

# Minnesota Business Activity Report

Minnesota corporations and all other corporations registered with the Secretary of State's Office to do business in Minnesota are not required to file Form M4R. Corporations that are not exempt under M.S. 290.371, subd. 2, must file Form M4R by the 15th day of the fourth month after the close of the tax year. Read the instructions on the back before completing this form.

<b>Print or Type</b>	For calendar year	Or fiscal year (enter beginning/ending dates)		FEIN	Minnesota tax ID	
		Begins	Ends			
	Name of corporation			Are you a member of a unitary group? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you make retail sales in Minnesota? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Street address					
	City			State   Zip code		
	Principal office in Minnesota			Principal type of business		
	Street address			Principal product or service		
City			State   Zip code			
			Amount of Minnesota sales (wholesale or retail) or receipts \$			

Offices and other places of business in Minnesota. *(Attach additional sheets if you need more room.)*

<b>Minnesota Contacts</b>	Location	Nature of activity

Officers, employees, agents and representatives with activity in Minnesota.  
*(Attach a brief job description for each officer and class of employee.)*

<b>Minnesota Activity</b>	Title	Number of persons

On a separate sheet, explain all "yes" answers below in detail. During the period covered by the report, did the corporation:

	<b>Yes</b>	<b>No</b>
<b>1</b> Own or lease tangible or intangible personal property or real property in Minnesota? .....	<b>1</b> <input type="checkbox"/>	<input type="checkbox"/>
<b>2</b> Employ or own any other assets in Minnesota? .....	<b>2</b> <input type="checkbox"/>	<input type="checkbox"/>
<b>3</b> Own or consign any merchandise located in Minnesota? .....	<b>3</b> <input type="checkbox"/>	<input type="checkbox"/>
<b>4</b> Own assets located in Minnesota that are leased to others? .....	<b>4</b> <input type="checkbox"/>	<input type="checkbox"/>
<b>5</b> Perform or contract any training, installation or repair work in Minnesota? .....	<b>5</b> <input type="checkbox"/>	<input type="checkbox"/>
<b>6</b> Perform or contract any warranty work in Minnesota? .....	<b>6</b> <input type="checkbox"/>	<input type="checkbox"/>
<b>7</b> Derive any revenues from services performed by employees or entities for persons or businesses located in Minnesota? .....	<b>7</b> <input type="checkbox"/>	<input type="checkbox"/>
<b>8</b> Derive income from any source within Minnesota, including income from activities conducted by subsidiaries, affiliated entities or partnerships? .....	<b>8</b> <input type="checkbox"/>	<input type="checkbox"/>

*I certify that this report, including any accompanying material, is true, correct and complete to the best of my knowledge and belief.*

<b>Sign Here</b>	Signature	Title	Date	Daytime phone
	Signature of preparer	PTIN	Date	Daytime phone

# Form M4R Instructions

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## Filing Requirements

Corporations are required to file Form M4R, *Minnesota Business Activity Report*, with the Minnesota Department of Revenue if they obtain any business from within Minnesota during the calendar or fiscal accounting year. If you are registered with the Minnesota Secretary of State's Office to do business in this state, you are not required to file Form M4R. (Read "Exemptions" and "Exempt activities" for additional exceptions to this requirement.)

Business obtained from within Minnesota includes:

- sales of products or services to Minnesota customers who receive the product or service in Minnesota;
- sales of services that are performed outside Minnesota, the benefits of which are consumed in Minnesota;
- transactions with Minnesota customers that involve intangible property and result in income flowing to the corporation from within Minnesota;
- leases of tangible personal property located in Minnesota;
- sales and leases of Minnesota real estate; and
- deposits made to financial institutions by Minnesota customers.

**Exemptions.** You do not have to file Form M4R if:

- you have received a certificate of authority to do business in Minnesota from the Secretary of State by the end of the accounting period for which you would have had to file the report;
- your corporation is an insurance company licensed by the Department of Commerce to transact insurance business in Minnesota;
- you are exempt from taxation under Subchapter F of the Internal Revenue Code;
- your corporation is a mining business and subject to Minnesota's occupation tax; or
- you have filed a timely tax return.

**Exempt activities.** You are not required to file this report if your activities in Minnesota relate solely to your ownership of an interest in the following:

- real estate mortgage investment conduits;
- real estate investment trusts;
- regulated investment companies;
- securitized loans;
- secondary loan market assets; or
- property acquired in satisfaction of a default on a secondary loan market asset, provided the property is disposed of in a reasonable time.

Exempt activities related to the above types of property include contacts with Minnesota reasonably required to:

- evaluate and complete the acquisition or disposition of the property;
- service the property or collect income from the property; or
- acquire or liquidate collateral relating to the property.

Secondary loan market assets consist of interest in the following assets in which the obligations are solicited and entered into by persons independent of and not acting on behalf of your corporation:

- lease financing receivables;
- loans secured by real or tangible personal property;
- commercial or consumer loans and installment obligations;
- credit card or merchant discount receivables; and
- securities or money market instruments.

The exemption for secondary loan market assets does not apply to a member of a unitary group that acquires the asset from another member of the unitary group.

## Due Date

You must file Form M4R each year by the 15th day of the fourth month after the close of your calendar or fiscal accounting year.

## Penalties

If you do not file Form M4R, you will lose your right under Minnesota law to file a lawsuit, except for lawsuits related to your Minnesota tax liability.

You will not be able to use the courts (except for activities or property described under "Exempt activities") to enforce contracts or to settle lawsuits that arise before the end of the last accounting period for which you fail to file a timely report.

You will be allowed to continue any lawsuits if you pay all taxes, interest and civil penalties due, or if you provide for them by posting a security bond with the Department of Revenue.

The Department of Revenue may disclose to litigants if a Business Activities Report has been filed by a party to a lawsuit.

## Minnesota Tax ID Number

The Minnesota tax ID number is the seven-digit number assigned by the Department of Revenue. It is the same as your Minnesota sales and use tax number or your Minnesota employer's withholding tax number.

If you do not have a Minnesota tax ID and do not need to file sales, use or withholding tax in Minnesota, leave this space blank.

## Information and Assistance

Website: [www.revenue.state.mn.us](http://www.revenue.state.mn.us).

Email: [BusinessIncome.tax@state.mn.us](mailto:BusinessIncome.tax@state.mn.us)

Phone: 651-556-3075 (TTY: Call 711 for Minnesota Relay)

We'll provide information in other formats upon request to persons with disabilities.