



# California

Forms & Instructions

## 3808

### 2003

Manufacturing Enhancement Area

Business Booklet

**This booklet contains:**

**Form FTB 3808**, Manufacturing Enhancement Area  
Credit Summary

Members of the Franchise Tax Board

Steve Westly, Chair  
Carole Migden, Member  
Donna Arduin, Member



STATE OF CALIFORNIA  
**FRANCHISE TAX BOARD**

# Instructions for Manufacturing Enhancement Area Businesses — Form FTB 3808

References in these instructions are to the Internal Revenue Code (IRC) as of **January 1, 2001**, and to the California Revenue and Taxation Code (R&TC).

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## What's New

The California Technology, Trade and Commerce Agency (TTCA) is disbanded. The administration of the Manufacturing Enhancement Area program is transferred to the Department of Housing and Community Development.

## General Information

### Federal/State Conformity

In general, California law conforms to the Internal Revenue Code (IRC) as of January 1, 2001. However, there are continuing differences between California and federal law. It should be noted that California does not always conform to the entire provisions of a public law. California has conformed to some of the changes made to the Internal Revenue Code after January 1, 2001, including some provisions of the Economic Growth and Tax Relief Reconciliation Act of 2001 (Public Law 107-16), the Victims of Terrorism Tax Relief Act of 2001 (Public Law 107-134), and the Job Creation and Worker Assistance Act of 2002 (Public Law 107-147). California has not conformed to any of the provisions of the Jobs and Growth Tax Relief Reconciliation Act of 2003 (Public Law 108-27) and the Military Family Tax Relief Act of 2003 (Public Law 108-121).

### Pass-Through Entities

For purposes of this booklet, the term "pass-through entity" refers to an S corporation, estate, trust, partnership, and limited liability company (LLC). References to "partnerships" include LLCs classified as partnerships.

## Introduction

### Economic Development Area Tax Incentives

California has established four types of economic development areas (EDAs) that have

related tax incentives. These incentives have been established to stimulate growth and development in selected areas that are economically depressed. EDA tax incentives apply only to certain business transactions that are undertaken after an EDA has received final designation. Tax incentives are available to individuals and businesses operating or investing within the geographic boundaries of the following EDAs:

- Enterprise Zones (EZs)
- Local Agency Military Base Recovery Areas (LAMBRAs)
- Manufacturing Enhancement Areas (MEAs)
- Targeted Tax Area (TTA)

## Reporting Requirement

California statutes require the Franchise Tax Board (FTB) to provide information to the California Legislature regarding the number of businesses using the EDA tax incentives, types of EDA tax incentives being used, and the EDAs in which the businesses are claiming the tax incentives.

Complete items A through J on form FTB 3808, Manufacturing Enhancement Area Credit Summary, as applicable. This information will be used to meet the FTB's statutory reporting requirement. Additional information on other EDAs can be found in the following FTB tax booklets:

- EZ, get FTB 3805Z, Enterprise Zone Business Booklet;
- LAMBRA tax incentives, get FTB 3807, Local Agency Military Base Recovery Area Business Booklet; or
- TTA tax incentives, get FTB 3809, Targeted Tax Area Business Booklet

## Purpose

This booklet provides specific information on the type of available MEA tax incentive. Taxpayers investing or operating within an MEA may be eligible for only the hiring credit. Use this booklet to determine the correct amount of hiring credit that a business may claim for operating or investing in a trade or business within an MEA. Complete the worksheets and Schedule Z in this booklet for the MEA hiring credit. Then enter the hiring credit amount on form FTB 3808.

## Manufacturing Enhancement Area Designation

California's two MEAs are the cities of Brawley and Calexico, located in Imperial County. These cities received their final designation as MEAs effective October 1, 1998. The program offers special tax incentives to encourage business and stimulate job creation in the area.

The geographic boundaries of an MEA are used to determine whether the tax incentive is

available to a business in a specified location. To find a street address within the MEA geographic boundaries, go to the California Technology, Trade and Commerce Website at [www.commerce.ca.gov](http://www.commerce.ca.gov).

If your business is located within and outside an MEA, see Part II on page 5 for instructions on how to apportion income.

## Forms Table

Forms referred to in this booklet include:

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 540	California Resident Income Tax Return
Long Form 540NR	California Nonresident or Part-Year Resident Income Tax Return
Form 541	California Fiduciary Income Tax Return
Form 565	Partnership Return of Income
Form 568	Limited Liability Company Return of Income
Schedule CA (540)	California Adjustments — Residents
Schedule CA (540NR)	California Adjustments — Nonresidents or Part-Year Residents
Schedule P	Alternative Minimum Tax and Credit Limitations
FTB Pub. 1061	Guidelines for Corporations filing a Combined Report S Corporation Tax Credit
Schedule C (100S)	Shareholder's Share of Income, Deductions, Credits, etc.
Schedule K-1 (100S)	Beneficiary's Share of Income, Deductions, Credits, etc.
Schedule K-1 (541)	Partner's Share of Income, Deductions, Credits, etc.
Schedule K-1 (565)	Member's Share of Income, Deductions, Credits, etc.
Schedule K-1 (568)	Apportionment and Allocation of Income

## Who Can Claim the MEA Tax Incentive?

The MEA credit is available to individuals, sole proprietors, corporations, estates, trusts, and partnerships operating or investing within the designated MEA.

To take advantage of the hiring credit, a completed Form TCA EZ1 must be obtained

from the local agency responsible for verifying employee eligibility. Do not file Form TCA EZ1 with your return. Keep it for your records.

## How to Claim the Credit

To claim the MEA hiring credit, the business must attach a completed form FTB 3808 to its California Tax Return.

Attach a separate form FTB 3808 for each business you operate or invest in that is located within an MEA.

- For corporations, complete Schedule Z; and all the worksheets, except for Worksheet II, Section B, to report the hiring credit.
- For sole proprietors, complete Schedule Z; and all the worksheets, to report the hiring credit.
- For trusts, estates and partnerships, complete Worksheet I; Worksheet II, Section A; and form FTB 3808, Side 1, to report the hiring credit.
- Individual investors receiving pass-through MEA credit, complete Worksheet II, Section B; Schedule Z; and form FTB 3808, Side 1. All other investors, complete Worksheet II, Section A; Schedule Z; and form FTB 3808, Side 1.

**Note:** Schedule Z is on Side 2 of form FTB 3808.

To assist with the processing of the tax return, indicate that the business operates or invests within an MEA by doing the following:

- Form 540 filers: Claim the MEA tax incentive on Form 540, lines 14 and 28, as applicable.
- Long Form 540NR filers: Claim the MEA tax incentive on Long Form 540NR, lines 14 and 37, as applicable.
- Form 100 filers: Claim the MEA tax incentive on Form 100, line 15, and line 25 through 27, as applicable.
- Form 100S filers: Claim the MEA tax incentive on Form 100s, line 23 through line 25, as applicable.
- Form 100W filers: Claim the MEA tax incentive on Form 100W, line 15, and line 25 through line 27, as applicable.
- Form 109 filers: Check the "yes" box for the MEA question G on the top of Form 109, Side 1.

**Note:** Be sure to keep all completed worksheets and supporting documents for your records.

## Instructions for items A through J on form FTB 3808, Side 1

For corporations, estates, trusts, partnerships, LLCs classified as partnerships, exempt organizations, and sole proprietors, complete items A through J.

Investors of pass-through entities, complete items A through D. See page 17.

## Standard Industrial Classification (SIC) and Principal business Activity (PBA) Codes

To qualify for the MEA hiring credit, you must be engaged in a trade or business within the selected SIC listed on pages 12 and 13 of this booklet. Enter the SIC code of the establishment that qualifies you to take this credit on form FTB 3808, Side 1. If your business has more than one establishment, and if more than one of the establishments qualifies you to take this credit, enter the SIC code that best represents your primary qualifying establishment.

The list of principal business activities and their associated codes are designed to classify a business by the type of activity in which it is engaged to facilitate the administration of the California Revenue and Taxation Code. The PBA codes are listed on page 14 through page 16. Enter the PBA code of your principal activities on form FTB 3808, Side 1.

## Part I Hiring Credit and Recapture

### 1. Hiring Credit

A qualified taxpayer conducting a trade or business within an MEA may claim a hiring credit for wages paid or incurred to hire certain disadvantaged individuals. Qualified taxpayers must:

- Be engaged in a line of business described in Standard Industrial Classification (SIC) Codes 0211 through 0291, Code 0723, or Codes 2011 through 3999 of the Standard Industrial Classification Manual, 1987 Edition;
- Conduct a trade or business within the MEA;
- Have at least 50% of its workforce that was hired after the MEA designation, be residents of the county in which the MEA is located at the time of hire; and
- Have at least 30% of the qualified county resident workforce described above be qualified disadvantaged individuals.

A "qualified disadvantaged individual" is an individual who at the time hired was any of the following:

- A person receiving or determined to be eligible to receive subsidized employment, training, or services funded by the federal Job Training Partnership Act (JTPA), or its successor; or
- Any voluntary or mandatory registrant under the Greater Avenues for Independence Act of 1985 (GAIN), or its successor; or
- A person who has been certified eligible by the Employment Development Department under the federal Targeted Jobs Tax Credit

Program, whether or not this program is in effect.

An employer may claim a credit for the qualified wages paid or incurred to a qualified disadvantaged individual who:

- Was hired after the MEA received its final designation.
- Spends at least 90% of his or her work time for the qualified employer on activities directly related to the conduct of a trade or business activity within the boundaries of the MEA; and
- Performs at least 50% of the work for the qualified employer within the boundaries of the MEA.

The percentage of wages used to compute the credit depends on the number of years the employee works for the employer in the MEA. The applicable percentage begins at 50% and declines 10% for each year of employment. After the fifth year of employment, no credit can be generated.

Wages that qualify for the hiring credit are those wages paid or incurred to hire a qualified disadvantaged individual for the consecutive 60-month period beginning on the first day the individual commenced employment with the employer. For an employer that operates a business that has regularly occurring seasonal or intermittent employment decreases and increases, reemployment of an individual is not a new hire; rather, it is a continuation of the prior employment and does not constitute commencement of employment for the qualified wages test.

The credit is based on the smaller of the following:

- The actual hourly rate paid or incurred by the employer for work performed by the employee during the taxable year; or
- **150% of the minimum hourly wage** established by the Industrial Welfare Commission.

Where the California minimum wage is higher than the federal minimum wage, the California minimum wage is used for purposes of computing the MEA hiring credit. The current minimum wage is \$6.75 per hour. For purposes of computing the MEA hiring credit, 150% of the minimum wage is \$10.12 per hour.

#### Example:

John Anderson was hired January 1, 2003. John's hourly rate for the first month was \$7.00. At the beginning of the second month, his hourly rate increased to \$8.00. In the third month, John's hourly rate increased to \$12.00. The hourly rate that qualifies for the credit is limited to 150% of the minimum wage, or \$10.12 per hour.

Month(s)	Hours x per month	Hourly rate	= Qualified wages per month
1	175	\$7.00	\$1,225.00
2	170	8.00	\$1,360.00
3	170	10.12	\$1,720.40

## Record Keeping

For each qualified employee, keep a schedule of the first 60 months of employment showing (at least):

- Employee's name;
- Date the employee was hired;
- The employee's address at the time of hire;
- Number of hours the employee worked for each month of employment;
- Smaller of the hourly rate of pay for each month of employment or 150% of the minimum wage;
- Location of the employee's job site and duties performed; and
- Total qualified wages per month for each month of employment.

## 2. Credit Recapture

The employer must recapture (add back to the tax liability) the amount of credit attributable to an employee's wages if the employer terminates the employee at anytime during the longer of:

- The first 270 days of employment (whether or not consecutive); or
- 90 days of employment plus 270 calendar days.

Employers of seasonal employees must recapture the amount of hiring credit attributable to the employee's wages if:

- The employer terminates the employee before the completion of 270 days of employment; and
- The 270 days is during the 60-month period beginning the day the employee commences employment with the employer.

A "day of employment" means any day the employee receives wage compensation (including a paid sick day, holiday, or vacation day).

The employer must add to the current year's tax the amount of credit claimed in the year of termination and all prior years in which the credit was claimed for the terminated employee.

