

RF-9

(Rev. 9/09)

KANSAS DEPARTMENT OF REVENUE Decedent Refund Claim

IMPORTANT: Complete a RF-9 form for each tax year and each refund type. Also enclose proof of death with each return. Refer to the instructions on the reverse to complete an accurate claim for refund on behalf of a decedent.

REFUND TYPE. (Check one)

- Form K-40**, Individual Income Tax/Food Sales Tax Refund
- Form K-40H**, Kansas Homestead Claim
- Form K-40PT**, Kansas Property Tax Relief Claim for Low Income Seniors

REFUND TAX YEAR. Calendar year: _____, or fiscal year ending _____ mm/dd/yyyy.

DECEDENT INFORMATION — PLEASE TYPE OR PRINT.

Name of Decedent	Date of Death	Social Security Number of Decedent
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CLAIMANT INFORMATION — PLEASE TYPE OR PRINT.

Name of Claimant	Social Security Number or EIN	
Address of Claimant		
City	State	Zip Code
Relationship to Decedent	Daytime Telephone Number, including Area Code	

I am filing this request for the decedent's refund as (check only one box):

- Surviving spouse. The refund claim is for a joint income tax return, or homestead claim of a deceased spouse. A copy of the death certificate or proof of death is enclosed.
- Decedent's personal representative. A court certificate of my appointment and proof of death are enclosed.
- Heir at law. No estate proceedings were held and there is no surviving spouse. A copy of the death certificate or proof of death is enclosed. I shall distribute the refund to the decedent's following heirs at law.

<u>Name</u>	<u>Relationship</u>	<u>Age</u>

I agree to hold the state of Kansas and its agents harmless from any claim and all costs that may arise out of delivery of the decedent's refund to me. I understand that I am required by Kansas law to distribute the refund to the decedent's estate or heirs.

I declare under the penalties of perjury that to the best of my knowledge and belief this is a true, correct and complete claim.

X

Signature of Claimant

Date

INSTRUCTIONS FOR FORM RF-9

GENERAL INFORMATION

This form is used to claim a refund on behalf of a deceased taxpayer. Complete a separate Form RF-9 for each type of tax refund claimed. For example, if a decedent has a refund on an Income Tax and/or Food Sales Tax Return, Form K-40, and a Homestead refund on Form K-40H for the tax year, submit Form RF-9 and documentation with each, or for each, type of return.

SPECIFIC INSTRUCTIONS

Refund Type: Check the appropriate box. File a separate Form RF-9 for each type of refund.

Refund Tax Year: Enter in the appropriate space the calendar tax year of the refund OR fiscal year end date of the decedent's refund.

Decedent Information: Print or type the decedent's full name – first, middle initial, and last name. Enter the date of death as mm/dd/yyyy. Enter the decedent's Social Security Number.

Claimant Information: Print or type all the requested information. The claimant's Social Security Number (or EIN if a trust) must be given. This is information the department will use to mail the refund check. Please include a daytime telephone number so we may contact you if we have any questions.

Check the appropriate box for the reason you are claiming the decedent's refund. Be sure to enclose the required documentation with each Form RF-9. Refer to the *Documentation Required to Claim a Decedent Refund* section that follows.

If you are an heir at law, list the name, relationship and age of all the decedent's heirs at law, listing yourself on the first line. If additional space is needed, attach a separate sheet.

Signature: Read the statements at the bottom, sign and date the form.

How to Submit Form RF-9: If the taxpayer died before filing the K-40, K-40H, or K-40PT, enclose the RF-9 and documentation with your form when it is filed. If the taxpayer died after filing the income tax return, homestead refund claim, or the property tax relief claim, mail the RF-9 and documentation to:

Customer Relations/Wage Earner
Kansas Department of Revenue
915 SW Harrison St.
Topeka, KS 66625-1000.

You may also fax the RF-9 and documents to Customer Relations/Wager Earner at (785) 296-8989.

DOCUMENTATION REQUIRED TO CLAIM A DECEDENT REFUND

Surviving Spouse: If you are a surviving spouse requesting a refund of less than \$100, you must submit ONE of the following with your return.

- ◆ Federal Form 1310, Statement of Person Claiming Refund Due a Deceased Taxpayer
- ◆ Death Certificate
- ◆ Obituary Statement
- ◆ Funeral Home Notice
- ◆ Kansas Form RF-9, Decedent Refund Claim

If you are a surviving spouse requesting a refund of OVER \$100, you must submit TWO documents to claim the refund.

- ◆ Proof of death (death certificate, obituary statement or funeral home notice), AND
- ◆ Kansas Form RF-9, Decedent Refund Claim

Personal Representatives: A personal representative is the executor or administrator of the decedent's estate as certified or appointed by the court. You must submit TWO documents to claim a decedent refund.

- ◆ A copy of the Letters of Administration AND
- ◆ Kansas Form RF-9, Decedent Refund Claim

Heir at Law: If a refund of ANY amount is being requested by someone other than a surviving spouse, you must submit TWO documents to support your claim for refund.

- ◆ Proof of death (death certificate, obituary statement or funeral home notice), AND
- ◆ Kansas Form RF-9, Decedent Refund Claim

TAXPAYER ASSISTANCE

Please contact us if you have questions or need assistance in completing Form RF-9.

Taxpayer Assistance Center
Kansas Department of Revenue
915 SW Harrison St., 1st Floor
Topeka, KS 66625-2007

Phone: (785) 368-8222
Hearing Impaired TTY: (785) 296-6461

Additional copies of this and other Kansas income tax forms are available from our office or web site:

www.ksrevenue.org