% x Gain on Sale G Financial S Corporation 15.8% x Gain on Sale
- Amount Withheld from this Seller/Transferor 5 _____

Seller/Transferor Signature – Signature is required only when the Optional Gain on Sale is elected above.

Title and escrow persons, and exchange accommodators are not authorized to provide legal or accounting advice for purposes of determining withholding amounts. Transferors are strongly encouraged to consult with a competent tax professional for this purpose.

To learn about your privacy rights, how we may use your information, and the consequences for not providing the requested information, go to ftb.ca.gov and search for **privacy notice**. To request this notice by mail, call 800.852.5711.

Under penalties of perjury, I declare that I have examined this form, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than remitter) is based on all information of which preparer has any knowledge.

Sign Here	Your signature	Spouse's/RDP's signature	Date
	X _____	X _____	_____
It is unlawful to forge a spouse's/RDP's signature.	Preparer's name and Title/Escrow business name	Telephone Number ()	
	_____	_____	

2017 Instructions for Form 593

Real Estate Withholding Tax Statement

General Information

Real Estate Escrow Person (REEP) – REEP is anyone involved in closing the real estate transaction, which includes any attorney, escrow company, title company, Qualified Intermediary (QI), or anyone else who receives and disburses payment for the sale or transfer of real property.

Installment Sales – The REEP reports the sale or transfer as an installment sale if there will be at least one payment made after the tax year of the sale. The withholding is 3 $\frac{1}{3}$ % (.0333) of the down payment during escrow. Buyers/Transferees are required to withhold on the principal portion of all payments made following the close of escrow, unless an approval letter for elect-out method is received as described below.

Elect Out of Subsequent Installment Payment Withholding – Sellers or transferors can elect to not report the sale on the installment method. If the seller/transferor chooses not to use the installment method, the seller/transferor generally reports the entire gain in the year of sale, even though the seller/transferor does not receive all the sale proceeds in that year. To do this, the seller/transferor must:

- File a California tax return and report the entire gain on Schedule D-1, Sale of Business Property.
- Submit to the Franchise Tax Board (FTB) a written request to release the buyer/transferee from withholding on subsequent installment payments after filing the tax return and reporting the entire gain.

The FTB will approve or deny the request within 30 days from when received. The buyer must continue to withhold until the FTB approves the request.

For more information, get FTB 4010, Withholding on California Real Estate Installment Sales, or go to ftb.ca.gov and search for **installment sales**.

Registered Domestic Partners (RDP) – For purposes of California income tax, references to a spouse, husband, or wife also refer to a California RDP, unless otherwise specified. When we use the initials RDP they refer to both a California registered domestic “partner” and a California registered domestic “partnership,” as applicable. For more information on RDPs, get FTB Pub. 737, Tax Information for Registered Domestic Partners.

Penalty Increase – Beginning on or after January 1, 2016, the penalties related to failure to file information returns increased. See General Information F, Interest and Penalties, or get FTB Pub. 1150, Withhold at Source Penalty Information, for more information.

A Purpose

Use Form 593, Real Estate Withholding Tax Statement, to report real estate withholding on sales closing in 2017, installment payments made in 2017, or exchanges that were completed or failed in 2017.

Use a separate Form 593 to report the amount withheld from each seller/transferor. If the sellers/transferors are married or RDPs and they plan to file a joint return, include both spouses/RDPs on the same Form 593.

If the sellers/transferors are married or RDPs and they are entered as one seller/transferor, we treat them as having equal ownership interest. If the ownership interest is not equal, file separate Forms 593 for each seller/transferor to represent the correct ownership interest percentage. If the information submitted is incorrect, an amended Form 593 must be submitted to the FTB.

Use Form 593-V, Payment Voucher for Real Estate Withholding, to remit real estate withholding payments to the FTB. Submit Form 593-V when Form(s) 593, is submitted electronically or by mail. The REEP must use Form 593-V when remitting a payment by check or money order. Payments may also be automatically withdrawn from a bank account via an electronic funds transfer (EFT). See General Information G, Electronic Filing Requirements for more information.

B Helpful Hints

Year of Form – The year at the top of Form 593 must be the same as the year on line 2. See instructions for line 2. If you do not have Form 593 with the correct year, go to ftb.ca.gov to get the correct form.

Identification Numbers – Check to see that the REEP and seller's/transferor's identification numbers are correct and listed in the same order as the names. If both a husband/RDP and wife/RDP are listed, make sure both social security numbers (SSNs) or individual taxpayer identification numbers (ITINs) are listed in the same order as their names.

Trusts and Trustees – It is important to report the correct name and identification number when title is held in the name of a trust. If the seller/transferor is a trust, see the Specific Instructions for Part II, **Seller/Transferor Information**.

Preparer's Name and Title/Escrow Business Name – Provide the preparer's name and title/escrow's business name and phone number.

C Who Must File

Anyone (individual, business entity, trust, or estate) who withheld on the sale/transfer of California real property must file Form 593 to report the amount withheld. Typically this is a REEP. If this is an installment sale payment after escrow closed, then the buyer/transferee is the responsible person.

D When and Where to File

You need three completed copies of Form 593 for filing and distribution. File a copy of Form 593 and Form 593-V, along with the amount of tax withheld and mail to the address shown in this section.

For installment sales, submit the following at the close of escrow:

- Form 593
- Form 593-I, Real Estate Withholding Installment Sale Acknowledgement.
- Form 593-V with the amount withheld on the down payment.
- A copy of the promissory note.

When making installment payments following the close of escrow, withhold either 3 $\frac{1}{3}$ % (.0333) of the total sales price, or the Optional Gain on Sale withholding percentage on the principle portion of each installment payment, as specified by the seller/transferor on Form 593.

File only a completed **current year** Form 593 and Form 593-V with each withholding payment.

For example, if you withhold on a payment to a seller on June 1, 2017, then use a 2017 Form 593 and Form 593-V.

Form 593-I, a copy of the promissory note, and the seller's/transferor's signature are not required.

Mail to:

FRANCHISE TAX BOARD
PO BOX 942867
SACRAMENTO CA 94267-0651

Distribute the other two copies of Form 593 as follows:

- Send one copy to the seller/transferor within 20 days following the end of the month in which the transaction occurred.
- One copy will be retained by the REEP for a minimum of five years and must be provided to the FTB upon request.

E Amending Form 593

An amended Form 593 can only be filed by the REEP. If a seller/transferor notices an error, contact the REEP.

If you need to amend a previously filed Form 593 and need assistance, call the Withholding Services and Compliance telephone service at: **888.792.4900** or **916.845.4900**.

To amend a Form 593 previously filed on the correct year form, but reporting incorrect information:

- Complete a new Form 593 with the correct information. Use the same year form as originally filed, and check the "Amended" box on the top left corner of the form.
- Attach a letter to the back of Form 593 explaining what changes were made and why.
- Do not attach the original Form 593.

To amend a Form 593 previously filed using an incorrect year form, call us for assistance.

Mail the Form(s) 593 and letter(s) to the address indicated under General Information D, When and Where to File.

Whenever an amended Form 593 is filed with the FTB, provide a copy to the seller/transferor.

Do not file an amended Form 593 to cancel the withholding amount for a Form 593-C, Real Estate Withholding Certificate, filed after the close of escrow. After escrow has closed, amounts withheld may be recovered only by claiming the withholding as a credit on the appropriate year's tax return. Get Form 593-C for more information.

F Interest and Penalties

Interest will be assessed on late withholding payments and is computed from the due date to the date paid. If the REEP does not notify the buyer/transferee, other than a QI, of the withholding requirements in writing, the penalty is the greater of \$500 or 10% of the required withholding.

If after notification, the buyer/transferee, unless the buyer is a QI in a deferred exchange, does not withhold, the penalty is the greater of \$500 or 10% of the required withholding.

If the REEP does not furnish complete and correct copies of Form 593 to the **seller/transferor** by the due date, the penalty is \$100 per Form 593. If the failure is due to an intentional disregard of the requirement, the penalty is the greater of \$250 or 10% of the required withholding.

We assess a penalty for failure to file complete, correct, and timely information returns. The penalty is calculated per seller:

- \$30 if filed 1 to 30 days after the due date.
- \$60 if filed 31 days to 6 months after the due date.
- \$100 if filed more than 6 months after the due date.

(R&TC Section 19183)

If the failure is due to an intentional disregard of the requirement, the penalty is the greater of \$250 or 10% of the required withholding.

For more information, get FTB 1150.