**Note:** The credit recapture does not apply if the termination of employment was:

- Voluntary on the part of the employee;
- In response to misconduct of the employee;
- Caused by the employee becoming disabled, (unless the employee was able to return to work and the employer did not offer to reemploy the individual);
- Carried out so that other qualified individuals could be hired, creating a net increase in both the number of qualified employees and the number of hours worked; or
- Due to a substantial reduction in the employer's trade or business operations.

## Instructions for Worksheet I — Hiring Credit & Recapture

### Section A – Credit Computation

**Line 1, column (a)** – Enter the name of each qualified employee. Attach additional schedule(s) if necessary.

**Line 1, column (b) through column (f)** – Enter the qualified wages paid or incurred during the taxable year to each employee listed in column (a) in the appropriate column.

**Line 2, column (b) through column (f)** – Add the amounts in each column. **Note:** The cumulative qualified wages used to compute the MEA hiring credit cannot exceed \$2,000,000. This limit applies to **each** taxpayer for **each** taxable year.

**Line 3, column (b) through column (f)** – Multiply the total in each column of line 2 by the percentage in each column.

**Line 5** – The federal jobs tax credit to include on this line is the Work Opportunity Tax Credit (currently, this line will be zero since California conforms to the IRC as of January 1, 2001).

**Note:** No other California jobs tax credit may be claimed for the same wage expense paid to employees shown in line 1, column (a).

**Line 6** – For partnerships, enter the amount from line 6, on form FTB 3808, Side 1, Part I, line 1. Also, include the current year hiring credit amount on Forms 565 and 568, Schedule K, line 14 and the distributive share of the credit to partners and members on Schedule K-1 line 14. In addition, add the entire amount of the credit on Schedule K, line 1, column (c).

For corporations, individuals, estates, and trusts, enter the amount from line 6 on Schedule Z, as follows:

- Part II, line 6B, column (b) for corporations, individuals, and estates and trusts;
- Part III, line 7, column (b) for S corporations; or
- Part IV, line 8, column (b) for corporations and S corporations subject to paying only the minimum franchise tax.

### Credit Limitations

- The cumulative qualified wages used to compute the MEA hiring credit cannot exceed \$2,000,000. This limit applies to **each** taxpayer for **each** taxable year, regardless of the number of qualified disadvantaged individuals employed.
- Businesses must reduce any deduction for wages by the amount of the MEA hiring credit on Worksheet I, Section A, line 6.
- S corporations are allowed only 1/3 of the credit. S corporations must reduce their wage deduction by 1/3 of the amount on Worksheet I, Section A, line 6 and on Form 100S, line 7. In addition, the S corporation must make an adjustment for the entire amount of the credit on Schedule K (100S), line 1, column (c).

**Example:** In 2003, an S corporation qualified for a \$3,000 MEA hiring credit. The S corporation can claim a credit for \$1,000 ( $\$3,000 \times 1/3$ ). On Form 100S, Schedule K, line 1, column (c), the S corporation would add \$3,000 to the S corporation's ordinary income or loss to reflect the credit passed through to the shareholder(s).

- The amount of hiring credit claimed may not exceed the amount of tax on the MEA business income in any year. Use Schedule Z to compute the credit limitation.
- In the case where an employee qualifies the business to take the MEA hiring credit as well as another credit for the same wage expense, the business may claim only one credit for that wage expense.
- The business may carry over any unused hiring credit to future years until the credit is exhausted. In the case of an S corporation, 2/3 of the credit is lost and the remaining 1/3 can be carried over if it cannot be used in the current year.

For additional information about the treatment of credits for S corporations, see Part III.

### Section B – Credit Recapture

**Line 1, column (a)** – Enter the name of the terminated employee. Attach additional schedule(s) if necessary.

**Line 1, column (b)** – Enter the amount of credit recapture for each employee listed in column (a).

**Line 2** – Enter the amount from line 2, column (b) on form FTB 3808, Side 1, line 2.

Also, include the amount of hiring credit recapture on your California tax return or schedule as follows:

- Form 100, Schedule J, line 5;
- Form 100S, Schedule J, line 5 and Schedule K-1 (100S), line 23;
- Form 100W, Schedule J, line 5;
- Form 109, Schedule K, line 4;
- Form 540, line 36;
- Long Form 540NR, line 45;
- Form 541, line 21b and Schedule K-1 (541), line 11e;
- Form 565, Schedule K, line 22 and Schedule K-1 (565), line 22; or
- Form 568, Schedule K, line 22 and Schedule K-1 (568), line 22.

Indicate that you included the hiring credit recapture on your tax return by writing "**FTB 3808**", in the space provided on the schedule or form.

Partnerships must identify the recapture amounts for their partners and members on Schedule K-1 (565 or 568).

S corporation shareholders must recapture the portion of credit that was previously claimed, based on the terminated employee's wages. S corporations must also identify the recapture amount for shareholders on Schedule K-1 (100S). This amount will differ from the amount recaptured by the S corporation on Form 100S, Schedule J.

**Worksheet I Hiring Credit & Recapture — Manufacturing Enhancement Area**

**Section A Credit Computation**

**Qualified wages paid or incurred for year of employment**

	(a) Employee's name	(b) 1st year	(c) 2nd year	(d) 3rd year	(e) 4th year	(f) 5th year	
<b>1</b>							
<b>2</b>	Total. See instructions . . . . .	.50	.40	.30	.20	.10	
<b>3</b>	Multiply line 2 by the percentage for each column. See instructions . . . . .						
<b>4</b>	Add the amounts on line 3, column (b) through column (f) . . . . .						<b>4</b>
<b>5</b>	Enter the amount of the 2003 federal jobs tax credit allowed. See instructions . . . . .						<b>5</b>
<b>6</b>	Subtract the amount on line 5 from the amount on line 4 and enter the result. See instructions . . . . .						<b>6</b>

**Note:** You cannot take the MEA hiring credit as well as another credit for the same wage expense.

**Section B Credit Recapture**

	(a) Terminated employee's name	(b) Recapture amount
<b>1</b>		
<b>2</b>	Total amount of credit recapture. Add the amounts in column (b). See line 2 instructions for where to report the amount on your California tax return . . . . .	<b>2</b>

**Part II Doing Business Totally Within an MEA, Within and Outside an MEA, or in More than One MEA**

The MEA tax incentive is limited to the tax on business income attributable to operations within the area. If the business is located totally within an MEA, within and outside an MEA, or in more than one MEA, you must determine the portion of total business income that is attributable to each MEA.

**Business Income vs. Nonbusiness Income**

Only business income is apportioned to the MEA to determine the incentive limitation. The MEA tax incentive is limited to tax on business income attributable to the operations within the MEA.

Business income is defined as income arising from transactions and activities in the regular course of the trade or business. Business income includes income from tangible and intangible property if the acquisition, management, and disposition of the property constitute integral parts of the regular trade or business operations. Nonbusiness income is all income other than business income. See

Cal. Code Regs., tit. 18 section 25120 for further references and examples of nonbusiness income.

For an individual, business income includes but is not limited to, California business income or loss from Schedules C, D, D-1 (or federal Form 4797, Sales of Business Property, in lieu of a Schedule D-1), E, and F, as well as wages. Be sure to include casualty losses, disaster losses, and any business deductions reported on federal Form 1040 Schedule A as itemized deductions.

Generally, all income which arises from the conduct of trade or business operations of a taxpayer is business income.

**Note:** If you elected to carry back part or all of your current year disaster loss under IRC Section 165(i)(1), do not include the amount of the loss that was carried back in your current year business income for the MEA.

Pass-through entities must report to their shareholders, beneficiaries, partners, and members:

1. The distributive (or pro-rata for S corporations) share of the business income apportioned to the MEA; and
2. The distributive (or pro-rata for S corporations) share of the business capital gains and losses apportioned to the MEA included in item 1.

These items should be reported using the appropriate California schedules listed below:

- Schedule K-1 (100S), line 23;
- Schedule K-1 (541), line 11e;
- Schedule K-1 (565), line 22; or
- Schedule K-1 (568), line 22.

Form 540 and Long Form 540NR filers, refer to Worksheet II, Section B to compute business income apportioned to the MEA.

For business entities, including sole proprietors, use Worksheet II, Section A to compute business income apportioned to the MEA.

## Income Apportionment

Business income is apportioned to an MEA by multiplying the total California business income of the taxpayer by a fraction. The fraction consists of the numerator which is the property factor plus the payroll factor, and the denominator, which is two. If an employer conducts businesses in more than one MEA, the MEA apportionment factor and credit limitations are computed separately for each MEA.

### Property Factor

Property is defined as the average value of all real and tangible personal property owned or rented by the business and used during the taxable year to produce business income.

**Note:** Property is included in the factor if it was available for use during the taxable year.

Property owned by the business is valued at its original cost. Original cost is the basis of the property for federal income tax purposes (prior to any federal adjustment) at the time of acquisition by the business, adjusted for subsequent capital additions or improvements and partial dispositions because of sale or exchange. Allowance for depreciation is not considered.

Rented property is valued at eight times the net annual rental rate. The net annual rental rate for any item of rented property is the total rent paid for the property, less aggregate annual subrental rates paid by subtenants.

The numerator of the property factor is the average value of the real and tangible personal property owned or rented by the business and used within the MEA during the taxable year to produce MEA business income. See column (b) of Worksheet II, Section A.

The denominator of the property factor is the total average value of all real and tangible personal property owned or rented and used during the taxable year within California. See column (a) of Worksheet II, Section A.

### Payroll Factor

Payroll is defined as the total amount paid to the business's employees for compensation for the production of business income during the taxable year.

Compensation means wages, salaries, commissions, and any other form of remuneration paid directly to employees for personal services.

Payments made to independent contractors or any other person not properly classified as an employee are excluded.

### Compensation Within the MEA

Compensation is considered to be within the MEA if any one of the following tests is met:

1. The employee's services are performed within the geographical boundaries of the MEA; or
2. The employee's services are performed within and outside the MEA, but the services performed outside the MEA are incidental to the employee's service within the MEA.

Incidental means any temporary or transitory service rendered in connection with an isolated transaction.

3. If the employee's services are performed within and outside the MEA, the employee's compensation is attributed to the MEA if:
  - A. The employee's base of operations is within the MEA; or
  - B. There is no base of operations in any other part of the state in which some part of the service is performed, and the place from which the service is directed or controlled is within the MEA; or
  - C. The base of operations or the place from which the service is directed or controlled is not in any other part of the state in which some part of the service is performed and the employee's residence is within the MEA.

Base of operations is the permanent place from which the employees start work and customarily return in order to receive instruction from the taxpayer or communications from their customers or persons; to replenish stock or other material; to repair equipment; or to perform any other functions necessary in the exercise of their trade or profession at some other point or points.

The numerator of the payroll factor is the total compensation paid to employees for working within the MEA during the taxable or income year. See column (b) of Worksheet II, Section A.

The denominator of the payroll factor is the total compensation paid to employees working in California. See column (a) of Worksheet II, Section A.

### Corporations Which File a Combined Report

Business income for each corporation doing business in an MEA will be its business income apportioned to California (Get FTB Pub. 1061 for further information on combined reports and entity income apportionment.) The MEA property and payroll factors used in the determination of MEA business income includes only the taxpayer's California amounts in the denominator.

### Example: Computation of MEA business income apportioned to each entity operating within the MEA

Parent Corporation A has two subsidiaries, B and C. Corporations A and B operate within an MEA. The combined group operates within and outside California and apportions its income to California using Schedule R. Assume the combined group's business income apportioned to California was \$1,000,000 and Corporation A and B's share of California business income is \$228,000 and \$250,000 respectively. Corporation A and B's separate MEA and separate California property and payroll factor amounts are shown below. Business income apportioned to the MEA was determined as follows:

	A	B
<b>Property Factor</b>		
MEA property	\$1,000,000	\$ 800,000
California property	\$1,000,000	\$1,200,000
<b>Apportionment %</b>	100%	66.66%
<b>Payroll Factor</b>		
MEA payroll	\$800,000	\$ 800,000
California payroll	\$800,000	\$1,000,000
<b>Apportionment %</b>	100%	80%
<b>Average Apport. %</b>	100%	73.33%
<i>(Property + Payroll Factors)</i>		
<b>Apportioned Business Income</b>	\$228,000	\$250,000
<b>MEA Business Income</b>	\$228,000	\$183,333

## Instructions for Worksheet II — Manufacturing Enhancement Area

### Section A – Income Apportionment

**Note:** If the business operates solely within a single MEA and all its property and payroll are solely within that single MEA, enter 100% (1.00) on Section A, line 4, column (c). Do not complete the rest of Worksheet II.

