

# Instructions for Form FTB 3522

## Limited Liability Company Tax Voucher

### General Information

#### A Purpose of Form

Form FTB 3522 should be used to pay the annual limited liability company (LLC) tax of \$800 for taxable year 1996 by all LLCs doing business in California, or registered to do business in California with the Office of the California Secretary of State.

#### B Who Must Pay the Annual LLC Tax

Every LLC doing business in California or that has articles of organization accepted, or a certificate of registration issued by the California Office of the Secretary of State is subject to the annual LLC tax of \$800. The tax must be paid for each taxable year until a certificate of cancellation of registration or of articles of organization is filed with the California Office of the Secretary of State.

#### C How to Complete the Form

Please complete all information requested on this form. To assure timely and proper application of the payment to your account, please remember to enter the file number assigned upon registration of the LLC with the Secretary of State and the federal employer identification number.

#### D Where to Mail the Annual LLC Tax

Mail the annual LLC tax to:

**FRANCHISE TAX BOARD  
PO BOX 942867  
SACRAMENTO CA 94267-0051**

#### E When to Pay the Annual LLC Tax

The annual LLC tax is due and payable on or before the 15th day of the fourth month after the beginning of the LLC's taxable year.

#### F Penalties and Interest

If the LLC fails to pay its total tax by the 15th day of the fourth month after the beginning of the taxable year (fiscal year filers) or April 15, 1996 (calendar year filers), a late payment penalty plus interest will be added to the tax due. The penalty and interest will be computed from the due date of the tax payment to the date paid.

#### G Late Payment of Prior Year Annual LLC Tax

If a prior year LLC tax of \$800 was not paid on or before the 15th day of the fourth month after the beginning of the taxable year, the tax should be remitted as soon as possible, using the appropriate year form FTB 3522, Limited Liability Company Tax Voucher. **Do not** use any other form for payment of the tax. This will assure proper application of the payment to your account.

CUT HERE

TAXABLE YEAR

Limited Liability Company  
1996 Tax Voucher

CALIFORNIA FORM

3522

Type or print the taxable year, Secretary of State file number, FEIN, name and address in the spaces below.

For taxable year beginning	MONTH	DAY	YEAR	, and ending	MONTH	DAY	YEAR
Limited liability company name			1996				
Address					Secretary of State file number		
City					State		
					ZIP code		

**DUE DATE — Due the 15th day of the fourth month of the taxable year.**

**AMOUNT DUE**

Return this form with a check or money order to: **FRANCHISE TAX BOARD,  
PO BOX 942867, SACRAMENTO, CA 94267-0051**

\$	800	00
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