Penalties referenced in this section will be assessed unless it is shown that the failure to notify, withhold, or timely furnish returns was due to reasonable cause.

G Electronic Filing Requirements

Form 593 information may be filed with the FTB electronically, using FTB's Secure Web Internet File Transfer (SWIFT). However, the REEP must continue to provide the seller/transferor with a copy of Form 593.

For installment sales, the REEP must also mail a completed Form 593-I and a copy of the promissory note to the FTB with the down payment only.

For electronic filing, submit your file using the SWIFT process as outlined in FTB Pub. 923, Secure Web Internet File Transfer (SWIFT) Guide for Resident, Nonresident, and Real Estate Withholding.

For the required file format and record layout for electronic filing, get FTB Pub. 1023R, Real Estate Withholding Electronic Submission Requirements. If you are the preparer for more than one REEP, provide a separate electronic file for each REEP. For electronic filing, submit your payment using Electronic Funds Transfer (EFT) or Form 593-V.

When remitting payments by EFT, mail a copy of Form 593 to the address in General Information D, When and Where to File.

Electronic signatures shall be considered as valid as the originals.

Specific Instructions

Instructions for Seller/Transferor

This withholding of tax does not relieve you of the requirement to file a California income tax return and report the sale.

You may be assessed penalties if:

- You do not file a tax return.
- You file your tax return late.
- The amount of withholding does not satisfy your tax liability.

How to Claim the Withholding

To claim the withholding credit, report the sale/transfer as required and enter the amount from Form 593, line 5 on your California tax return as withholding from Form(s) 592-B or 593. If your filing status changed after escrow closed and before filing your California tax return, please call the FTB at **888.792.4900** prior to filing your tax return for instructions on how to claim your withholding credit. Claim your withholding credit on one of the following:

- Form 540, California Resident Income Tax Return
- Form 540NR Long, California Nonresident or Part-Year Resident Income Tax Return
- Form 541, California Fiduciary Income Tax Return
- Form 100, California Corporation Franchise or Income Tax Return
- Form 100S, California S Corporation Franchise or Income Tax Return
- Form 100W, California Corporation Franchise or Income Tax Return – Water's-Edge Filers
- Form 109, California Exempt Organization Business Income Tax Return
- Form 565, Partnership Return of Income
- Form 568, Limited Liability Company Return of Income

Attach one copy of Form(s) 593, to the lower front of your California tax return. Make a copy for your records.

If withholding was done for a failed exchange or on boot in the year following the year the property was sold, the withholding is shown as a credit for the taxable year the withholding occurred since you qualify for installment sale reporting. If you elect to report the gain in the year the property was sold, instead of in the year you received the payment, contact the FTB at **888.792.4900** prior to filing your California tax return for instructions to have the credit transferred to the prior year.

Instructions for Withholding Agent

Private Mail Box (PMB) – Include the PMB in the address field. Write "PMB" first, then the box number. Example: 111 Main Street PMB 123.

Foreign Address – Follow the country's practice for entering the city, county, province, state, country, and postal code, as applicable, in the appropriate boxes. **Do not** abbreviate the country name.

Part I – Withholding Agent Information

Enter the business or individual name, identification number, and address of the party responsible for closing the transaction or any other party who receives and disburses payment and remits withholding to the FTB for the sale of real property.

Enter a business name or individual name, **not both**. If the party is an escrow company, title company, exchange company, corporation, partnership, limited liability company, non-grantor trust, or estate, enter the business name and business identification number (FEIN, CA Corp no., CA SOS file no.). If the business name is not applicable, include the individual's or grantor's first name, initial, last name, and identification number (SSN or ITIN).

Part II – Seller/Transferor Information

Enter the individual or business name (if applicable), mailing address, and identification number of the seller/transferor. If the seller/transferor has applied for an identification number, but it has not been received, enter, "Applied For" in the space for the seller's/transferor's ID and attach a copy of the federal application behind Form 593. After the identification number is received, call the FTB at 888.792.4900.

If the seller/transferor is a/an:

- **Individual**, enter the SSN or ITIN. If the sellers/transferors are husband/RDP and wife/RDP and plan to file a joint return, enter the name and SSN or ITIN for each spouse/RDP. Otherwise, do not enter information for more than one seller/transferor. Instead, complete a separate Form 593 for each seller/transferor.
- **Business**, enter the business name in the business name field along with the federal employer identification number (FEIN), California Corporation number (CA Corp no.), or California Secretary of State (CA SOS) file number.
- **Grantor trust**, enter the grantor's individual name and SSN or ITIN. **Do not** enter the name of the grantor trust. The grantor trust is disregarded for tax purposes and the individual seller/transferor must report the sale and claim the withholding on the grantor's individual tax return.

- **Non-grantor trust**, enter the name of the non-grantor trust and the non-grantor trust's FEIN. If the non-grantor trust has not applied for a FEIN, leave the identification number blank. **Do not enter the trustee information.** When the non-grantor trust receives their FEIN, contact the FTB at 888.792.4900.
- **Single member limited liability company**, enter the name and identification number of the single member.

For all other **non-individual** sellers/transferors, enter the FEIN, CA Corp number, or CA SOS file number.

Enter the address (or parcel number and county) of the California real property transferred.

Conventional Sale/Transfer and Installment Sale: Enter the address (parcel number and county) of the transferred property.

Exchange: Enter the address of the relinquished property.

Part III – Escrow or Exchange Information

Line 1 – Escrow or Exchange Number

Enter the escrow or exchange number for the property transferred. Do not include dashes and/or spaces in the escrow or exchange number.

Line 2 – Date of Transfer, Exchange Completion, Failed Exchange, or Installment Payment. If the date is left blank, we will use a default date of January 1 of the tax year in which the Form 593 is received. Penalties may apply for failure to file a complete, correct, and timely information return. For additional information, see General Information F, Interest and Penalties.

Conventional Sale/Transfer: Enter the date escrow closed.

Exchange: For completed exchanges, enter the date that the boot (cash or cash equivalent) was distributed to the exchanger. For failed exchanges, enter the date when it was determined that the exchange would not meet the deferred exchange requirements and any cash was distributed to the seller/transferor.

When withholding on boot or a failed exchange, be sure to use the forms for the year that you entered on line 2 (rather than the year of the sale), since the seller/transferor will be able to use installment sale reporting for the gain.

Installment Sale: For withholding on the down payment, enter the date escrow closed. For withholding on the principal portion of each installment payment, enter the due date of the installment payment.

Line 3 – Type of Transaction

Check one box that represents the type of real estate transaction for which the withholding is being calculated.

Conventional Sale/Transfer: Check this box if the conventional sale/transfer represents the close of escrow for the real estate transaction. This sale/transfer does not contain any conditions such as an installment sale, boot, or failed exchange.

Installment Sale Payment: Check this box to report the sale or transfer as an installment sale if there will be at least one payment made after the tax year of the sale or transfer, or if you are withholding on the down payment or principal portion of any installment payment. Attach a copy of the promissory note with the down payment only. At the close of escrow, if no down payment is received, submit Form 593 with Part III, Line 3, B, Installment Sale Payment checked and \$0 reported on Line 5, Amount Withheld from this Seller/Transferor.

Boot: Check this box if the seller/transferor intends to complete a deferred exchange, but receives boot (cash or cash equivalent) out of escrow.

Failed Exchange: Check this box for any failed exchange, including if a failed deferred exchange had boot withheld upon in the original relinquished property.

Line 4 – Withholding Calculation

Check one box that represents the method to be used to calculate the withholding amount on line 5. Either the Total Sales Price Method (3¹/₃% (.0333) of the total sales price, boot, or installment sale payment) or the Optional Gain on Sale Election based on the applicable tax rate as applied to the gain on sale. Check only one box, A-G. Trusts (Grantor and Non-grantor) check box 4B. The trust's highest tax rate is 12.3%.

Line 5 – Amount Withheld from this Seller/Transferor

Enter the amount withheld from this transaction or installment payment based upon the appropriate calculation for either the Total Sales Price Method or the Optional Gain on Sale Election, below.