Use Worksheet II, Section A, Income Apportionment, to determine the amount of business income apportioned to the MEA. The apportioned MEA business income determines the amount of the tax incentive that can be used.

Only California source business income is apportioned to the MEA. A taxpayer's MEA business income is its California apportioned business income multiplied by the specific MEA apportionment percentage.

The MEA property and payroll factors used in the determination of apportionable business income include only the taxpayer's California amounts in the denominator.

### Section B – Income or Loss

Form 540 and Long Form 540NR filers, use Worksheet II, Section B to determine the amount to enter on Schedule Z, Part I, line 1 and line 3.

Do not include disaster losses in any amounts used in the table.

Only California source business income is apportioned to the MEA.

The first step is to determine which portion of the taxpayer's net income is "business income" and which portion is "nonbusiness income," since only business income is apportioned to the MEA. See Part II on page 5, Doing Business Totally Within an MEA, Within and Outside an MEA, or in More than One MEA, for a complete discussion of business and nonbusiness income.

Business income or loss reported on federal Form 1040 Schedules C, C-EZ, E, F, and other schedules are reported on lines 6 through line 9. Line 11 and line 12 report business gains or losses reported on Schedule D and Schedule D-1. All business income and losses should be adjusted for any differences between California and federal amounts as shown on the Schedule CA.

### Part I Individual Income and Expense Items

#### Wages

Taxpayers with wages from a company located within and outside an MEA must determine the MEA wage income by entering the percentage of the time that they worked within the MEA in column (b). The percentage of time should be for the same period the wages entered on line 1 were earned. This percentage must be determined based on their record of time and events such as a travel log or entries in a daily planner.

## Worksheet II Manufacturing Enhancement Area

### Section A Income Apportionment

Use Worksheet II, Section A, if your business has net income from sources within and outside an MEA.

	(a) Total within California	(b) Total within an MEA	(c) Percentage within an MEA column (b) ÷ column (a)
<b>PROPERTY FACTOR</b>			
<b>1</b> Average yearly value of owned real and tangible personal property used in the business (at original cost). See instructions for more information. Exclude property not connected with the business and the value of construction in progress.			
Inventory .....			
Buildings .....			
Machinery and equipment .....			
Furniture and fixtures .....			
Delivery equipment .....			
Land .....			
Other tangible assets (attach schedule) .....			
Rented property used in the business. See instructions for more information .....			
<b>Total property values</b> .....			
<b>PAYROLL FACTOR</b>			
<b>2</b> Employees' wages, salaries, commissions, and other compensation related to business income included in the return.			
<b>Total payroll</b> .....			
<b>3</b> Total percentage - sum of the percentages in column (c)			
<b>4</b> Average apportionment percentage (1/2 of line 3). Enter here and on form FTB 3808, Side 1, line 3 .....			

**Note:** The average apportionment percentage shown on line 4 represents the portion of the taxpayer's total business that is attributable to activities conducted within the MEA. Also, those factors with zero balances in the totals of column (a) will not be included in the computation of the average apportionment percentage. For example, if the taxpayer does not have any payroll within or outside the MEA, then the average apportionment percentage would be computed by dividing line 3 by one instead of by two as normally instructed.

## Part II Pass-Through Income or Loss

### Multiple Pass-Through Entities

If you are a shareholder, beneficiary, partner, or member in multiple pass-through entities with businesses located within and outside an MEA from which you received MEA tax incentives, see the example below for computing business income in the MEA.

#### Example:

Pass-through entity	Trade or business income from Schedule K-1 (100S, 541, 565, or 568)	Entity's MEA apportionment percentage	MEA apportioned income
ABC, Inc.	\$40,000	80%	\$32,000
A, B, & C	30,000	10%	3,000
ABC, LLC	10,000	50%	5,000
<b>Total</b>			<b>\$40,000</b>

## Part III Taxpayer's Trade or Business

### Business Income or Loss

Use business income or loss from federal Form 1040 Schedules C, C-EZ, E, and F, plus California adjustments from Schedule CA (540 or 540NR) for each trade or business. Also, include business capital gains and losses from Schedule D and business gains and losses from Schedule D-1 as adjusted on Schedule CA (540 or 540NR).

### Income Computation

**Note:** To compute Schedule Z and form FTB 3808, Side 1, you must complete Worksheet II, Section B. The instructions below refer to Worksheet II, Section B.

#### Located Entirely Within the MEA

**Line 6 – Line 9:** If your business operation reported on federal Form 1040 Schedule C, C-EZ, E, F, or other schedule is entirely within the MEA, enter the income or loss from this activity in column (a) and enter 1.00 in column (b).

**Line 11 and Line 12:** If the gain or loss reported on Schedule D or Schedule D-1 as adjusted on Schedule CA (540 or 540NR) was attributed to an asset used in an activity conducted entirely within the MEA, enter the gain or loss reported in column (a) and enter 1.00 in column (b).

#### Located Entirely Within California

**Line 6 – Line 9:** If your business operation reported on federal Form 1040 Schedule C, C-EZ, E, F, or other schedule is entirely within California, enter the income or loss from this activity in column (a). To determine the apportionment percentage in column (b), complete Worksheet II, Section A.

Enter the percentage from Worksheet II, Section A, line 4, column (c) on Worksheet II, Section B, column (b).

**Line 11 and Line 12:** If the gain or loss reported on Schedule D or Schedule D-1 as adjusted on Schedule CA (540 or 540NR) was attributed to an asset used in an activity conducted entirely within California, enter the gain or loss reported in column (a). To determine the apportionment percentage in column (b), complete Worksheet II, Section A. Enter the percentage from Worksheet II, Section A, line 4, column (c) on Worksheet II, Section B, column (b).

#### Located Within and Outside California and the MEA

**Line 6 – Line 9:** If your business operation reported on federal Form 1040 Schedule C, C-EZ, E, F, or other schedule is within and outside the MEA and California, get Schedule R and complete line 1 through line 18b and line 28 through line 31. Enter the amount from Schedule R, line 18b and line 31 on column (a) of this worksheet. To determine the apportionment percentage in column (b), complete Worksheet II, Section A. Enter the percentage from Worksheet II, Section A, line 4, column (c) on Worksheet II, Section B, column (b).

**Note:** When computing Schedule R, disregard any reference to Form 100, Form 100W, Form 565, or Form 568. Also, disregard any reference to Schedule R-3, Schedule R-4, or Schedule R-5, and skip line 16.

Nonresidents that have an apportioning business that operates within the MEA should have already computed Schedule R, and can use those amounts when that schedule is referenced. Residents must complete a Schedule R in order to determine their California source business income for purposes of the MEA credit computation.

**Line 11 and Line 12:** If the gain or loss reported on Schedule D or Schedule D-1 as adjusted on Schedule CA (540 or 540NR) was attributed to an asset used in an activity conducted within and outside the MEA and California, get Schedule R and complete Schedule R-1. Multiply the gain or loss reported by the apportionment percentage on Schedule R-1, line 5 and enter the result on column (a). To determine the apportionment percentage in column (b), complete Worksheet II, Section A. Enter the percentage from Worksheet II, Section A, line 4, column (c) on Worksheet II, Section B, column (b).

**Line 14 –** If, in computing your income or loss, the result on line 14, column (c), is a **negative** amount, you do not have any business income attributable to the MEA. You cannot use any of the MEA hiring credit in the current taxable year.

If the amount on line 14, column (c), is a **positive** amount, enter the amount on Schedule Z, Part I, line 1 and line 3 (skip line 2).

**Worksheet II Manufacturing Enhancement Area**

**Section B Income or Loss**

**Part I Individual Income and Expense Items.** See instructions.

	(a) Amount	(b) Percentage of time providing services in the MEA	(c) Apportioned amount (a) x (b)
1 Wages .....			
2 Employee business expenses .....			
3 Subtotal: Enter the total of line 1, and line 2, column (c) here .....			

**Part II Pass-Through Income or Loss.** See instructions.

(a) Name of entity	(b) Distributive or pro-rata share of business income or loss apportioned to the MEA from Schedule K-1 (100S, 541, 565, or 568) including capital gains and losses
4	
5 Subtotal: Enter the total of line 4, column (b) here .....	

**Part III Taxpayer's Trade or Business.** See instructions.

	(a) Business income or loss	(b) Apportionment Percentage for the MEA	(c) Apportioned income or loss (a) x (b)
6 Schedule C or C-EZ .....			
7 Schedule E (Rentals) .....			
8 Schedule F .....			
9 Other business income or loss .....			
10 Subtotal: Enter the total of line 6 through line 9, column (c) here .....			

	(a) Business gain or loss	(b) Apportionment Percentage for the MEA	(c) Apportioned gain or loss (a) x (b)
11 Schedule D .....			
12 Schedule D-1 .....			
13 Subtotal: Enter the total of line 11 and line 12, column (c) here .....			
14 Total: Enter the total of column (c) for line 3, line 10, and line 13, and line 5, column (b) here .....			

## Part III Computation of Credit Limitations

The amount of the MEA hiring credit you can claim on your California tax return is limited by the amount of tax attributable to the MEA business income. Use Schedule Z to compute this limitation.

If a taxpayer owns an interest in a disregarded business entity, the amount of the MEA hiring credit that can be utilized is limited to the difference between the taxpayer's regular tax computed with the income of the disregarded entity, and the taxpayer's regular tax computed without the income of the disregarded entity. For more information on disregarded business entities, get Form 568, Limited Liability Company Tax Booklet.

Partnerships must allocate the MEA hiring credit among the partners according to the partner's distributive share as determined in a written partnership agreement. See R&TC Section 17039(e).

The MEA hiring credit you are otherwise eligible to claim may be limited. Do not apply the credit against the minimum franchise tax (corporations and S corporations), the annual tax (partnerships and QSub) the alternative minimum tax (corporations, exempt organizations, individuals, and fiduciaries), the built-in gains tax (S corporations), or the excess net passive income tax (S corporations).

Refer to the credit instructions in your tax booklet for more information.

### Members of a Unitary or Combined Group

The MEA hiring credit cannot be allocated or otherwise transferred to another taxpayer, even if the other taxpayer is a member of a unitary or combined group or otherwise affiliated with the taxpayer that earned the credit. For example, a subsidiary corporation that generates an MEA hiring credit cannot allocate the credit to the parent corporation.

### S Corporations and the Application of the MEA Hiring Credit

An S corporation may use its MEA hiring credit to reduce the MEA tax at both the corporate and shareholder levels.

An S corporation may use 1/3 of the MEA hiring credit to reduce the tax on the S corporation's MEA business income. In addition, S corporation shareholders may claim their pro-rata share of the entire amount of the MEA hiring credits computed under the Personal Income Tax Law.

**Example:** In 2003, an S corporation qualified for a \$3,000 MEA hiring credit. The S corporation will be able to use 1/3 of the credit ( $\$3,000 \times 1/3 = \$1,000$ ) to offset the tax on the corporation's MEA business income.

The S corporation will also pass through a \$3,000 MEA hiring credit to its shareholders to offset their individual tax (computed under the Personal Income Tax Law) on the MEA business income.

S corporations should attach form FTB 3808 to Form 100S, California S Corporation Franchise or Income Tax Return, to claim the MEA tax credit. If form FTB 3808 is not attached to the tax return, the credit may be disallowed.

Shareholders should attach Schedule(s) K-1 (100S), Shareholder's Share of Income, Deductions, Credits, etc., to their individual tax returns.

### Carryover

If the amount of credit available this year exceeds your MEA tax, you may carry over any excess credit to future years until exhausted. Apply the carryover to the earliest taxable year(s) possible. In no event can the credit be carried back and applied against a prior year's tax.

