



# Request for settlement of income taxes (supplementary information to form F.65)

To be completed by each staff member on mission or assignment outside the United States during 2025, 2024 and/or 2023

Index No.: 

--	--	--	--	--	--	--	--	--	--

Last name:

First name:

Staff members who have been on mission or assignment outside the United States for a substantial period may qualify for foreign earned income exclusion for the federal and some state income taxation. The maximum exclusion for 2024 is \$126,500 per person. Detailed information about the exclusion of foreign earned income can be found in IRS Publication 54 and the instructions for IRS form 2555, which must be completed and attached to the tax returns of staff members who qualify for the exclusion.

It is necessary to complete this form in order to help the Income Tax Unit to determine whether or not you have already qualified or are likely to qualify for the foreign earned income exclusion for tax years 2024 and/or 2025. The data for 2024 are also essential for United States citizens who, while on assignment outside the United States, are subject to self-employment taxes to the extent that they spend time in the United States on official duty. Please use digits to represent the month and follow the international dating convention of **day/month/year** when completing this form.

I am currently outside the United States on mission or assignment.  
My most likely return date to an assignment in the United States is: \_\_\_\_\_

I have not returned to the USA in  2023,  2024,  2025

I have indicated below each different period from 1 January 2023 to the present (**beginning with the oldest date**) during which I was outside the United States, and if necessary, I have attached an additional copy of this form for more entries. NB dates should be in the International format **DD/MM/YYYY**

Date(s) departed from US	Date(s) returned to US	Number of full days overseas	Number of full days in US
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Certified true and correct:**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_