Withholding Calculation Using Total Sales Price Method

Conventional Sale/Transfer:

- Total Sales Price \$ _____
- Enter the seller's/transferor's ownership percentage % _____
- Amount Subject to Withholding. Multiply line a by line b and enter the result \$ _____
- Withholding Amount. Multiply line c by 3¹/₃% (.0333) and enter the result here and on Form 593, line 5 \$ _____

Installment Sale:

- a. Amount Subject to Withholding. If you are withholding on the down payment in escrow, enter the required amount of the down payment. If you are withholding on installment payments received after the close of escrow or the final payoff in escrow, enter the principal portion of the payment \$ _____
- b. Withholding Amount. Multiply line a by 3 1/3% (.0333) and enter the result here and on Form 593, line 5 \$ _____

Exchange:

- a. Amount Subject to Withholding. For completed deferred exchanges, enter the amount of boot (cash or cash equivalent) received by the seller/transferor \$ _____
- b. Withholding Amount. Multiply line a by 3 1/3% (.0333) and enter the result here and on Form 593, line 5 \$ _____

Failed Exchange:

- a. Total Sales Price. If a deferred exchange is not completed or does not meet the deferred requirements, enter the total sales price \$ _____
- b. Ownership Percentage. If multiple sellers/transfersors attempted to exchange this property, enter this seller's/transferor's ownership percentage. Otherwise, enter 100.00% %
- c. Amount Subject to Withholding. Multiply line a by line b \$ _____
- d. Withholding Amount. Multiply line c by 3 1/3% (.0333) and enter the result here and on Form 593, line 5 \$ _____

Withholding Calculation Using Optional Gain on Sale Election

Conventional Sale/Transfer: Enter the amount from Form 593-E, Real Estate Withholding – Computation of Estimated Gain or Loss, line 17 on Form 593, line 5.

Trusts (Grantor and Non-grantor): Check box 4B on Part III of Form 593 and use the trust's highest tax rate, which corresponds to the individual tax rate.

Installment Sale: The optional gain on sale withholding amount for an installment sale is calculated in two steps.

Step 1: Calculate the installment sale withholding percent that will be applied to all installment payments, including any deposits, down payments, or amounts paid for the seller/transferor received during escrow:

- a. Gain on sale from Form 593-E, line 16 \$ _____ (estimated gain on sale)
- b. Selling price from Form 593-E, line 1 \$ _____ (total sale price)
- c. Installment sale withholding percent, divide line a by line b %

Step 2: Calculate the optional gain on sale withholding amount:

- a. Installment payment or down payment \$ _____
- b. Multiply line a by installment sale withholding percent calculated in Step 1 \$ _____
- c. Withholding amount, multiply line b by the applicable tax rate* for your filing type \$ _____

When withholding on the principal portion of each installment payment using the Optional Gain on Sale Election, the seller/transferor must provide the buyer/transferee with the Installment Sale Withholding percent to include on Form 593-I.

Send the original Form 593, the required withholding payment on the down payment, and a copy of the promissory note to the FTB.

Do not attach a copy of the promissory note with withholding on installment payments sent in after the close of escrow.

Exchange:

- a. Boot Amount. Not to exceed recognized gain \$ _____
- b. Withholding Amount. Multiply line a by the applicable tax rate* and enter the result here and on Form 593, line 5 \$ _____

Failed Exchange:

- a. Gain on Sale from Form 593-E, line 16 \$ _____
- b. Ownership Percentage. If multiple sellers/transfersors attempted to exchange this property, enter this seller's/transferor's ownership percentage. Otherwise, enter 100.00% %
- c. Amount Subject to Withholding. Multiply line a by line b \$ _____
- d. Withholding Amount. Multiply line c by the applicable tax rate* and enter the result here and on Form 593, line 5 \$ _____

If a failed deferred exchange had boot withheld upon in the original relinquished property, reduce the withholding amount by the amount previously remitted to the FTB.

***Tax Rates**

Individual and Trusts (Grantor and Non-grantor) 12.3%
Non-California Partnership 12.3%
Corporation 8.84%
Bank and Financial Corporation 10.84%
S Corporation 13.8%
Financial S Corporation 15.8%

Seller/Transferor Signature

A signature is only required by the seller/transferor if the Optional Gain On Sale Election method is used. If the sellers/transfersors are married or RDPs and they plan to file a joint return, then your signature and your spouse's/RDP's signature are both required.

Electronic signatures shall be considered as valid as the originals.

Preparer's Name and Title/Escrow Business Name

Provide the preparer's name and title/escrow's business name and phone number.

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Visit our website:

ftb.ca.gov

2017 Real Estate Withholding Certificate

593-C

Part I – Seller/Transferor Information

Return this form to your escrow company

Name		SSN or ITIN	
Spouse's/RDP's name (if jointly owned)		Spouse's/RDP's SSN or ITIN (if jointly owned)	
Address (apt./ste., room, PO box, or PMB no.)		<input type="checkbox"/> FEIN <input type="checkbox"/> CA Corp no. <input type="checkbox"/> CA SOS file no.	
City (If you have a foreign address, see instructions.)	State	ZIP code	Ownership percentage %
Property address (if no street address, provide parcel number and county)			

To certify that you qualify for a full or partial withholding exemption, check all boxes that apply to the property being sold or transferred. (See instructions)

Part II – Certifications which fully exempt the sale from withholding:

1. The property qualifies as the seller's/transferor's (or decedent's, if sold by the decedent's estate or trust) principal residence within the meaning of Internal Revenue Code (IRC) Section 121.
2. The seller/transferor (or decedent, if sold by the decedent's estate or trust) last used the property as the seller's/transferor's (decedent's) principal residence within the meaning of IRC Section 121 without regard to the two-year time period.
3. The seller/transferor has a loss or zero gain for California income tax purposes on this sale. To check this box you must complete Form 593-E, Real Estate Withholding-Computation of Estimated Gain or Loss, and have a loss or zero gain on line 16.
4. The property is being compulsorily or involuntarily converted and the seller/transferor intends to acquire property that is similar or related in service or use to qualify for nonrecognition of gain for California income tax purposes under IRC Section 1033.
5. The transfer qualifies for nonrecognition treatment under IRC Section 351 (transfer to a corporation controlled by the transferor) or IRC Section 721 (contribution to a partnership in exchange for a partnership interest).
6. The seller/transferor is a corporation (or a limited liability company (LLC) classified as a corporation for federal and California income tax purposes) that is either qualified through the California Secretary of State (SOS) or has a permanent place of business in California.
7. The seller/transferor is a California partnership or a partnership qualified to do business in California (or an LLC that is classified as a partnership for federal and California income tax purposes and is not a single member LLC that is disregarded for federal and California income tax purposes).
8. The seller/transferor is a tax-exempt entity under California or federal law.
9. The seller/transferor is an insurance company, individual retirement account, qualified pension/profit sharing plan, or charitable remainder trust.

Part III – Certifications that may partially or fully exempt the sale from withholding:

Real Estate Escrow Person (REEP): See instructions for amounts to withhold.

10. The transfer qualifies as a simultaneous like-kind exchange within the meaning of IRC Section 1031.
11. The transfer qualifies as a deferred like-kind exchange within the meaning of IRC Section 1031.
12. The transfer of this property is an installment sale where the buyer/transferee is required to withhold on the principal portion of each installment payment. Copies of Form 593-I, Real Estate Withholding Installment Sale Acknowledgement, and the promissory note are attached.

Seller/Transferor Signature

To learn about your privacy rights, how we may use your information, and the consequences for not providing the requested information, go to ftb.ca.gov and search for **privacy notice**. To request this notice by mail, call 800.852.5711.

Under penalties of perjury, I declare that I have examined the information on this form, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. I further declare under penalties of perjury that if the facts upon which this form are based change, I will promptly notify the REEP.

Seller's/Transferor's Name and Title _____ Seller's/Transferor's Signature _____ Date _____

Spouse's/RDP's Name _____ Spouse's/RDP's Signature _____ Date _____

Seller/Transferor If you checked any box in Part II, you are exempt from real estate withholding.
 If you checked any box in Part III, you may qualify for a partial or complete withholding exemption.

Except as to an installment sale, if the seller/transferor did not check any box in Part II or Part III of Form 593-C, the withholding will be 3¹/₃% (.0333) of the total sales price or the optional gain on sale withholding amount from line 5 of Form 593, Real Estate Withholding Tax Statement. If the seller/transferor does not return the completed Form 593 and Form 593-C by the close of escrow, the withholding will be 3¹/₃% (.0333) of the total sales price, unless the type of transaction is an installment sale. If the transaction is an installment sale, the withholding will be 3¹/₃% (.0333) of the down payment.

If you are withheld upon, the REEP should give you one copy of Form 593. Attach a copy to the lower front of your California income tax return and make a copy for your records.

2017 Instructions for Form 593-C

Real Estate Withholding Certificate

References in these instructions are to the Internal Revenue Code (IRC) as of **January 1, 2015**, and to the California Revenue and Taxation Code (R&TC).