For S corporations, the amount of the 1/3 credit that is in excess of the 1.5% entity-level MEA tax (3.5% for financial S corporations) in the current year may also be carried forward and used in future years to offset the S corporation entity-level tax. See the instructions for Schedule Z, Part III for more information.

### Credit Code Number

You must use credit code number **211** to claim the MEA hiring credit on your return. Using an incorrect code may cause a delay in allowing the credit.

## Instructions for Schedule Z — Computation of Credit Limitations

### Partnerships

Do not complete Schedule Z. However, the partners and members of these types of entities should complete Schedule Z in order to determine the amount of the MEA hiring credit that they may claim on their California tax return.

### Reporting Requirements of S Corporations, Estates, Trusts, and Partnerships

- S corporations and their shareholders must complete Schedule Z.
- Report to shareholders, beneficiaries, partners, and members, the distributive or pro-rata share of business income, loss, and deductions apportioned to the MEA; and
- Separately state any distributive or pro-rata share of business capital gains and losses apportioned to the MEA included in the amount above.

### S corporations

Complete only Part I and Part III of Schedule Z if your entity-level tax before credits is more than the minimum franchise tax.

### Corporations and S corporations subject to the minimum franchise tax only

Complete only Part IV of Schedule Z.

**All others:** Complete Part I and Part II of Schedule Z.

## Part I

**Line 1** – Enter all trade or business income. See Part II for the definition of business income.

**Line 2** – If your business is located entirely within the MEA, enter 1.

Specifically, this percentage is the apportionment percentage computed by the entity using Worksheet II, Section A, and it represents the percentage of the entity's business income attributable to the MEA.

**Line 4a** – Compute the tax as if the MEA taxable income represented all of your taxable income.

### Individuals

Use the tax table or tax rate schedule for your filing status in your tax booklet.

### Exempt organizations

Use the applicable tax rate in your tax booklet.

### Corporations and S corporations

Use the applicable tax rate.

### Example: (Determination of the MEA Income for Shareholders, Partners, or Members of Pass-Through Entities)

John Anderson is vice president of ABC, Inc., an S corporation that has two locations: one within an MEA and one outside an MEA. Eighty percent (80%) of the S corporation's business income is attributable to the MEA.

**Note:** This percentage was determined by ABC, Inc. using Worksheet II, Section A, when ABC's S corporation return (Form 100S) was prepared.

John divides his time equally (50/50) between the two offices of ABC, Inc. Jackie Anderson (John's spouse) works for ABC, Inc. at its office located in the MEA.

John and Jackie Anderson have the following items of California income and expense for the 2003 tax year:

John's salary from ABC, Inc. . . . . .	\$100,000
Jackie's salary from ABC, Inc. . . . . .	75,000
Interest on savings account . . . . .	1,000
Dividends . . . . .	3,000
Schedule K-1 (100S) from ABC, Inc.:	
Ordinary income . . . . .	40,000

John's unreimbursed employee expenses from Schedule A . . . . .	(2,000)
---	---------

The Anderson's MEA income (total amount to be reported on line 3) is computed as follows:

John's MEA salary (\$100,000 x 50%) . . . . .	\$50,000
Jackie's MEA salary (\$75,000 x 100%) . . . . .	75,000
Pass-through ordinary income from ABC, Inc. (\$40,000 x 80%) . . . . .	32,000
John's unreimbursed employee business expenses (\$2,000 x 50%) . . . . .	<u>(1,000)</u>
Total MEA income (Schedule Z, Part I, line 3) . . . . .	\$156,000

**Note:** The standard deduction and personal or dependency exemptions are not included in the computation of MEA business income since they are not related to trade or business activities.

John and Jackie must compute the tax (to be entered on Schedule Z, Part I, line 4a) on the total MEA income of \$156,000 (as if it represents all of their income). Using the tax rate schedule in their tax booklet for filing status married filing jointly, the 2003 tax computed on \$156,000 is \$10,675.

**Line 4b – Corporations and S corporations:**

If the amount on line 4b is the minimum franchise tax (\$800), you cannot use your MEA hiring credit this year. You should complete Part IV of the worksheet to compute the amount of credit carryover.

**Part II**

Use Part II of Schedule Z if you are a corporation, individual, estate, or trust. Corporations and S corporations that are subject to paying only the minimum franchise tax, go to Part IV.

**Line 6A, column (e) –** Enter the amount from line 5. This is the amount of limitation based on the tax on MEA business income.

**Line 6A, column (f) –** Enter the amount of credit that is used on Schedule P (100, 100W, 540, 540NR, or 541), column (b). The amount cannot be greater than the amount on line 6A, column (e) or the amount computed on line 6B, column (d). Enter this amount on form FTB 3808, Side 1, line 1.

**Line 6B, column (b) –** Enter the amount of the current year credit that was computed on Worksheet I.

**Line 6B, column (c) –** Enter the amount of the total prior year carryover of the credit. This is the amount of credit that was previously figured on Worksheet I in the prior year, minus the amount that was allowed to be taken on the prior year tax return.

**Line 6B, column (d) –** Add the amount of the current year credit on line 6B, column (b) and the amount of the total prior year carryover on line 6B, column (c).

**Line 6B, column (e) –** Compare the amounts on line 6A, column (e) and line 6A, column (f). Enter the smaller amount.

**Example: Part II**

The ABC Business has \$8,000 of tax. The business computed a credit limitation based on the MEA income of \$7,000 on Schedule Z, line 5. The business has the following credits:

Hiring credit — \$500 and a \$300 carryover from a prior year

Schedule Z, Part II would be computed as follows:

**Part II Limitation of Credits for Corporations, Individuals, Estates, and Trusts**

(a) Credit name	(b) Credit amount	(c) Total prior year carryover	(d) Total credit col. (b) plus col. (c)	(e) Limitation based on MEA business income	(f) Used on Schedule P can never be greater than col. (d) or col. (e)	(g) Carryover col. (d) minus col. (e)
6 Hiring credit	A			7,000	800	
	B	500	300	800		-0-

**Line 6B, column (g) –** Subtract the amount on line 6B, column (e) from the amount on line 6B, column (d). Enter the result on line 6B, column (g). This is the amount of credit that can be carried over to future years.

**Note:** This carryover includes both the Schedule P (100, 100W, 540, 540NR, or 541) limitation and the limitation based on MEA business income.

**Part III**

Use Part III of schedule Z only if you are an S corporation.

**Line 7, column (b) –** Enter the amount of credit computed this year from Worksheet I. Also, enter this amount on Form 100S:

- Schedule C, line 4; and
- Schedule K, line 13.

You may need to adjust your Schedule C (100S) to reflect the MEA tax limitation (Part I, line 5) on your credit after completing this worksheet.

**Line 7, column (c) –** Multiply the amount on line 7, column (b) by 1/3. Enter this amount

in column (c). The amount in column (c) is the maximum amount of the current year credit that may be used by the S corporation to offset its 1.5% entity-level tax (3.5% for financial S corporations).

**Line 7, column (d) –** Enter the amount of the total prior year carryover of the credit (this is the amount of credit that was previously figured on Worksheet I in the prior year, minus the amount that was allowed to be taken on the prior year tax return).

**Line 7, column (e) –** Add the amount of the current year credit on line 7, column (c) and the amount of the total prior year carryover on line 7, column (d).

**Line 7, column (f) –** Enter the amount of credit that was used by the S corporation in the current year to offset its 1.5% entity-level tax (3.5% for financial S corporations). Enter this amount on form FTB 3808, Side 1, line 1.

**Line 7, column (g) –** Subtract the amount in column (f) from the amount in column (e). This is the amount of credit that can be

carried over to future years and used by the S corporation.

**Part IV**

Use Part IV of Schedule Z if you are a corporation or S corporation subject to paying only the minimum franchise tax.

**Line 8, column (b) –** Enter the amount of current year credit that was computed on Worksheet I. **S corporations** may enter only 1/3 of the amount from Worksheet I.

**Line 8, column (c) –** Enter the amount of the total prior year carryover of the credit. This is the amount of credit that was previously figured on Worksheet I in the prior year, minus the amount that was allowed to be taken on the prior year tax return.

**Line 8, column (d) –** Add the amount of the current year credit on line 8, column (b) and the amount of the total prior year carryover on line 8, column (c). This is the amount of credit that can be carried over to future years.

# Standard Industrial Classification Manual, 1987 Edition (Partial Listing)

The Standard Industrial Classification (SIC) Manual is organized using a hierarchical structure. First by division, by two-digit major groups within each division, then by three-digit industry groups within each major group, and finally by four-digit industry codes within each industry group.

Classification of business activities is based upon establishments, which are defined in the SIC Manual as an economic unit, generally at a single physical location, where business is conducted, or where services or industrial operations are performed. A taxpayer's enterprise may consist of more than one establishment. The SIC Manual provides the following examples of establishments: A factory, mill, store, hotel, movie theater, mine, farm, ranch, bank, railroad depot, airline terminal, sales office, warehouse, or central administrative office. Where distinct and separate economic activities are performed at a single physical location (such as construction activities operated out of the same physical location as a lumber yard), each activity should be treated as a

separate establishment where: (1) No one industry description in the SIC Manual includes such combined activities; (2) The employment in each economic activity is significant; and (3) Separate reports are prepared on the number of employees, their wages and salaries, sales or receipts, property and equipment, and other types of financial data, such as financial statements, job costing, and profit center accounting.

For purposes of this publication, SIC Codes 0211 through 0291, Code 0723, or Codes 2011 through 3999 are listed since only taxpayers with establishments in these industry codes qualify for the MEA hiring credit.

The complete Standard Industrial Classification Manual, 1987 Edition, is available for purchase from:

NATIONAL TECHNICAL INFORMATION SERVICE  
5285 PORT ROYAL ROAD  
SPRINGFIELD VIRGINIA 22161  
Order No. PB 87-100012

The manual is also available on the Internet at:  
[www.osha.gov/oshstats/sicser.html](http://www.osha.gov/oshstats/sicser.html)

