



Change in Mailing Address and Assistance Information for Prior Year Gift Tax Forms

Beginning on August 1, 2017, the mailing address changed for Forms TP-400, *New York State Gift Tax Return*, TP-400-A, *New York State Short Form Gift Tax Return*, and TP-402, *Estimated Payment of Gift Tax and/or Request for Extension of Time to File Gift Tax Return*.

If a form instructs you to mail it to: NYS Tax Department – Gift Tax Processing, PO Box 397, Albany NY 12201-0397, you must mail it to this address instead (see *Private delivery services* below):

**NYS TAX DEPARTMENT
PO BOX 15167
ALBANY NY 12212-5167**

Note: Forms mailed to the old address may be delayed in processing.

Private delivery services

If you choose, you may use a private delivery service, instead of the U.S. Postal Service, to mail in your form and tax payment. However, if, at a later date, you need to establish the date you filed or paid your tax, you cannot use the date recorded by a private delivery service **unless** you used a delivery service that has been designated by the U.S. Secretary of the Treasury or the Commissioner of Taxation and Finance. (Currently designated delivery services are listed in Publication 55, *Designated Private Delivery Services*. See *Need help?* below for information on obtaining forms and publications.) If you have used a designated private delivery service and need to establish the date you filed your form, contact that private delivery service for instructions on how to obtain written proof of the date your form was given to the delivery service for delivery.

For all the forms referenced above, if you are using a private delivery service, send to:

**NYS TAX DEPARTMENT
MISC TAX PROCESSING
90 COHOES AVE
GREEN ISLAND NY 12183**

Need help?



Visit our website at **www.tax.ny.gov**
(for information, forms, and online services)



Miscellaneous Tax Information Center: (518) 457-5735
To order forms and publications: (518) 457-5431



Text Telephone (TTY) Hotline
(for persons with hearing and speech disabilities using a TTY): (518) 485-5082