General Information

In general, for taxable years beginning on or after January 1, 2015, California law conforms to the Internal Revenue Code (IRC) as of January 1, 2015. However, there are continuing differences between California and federal law. When California conforms to federal tax law changes, we do not always adopt all of the changes made at the federal level. For more information, go to ftb.ca.gov and search for **conformity**. Additional information can be found in FTB Pub. 1001, Supplemental Guidelines to California Adjustments, the instructions for California Schedule CA (540 or 540NR), and the Business Entity tax booklets.

Like-Kind Exchanges – For taxable years beginning on or after January 1, 2014, California requires taxpayers who exchange property located in California for like-kind property located outside of California, and meet all of the requirements of the IRC Section 1031, to file an annual information return with the Franchise Tax Board (FTB). For more information, get form FTB 3840, California Like-Kind Exchanges, or go to ftb.ca.gov and search for **like kind**.

Purpose

Use Form 593-C, Real Estate Withholding Certificate, to certify that you qualify for a full or partial withholding exemption.

Qualifying for an exemption from withholding or being withheld upon does not relieve you of your obligation to file a California income tax return and pay any tax due on the sale of California real estate.

You may be assessed penalties if:

- You do not file a tax return.
- You file your tax return late.
- The amount of withholding does not satisfy your tax liability.

The seller/transferor must submit this form before the close of escrow to prevent withholding on the transaction. After escrow has closed, amounts withheld may be recovered only by claiming the withholding as a credit on the appropriate year's tax return.

How to Claim the Withholding

To claim the withholding credit, report the sale or transfer as required and enter the amount from line 5 of Form 593, Real Estate Withholding Tax Statement, on your California tax returns as withholding from Form(s) 592-B or 593. If your filing status changed after escrow closed and before filing your California tax return, call us at 888.792.4900 prior to filing your tax return for instructions on how to claim your withholding credit. Claim your withholding credit on one of the following:

- Form 540, California Resident Income Tax Return
- Form 540NR Long, California Nonresident or Part-Year Resident Income Tax Return
- Form 541, California Fiduciary Income Tax Return
- Form 100, California Corporation Franchise or Income Tax Return
- Form 100S, California S Corporation Franchise or Income Tax Return
- Form 100W, California Corporation Franchise or Income Tax Return – Water's-Edge Filers
- Form 109, California Exempt Organization Business Income Tax Return
- Form 565, Partnership Return of Income
- Form 568, Limited Liability Company Return of Income

Specific Instructions

Private Mail Box (PMB) – Include the PMB in the address field. Write "PMB" first, then the box number. Example: 111 Main Street PMB 123.

Foreign Address – Follow the country's practice for entering the city, county, province, state, country, and postal code, as applicable, in the appropriate boxes. **Do not** abbreviate the country name.

Part I – Seller/Transferor Information

Enter the name, tax identification number, and address of the seller/transferor. If the seller/transferor does not provide a tax identification number, then Form 593-C is void, and withholding is required.

Note: If you choose to provide a copy of Form 593-C to the buyer/transferee, delete the seller's/transferor's tax identification number on the buyer's/transferee's copy.

If the seller/transferor is an **individual**, enter the social security number (SSN) or individual taxpayer identification number (ITIN). If the sellers/transferors are spouses/registered domestic partners (RDPs) and plan to file a joint return, enter the name and SSN or ITIN for each spouse/RDP. Otherwise, **do not** enter information for more than one seller/transferor. Instead, complete a separate Form 593-C for each seller/transferor.

If you do not have an SSN because you are a nonresident or a resident alien for federal tax purposes, and the Internal Revenue Service (IRS) issued you an ITIN, enter the ITIN in the space provided for the SSN.

An ITIN is a tax processing number issued by the IRS to individuals who have a federal tax filing requirement and do not qualify for an SSN. It is a nine-digit number that always starts with the number 9.

If the seller/transferor is a business, enter the business name in the name field along with the federal employer identification number (FEIN), CA Corporation number (CA Corp no.), or CA Secretary of State (CA SOS) file number.

If the seller/transferor is a **grantor trust**, enter the grantor's individual name and SSN. For tax purposes, the grantor trust is disregarded and the individual seller/transferor must report the sale and claim the withholding on their individual tax return. If the trust was a grantor trust that became irrevocable upon the grantor's death, enter the name of the trust and the trust's FEIN. **Do not enter the decedent's or trustee's name or SSN.**

If the seller/transferor is a **non-grantor trust**, enter the name of the trust and the trust's FEIN. **Do not enter trustee information.**

If the seller/transferor is a **single member limited liability company (SMLLC)**, enter the name and tax identification number of the single member.

For all other non-individual sellers/transferors, enter the FEIN, CA Corp no., or CA SOS file number.

Ownership Percentage

Enter your ownership percentage rounded to two decimal places (e.g. 66.67%). If you are on the title for incidental purposes and you have no financial ownership, enter 0.00 and skip to Seller/Transferor Signature. You will not be withheld upon.

Examples of sellers/transferors who are on title for incidental purposes are:

- Co-signers on title (e.g., parents co-signed to help their child qualify for the loan).
- Family members on title to receive property upon the owner's death.

Property Address

Enter the address (or parcel number and county) of the CA real property transferred.

Part II – Certifications Which Fully Exempt Withholding

Line 1 through Line 9

Check all boxes that apply to the property being sold or transferred.

Line 1 – Principal Residence

To qualify as your principal residence under IRC Section 121, you (or the decedent) generally must have owned and lived in the property as your main home for at least two years during the five-year period ending on the date of sale. Military and Foreign Service, get FTB Pub. 1032, Tax Information for Military Personnel.

You can have only one main home at a time. If you have two homes and live in both of them, the main home is the one you lived in most of the time.

There are exceptions to the two-year rule if the primary reason you are selling the home is for a change in the place of employment, health, or unforeseen circumstances such as death, divorce or termination of registered domestic partnership, or loss of job, etc. For more information about what qualifies as your principal residence or exceptions to the two-year rule, get federal Publication 523, Selling Your Home. To get federal publications, go to irs.gov, or call 800.829.3676.

If only a portion of the property qualifies as your principal residence, a second Form 593-C will need to be completed to certify an exemption on the portion not used as a principal residence.

The allocation method should be the same as the seller/transferor used to determine depreciation.

Line 2 – Property last used as your principal residence

If the property was last used as the seller's/transferor's, or decedent's principal residence within the meaning of IRC Section 121 without regard to the two-year time period, no withholding is required. If the last use of the property was as a vacation home, second home, or rental, you do not qualify for the exemption. You must have lived in the property as your main home.

If you have two homes and live in both of them, the main home is the one you lived in most of the time.

Line 3 – Loss or Zero Gain

You have a loss or zero gain for California income tax purposes when the amount realized is less than or equal to your adjusted basis. You must complete Form 593-E, Real Estate Withholding – Computation of Estimated Gain or Loss, and have a loss or zero gain on line 16 to certify that the transaction is fully exempt from withholding.

You may not certify that you have a net loss or zero gain just because you do not receive any proceeds from the sale or because you feel you are selling the property for less than what it is worth.

Line 4 – Involuntary Conversion

The property is being involuntarily or compulsorily converted when both of the following apply:

- The California real property is transferred because it was (or threatened to be) seized, destroyed, or condemned within the meaning of IRC Section 1033.
- The seller/transferor intends to acquire property that is similar or related in service or use in order to be eligible for nonrecognition of gain for California income tax purposes.

Get federal Publication 544, Sales and Other Dispositions of Assets, for more information about involuntary conversions.

Line 5 – Non-recognition Under IRC Section 351 or 721

The transfer must qualify for nonrecognition treatment under IRC Section 351 (transferring to a corporation controlled by transferor) or IRC Section 721 (contributing to a partnership in exchange for a partnership interest).

Line 6 – Corporation

A corporation has a permanent place of business in California when it is organized and existing under the laws of California or it has qualified through the CA SOS to transact intrastate business. A corporation not qualified to transact intrastate business (such as a corporation engaged exclusively in interstate commerce) will be considered as having a permanent place of business in California only if it maintains an office in California that is permanently staffed by its employees after the sale.

S corporations must withhold on nonresident S corporation shareholders. Get FTB Pub. 1017, Resident and Nonresident Withholding Guidelines, for more information.

Line 7 – Partnership or Limited Liability Company (LLC)

Partnerships and LLCs are required to withhold on nonresident partners and members. For more information, get FTB Pub.1017.

