

# Instructions for Web Fill-In Forms

## Getting Started

Save the PDF to your computer



Use the latest version of Adobe Acrobat Reader to complete the form



## Guidelines

Do not handwrite any information



Do not use commas when entering amounts

Enter Whole U.S. Dollars Only  ❌

Enter Whole U.S. Dollars Only  ✅

Do not use brackets for negative numbers

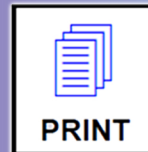
Use a minus sign to show the amount is negative

Enter Whole U.S. Dollars Only  ❌

Enter Whole U.S. Dollars Only  ✅

## Printing

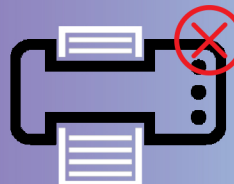
Use the print icon on the form to ensure you have completed all required fields



Before printing, select "actual size"

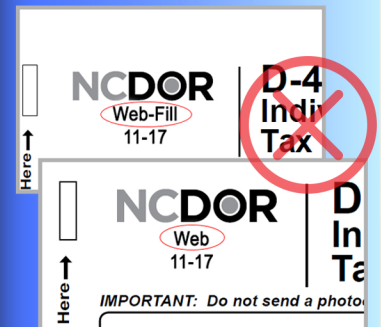


Do not select "print both sides of the paper"



## Before Mailing

Do not mix form types



Do not submit photocopies of returns

Submit originals only



# D-400 Schedule AM 2017 Amended Schedule

**Important:** You must complete Form D-400 and fill in the applicable circle indicating amended return. Attach this schedule to the front of your North Carolina amended D-400 return. (See *Instructions*)

Your Social Security Number	<div style="border: 1px solid black; border-radius: 15px; padding: 2px 10px; display: inline-block;">                 You <u>must</u> enter your social security number(s)             </div>	Spouse's Social Security Number
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Your First Name <i>(USE CAPITAL LETTERS FOR YOUR NAME AND ADDRESS)</i>	M.I.	Your Last Name		
If a Joint Return, Spouse's First Name	M.I.	Spouse's Last Name		
Mailing Address - If this is a change, fill in applicable circle. <input type="radio"/>	Apartment Number			
City	State	Zip Code	Country <i>(If not U.S.)</i>	County <i>(Enter first five letters)</i>

<b>Reason(s) for Amending Your Return</b> <i>(Fill in the circles for all applicable boxes)</i>
<input type="radio"/> Federal audit change <i>(Attach federal audit report)</i> <input type="radio"/> Additional Income <i>(Include W-2, 1099, or K-1)</i> <input type="radio"/> Adjustments to D-400 Schedule S <i>(Attach schedule and any supporting documentation)</i> <input type="radio"/> Adjustments to D-400 Schedule PN <i>(Attach schedule and any supporting documentation)</i> <input type="radio"/> Tax Credits <i>(Attach Form D-400TC)</i> <input type="radio"/> Filing Status <b>(Note:</b> You cannot change from joint to separate returns after the due date of the original return.) <input type="radio"/> Change in Social Security Number or ITIN (SSN or ITIN on original return ) <input type="radio"/> Original return has previously been audited by the Department <input type="radio"/> Net operating loss <i>(Include copy of your federal form 1045, including Schedules A and B)</i> <input type="radio"/> Injured/innocent spouse <input type="radio"/> Tax Treaties <input type="radio"/> Other

<b>Explanation of Changes</b>
Give the reason for each change. Attach all supporting forms and schedules for the items changed. Be sure to include your name and social security number on any attachments. If the changes are also applicable to your federal return, include a copy of <b>Federal Form 1040X</b> . If there was a change to wages or State withholding, be sure to include corrected Forms W-2 or 1099. <b>Refunds will not be processed without a complete explanation of changes and required attachments.</b>

Mail Form D-400 Schedule AM, Form D-400, all required schedules, supporting forms, and, if applicable, payment for the amount shown due on Form D-400, Line 27 and Form D-400V Amended to:  
N.C. DEPARTMENT OF REVENUE, P.O. BOX 25000, RALEIGH, NC 27640-0640