## The four-digit industry codes within Division D of the SIC Manual are: (*nec* means "not elsewhere classified")

3291 Abrasive products	0251 Broiler, fryer, and roaster chickens	3351 Copper rolling & drawing	2381 Fabric dress & work gloves
2891 Adhesives & sealants	2231 Broadwoven fabric mills, wool	3366 Copper foundries	3499 Fabricated metal products, nec
2879 Agricultural chemicals, nec	3991 Brooms & brushes	2298 Cordage & twine	3443 Fabricated plate work (boiler shops)
3563 Air & gas compressors	3995 Burial caskets	2653 Corrugated & solid fiber boxes	3498 Fabricated pipe & fittings
3728 Aircraft parts & equipment, nec	3578 Calculating & accounting equipment	3961 Costume jewelry	3069 Fabricated rubber products, nec
3724 Aircraft engines & engine parts	2064 Candy & other confectionery products	2074 Cottonseed oil	3441 Fabricated structural metal
3721 Aircraft	2062 Cane sugar refining	2021 Creamery butter	2399 Fabricated textile products, nec
2812 Alkalies & chlorine	2033 Canned fruits & vegetables	0723 Crop preparation services for market	3523 Farm machinery & equipment
3354 Aluminum extruded products	2091 Canned & cured fish & seafood	3466 Crowns & closures	3965 Fasteners, buttons, needles, & pins
3355 Aluminum rolling & drawing, nec	2032 Canned specialties	3643 Current-carrying wiring devices	2875 Fertilizers, mixing only
3365 Aluminum foundries	2032 Canned specialties	2391 Curtains & draperies	2655 Fiber cans, drums, & similar products
3353 Aluminum sheet, plate, & foil	2394 Canvas & related products	3087 Custom compound purchased resins	2262 Finishing plants, manmade
3363 Aluminum die-casting	3955 Carbon paper & inked ribbons	3281 Cut stone & stone products	2261 Finishing plants, cotton
3483 Ammunition, except for small arms, nec	2895 Carbon black	3421 Cutlery	2269 Finishing plants, nec
3826 Analytical instruments	3624 Carbon & graphite products	2865 Cyclic crudes & intermediates	3211 Flat glass
0273 Animal aquaculture	3592 Carburetors, pistons, rings, & valves	0241 Dairy farms	2087 Flavoring extracts & syrups, nec
0279 Animal specialties, nec	2273 Carpets & rugs	2034 Dehydrated fruits, vegetables, & soups	2041 Flour & other grain mill products
2077 Animal & marine fats & oils	2823 Cellulosic manmade fiber	3843 Dental equipment & supplies	3824 Fluid meters & counting devices
2387 Apparel belts	3241 Cement, hydraulic	2675 Die-cut paper products	3492 Fluid power valves & hose fittings
2389 Apparel & accessories, nec	3253 Ceramic wall & floor tile	2085 Distilled & blended liquors	2026 Fluid milk
3446 Architectural metal work	2043 Cereal breakfast foods	2047 Dog & cat food	3594 Fluid power pumps & motors
3292 Asbestos products	2022 Cheese, natural & processed	3942 Dolls & stuffed toys	3593 Fluid power cylinders & actuators
2952 Asphalt felts & coatings	2899 Chemical preparations, nec	2591 Drapery hardware & blinds & shades	2657 Folding paperboard boxes
2951 Asphalt paving mixtures & blocks	2067 Chewing gum	2023 Dry, condensed, & evaporated dairy products	2099 Food preparations, nec
3581 Automatic vending machines	2131 Chewing & smoking tobacco	2079 Edible fats & oils, nec	3556 Food products machinery
2396 Automotive & apparel trimmings	0252 Chicken eggs	3641 Electric lamps	3131 Footwear cut stock
3465 Automotive stampings	2066 Chocolate & cocoa products	3634 Electric housewares & fans	3149 Footwear, except rubber, nec
2673 Bags: plastic, laminated, & coated	2111 Cigarettes	3699 Electrical equipment & supplies, nec	2092 Fresh/frozen prepared fish/seafood
2674 Bags: uncoated paper & multiwall	2121 Cigars	3629 Electrical industrial apparatus, nec	2053 Frozen bakery products, except bread
3562 Ball & roller bearings	3255 Clay refractories	3845 Electromedical equipment	2038 Frozen specialties, nec
0211 Beef cattle feedlots	2295 Coated fabrics, not rubberized	3313 Electrometallurgical products	2037 Frozen fruits & vegetables
0212 Beef cattle, except feedlots	3316 Cold finishing of steel shapes	3679 Electronic components, nec	0271 Fur-bearing animals and rabbits
2063 Beet sugar	2754 Commercial printing, gravure	3678 Electronic connectors	2371 Fur goods
2836 Biological products except diagnostic substances	2752 Commercial printing, lithographic	3671 Electron tubes	2599 Furniture & fixtures, nec
2782 Blankbooks & looseleaf binders	2759 Commercial printing, nec	3675 Electronic capacitors	3944 Games, toys, & children's vehicles
3312 Blast furnace & steel mills	3582 Commercial laundry equipment	3676 Electronic resistors	3053 Gaskets, packing, & sealing devices
3564 Blowers & fans	3646 Commercial lighting fixtures	3677 Electronic coils & transformers	0291 General farms, primarily animal
3732 Boat building & repairing	3669 Communication equipment	3571 Electronic computers	3569 General industrial machinery, nec
3452 Bolts, nuts, rivets, & washers	3577 Computer peripheral equipment, nec	3534 Elevators & moving stairways	0219 General livestock, nec
2731 Book publishing	3575 Computer terminals	3694 Engine electrical equipment	2369 Girls' & children's outerwear, nec
2732 Book printing	3572 Computer storage devices	2677 Envelopes	2361 Girls' & children's dresses, blouses
2789 Bookbinding & related work	3271 Concrete block & brick	3822 Environmental controls	3221 Glass containers
2086 Bottled & canned soft drinks	3272 Concrete products, nec	2892 Explosives	3321 Gray & ductile iron foundries
2342 Bras, girdles, & allied garments	3531 Construction machinery		2771 Greeting cards
2051 Bread, cake, & related products	2679 Converted paper products, nec		
3251 Brick & structural clay tile	3535 Conveyors & conveying equipment		
2211 Broadwoven fabric mills, cotton	2052 Cookies & crackers		
2221 Broadwoven fabric mills, manmade			

(continued on next page)

3764	Guided missile & space vehicle parts	3061	Mechanical rubber goods	3088	Plastic plumbing fixtures	3949	Sporting & athletic goods, nec
3769	Guided missile & space vehicle parts, nec	2833	Medicinal & botanicals	3089	Plastic products, nec	2678	Stationery products
3761	Guided missiles & space vehicles	2325	Men's & boys' trousers & slacks	2796	Platemaking service	3493	Steel springs, except wire
2861	Gum & wood chemicals	3143	Men's footwear, except athletic	3471	Plating & polishing	3315	Steel wire & related products
3275	Gypsum products	2323	Men's & boys' neckwear	2395	Pleating & stitching	3317	Steel pipe & tubes
3423	Hand & edge tools, nec	2329	Men's & boys' clothing, nec	3432	Plumbing fixture fittings & trim	3325	Steel foundries, nec
3996	Hardsurface floor coverings, nec	2321	Men's & boys' shirts	2842	Polishes & sanitation goods	3324	Steel investment foundries
2429	Hardware, nec	2322	Men's & boys' underwear & nightwear	3264	Porcelain electrical supplies	3691	Storage batteries
2426	Hardwood dimensions & flooring mills	2326	Men's & boys' work clothing	2096	Potato chips & similar snacks	3259	Structural clay products, nec
2435	Hardwood veneer & plywood	2311	Men's & boys' suits & coats	3269	Pottery products, nec	2439	Structural wood members, nec
2353	Hats, caps, & millinery	2514	Metal household furniture	0254	Poultry hatcheries	2843	Surface active agents
3433	Heating equip, except electric	3549	Metalworking machinery, nec	0259	Poultry and eggs, nec	3841	Surgical & medical instruments
0213	Hogs	3398	Metal heat treating	2015	Poultry slaughtering & processing	3842	Surgical appliances & supplies
3536	Hoists, cranes, & monorails	3411	Metal cans	3568	Power transmission equipment, nec	3613	Switchgear & switchboard apparatus
0272	Horses and other equines	3412	Metal barrels, drums, & pails	3546	Power-driven handtools	2822	Synthetic rubber
2252	Hosiery, nec	3431	Metal sanitary ware	3448	Prefabricated metal buildings	3795	Tanks & tank components
2392	House furnishings, nec	3497	Metal foil & leaf	2452	Prefabricated wood buildings	3661	Telephone & telegraph apparatus
3142	House slippers	3479	Metal coating & allied services	2045	Prepared flour mixes & doughs	3552	Textile machinery
3651	Household audio & video equipment	3469	Metal stampings, nec	2048	Prepared feeds, nec	2393	Textile bags
3635	Household vacuum cleaners	3442	Metal door, sash, & trim	3652	Prerecorded records & tapes	2299	Textile goods, nec
3631	Household cooking appliances	2431	Millwork	3229	Pressed & blown glass, nec	2284	Thread mills
3633	Household laundry equipment	3296	Mineral wool	3399	Primary metal products, nec	2282	Throwing & winding mills
3639	Household appliances, nec	3295	Minerals, ground or treated	3339	Primary nonferrous metals, nec	2296	Tire cord & fabrics
2519	Household furniture, nec	3532	Mining machinery	3334	Primary aluminum	3011	Tires & inner tubes
3632	Household refrigerators & freezers	2741	Misc publishing	3331	Primary copper	2141	Tobacco stemming & redrying
2024	Ice cream & frozen desserts	3449	Misc metal work	3692	Primary batteries, dry & wet	2844	Toilet preparations
3491	Industrial valves	3496	Misc fabricated wire products	3672	Printed circuit boards	3612	Transformers, except electronic
2819	Industrial inorganic chem, nec	2451	Mobile homes	2893	Printing ink	3799	Transportation equipment, nec
3599	Industrial machinery, nec	3716	Motor homes	3555	Printing trades machinery	3792	Travel trailers & campers
2869	Industrial organic chem, nec	3711	Motor vehicles & car bodies	3823	Process control instruments	3713	Truck & bus bodies
3537	Industrial trucks & tractors	3621	Motor & generators	3231	Products of purchased glass	3715	Truck trailers
2813	Industrial gases	3714	Motor vehicle parts & accessories	2531	Public building & related furniture	3511	Turbines & turbines generator sets
3543	Industrial patterns	3751	Motorcycles, bicycles, & parts	2611	Pulp mills	0253	Turkey and turkey eggs
3567	Industrial furnaces & ovens	3931	Musical instruments	3561	Pumps & pumping equipment	2791	Typesetting
2816	Inorganic pigments	2441	Nailed wood boxes & shook	3663	Radio, TV, & communications equipment	3082	Unsupported plastic profile shapes
3825	Instruments to measure electricity	2241	Narrow fabric mills	3743	Railroad equipment	3081	Unsupported plastic film & sheet
3519	Internal combustion engines, nec	2711	Newspapers	2061	Raw sugar cane	2512	Upholstered household furniture
2835	In vitro & in vivo diagnostic substances	2873	Nitrogenous fertilizers	3273	Ready-mixed concrete	3494	Valves & pipe fittings, nec
3462	Iron & steel forging	3297	Nonclay refractories	2493	Reconstituted wood products	2076	Vegetable oil mills, nec
3915	Jewelers' materials & lapidary work	3644	Noncurrent-carrying wiring devices	3585	Refrigeration & heating equipment	3647	Vehicular lighting equipment
3911	Jewelry, precious metal	3369	Nonferrous foundries, nec	3625	Relays & industrial controls	3261	Vitreous plumbing fixtures
2253	Knit outerwear mills	3364	Nonferrous die-casting, except aluminum	3645	Residential lighting fixtures	3262	Vitreous china table & kitchenware
2254	Knit underwear mills	3357	Nonferrous wiredrawing & insulating	2044	Rice milling	3873	Watches, clocks, & parts
2259	Knitting mills, nec	3356	Nonferrous rolling & drawing, nec	2095	Roasted coffee	2385	Waterproof outerwear
3821	Laboratory apparatus & furniture	3341	Nonferrous metals	2384	Robes & dressing gowns	2257	Wet knit fabric mills
2258	Lace & warp knit fabric mills	3463	Nonferrous forging	3547	Rolling mill machinery	3548	Welding apparatus
3083	Laminated plastic plate & sheet	3299	Nonmetallic mineral products, nec	3052	Rubber & plastic hose & belting	2046	Wet corn milling
3524	Lawn & garden equipment	2297	Nonwoven fabrics	3021	Rubber & plastic footwear	2084	Wines, brandy, & brandy spirits
3952	Lead pencils & art goods	3579	Office machines, nec	2068	SalTED & roasted nuts & seeds	3495	Wire springs
3199	Leather goods, nec	2522	Office furniture, except wood	2656	Sanitary food containers	2337	Women's & misses' suits & coats
2386	Leather & sheep-lined clothing	3533	Oil & gas field machinery	2676	Sanitary paper products	2335	Women's, juniors', & misses' dresses
3111	Leather tanning & finishing	3851	Ophthalmic goods	2013	Sausages & other prepared meats	2341	Women's & children's underwear
3151	Leather gloves & mittens	3827	Optical instruments & lenses	3425	Saw blades & handsaws	2251	Women's hosiery, except socks
3648	Lighting equipment	3489	Ordnance & accessories, nec	2421	Sawmills & planing mills, general	2339	Women's & misses' outerwear, nec
3274	Lime	2824	Organic fibers, noncellulosic	3596	Scales & balances, except laboratory	2331	Women's & misses' blouses & shirts
2411	Logging	3565	Packaging machinery	2397	Schiffli machine embroideries	3171	Women's handbags and purses
2992	Lubricating oils & greases	2851	Paints & allied products	3451	Screw machine products	3144	Women's footwear, except athletic
3161	Luggage	3554	Paper industries machinery	3812	Search & navigation equipment	2491	Wood preserving
2098	Macaroni, spaghetti, & noodles	2621	Paper mills	3674	Semiconductors & related devices	2499	Wood products, nec
3541	Machine tools, metal cutting types	2671	Paper coated & laminated, packaging	3263	Semivitreous table & kitchenware	2434	Wood kitchen cabinets
3545	Machine tool accessories	2672	Paper coated & laminated, nec	3589	Service industry machinery, nec	2541	Wood partitions & fixtures
3542	Machine tools, metal forming type	2631	Paperboard mills	2652	Setup paperboard boxes	2521	Wood office furniture
3695	Magnetic & optical recording media	2631	Paperboard mills	0214	Sheep and goats	2517	Wood TV & radio cabinets
3322	Malleable iron foundries	2542	Partitions & fixtures, except wood	3444	Sheet metal work	2449	Wood containers, nec
2083	Malt	3951	Pens & mechanical pencils	3731	Ship building & repairing	2511	Wood household furniture
2082	Malt beverages	2721	Periodicals	3993	Signs & advertising specialties	2448	Wood pallets & skids
2761	Manifold business forms	3172	Personal leather goods, nec	3914	Silverware and plate ware	3553	Woodworking machinery
2097	Manufactured ice	2911	Petroleum refining	3484	Small arms	3844	X-ray apparatus & tubes
3999	Manufacturing industries, nec	2999	Petroleum & coal products, nec	3482	Small arms ammunition	2281	Yarn spinning mills
3953	Marking devices	2834	Pharmaceutical preparations	2841	Soap & other detergents		
2515	Mattresses & bedsprings	2874	Phosphatic fertilizers	2436	Softwood veneer & plywood		
3586	Measuring & dispensing pumps	3861	Photographic equipment & supplies	2075	Soybean oil mills		
3829	Measuring & controlling devices, nec	2035	Pickles, sauces, & salad dressing	3769	Space vehicle equipment & parts		
2011	Meat packing plants	3085	Plastic bottles	3764	Space propulsion units & parts		
		3086	Plastic foam products	2429	Special product sawmills, nec		
		2821	Plastic materials & resins	3544	Special dies, tools, jigs, & fixtures		
		3084	Plastic pipe	3559	Special industry machinery, nec		
				3566	Speed changers, drives, & gears		