Withholding is not required if the title to the property transferred is recorded in the name of a California partnership or it is qualified to do business in California.

Withholding is not required if the title to the property transferred is in the name of an LLC, and the LLC meets both of the following:

- It is classified as a partnership for federal and California income tax purposes.
- It is not an SMLLC that is disregarded for federal and California income tax purposes.

If the LLC meets these conditions, the LLC must still withhold on nonresident members. Get FTB Pub. 1017 for more information.

If the SMLLC is classified as a corporation for federal and California income tax purposes, then the seller/transferor is considered a corporation for withholding purposes. Refer to Line 6.

If the LLC is an SMLLC that is disregarded for federal and California income tax purposes, then that single member is considered the seller/transferor and title to the property is considered to be in the name of the single member for withholding purposes.

When completing Form 593-C as the single member of a disregarded LLC, write on the bottom of the form that the information on the form is for the single member of the LLC, so the Real Estate Escrow Person (REEP) will understand why it is different from the recorded title holder.

If the single member is:	Complete Form 593-C using:
An individual	The individual's information
A corporation	The corporation's information
A partnership	The partnership's information
An LLC	The single member's information

Line 8 – Tax-Exempt Entity

Withholding is not required if the seller/transferor is tax-exempt under either California or federal law (e.g., religious, charitable, educational, not for profit organizations, etc.).

Line 9 – Insurance Company, Individual Retirement Account, Qualified Pension or Profit-Sharing Plan, or Charitable Remainder Trust

Withholding is not required when the seller/transferor is an insurance company, individual retirement account, qualified pension or profit-sharing plan, or a charitable remainder trust.

Part III – Certifications That May Partially or Fully Exempt the Sale From Withholding

Complete Part III only if you did not meet any of the exemptions in Part II.

Line 10 – Simultaneous Exchange

If the California real property is part of a simultaneous like-kind exchange within the meaning of IRC Section 1031, the transfer is exempt from withholding. However, if the seller/transferor receives money or other property (in addition to property that is a part of the like-kind exchange) exceeding \$1,500 from the sale, the REEP must withhold.

Line 11 – Deferred Exchange

If the California real property is part of a deferred like-kind exchange within the meaning of IRC Section 1031, the sale is exempt from withholding at the time of the initial transfer. However, if the seller/transferor receives money or other property (in addition to property that is a part of the like-kind exchange) exceeding \$1,500 from the sale, the qualified intermediary must withhold.

If the exchange does not take place or if the exchange does not qualify for nonrecognition treatment, the intermediary or accommodator must withhold $3\frac{1}{3}\%$ (.0333) of the total sales price.

Line 12 – Installment Sale

The REEP reports the sale or transfer as an installment sale if there will be at least one payment made after the tax year of the sale. The withholding is $3\frac{1}{3}\%$ (.0333) of the down payment during escrow. Buyers/Transferees are required to withhold on the principal portion of all payments made following the close of escrow unless an approval letter for the elect-out method is received.

When the withholding amount on the down payment is sent to the FTB, the FTB must also receive a completed Form 593-I, Real Estate Withholding Installment Sale Acknowledgement, a completed Form 593, and a copy of the promissory note.

Seller/Transferor Signature

You must sign this form and return it to your REEP by the close of escrow for it to be valid. Otherwise, the REEP must withhold the full $3\frac{1}{3}\%$ (.0333) of the total sales price or the optional gain on sale withholding amount from line 5 of Form 593 that is certified by the seller/transferor only for the optional gain on sale election.

Penalty – Any seller/transferor who, for the purpose of avoiding the withholding requirements, knowingly executes a false certificate is liable for a penalty of \$1,000 or 20% of the required withholding amount, whichever is greater.

2017

Real Estate Withholding —
Computation of Estimated Gain or Loss

593-E

(You are required to complete this form if you claim an exemption due to a loss or zero gain or if you elect an optional gain on sale withholding amount.)

Part I - Seller/Transferor Information

Form with fields for Name, Spouse's/RDP's name, Address, City, State, ZIP code, and Property address.

Part II - Computation

Computation lines 1-18 including Selling price, Selling expenses, Amount realized, Total sales price withholding amount, and Optional gain on sale withholding amount.

Seller/Transferor Signature

Signature area with fields for Seller's/Transferor's Name, Spouse's/RDP's Name, and Date, along with a privacy notice and declaration.

2017 Instructions for Form 593-E

Real Estate Withholding – Computation of Estimated Gain or Loss

References in these instructions are to the Internal Revenue Code (IRC) as of January 1, 2015, and to the California Revenue and Taxation Code (R&TC).

General Information

In general, for taxable years beginning on or after January 1, 2015, California law conforms to the Internal Revenue Code (IRC) as of January 1, 2015. However, there are continuing differences between California and federal law. When California conforms to federal tax law changes, we do not always adopt all of the changes made at the federal level. For more information, go to ftb.ca.gov and search for **conformity**. Additional information can be found in FTB Pub. 1001, Supplemental Guidelines to California Adjustments, the instructions for California Schedule CA (540 or 540NR), and the Business Entity tax booklets.

Purpose

Use Form 593-E, Real Estate Withholding – Computation of Estimated Gain or Loss, to estimate the amount of the seller's/transferor's loss or zero gain for withholding purposes and to calculate an optional gain on sale withholding amount. The seller/transferor completes this form for sales closing in 2017.

Optional Gain on Sale Withholding Amount is calculated when the optional gain on sale election has been made by the seller/transferor. The withholding amount is calculated by multiplying the seller's/transferor's applicable tax rate by the estimated gain determined on Form 593-E.

You may use estimates when you complete this form, but the estimates must not result in the calculation of a loss when you actually have a gain. Any seller/transferor who, for the purpose of avoiding the withholding requirements, knowingly executes a false certificate is liable for a penalty of \$1,000 or 20% of the required withholding amount, whichever is greater.

This form is signed under penalty of perjury. The seller/transferor must keep this form for five years and provide it to the Franchise Tax Board (FTB) upon request. However, the seller/transferor is not required to provide this form to the REEP or buyer/transferee.

Specific Instructions

Private Mail Box (PMB) – Include the PMB in the address field. Write "PMB" first, then the box number. Example: 111 Main Street PMB 123.

Foreign Address – Follow the country's practice for entering the city, county, province, state, country, and postal code, as applicable, in the appropriate boxes. **Do not** abbreviate the country name.

Part I – Seller/Transferor Information

Enter the name, tax identification number, and address of the seller/transferor.

If the seller/transferor is an **individual**, enter the social security number (SSN) or individual taxpayer identification number (ITIN). If the sellers/transferees are spouses/registered domestic partners (RDPs) and plan to file a joint return, enter the name and SSN or ITIN for each spouse/RDP. Otherwise, **do not** enter information for more than one seller/transferor.

Part II – Computation

Line 1 – Selling Price

The selling price is the total amount you will receive for your property. It includes money, as well as, all notes, mortgages, or other debts assumed by the buyer/transferee as part of the sale, plus the fair market value of any other property or any services you receive.

Line 2 – Selling Expenses

Selling expenses include commissions, advertising fees, legal fees, and loan charges that will be paid by the seller/transferor, such as loan placement fees or points.

Line 3 – Amount Realized

The amount realized is the selling price minus the selling expenses.

Line 4 – Purchase Price

If you acquired this property by purchase, enter your purchase price. Your purchase price includes the down payment and any debt you incurred; such as a first or second mortgage or promissory notes you gave the seller/transferor in payment for the property. If you acquired the property by gift, inheritance, exchange, or any way other than purchase, see How to Figure Your Basis.

Line 5 – Seller/Transferor-Paid Points

Points are charges paid to obtain a loan. They may also be called loan origination fees, maximum loan charges, loan discount, or discount points. If the seller/transferor paid points for you when you acquired the property, enter the amount paid by the seller/transferor on your behalf on line 5, unless you already subtracted this item to arrive at the amount for line 4.

Line 6 – Depreciation

Enter the amount of depreciation you deducted, or could have deducted, on your California income tax return for business or investment use of the property under the method of depreciation you chose. If you took less depreciation on your tax return than you could have under the method chosen, you must enter the amount you could have taken under that method. If you did not take a depreciation deduction, enter the full amount of depreciation you could have taken. Get federal Publication 946, How to Depreciate Property, for more information.

If you do not know how much depreciation you deducted or were allowed, you can make an estimate of the amount of depreciation (for withholding purposes only). To estimate the depreciation, divide the purchase price plus the cost of additions and improvements by 27.5 and multiply that by the number of years you used the property for business use (up to 27.5 years).

