

2020 Filing Requirement

Due to the current situation, we kindly request staff members to submit your 2020 tax claim as 1 PDF file along with all the UN forms to 2020taxclaimsonly@un.org in the following order, with "UN index# - Last Name -2020 Tax Claim" on the subject line.

E-signature is acceptable at the moment. Please find [job aid](#) on how to merge PDF files into 1 PDF file.

1. F65 with signature on page 2;
2. F65A if you worked overseas in 2020 with signature on page 1;
3. Proof of payment if you have paid off tax due (only Federal/NYS tax); (Bank/credit card statement with paid amount, cashed check images both front and back sides, online payment receipt with paid amount etc.)
4. Explanation memo with your signature if applicable; (For any legal reason, when receiving UN spousal allowance, but not filing jointly; when receiving UN dependent allowance, but not claiming them on your tax return.)
5. Federal return with signature on page 2 of IRS Form 1040;
6. Any applicable state returns with signatures; (page 4 of NYS return/IT-201/203, page 4 of NJ return etc.)
7. F243 with signature, UN index# and leave 06/15/2021 as it is, when you submit 2020 tax claims before 06/15/2021.