# FTB 3808

## Codes for Principal Business Activity

This list of principal business activities and their associated codes is designed to classify a business by the type of activity in which it is engaged to facilitate the administration of the California Revenue and Taxation Code. For taxable years beginning on or after January 1, 1998, these principal business activity codes are based on the North American Industry Classification System published by the United States Office of Management and Budget, 1997 Edition.

**Caution:** For purposes of qualifying for the MEA tax incentive, refer to the Standard Industrial Classification Manual, 1987 Edition and the partial listing on pages 12 and 13 of this booklet.

### Agriculture, Forestry, Fishing, and Hunting

#### Code

#### Crop Production

- 111100 Oilseed & Grain Farming
- 111210 Vegetable & Melon Farming (including potatoes & yams)
- 111300 Fruit & Tree Nut Farming
- 111400 Greenhouse, Nursery, & Floriculture Production
- 111900 Other Crop Farming (including tobacco, cotton, sugarcane, hay, peanut, sugar beet, & all other crop farming)

#### Animal Production

- 112111 Beef Cattle Ranching & Farming
- 112112 Cattle Feedlots
- 112120 Dairy Cattle & Milk Production
- 112210 Hog & Pig Farming
- 112300 Poultry & Egg Production
- 112400 Sheep & Goat Farming
- 112510 Animal Aquaculture (including shellfish & finfish farms & hatcheries)
- 112900 Other Animal Production

#### Forestry and Logging

- 113110 Timber Tract Operations
- 113210 Forest Nurseries & Gathering of Forest Products
- 113310 Logging

#### Fishing, Hunting and Trapping

- 114110 Fishing
- 114210 Hunting & Trapping

#### Support Activities for Agriculture and Forestry

- 115110 Support Activities for Crop Production (including cotton ginning, soil preparation, planting, & cultivating)
- 115210 Support Activities for Animal Production
- 115310 Support Activities for Forestry

#### Mining

- 211110 Oil & Gas Extraction
- 212110 Coal Mining
- 212200 Metal Ore Mining
- 212310 Stone Mining & Quarrying
- 212320 Sand, Gravel, Clay, & Ceramic & Refractory

#### Minerals Mining & Quarrying

- 212390 Other Nonmetallic Mineral Mining & Quarrying
- 213110 Support Activities for Mining

#### Utilities

- 221100 Electric Power Generation, Transmission & Distribution
- 221210 Natural Gas Distribution
- 221300 Water, Sewage, & Other Systems

### Construction

#### Code

#### Construction of Buildings

- 236110 Residential Building Construction
- 236200 Nonresidential Building Construction

#### Heavy and Civil Engineering Construction

- 237100 Utility System Construction
- 237210 Land Subdivision
- 237310 Highway, Street, & Bridge Construction
- 237990 Other Heavy & Civil Engineering Construction

#### Specialty Trade Contractors

- 238100 Foundation, Structure, & Building Exterior Contractors (including framing carpentry, masonry, glass, roofing, & siding)
- 238210 Electrical Contractors
- 238220 Plumbing, Heating, & Air-Conditioning Contractors
- 238290 Other Building Equipment Contractors
- 238300 Building Finishing Contractors (including drywall, insulation, painting, wallcovering, flooring, tile, & finish carpentry)
- 238900 Other Specialty Trade Contractors (including site preparation)

### Manufacturing

#### Food Manufacturing

- 311110 Animal Food Mfg
- 311200 Grain & Oilseed Milling
- 311300 Sugar & Confectionery Product Mfg
- 311400 Fruit & Vegetable Preserving & Specialty Food Mfg
- 311500 Dairy Product Mfg
- 311610 Animal Slaughtering and Processing
- 311710 Seafood Product Preparation & Packaging
- 311800 Bakeries & Tortilla Mfg
- 311900 Other Food Mfg (including coffee, tea, flavorings, & seasonings)

#### Beverage and Tobacco Product Manufacturing

- 312110 Soft Drink & Ice Mfg
- 312120 Breweries
- 312130 Wineries
- 312140 Distilleries
- 312200 Tobacco Manufacturing

#### Textile Mills and Textile Product Mills

- 313000 Textile Mills
- 314000 Textile Product Mills

#### Apparel Manufacturing

- 315100 Apparel Knitting Mills

#### Code

- 315210 Cut & Sew Apparel Contractors
- 315220 Men's & Boys' Cut & Sew Apparel Mfg
- 315230 Women's & Girls' Cut & Sew Apparel Mfg
- 315290 Other Cut & Sew Apparel Mfg
- 315990 Apparel Accessories & Other Apparel Mfg

#### Leather and Allied Product Manufacturing

- 316110 Leather & Hide Tanning & Finishing
- 316210 Footwear Mfg (including rubber & plastics)
- 316990 Other Leather & Allied Product Mfg

#### Wood Product Manufacturing

- 321110 Sawmills & Wood Preservation
- 321210 Veneer, Plywood, & Engineered Wood Product Mfg
- 321900 Other Wood Product Mfg

#### Paper Manufacturing

- 322100 Pulp, Paper, & Paperboard Mills
- 322200 Converted Paper Product Mfg

#### Printing and Related Support Activities

- 323100 Printing & Related Support Activities

#### Petroleum and Coal Products Manufacturing

- 324110 Petroleum Refineries (including integrated)
- 324120 Asphalt Paving, Roofing, & Saturated Materials Mfg
- 324190 Other Petroleum & Coal Products Mfg

#### Chemical Manufacturing

- 325100 Basic Chemical Mfg
- 325200 Resin, Synthetic Rubber, & Artificial & Synthetic Fibers & Filaments Mfg
- 325300 Pesticide, Fertilizer, & Other Agricultural Chemical Mfg
- 325410 Pharmaceutical & Medicine Mfg
- 325500 Paint, Coating, & Adhesive Mfg
- 325600 Soap, Cleaning Compound, & Toilet Preparation Mfg
- 325900 Other Chemical Product & Preparation Mfg

#### Plastics and Rubber Products Manufacturing

- 326100 Plastics Product Mfg
- 326200 Rubber Product Mfg

#### Nonmetallic Mineral Product Manufacturing

- 327100 Clay Product & Refractory Mfg
- 327210 Glass & Glass Product Mfg
- 327300 Cement & Concrete Product Mfg
- 327400 Lime & Gypsum Product Mfg
- 327900 Other Nonmetallic Mineral Product Mfg

#### Primary Metal Manufacturing

- 331110 Iron & Steel Mills & Ferroalloy Mfg
- 331200 Steel Product Mfg from Purchased Steel
- 331310 Alumina & Aluminum Production & Processing
- 331400 Nonferrous Metal (except Aluminum) Production & Processing
- 331500 Foundries

#### Fabricated Metal Product Manufacturing

- 332110 Forging & Stamping
- 332210 Cutlery & Handtool Mfg
- 332300 Architectural & Structural Metals Mfg
- 332400 Boiler, Tank, & Shipping Container Mfg
- 332510 Hardware Mfg
- 332610 Spring & Wire Product Mfg
- 332700 Machine Shops, Turned Product, & Screw, Nut, & Bolt Mfg

#### Code

- 332810 Coating, Engraving, Heat Treating, & Allied Activities
- 332900 Other Fabricated Metal Product Mfg

#### Machinery Manufacturing

- 333100 Agriculture, Construction, & Mining Machinery Mfg
- 333200 Industrial Machinery Mfg
- 333310 Commercial & Service Industry Machinery Mfg
- 333410 Ventilation, Heating, Air-Conditioning, & Commercial Refrigeration Equipment Mfg
- 333510 Metalworking Machinery Mfg
- 333610 Engine, Turbine, & Power Transmission Equipment Mfg
- 333900 Other General Purpose Machinery Mfg

#### Computer and Electronic Product Manufacturing

- 334110 Computer & Peripheral Equipment Mfg
- 334200 Communications Equipment Mfg
- 334310 Audio & Video Equipment Mfg
- 334410 Semiconductor & Other Electronic Component Mfg
- 334500 Navigational, Measuring, Electromedical, & Control Instruments Mfg
- 334610 Manufacturing & Reproducing Magnetic & Optical Media

#### Electrical Equipment, Appliance, and Component Manufacturing

- 335100 Electric Lighting Equipment Mfg
- 335200 Household Appliance Mfg
- 335310 Electrical Equipment Mfg
- 335900 Other Electrical Equipment & Component Mfg

#### Transportation Equipment Manufacturing

- 336100 Motor Vehicle Mfg
- 336210 Motor Vehicle Body & Trailer Mfg
- 336300 Motor Vehicle Parts Mfg
- 336410 Aerospace Product & Parts Mfg
- 336510 Railroad Rolling Stock Mfg
- 336610 Ship & Boat Building
- 336990 Other Transportation Equipment Mfg

#### Furniture and Related Product Manufacturing

- 337000 Furniture & Related Product Manufacturing

#### Miscellaneous Manufacturing

- 339110 Medical Equipment & Supplies Mfg
- 339900 Other Miscellaneous Manufacturing

### Wholesale Trade

#### Merchant Wholesalers, Durable Goods

- 423100 Motor Vehicle & Motor Vehicle Parts & Supplies
- 423200 Furniture & Home Furnishings
- 423300 Lumber & Other Construction Materials
- 423400 Professional & Commercial Equipment & Supplies
- 423500 Metal & Mineral (except Petroleum)
- 423600 Electrical & Electronic Goods
- 423700 Hardware, & Plumbing & Heating Equipment & Supplies
- 423800 Machinery, Equipment, & Supplies
- 423910 Sporting & Recreational Goods & Supplies
- 423920 Toy & Hobby Goods & Supplies
- 423930 Recyclable Materials
- 423940 Jewelry, Watch, Precious Stone, & Precious Metals
- 423990 Other Miscellaneous Durable Goods

<i>Code</i>	
<b>Merchant Wholesalers, Nondurable Goods</b>	
424100	Paper & Paper Products
424210	Drugs & Druggists' Sundries
424300	Apparel, Piece Goods, & Notions
424400	Grocery & Related Products
424500	Farm Product Raw Materials
424600	Chemical & Allied Products
424700	Petroleum & Petroleum Products
424800	Beer, Wine, & Distilled Alcoholic Beverages
424910	Farm Supplies
424920	Book, Periodical, & Newspapers
424930	Flower, Nursery Stock, & Florists' Supplies
424940	Tobacco & Tobacco Products
424950	Paint, Varnish, & Supplies
424990	Other Miscellaneous Nondurable Goods
<b>Wholesale Electronic Markets and Agents and Brokers</b>	
425110	Business to Business Electronic Markets
425120	Wholesale Trade Agents & Brokers