Example: Mary bought a house 20 years ago for \$150,000 and has used it as a rental property for the last 18 years. Prior to renting the house, she added a pool which cost her \$25,000. Mary's depreciation is estimated as follows:

Cost	\$150,000
Plus additions	25,000
Total	175,000
Divided by 27.5 =	6,364
Multiply by 18 years =	\$114,552

Mary's estimated depreciation to enter on line 6 is \$114,552.

Line 7 – Other Decreases to Basis

Include any other amounts that decrease your basis, such as:

- Casualty or theft loss deductions and insurance reimbursements.
- Energy credits claimed for the cost of energy improvements added to your basis.
- Payments received for granting an easement or right-of-way.

Line 10 – Additions and Improvements

These add to the value of your property, prolong its useful life, or adapt it to new uses. Examples include room additions, landscaping, new roof, insulation, new furnace or air conditioner, remodeling, restoration project, etc. The cost of repairs are not included. **Do not** include any additions or improvements on line 10 that were included on line 4.

Line 11 – Other Increases to Basis

Include the amounts paid for any other items that increase the basis of the property, such as:

- Settlement fees and closing costs you incurred when you bought the property.
- The amount you paid for special assessments for items such as water connections, paving roads, and building ditches.
- The cost of restoring damaged property from a casualty loss, or cost of extending utility service lines to the property.

Line 14 – Passive Activity Losses

You may only use suspended passive activity losses that directly relate to the property sold. Other losses such as net operating losses, capital loss carry-forwards, stock losses, and passive activity losses from other properties cannot be used.

Line 16 – Estimated Gain or Loss on Sale

If you have a zero gain or loss, check the box on line 3 of Form 593-C, Real Estate Withholding Certificate. Complete and sign Form 593-C and give it to your REEP. You will not be subject to withholding on this sale. **Note:** A loss or zero gain can only be claimed on Form 593-C if the taxpayer has a tax identification number. Keep Form 593-E for five years to document your calculations and provide to the FTB upon request.

If you have a gain, this is your estimated amount of gain on the sale of your California property. Go to line 17.

Line 17 – Optional Gain on Sale Withholding Amount

Multiply the amount on line 16 by the tax rate for the filing type selected and enter the amount on line 17. Compare this amount to the withholding amount on the total sales price shown on line 18. If you elect the optional gain on sale withholding amount on line 17, check the appropriate box on line 4 (Boxes B-G) for the Optional Gain on Sale Election, on Form 593, Real Estate Withholding Tax Statement, then transfer the amount on line 17 to Form 593, line 5.

Trusts (Grantor and Non-grantor): Check box 4B on Part III of Form 593 and use the trust's highest tax rate of 12.3%.

Sign Form 593 to certify the election. Keep Form 593-E for five years to document your calculations and provide to the FTB upon request.

Line 18 – Total Sales Price Withholding Amount

Multiply the selling price on line 1 by 3¹/₃% (.0333) and enter the amount on line 18. If you select the standard withholding amount on line 18, check Box A on line 4 of Form 593, and transfer the amount on line 18 to Form 593, line 5.

How to Figure Your Basis

The cost or purchase price of property is usually its basis for figuring gain or loss from its sale or other disposition. However, if you acquired the property by gift, inheritance, exchange, or in some way other than purchase, you must use a basis other than its cost. The following instructions only reflect the general rules. Exceptions may apply. Get federal Publication 551, Basis of Assets, for more information. Sellers/transferees are strongly encouraged to consult with a tax professional for this purpose.

How Property Was Received	How to Figure Your Basis
Property was received as a gift	Usually, your basis is the donor's adjusted basis at the time of the gift. Enter the donor's adjusted basis on line 4. Then complete the rest of the form (except line 5) with your information after you received the property. If the fair market value (FMV) of the property at the time of the gift was less than the donor's adjusted basis, get federal Publication 551 to determine your basis.
Property was inherited from someone other than your spouse/RDP	Usually, your basis is the FMV at the date of the individual's death. You can get that valuation from the probate documents, or if there was no probate, use the appraised value at the date of death. Enter the FMV on line 4. Then complete the rest of the form (except line 5) with your information after you received the property. If you or your spouse/RDP originally gave the property to the decedent within one year of the decedent's death, get federal Publication 551 to determine your basis.
You owned the property (as community property) with your spouse/RDP who died	Your basis is the FMV of the total property at the date of your spouse's/RDP's death. Enter the FMV on line 4. Then complete the rest of the form (except line 5) with your information after the date of death.
You owned the property (in joint tenancy) with your spouse/RDP who died	Your basis is the sum of: 1) the FMV of your spouse's/RDP's half of the property at the date of your spouse's/RDP's death; and, 2) the existing basis of your half of the property at the date of your spouse's/RDP's death. Enter the sum on line 4. Then complete the rest of the form (except line 5) with your information after the date of death.
Property received from your spouse/RDP in connection to your divorce/termination of registered domestic partnership	Usually, your basis is the same as it would have been without this transfer. Complete Form 593-E as if you had been the only owner before and after the transfer. If your spouse/RDP transferred the property to you before July 18, 1984, get federal Publication 551 to determine your basis.
Property received in exchange for other property	Your basis will depend on whether you received the property in a nontaxable, taxable, or partially taxable exchange. Get federal Publication 551 to determine your basis. Enter your basis on line 4. Then complete the rest of the form. However, do not include any amounts on line 5 through line 10 that you included on line 4.
You built the house (or other improvements) on the property being sold	Add the purchase price of the land and the cost of the building. Enter the total on line 4 and complete the rest of the form. If you deferred the gain from a previous home to this property, get federal Publication 551.
You received the property in a foreclosure	Enter your basis in the property after the foreclosure on line 4. (You may need to get a tax professional to help you with this calculation). Then complete the rest of the form (except for line 5) with your information after the foreclosure.

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Visit our website:

ftb.ca.gov

Real Estate Withholding Installment Sale Acknowledgement

2017

593-I

(This form should only be completed by the buyer/transferee.)

Part I – Buyer/Transferee Information

First name	Initial	Last name	SSN or ITIN
Spouse's/RDP's first name (if jointly purchased)	Initial	Last name	Spouse's/RDP's SSN or ITIN
Business name (if applicable)			<input type="checkbox"/> FEIN <input type="checkbox"/> CA Corp no. <input type="checkbox"/> CA SOS file no.
Address (apt./ste., room, PO box, or PMB no.)			
City (If you have a foreign address, see instructions.)	State	ZIP code	Daytime telephone number ()

Part II – Seller/Transferor Information

First name	Initial	Last name	SSN or ITIN
Spouse's/RDP's first name (if jointly sold)	Initial	Last name	Spouse's/RDP's SSN or ITIN
Business name (if applicable)			<input type="checkbox"/> FEIN <input type="checkbox"/> CA Corp no. <input type="checkbox"/> CA SOS file no.
Address (apt./ste., room, PO box, or PMB no.)			
City (If you have a foreign address, see instructions.)	State	ZIP code	Installment Withholding Percent _____ % Apply this percent to all installment payments.
Property address (if no street address, provide parcel number and county)			

Part III – Installment Agreement Terms (See instructions.)

Principal Amount of Promissory Note	Installment Amount	Interest Rate _____ %	Repayment Period _____ Number of months
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Part IV – Buyer's/Transferee's Acknowledgement to Withhold (Read the "Buyer/Transferee" information below before you sign.)

To learn about your privacy rights, how we may use your information, and the consequences for not providing the requested information, go to ftb.ca.gov and search for **privacy notice**. To request this notice by mail, call 800.852.5711.

I acknowledge that I am required to withhold on the principal portion of each installment payment to the seller/transferor for the above shown California real property either at the rate of 3 1/3% (.0333) of the total sales price or the Optional Gain on Sale withholding percentage, as specified by the seller/transferor on Form 593, Real Estate Withholding Tax Statement, of the principal portion of each installment payment. I will complete Form 593 for the principal portion of each installment payment and send one copy of each to the Franchise Tax Board along with Form 593-V, Payment Voucher for Real Estate Withholding, the withholding payment, and give one copy of Form 593 to the seller/transferor. I will send each withholding payment to the Franchise Tax Board by the 20th day of the month following the month of the installment payment. If the terms of the installment sale, promissory note, or payment schedule change, I will promptly inform the Franchise Tax Board. I understand that the Franchise Tax Board may review relevant escrow documents to ensure withholding compliance. I also understand that I am subject to withholding penalties if I do not withhold on the principal portion of each installment payment and do not send the withholding along with Form 593 to the Franchise Tax Board by the due date, or if I do not send one copy of Form 593 to the seller/transferor by the due date.

