

# TAX TOOLS



## IMPORTANT TAX REFERENCE MATERIALS

Our 2012 Northern Institutional Funds tax reference materials have been designed to help streamline tax season for our institutional clients. The Northern Institutional Funds Informational 1099 Forms provide detailed information about investment income and capital gain distributions for institutional accounts, providing you with a view of the account's total income earned. In addition, the Northern Institutional Funds Tax Facts brochure provides the same detailed distribution information for each of the funds.

### DETAILED TAX INFORMATION ON YOUR INSTITUTIONAL ACCOUNTS

Institutional clients may receive one or more of the following forms based on account activity.

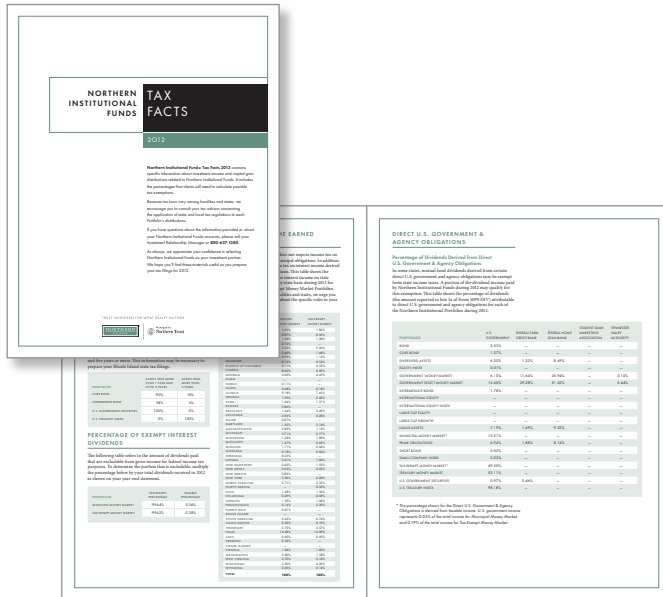
- **Form 1099-DIV:** reports dividends and capital gains
- **Form 1099-B:** reports the proceeds from redemptions and exchanges (excluding money market accounts)

PAYER'S name, street address, city, state, ZIP code, and telephone no.		1a Total ordinary dividends	OMB No. 1545-0110	<b>2012</b> Form <b>1099-DIV</b>	<b>Dividends and Distributions</b>
		\$			
		1b Qualified dividends			
		\$			
PAYER'S federal identification number		2a Total capital gain distr.	2b Unrecap. Sec. 1250 gain	<b>Copy B For Recipient</b>	
RECIPIENT'S identification number		\$	\$		
		2c Section 1202 gain	2d Collectibles (28%) gain		
		\$	\$		

RECIPIENT'S name		PAYER'S name, street address, city, state, ZIP code, and telephone no.		1a Date of sale or exchange	OMB No. 1545-0715	<b>2012</b> Form <b>1099-B</b>	<b>Proceeds From Broker and Barter Exchange Transactions</b>
Street address (including apt. no.)				1b Date of acquisition			
City, state, and ZIP code				1c Type of gain or loss			
Account number (see instructions)				Short-term <input type="checkbox"/>			
				Long-term <input type="checkbox"/>		1d Stock or other symbol	1e Quantity sold
PAYER'S federal identification number		RECIPIENT'S identification number		2a Stocks, bonds, etc.	Reported to IRS <input type="checkbox"/>	Sales price	2b If box checked, loss based on amount in 2a is not allowed <input type="checkbox"/>
				\$	<input type="checkbox"/>	Sales price less commissions and option premiums	
RECIPIENT'S name				3 Cost or other basis	4 Federal income tax withheld	<b>Copy B For Recipient</b>	
Street address (including apt. no.)				\$	\$	This is important tax information and is being furnished to the Internal Revenue Service. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if this income is taxable and the IRS determines that it has not been reported.	
City, state, and ZIP code				5 Wash sale loss disallowed	6 Checked if:		
Account number (see instructions)		2nd TIN not <input type="checkbox"/>		7 Bartering	a <input type="checkbox"/> Noncovered security		
				\$	b <input type="checkbox"/> Basis reported to IRS		
CUSIP number				8 Description			
				9 Profit or (loss) realized in 2012 on closed contracts	10 Unrealized profit or (loss) on open contracts—12/31/2011	13 State	
				\$	\$	14 State identification no.	
				11 Unrealized profit or (loss) on open contracts—12/31/2012	12 Aggregate profit or (loss) on contracts	15 State tax withheld	
				\$	\$	\$	

Form **1099-B**

These 1099 Forms are for informational purposes only and will not be reported to the Internal Revenue Service (IRS).



## NORTHERN INSTITUTIONAL FUNDS TAX FACTS 2012

### INFORMATION PROVIDED:

- Percentages of qualified dividend income (QDI)
- Long-term capital gain distributions
- Percentage of exempt interest dividends
- Percentage of dividends eligible for the corporate dividends received deduction (DRD)
- Percentage of fund exposure to alternative minimum tax (AMT)
- Tax-exempt income earned by state
- Information regarding foreign taxes
- Percentage of dividends from direct U.S. government and agency obligations

The 2012 Northern Institutional Funds Tax Facts will be available online at [northerninstitutionalfunds.com/tax-center](http://northerninstitutionalfunds.com/tax-center) in January 2013. Or, you may request a printed copy, which will be available in late January, by calling your Northern Trust relationship manager or the Northern Institutional Funds Center at **800-637-1380**, weekdays from 7:00 a.m. to 7:00 p.m. Central Time.

For specific tax questions, we encourage you to consult a professional tax advisor, or you can contact the Internal Revenue Service (IRS) at 800-829-1040 or visit the IRS website at [irs.gov](http://irs.gov).

The IRS website address provided above is for your convenience only and Northern Institutional Funds does not endorse or recommend this website. Northern Institutional Funds is not responsible for the accuracy or validity of the content on this website.



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