### Retail Trade

<b>Motor Vehicle and Parts Dealers</b>	
441110	New Car Dealers
441120	Used Car Dealers
441210	Recreational Vehicle Dealers
441221	Motorcycle Dealers
441222	Boat Dealers
441229	All Other Motor Vehicle Dealers
441300	Automotive Parts, Accessories, & Tire Stores
<b>Furniture and Home Furnishings Stores</b>	
442110	Furniture Stores
442210	Floor Covering Stores
442291	Window Treatment Stores
442299	All Other Home Furnishings Stores
<b>Electronics and Appliance Stores</b>	
443111	Household Appliance Stores
443112	Radio, Television, & Other Electronics Stores
443120	Computer & Software Stores
443130	Camera & Photographic Supplies Stores
<b>Building Material and Garden Equipment and Supplies Dealers</b>	
444110	Home Centers
444120	Paint & Wallpaper Stores
444130	Hardware Stores
444190	Other Building Material Dealers
444200	Lawn & Garden Equipment & Supplies Stores
<b>Food and Beverage Stores</b>	
445110	Supermarkets and Other Grocery (except Convenience) Stores
445120	Convenience Stores
445210	Meat Markets
445220	Fish & Seafood Markets
445230	Fruit & Vegetable Markets
445291	Baked Goods Stores
445292	Confectionery & Nut Stores
445299	All Other Specialty Food Stores
445310	Beer, Wine, & Liquor Stores
<b>Health and Personal Care Stores</b>	
446110	Pharmacies & Drug Stores
446120	Cosmetics, Beauty Supplies, & Perfume Stores
446130	Optical Goods Stores
446190	Other Health & Personal Care Stores
<b>Gasoline Stations</b>	
447100	Gasoline Stations (including convenience stores with gas)

<i>Code</i>	
<b>Clothing and Clothing Accessories Stores</b>	
448110	Men's Clothing Stores
448120	Women's Clothing Stores
448130	Children's & Infants' Clothing Stores
448140	Family Clothing Stores
448150	Clothing Accessories Stores
448190	Other Clothing Stores
448210	Shoe Stores
448310	Jewelry Stores
448320	Luggage & Leather Goods Stores
<b>Sporting Goods, Hobby, Book, and Music Stores</b>	
451110	Sporting Goods Stores
451120	Hobby, Toy, & Game Stores
451130	Sewing, Needlework, & Piece Goods Stores
451140	Musical Instrument & Supplies Stores
451211	Book Stores
451212	News Dealers & Newsstands
451220	Prerecorded Tape, Compact Disc, & Record Stores
<b>General Merchandise Stores</b>	
452110	Department stores
452900	Other General Merchandise Stores
<b>Miscellaneous Store Retailers</b>	
453110	Florists
453210	Office Supplies & Stationery Stores
453220	Gift, Novelty, & Souvenir Stores
453310	Used Merchandise Stores
453910	Pet & Pet Supplies Stores
453920	Art Dealers
453930	Manufactured (Mobile) Home Dealers
453990	All Other Miscellaneous Store Retailers (including tobacco, candle, & trophy shops)
<b>Nonstore Retailers</b>	
454110	Electronic Shopping & Mail-Order Houses
454210	Vending Machine Operators
454311	Heating Oil Dealers
454312	Liquefied Petroleum Gas (Bottled Gas) Dealers
454319	Other Fuel Dealers
454390	Other Direct Selling Establishments (including door-to-door retailing, frozen food plan providers, party plan merchandisers, & coffee-break service providers)

### Transportation and Warehousing

<b>Air, Rail, and Water Transportation</b>	
481000	Air Transportation
482110	Rail Transportation
483000	Water Transportation
<b>Truck Transportation</b>	
484110	General Freight Trucking, Local
484120	General Freight Trucking, Long-distance
484200	Specialized Freight Trucking
<b>Transit and Ground Passenger Transportation</b>	
485110	Urban Transit Systems
485210	Interurban & Rural Bus Transportation
485310	Taxi Service
485320	Limousine Service
485410	School & Employee Bus Transportation
485510	Charter Bus Industry
485990	Other Transit & Ground Passenger Transportation
<b>Pipeline Transportation</b>	
486000	Pipeline Transportation Scenic & Sightseeing Transportation
<b>Scenic &amp; Sightseeing Transportation</b>	
487000	Scenic & Sightseeing Transportation

<i>Code</i>	
<b>Support Activities for Transportation</b>	
488100	Support Activities for Air Transportation
488210	Support Activities for Rail Transportation
488300	Support Activities for Water Transportation
488410	Motor Vehicle Towing
488490	Other Support Activities for Road Transportation
488510	Freight Transportation Arrangement
488990	Other Support Activities for Transportation
<b>Couriers and Messengers</b>	
492110	Couriers
492210	Local Messengers & Local Delivery
<b>Warehousing and Storage</b>	
493100	Warehousing & Storage (except lessors of miniwarehouses & self-storage units)

### Information

<b>Publishing Industries</b>	
511110	Newspaper Publishers
511120	Periodical Publishers
511130	Book Publishers
511140	Database & Directory Publishers
511190	Other Publishers
511210	Software Publishers
<b>Motion Picture and Sound Recording Industries</b>	
512100	Motion Picture & Video Industries (except video rental)
512200	Sound Recording Industries
<b>Broadcasting (except Internet)</b>	
515100	Radio & Television Broadcasting
515210	Cable & Other Subscription Programming
<b>Internet Publishing and Broadcasting</b>	
516110	Internet Publishing & Broadcasting
<b>Telecommunications</b>	
517000	Telecommunications (including paging, cellular, satellite, cable & other program distribution, resellers, & other telecommunications)
<b>Internet Service Providers, Web Search Portals, and Data Processing Services</b>	
518111	Internet Service Providers
518112	Web Search Portals
518210	Data Processing, Hosting, & Related Services
<b>Other Information Services</b>	
519100	Other Information Services (including news syndicates & libraries)

### Finance and Insurance

<b>Depository Credit Intermediation</b>	
522110	Commercial Banking
522120	Savings Institutions
522130	Credit Unions
522190	Other Depository Credit Intermediation
<b>Nondepository Credit Intermediation</b>	
522210	Credit Card Issuing
522220	Sales Financing
522291	Consumer Lending
522292	Real Estate Credit (including mortgage bankers & originators)
522293	International Trade Financing
522294	Secondary Market Financing
522298	All Other Nondepository Credit Intermediation
<b>Activities Related to Credit Intermediation</b>	
522300	Activities Related to Credit Intermediation (including loan brokers)

<i>Code</i>	
<b>Securities, Commodity Contracts, and Other Financial Investments and Related Activities</b>	
523110	Investment Banking & Securities Dealing
523120	Securities Brokerage
523130	Commodity Contracts Dealing
523140	Commodity Contracts Brokerage
523210	Securities & Commodity Exchanges
523900	Other Financial Investment Activities (including portfolio management & investment advice)
<b>Insurance Carriers and Related Activities</b>	
524140	Direct Life, Health, & Medical Insurance & Reinsurance Carriers
524150	Direct Insurance & Reinsurance (except Life, Health, & Medical) Carriers
524210	Insurance Agencies & Brokerages
524290	Other Insurance Related Activities
<b>Funds, Trusts, and Other Financial Vehicles</b>	
525100	Insurance & Employee Benefit Funds
525910	Open-End Investment Funds (Form 1120-RIC)
525920	Trusts, Estates, & Agency Accounts
525930	Real Estate Investment Trusts (Form 1120-REIT)
525990	Other Financial Vehicles "Offices of Bank Holding Companies" and "Offices of Other Holding Companies" are located under <b>Management of Companies (Holding Companies)</b> below.
<b>Real Estate and Rental and Leasing</b>	
<b>Real Estate</b>	
531110	Lessors of Residential Buildings & Dwellings
531114	Cooperative Housing
531120	Lessors of Nonresidential Buildings (except Miniwarehouses)
531130	Lessors of Miniwarehouses & Self-Storage Units
531190	Lessors of Other Real Estate Property
531210	Offices of Real Estate Agents & Brokers
531310	Real Estate Property Managers
531320	Offices of Real Estate Appraisers
531390	Other Activities Related to Real Estate
<b>Rental and Leasing Services</b>	
532100	Automotive Equipment Rental & Leasing
532210	Consumer Electronics & Appliances Rental
532220	Formal Wear & Costume Rental
532230	Video Tape & Disc Rental
532290	Other Consumer Goods Rental
532310	General Rental Centers
532400	Commercial & Industrial Machinery & Equipment Rental & Leasing
<b>Lessors of Nonfinancial Intangible Assets (except copyrighted works)</b>	
533110	Lessors of Nonfinancial Intangible Assets (except copyrighted works)
<b>Professional, Scientific, and Technical Services</b>	
<b>Legal Services</b>	
541110	Offices of Lawyers
541190	Other Legal Services

**Code**  
**Accounting, Tax Preparation, Bookkeeping, and Payroll Services**  
541211 Offices of Certified Public Accountants  
541213 Tax Preparation Services  
541214 Payroll Services  
541219 Other Accounting Services  
**Architectural, Engineering, and Related Services**  
541310 Architectural Services  
541320 Landscape Architecture Services  
541330 Engineering Services  
541340 Drafting Services  
541350 Building Inspection Services  
541360 Geophysical Surveying & Mapping Services  
541370 Surveying & Mapping (except Geophysical) Services  
541380 Testing Laboratories  
**Specialized Design Services**  
541400 Specialized Design Services (including interior, industrial, graphic, & fashion design)  
**Computer Systems Design and Related Services**  
541511 Custom Computer Programming Services  
541512 Computer Systems Design Services  
541513 Computer Facilities Management Services  
541519 Other Computer Related Services  
**Other Professional, Scientific, and Technical Services**  
541600 Management, Scientific, & Technical Consulting Services  
541700 Scientific Research & Development Services  
541800 Advertising & Related Services  
541910 Marketing Research & Public Opinion Polling  
541920 Photographic Services  
541930 Translation & Interpretation Services  
541940 Veterinary Services  
541990 All Other Professional, Scientific, & Technical Services

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**Management of Companies (Holding Companies)**  
551111 Offices of Bank Holding Companies  
551112 Offices of Other Holding Companies

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**Administrative and Support and Waste Management and Remediation Services**  
**Administrative and Support Services**  
561110 Office Administrative Services  
561210 Facilities Support Services  
561300 Employment Services  
561410 Document Preparation Services  
561420 Telephone Call Centers  
561430 Business Service Centers (including private mail centers & copy shops)  
561440 Collection Agencies  
561450 Credit Bureaus  
561490 Other Business Support Services (including repossession services, court reporting, & stenotype services)

**Code**  
561500 Travel Arrangement & Reservation Services  
561600 Investigation & Security Services  
561710 Exterminating & Pest Control Services  
561720 Janitorial Services  
561730 Landscaping Services  
561740 Carpet & Upholstery Cleaning Services  
561790 Other Services to Buildings & Dwellings  
561900 Other Support Services (including packaging & labeling services, & convention & trade show organizers)

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**Waste Management and Remediation Services**  
562000 Waste Management & Remediation Services

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**Educational Services**  
611000 Educational Services (including schools, colleges, & universities)

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**Health Care and Social Assistance**  
**Offices of Physicians and Dentists**  
621111 Offices of Physicians (except mental health specialists)  
621112 Offices of Physicians, Mental Health Specialists  
621210 Offices of Dentists  
**Offices of Other Health Practitioners**  
621310 Offices of Chiropractors  
621320 Offices of Optometrists  
621330 Offices of Mental Health Practitioners (except Physicians)  
621340 Offices of Physical, Occupational & Speech Therapists, & Audiologists  
621391 Offices of Podiatrists  
621399 Offices of All Other Miscellaneous Health Practitioners  
**Outpatient Care Centers**  
621410 Family Planning Centers  
621420 Outpatient Mental Health & Substance Abuse Centers  
621491 HMO Medical Centers  
621492 Kidney Dialysis Centers  
621493 Freestanding Ambulatory Surgical & Emergency Centers  
621498 All Other Outpatient Care Centers  
**Medical and Diagnostic Laboratories**  
621510 Medical & Diagnostic Laboratories  
**Home Health Care Services**  
621610 Home Health Care Services