Print name and title _____

Buyer's/Transferee's signature _____ Date _____

It is unlawful to forge a spouse's/RDP's signature. Buyer's/Transferee's spouse's/RDP's name (if on title) _____

Buyer's/Transferee's spouse's/RDP's signature (if applicable) _____ Date _____

Buyer/Transferee:

Make sure you copy all pages so you will have the instructions for withholding on subsequent payments. Provide the original Form 593-I, along with copies of the promissory note and seller's/transferor's Form 593, to your real estate escrow person (REEP), who will mail the forms and remit the payment to the Franchise Tax Board. Your REEP will withhold on the down payment. You must withhold on the principal portion of all subsequent installment payments (including payoff or balloon payments). Complete Form 593 and Form 593-V, and mail the documents and payment to the Franchise Tax Board for the principal portion of each installment payment.

Seller/Transferor:

Make a copy of this form for your records.

REEP:

Make a copy of this form for your records. Mail Form 593-V, the original Form 593-I, a copy of the promissory note, and seller's/transferor's Form 593 to the Franchise Tax Board with the required amount of the down payment.

2017 Instructions for Form 593-I

Real Estate Withholding Installment Sale Acknowledgement

General Information

When California real estate is sold on an installment basis, the buyer/transferee is required to withhold on the principal portion of each installment payment, an amount based on either 3¹/₃% (.0333) of the total sales price, or the Optional Gain on Sale withholding amount from Form 593, Real Estate Withholding Tax Statement, line 5. If an exemption applies, no withholding is required. There is no withholding on the interest portion of the installment payment.

Real Estate Escrow Person (REEP) – The REEP is anyone involved in closing the real estate transaction which includes any attorney, escrow company, title company, Qualified Intermediary (QI), or anyone else who receives and disburses payment for the sale of real property.

Installment Sales – The REEP reports the sale or transfer as an installment sale if there will be at least one payment made after the tax year of the sale. The withholding is 3¹/₃% (.0333) of the down payment during escrow. Buyers/Transferees are required to withhold on the principal portion of all payments made following the close of escrow, unless an approval letter for elect-out method is received as described below.

Elect Out of Subsequent Installment Payment Withholding – Sellers or transferors can elect to not report the sale on the installment method. If the seller/transferor chooses not to use the installment method, the seller/transferor generally reports the entire gain in the year of sale, even though the seller/transferor does not receive all the sale proceeds in that year. To do this, the seller/transferor must:

- File a California tax return and report the entire gain on Schedule D-1, Sale of Business Property.
- Submit to the Franchise Tax Board (FTB) a written request to release the buyer/transferee from withholding on subsequent installment payments after filing the tax return and reporting the entire gain.

The FTB will approve or deny the request within 30 days from when received. The buyer must continue to withhold until the FTB approves the request.

For more information, get FTB 4010, Withholding on California Real Estate Installment Sales, or go to ftb.ca.gov and search for **installment sales**.

Registered Domestic Partners (RDP) – For purposes of California income tax, references to a spouse, husband, or wife also refer to a California RDP, unless otherwise specified. When we use the initials RDP they refer to both a California registered domestic “partner” and a California registered domestic “partnership,”

as applicable. For more information on RDPs, get FTB Pub. 737, Tax Information for Registered Domestic Partners.

Penalty Increase – Beginning on or after January 1, 2016, the penalties related to failure to file information returns increased. See General Information B, Interest and Penalties, or get FTB Pub. 1150, Withhold at Source Penalty Information, for more information.

A Purpose

Use Form 593-I, Real Estate Withholding Installment Sale Acknowledgement, to acknowledge the buyer's/transferee's requirement to withhold on the principal portion of each installment payment to the seller/transferor for the sale of California real property. The buyer/transferee is required to withhold at either the rate of 3¹/₃% (.0333) of the total sales price or the Optional Gain on Sale withholding percentage, as specified by the seller/transferor on Form 593. The buyer/transferee provides acknowledgement by signing Part IV.

The REEP retains this form for a minimum of five years and must provide it to the FTB upon request.

B Interest and Penalties

Interest will be assessed on late withholding payments and is computed from the due date to the date paid. If the REEP does not notify the buyer/transferee, other than a QI, of the withholding requirements in writing, the penalty is the greater of \$500 or 10% of the required withholding.

If after notification, the buyer/transferee, unless the buyer is a QI in a deferred exchange, does not withhold, the penalty is the greater of \$500 or 10% of the required withholding.

If the buyer/transferee or REEP does not furnish complete and correct copies of Form 593 to the seller/transferor by the due date, the penalty is \$100 per Form 593. If the failure is due to an intentional disregard of the requirement, the penalty is the greater of \$250 or 10% of the required withholding.

We assess a penalty for failure to file complete, correct, and timely information returns. The penalty is calculated per seller:

- \$30 if filed 1 to 30 days after the due date.
- \$60 if filed 31 days to 6 months after the due date.
- \$100 if filed more than 6 months after the due date.

(R&TC Section 19183)

If the failure is due to an intentional disregard of the requirement, the penalty is the greater of \$250 or 10% of the required withholding.

For more information, get FTB 1150, Withhold at Source Penalty Information.

Penalties referenced in this section will be assessed unless it is shown that the failure to notify, withhold, or timely furnish returns was due to reasonable cause.

Specific Instructions

Private Mail Box (PMB) – Include the PMB in the address field. Write “PMB” first, then the box number. Example: 111 Main Street PMB 123.

Foreign Address – Follow the country's practice for entering, the city, county, province, state, country, and postal code, as applicable, in the appropriate boxes. **Do not** abbreviate the country name.

Electronic Signatures – Electronic signatures are considered as valid as the originals.

Buyer/Transferee Instructions

The buyer/transferee completes Form 593-I, Parts I, II, III, and IV. Forms are updated annually. Make certain that the buyer/transferee completes Form 593-I for the correct taxable year.

The buyer/transferee must withhold on the principal portion of each installment payment. However, the buyer/transferee may authorize the REEP to withhold on the down payment. In this case the buyer/transferee withholds on the principal portion of all subsequent payments (including payoff or balloon payments).

After completing the form, the buyer/transferee copies all pages to keep the instructions for withholding on subsequent payments. The buyer/transferee gives the original Form 593-I, a copy of the promissory note, the seller's/transferor's Form 593, and Form 593-V, Payment Voucher for Real Estate Withholding, to the REEP. At the close of escrow, if no down payment is received, submit Form 593 with Part III, Line 3, B, Installment Sale Payment checked and \$0 reported on Line 5, Amount Withheld from this Seller/Transferor. The REEP will mail the documents to the FTB with the withholding on the down payment to:

FRANCHISE TAX BOARD
PO BOX 942867
SACRAMENTO CA 94267-0651

For installment sales, submit the following at the close of escrow:

- Form 593
- Form 593-I
- Form 593-V, with the amount withheld on the down payment.
- A copy of the promissory note.

When making installment payments following the close of escrow, withhold either 3¹/₃% (.0333) of the total sales price, or the Optional Gain on Sale withholding percentage on the principle portion of each installment payment, as specified by the seller/transferor on Form 593.

File only a completed **current year** Form 593 and Form 593-V with each withholding payment.

For example, if you withhold on a payment to a seller on June 1, 2017, then use a 2017 Form 593 and Form 593-V.

Form 593-I, a copy of the promissory note, and the seller's/transferor's signature are not required.

When the buyer/transferee sends the withholding on the final installment payment, write "Final Installment Payment" on the bottom of Form 593.

For more information on withholding on installment payments, get the instructions for Form 593 or call Withholding Services and Compliance at 888.792.4900 or 916.845.4900.

Part I – Buyer/Transferee Information

Enter the buyer's/transferee's name as it is shown on the escrow instructions. Each buyer/transferee is required to withhold on individual payments and must complete a separate Form 593-I. However, if the buyers/transferees are spouses/RDPs and both of them will be on the promissory note, then include both names, social security numbers (SSNs) or individual taxpayer identification numbers (ITINs), and signatures on one form. If the buyer/transferee is a business, enter the business name in the business name field.

The buyer's/transferee's identification number (SSN, ITIN, federal employer identification number (FEIN), CA corporation (CA Corp no.), or CA Secretary of State (CA SOS) file number is required on each form to be valid.

