

# Online Mutual Fund Tax Guide

## User Guide

To login to the Mutual Fund Tax Guide:

1. Go to [www.mfpc.com](http://www.mfpc.com)
2. Click on the “Online Taxguide” link at the top of the toolbar
3. Choose 2006 Tax Guide (or the respective year you want)

This will take you to the login page.

Enter your Login ID and Password. Click on the Submit button.



The screenshot shows a Microsoft Internet Explorer browser window displaying the login page for the Mutual Fund Publishing Company. The address bar shows the URL <http://www.mfpc.com/login.shtml?msg=true>. The page features the company logo on the left and a navigation menu with links for Home, More Information, Online Taxguide, Downloads, Order, and Your Profile. The main heading is "Please Login:" followed by two input fields for "Login ID" and "Password". Below these fields is a checkbox labeled "Remember my password." and two buttons: "Submit" and "Reset". There are also two links: "New Users Create an Account" and "Forget Your Login?". The footer of the page reads "Copyright 2005 Mutual Fund Publishing Company".

### **US Treasury Reference Program (US Treasury)**

The US Treasury section provides the % of earnings from US Government Obligations earned in Mutual Funds.

### **Municipals Reference Program (Municipals)**

The Municipals section provides the % of earnings from municipal bond funds by state and the % of earnings subject to AMT.

### **Dividend Received Deduction Reference Program (DRD)**

The DRD section provides the % of earnings from mutual funds that qualify for the corporate dividend received deduction.

### **Foreign Income Reference Program (Foreign)**

The Foreign section provides the % of earnings from mutual funds that represent foreign income and if provided, qualified foreign dividend income. This information is used to calculate the foreign tax credit.

### **Abbreviations**

If you don't know what certain abbreviations used mean, click on the Abbreviations link to see the definitions.

### **Making your state selections...**

US Treasury - When you first enter the tax guide, you should enter the settings for selecting the appropriate government and agency categories that are applicable in the state returns you are preparing (Administrators of a multi-user license see "**Administrator Features for Multi-User Licenses**" below). You may enter up to 3 different settings. Once you've done this, hit the submit button to save those settings. You will not have to re-enter these again, however you may change them at any time and save those changes by hitting the submit button again.

Municipals - When you first enter the muni section, you should enter the settings for selecting the appropriate states and territories that are exempt in the state returns you are preparing (Administrators of a multi-user license see "**Administrator Features for Multi-User Licenses**" below). You may enter up to 3 different states. Once you've done this, hit the submit button to save those settings. You will not have to re-enter these again, however you may change them at any time and save those changes by hitting the submit button again.

### **Choosing a fund...**

Choose the fund by clicking on the binoculars icon (new for 2006). Either search by keyword(s) or scroll through the list to find your fund. Once found, double click your choice or click the fund and the "select" button.

### **Enter 1099 Earnings...**

To use the tax guide as a calculator, enter the 1099 earnings from box 1a of the funds 1099 in the "1099 Earnings" column.

## Retrieve information...

Once you've chosen the funds and if desired, entered the 1099 earnings, click on the submit button. A print friendly page will pop up that provides all of the applicable information for those funds. A sample screenshot of the data entry screen and the resulting information page is below (2005 US Treasury).

Fund Family Name	1099 Earnings	% Applicable in Your State	Exempt Earnings
American Cash Mgmt Trust of America	253.54	8.72	22.11
Fidelity Advisor Govt Investment	157.86	40.65	64.17
Dreyfus US Treasury Reserves	375.78	53.24	200.07
Schwab US Treasury Money	1,050.20	100.00	1,050.20
<b>Total</b>	<b>1,837.38</b>		<b>1,336.54</b>

  

Categories Applicable in Your State	MO	UST	FAB	FFCB	SLMA	FHLB	FNMA	GNMA	FHLMC	REPO	TVA	Other
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>									

  

Fund Family Name	UST	FAB	FFCB	SLMA	FHLB	FNMA	GNMA	FHLMC	REPO	TVA	Other	Other%
American Cash Mgmt Trust of America		8.72										
Fidelity Advisor Govt Investment		40.65										
Dreyfus US Treasury Reserves		53.24										
Schwab US Treasury Money		100.00										

  

Fund Family Name	Footnote Information	% of US Gov't Obligations Held at Quarter End			
		1st	2nd	3rd	4th
American Cash Mgmt Trust of America					
Fidelity Advisor Govt Investment					
Dreyfus US Treasury Reserves					
Schwab US Treasury Money					100.00

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