**Code**  
**Other Ambulatory Health Care Services**  
621900 Other Ambulatory Health Care Services (including ambulance services & blood & organ banks)  
**Hospitals**  
622000 Hospitals  
**Nursing and Residential Care Facilities**  
623000 Nursing & Residential Care Facilities  
**Social Assistance**  
624100 Individual & Family Services  
624200 Community Food & Housing, & Emergency & Other Relief Services  
624310 Vocational Rehabilitation Services  
624410 Child Day Care Services

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**Arts, Entertainment, and Recreation**  
**Performing Arts, Spectator Sports, and Related Industries**  
711100 Performing Arts Companies  
711210 Spectator Sports (including sports clubs & racetracks)  
711300 Promoters of Performing Arts, Sports, & Similar Events  
711410 Agents & Managers for Artists, Athletes, Entertainers, & Other Public Figures  
711510 Independent Artists, Writers, & Performers  
**Museums, Historical Sites, and Similar Institutions**  
712100 Museums, Historical Sites, & Similar Institutions  
**Amusement, Gambling, and Recreation Industries**  
713100 Amusement Parks & Arcades  
713200 Gambling Industries  
713900 Other Amusement & Recreation Industries (including golf courses, skiing facilities, marinas, fitness centers, & bowling centers)

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**Accommodation and Food Services**  
**Accommodation**  
721110 Hotels (except casino hotels) & Motels  
721120 Casino Hotels  
721191 Bed & Breakfast Inns  
721199 All Other Traveler Accommodation  
721210 RV (Recreational Vehicle) Parks & Recreational Camps  
721310 Rooming & Boarding Houses

**Code**  
**Food Services and Drinking Places**  
722110 Full-Service Restaurants  
722210 Limited-Service Eating Places  
722300 Special Food Services (including food service contractors & caterers)  
722410 Drinking Places (Alcoholic Beverages)

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**Other Services**  
**Repair and Maintenance**  
811110 Automotive Mechanical & Electrical Repair & Maintenance  
811120 Automotive Body, Paint, Interior, & Glass Repair  
811190 Other Automotive Repair & Maintenance (including oil change & lubrication shops & car washes)  
811210 Electronic & Precision Equipment Repair & Maintenance  
811310 Commercial & Industrial Machinery & Equipment (except Automotive & Electronic) Repair & Maintenance  
811410 Home & Garden Equipment & Appliance Repair & Maintenance  
811420 Reupholstery & Furniture Repair  
811430 Footwear & Leather Goods Repair  
811490 Other Personal & Household Goods Repair & Maintenance  
**Personal and Laundry Services**  
812111 Barber Shops  
812112 Beauty Salons  
812113 Nail Salons  
812190 Other Personal Care Services (including diet & weight reducing centers)  
812210 Funeral Homes & Funeral Services  
812220 Cemeteries & Crematories  
812310 Coin-Operated Laundries & Drycleaners  
812320 Drycleaning & Laundry Services (except Coin-Operated)  
812330 Linen & Uniform Supply  
812910 Pet Care (except Veterinary) Services  
812920 Photofinishing  
812930 Parking Lots & Garages  
812990 All Other Personal Services  
**Religious, Grantmaking, Civic, Professional, and Similar Organizations**  
813000 Religious, Grantmaking, Civic, Professional, & Similar Organizations

# Manufacturing Enhancement Area Credit Summary

Attach to your California tax return.

Social security or California corporation number

Name(s) as shown on return

FEIN

Qualified Taxpayer's SIC Code Activity. **Caution:** See instructions. \_\_\_\_\_

Secretary of State file number

**A. Check the appropriate box for your entity type:**

- Individual     Estate     Trust     C corporation     S corporation     Partnership
- Exempt organization     Limited liability company     Limited liability partnership

**B.** Enter the name of the Manufacturing Enhancement Area (MEA) business: \_\_\_\_\_

**C.** Enter the address (actual location) where the MEA business is conducted:  
\_\_\_\_\_

**D.** Enter the name of the MEA in which the business and/or investment activity is located.  
\_\_\_\_\_

**E.** Principal Business Activity Code number of the MEA business .....  
Enter the six-digit number from the Principal Business Activity Code Chart.

**F.** Total number of employees in the MEA ..... \_\_\_\_\_

**G.** Number of employees included in the computation of the hiring credit, if claimed ..... \_\_\_\_\_

**H.** Number of new employees included in the computation of the hiring credit, if claimed ..... \_\_\_\_\_

**I.** Gross annual receipts of the business ..... \_\_\_\_\_

**J.** Total asset value of the business ..... \_\_\_\_\_

**Part I Credit Used and Recapture**

**1** Hiring credit from Schedule Z, line 6A, column (f) or line 7, column (f) ..... **11** \_\_\_\_\_

**Note:** To compute the amount of credit to carry over, complete Schedule Z on Side 2.

**2** Recapture of hiring credit from Schedule Z, Section B, line 2, column (b) ..... **2** \_\_\_\_\_

**Part II Portion of Business Attributable to the Manufacturing Enhancement Area**

**3** Enter the average apportionment percentage of your business that is in the MEA from Worksheet II, Section A, line 4. If your operation is entirely within one MEA, the average apportionment percentage is 100% (1.00) ..... **3** \_\_\_\_\_

**Schedule Z Computation of Credit Limitations — Manufacturing Enhancement Area**

**Part I Computation of Credit Limitations.** See instructions.

<b>1</b> Trade or business income. <b>Individuals:</b> Enter the amount from Worksheet II, Section B, line 14, column (c) on this line and on line 3 (skip line 2). See instructions. <b>Note:</b> Corporations which file a combined report, enter the taxpayer's business income apportioned to California (see Part II instructions) . . . . .	<b>1</b>	
<b>2</b> <b>Corporations:</b> Enter the average apportionment percentage from Worksheet II, Section A, line 4. See instructions . . . . .	<b>2</b>	
<b>3</b> Multiply line 1 by line 2 . . . . .	<b>3</b>	
<b>4 a</b> Compute the amount of tax due using the amount on line 3. See instructions . . . . .	<b>4a</b>	
<b>b</b> Enter the amount of tax from Form 540, line 24; Long Form 540NR, line 27; Form 541, line 21; Form 100, line 24; Form 100W, line 24; Form 100S, line 22; or Form 109, line 7 or line 15. Corporations and S corporations, see instructions . . . . .	<b>4b</b>	
<b>5</b> Enter the smaller of line 4a or line 4b. This is the limitation based on the MEA income. Go to Part II, Part III, or Part IV. See instructions . . . . .	<b>5</b>	

**Part II Limitation of Credits for Corporations, Individuals, Estates, and Trusts.** See instructions.

(a) Credit name	(b) Credit amount	(c) Total prior year carryover	(d) Total credit col. (b) plus col. (c)	(e) Limitation based on MEA business income	(f) Used on Schedule P can never be greater than col. (d) or col. (e)	(g) Carryover col. (d) minus col. (e)
<b>6</b> Hiring credit	A					
	B					

**Part III Limitation of Credits for S Corporations Only.** See instructions.

(a) Credit name	(b) Credit amount	(c) S corporation credit col. (b) multiplied by 1/3	(d) Total prior year carryover	(e) Total credit col. (c) plus col. (d)	(f) Credit used this year by S corporation	(g) Carryover col. (e) minus col. (f)
<b>7</b> Hiring credit						

**Part IV Limitation of Credits for Corporations and S Corporations Subject to Paying Only the Minimum Franchise Tax.** See instructions.

(a) Credit name	(b) Credit amount	(c) Total prior year carryover	(d) Total credit carryover col. (b) plus col. (c)
<b>8</b> Hiring credit			

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**Go to our Website:**

**[www.ftb.ca.gov](http://www.ftb.ca.gov)**

# How to Get California Tax Information

**(Keep This Page For Future Use)**

## Your Rights as a Taxpayer

Our goal at the Franchise Tax Board (FTB) is to make certain that your rights are protected so that you will have the highest confidence in the integrity, efficiency, and fairness of our state tax system. FTB Pub. 4058, California Taxpayers' Bill of Rights, includes information on your rights as a California taxpayer, the Taxpayers' Rights Advocate Program, and how you can request written advice from the FTB on whether a particular transaction is taxable. See "Where to Get Tax Forms and Publications" below.

## Where to Get Tax Forms and Publications

**By Internet** – You can download, view, and print California tax forms and publications from our Website at [www.ftb.ca.gov](http://www.ftb.ca.gov).

Information about other state agencies can be accessed through the State Agency Index located on the California State Website at [www.ca.gov](http://www.ca.gov).

**By phone** – To order California tax forms, publications, and the current year federal booklets, call our automated phone service. To order a form:

- Refer to the list in your tax booklet and find the code number for the form you want to order.
- Call (800) 338-0505 and follow the instructions.

Please allow two weeks to receive your order. If you live outside California, please allow three weeks to receive your order.

**In person** – Many libraries, post offices, and banks provide free California personal income tax booklets during the filing season. Most libraries and some quick print businesses have forms and schedules for you to photocopy (a nominal fee may apply).

**Note:** Employees at libraries, post offices, banks, and quick print businesses cannot provide tax information or assistance.

**By mail** – Write to:

TAX FORMS REQUEST UNIT  
FRANCHISE TAX BOARD  
PO BOX 307  
RANCHO CORDOVA CA 95741-0307

## Letters

If you write to us, be sure your letter includes your FEIN, Secretary of State file number, California corporation number, or social security number, your daytime and evening telephone numbers, and a copy of the notice (if applicable). Send your letter to:

PROFESSIONAL RESOURCES AND  
EDUCATION SECTION MS F-228  
FRANCHISE TAX BOARD  
PO BOX 1468  
SACRAMENTO CA 95812-1468

We will respond to your letter within ten weeks. In some cases, we may need to call you for additional information. **Note:** Do not attach correspondence to your tax return unless the correspondence relates to an item on your return.

## General Toll-Free Phone Service

Telephone assistance is available year-round from 7 a.m. until 7 p.m. Monday through Friday, except state holidays. We may modify these hours without notice to meet operational needs.

From within the United States, call . . . . . (800) 852-5711  
From outside the United States, call (not toll-free) . . . . . (916) 845-6500

**Assistance for persons with disabilities:**  
The FTB complies with the Americans with Disabilities Act. Persons with a hearing or speech impairments, call:

From TTY/TDD . . . . . (800) 822-6268  
(Direct line to FTB customer service)

### Asistencia bilingüe en español:

Asistencia telefónica esta disponible todo el año durante las 7 a.m. y las 7 p.m. lunes a viernes, excepto días festivos estatales. Sin embargo, podríamos modificar este horario sin aviso previo para cumplir necesidades de operación.

Dentro de los Estados Unidos,  
llame al . . . . . (800) 852-5711  
Fuera de los Estados Unidos,  
llame al (cargos aplican) . . . . . (916) 845-6500

Página Electrónica:  
[www.ftb.ca.gov](http://www.ftb.ca.gov)

**Asistencia para personas discapacitadas:**  
El FTB está en conformidad con el Acta de Americanos Discapacitados. Personas con problemas auditivos o de habla pueden llamar:

De TTY/TDD – Línea directa al servicio de clientes del FTB (800) 822-6268

## Geographic Boundaries

To find a street address within the MEA geographic boundaries, go to the California Technology, Trade and Commerce Website at [www.commerce.ca.gov](http://www.commerce.ca.gov).

If you need additional information about the MEA, you may contact the Department of Housing and Community Development at:

DEPARTMENT OF HOUSING AND  
COMMUNITY DEVELOPMENT  
1800 THIRD STREET, SUITE 390  
SACRAMENTO CA 95814  
Tel: (916) 322-1560

## Economic Development Area Information

Further information about the MEA is available from:

FRANCHISE TAX BOARD  
Telephone: (916) 845-3464  
FAX: (916) 845-6791  
Website: [www.ftb.ca.gov](http://www.ftb.ca.gov)