Part II – Seller/Transferor Information

Enter the seller's/transferor's name as it is shown on the escrow instructions. Use a separate Form 593-I for each seller/transferor included on the promissory note. However, if the sellers or transferors are spouses/RDPs and both of them will be on the promissory note, then include both of their names and SSNs or ITINs on one form. If the seller/transferor is a business, enter the business name in the business name field.

Grantor trust – Enter the grantor's individual name and SSN or ITIN. **Do not** enter the name of the grantor trust. The grantor trust is disregarded for tax purposes and the individual seller/transferor must report the sale and claim the withholding on the grantor's individual tax return.

Non-grantor trust – Enter the name of the non-grantor trust and the non-grantor trust's FEIN. If the non-grantor trust has not applied for a FEIN, leave the identification number blank. **Do not enter the trustee information.** When the non-grantor trust receives their FEIN, contact Withholding Services and Compliance at 888.792.4900.

Single member limited liability company – Enter the name and identification number of the single member.

The seller's/transferor's identification number (SSN, ITIN, FEIN, CA Corp no., or CA SOS file no.) is required on each form.

If the seller/transferor is electing the Optional Gain on Sale withholding amount, ask the seller/transferor to provide you the installment withholding percentage that the seller/transferor calculated in the instructions for the Form 593. Include this installment withholding percentage in the appropriate box and use this percentage as part of the calculation for withholding on the principal portion of each installment payment.

Enter the address (or parcel number and county) of the California real property sold or transferred.

Part III – Installment Agreement Terms

Promissory Note – Enter the terms of the promissory note and include the principal amount, installment amount, interest rate, and the number of months of the repayment period.

Attach Form 593-I and a copy of the signed promissory note to Form 593.

Part IV – Buyer's/Transferee's Acknowledgement to Withhold

By signing Part IV, you acknowledge that you will:

- Withhold on the principal portion of each installment payment.
- Authorize the REEP to withhold the required amount only on the down payment.
- Withhold $3\frac{1}{3}\%$ (.0333) of the total sales price or the Optional Gain on Sale withholding percentage, as specified by the seller/transferor on Form 593, on the principal portion of all subsequent installment payments.
- Give one copy of Form 593 to the seller/transferor by the 20th day of the month following the month of the installment payments.
- Send each withholding payment, with Form 593-V, and the completed Form 593 to the FTB by the 20th day of the month following the month of the installment payment.
- Inform the FTB within 60 days if the terms of the installment sale, promissory note, or payment schedule change. See Additional Information for contact information.
- Be subject to penalties if you do not:
 - Withhold on the principal portion of each installment payment.
 - Send the withholding payment with Form 593 to the FTB by the due date.
 - Send one copy of Form 593 to the seller/transferor by the due date.

Electronic Signatures – Electronic signatures are considered as valid as the originals.

Real Estate Escrow Person (REEP) Instructions

Make a copy of this form for your records. Mail the completed original Form 593-I, a copy of the promissory note, the seller's/transferor's Form 593, and Form 593-V, with the required withholding amount on the down payment to the FTB at the address shown in Buyer/Transferee Instructions. Get Form 593 instructions for more information.

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Visit our website:

ftb.ca.gov

2017 Instructions for Form 593-V

Payment Voucher for Real Estate Withholding

General Information

Use Form 593-V, Payment Voucher for Real Estate Withholding, to remit real estate withholding payments to the Franchise Tax Board (FTB) whether Form(s) 593, Real Estate Withholding Tax Statement, is submitted electronically or by mail. Use the voucher below to remit payment by check or money order only. Payments may also be automatically withdrawn from a bank account via an electronic funds transfer (EFT). For more information, go to ftb.ca.gov and search for **eft**, or call 916.845.4025. If submitting payment via EFT, **do not** file Form 593-V.

When to Make Real Estate Withholding Payments

Remit withholding payments within 20 days following the end of the month in which the real estate transaction occurred. The withholding agent must send Form 593-V with the payment of tax withheld, along with Form(s) 593, to the FTB.

Instructions

The withholding agent completes this form. The information on Form 593-V should match the withholding agent information that is submitted to the FTB on Form(s) 593.

Using black or blue ink, enter the business or individual name, identification number, telephone number, address, and amount of payment of the party responsible for closing the transaction or any other party who receives and disburses payment for the sale of real property.

Enter a business name or individual name, not both. If the party is an escrow company, title company, exchange company, corporation, partnership, limited liability company, non-grantor trust, or estate, enter the business name and business identification number (FEIN, CA Corp no., CA SOS file no.). If the business name is not applicable, include the individual's or grantor's first name, initial, last name, and identification number (SSN or ITIN). Print all names and words in CAPITAL LETTERS. To ensure timely and proper application of the payment, verify that all of the information entered is complete.

Private Mail Box (PMB) – Include the PMB in the address field. Write "PMB" first, then the box number. Example: 111 Main Street PMB 123.

Foreign Address – Follow the country's practice for entering, the city, county, province, state, country, and postal code, as applicable, in the appropriate boxes. **Do not** abbreviate the country name.

Check the appropriate box for **Electronic** or **Paper**, depending on how Form(s) 593 was submitted. **Check only one box.**

Enter the number of Form(s) 593 submitted to the FTB.

Where to File

Using black or blue ink, make the check or money order payable to the "Franchise Tax Board." Write the withholding agent's identification number and "2017 Form 593-V" on the check or money order.

Make all checks or money orders payable in U.S. dollars and drawn against a U.S. financial institution.

- If Form(s) 593 is submitted by mail, detach the payment voucher from the bottom of this page and enclose, but **do not** staple, Form(s) 593, Form 593-V, along with the payment, and mail to the address below.
- If Form(s) 593 is submitted electronically, detach the payment voucher from the bottom of this page and enclose, but **do not** staple, Form 593-V along with the payment and mail to:

WITHHOLDING SERVICES AND COMPLIANCE
FRANCHISE TAX BOARD
PO BOX 942867
SACRAMENTO CA 94267-0651

Do not mail paper copies of Form(s) 593 to the FTB if submitted electronically.

The withholding agent retains a copy of this form for a minimum of five years and must provide it to the FTB upon request.

Interest and Penalties

Interest and penalties will be assessed on late payments of withholding, unless failure was due to reasonable cause. Interest is computed from the due date of the withholding to the date paid. For more information, get FTB 1150, Withhold at Source Penalty Information.

✂ DETACH HERE _____ IF NO PAYMENT IS DUE, DO NOT MAIL THIS VOUCHER _____ DETACH HERE ✂

TAXABLE YEAR

CALIFORNIA FORM

2017 Payment Voucher for Real Estate Withholding

593-V

▶ Check the box to indicate how Form(s) 593 was submitted (check only one box): Electronic Paper Number of Form(s) 593 submitted _____
Complete voucher using withholding agent information from Form(s) 593, Part I.

Business name SSN or ITIN FEIN CA Corp no. CA SOS file no.

First name Initial Last name Telephone

Address (apt./ste., room, PO box, or PMB no.)

City (If you have a foreign address, see instructions.) State ZIP code

Do not mail a paper copy of the electronically filed Form(s) 593 with the payment voucher. Mailing a paper copy of your electronically filed Form(s) 593 may cause a delay in processing.

Amount of payment

How to Get California Tax Information

Additional Information

- Website: For more information, go to **ftb.ca.gov** and search for **nonwage**. **MyFTB** offers secure online tax account information and services.
For more information and to register, go to **ftb.ca.gov** and search for **myftb**.
- Telephone: **888.792.4900** or **916.845.4900**, Withholding Services and Compliance phone service
- Fax: **916.845.9512**
- Mail: **WITHHOLDING SERVICES AND COMPLIANCE MS F182
FRANCHISE TAX BOARD PO BOX 942867
SACRAMENTO CA 94267-0651**

For questions unrelated to withholding, or to download, view, and print California tax forms and Publications, or to access the TTY/TDD numbers, see the information below.

Internet and Telephone Assistance

- Website: **ftb.ca.gov**
- Telephone: **800.852.5711** from within the United States
916.845.6500 from outside the United States
- TTY/TDD: **800.822.6268** for persons with hearing or speech impairments

Asistencia Por Internet y Teléfono

- Sitio web: **ftb.ca.gov**
- Teléfono: **800.852.5711** dentro de los Estados Unidos
916.845.6500 fuera de los Estados Unidos
- TTY/TDD: **800.822.6268** para personas con discapacidades auditivas o del habla