



# State of Georgia Department of Revenue



**KEEP THESE INSTRUCTIONS AND WORKSHEET WITH YOUR RECORDS**

## Instructions

1. Download (free) the latest version of Adobe Reader.  
[adobe.com/products/acrobat/readstep2.html](http://adobe.com/products/acrobat/readstep2.html)
2. Complete the worksheet below to automatically create your payment voucher.
3. Click the "Print" button to print a completed PV CORP payment voucher.
4. Sign and date the payment voucher.
5. Cut the payment voucher along the dotted line and mail the voucher and your payment only to the address on the voucher.

**DO NOT** fold, staple or paper clip items being mailed.

**DO NOT** mail in the worksheet, keep this for your records.

PV CORP Worksheet										
1. FEI Number:										
2. Email Address:										
3. Company Name:										
4. Street Address Line 1:										
5. City:					6. State:		7. Zip:		-	
8. Title:						Telephone:				
9. Select Type Of Return:	Paper Return:	<input type="checkbox"/>		Electronically Filed:	<input type="checkbox"/>					
10. Income Tax Year:	.....									
11. Beginning Date:	.....									
12. Ending Date:	.....									
13. Amount Paid:	.....									

## Instructions for the Payment Voucher (PV CORP)

1. Only complete this voucher if you owe taxes.
2. If you are filing a paper return mail your return, PV Corp and your payment to the address that appears on the return.
3. **Do not** mail your paper return with your voucher and payment if you are filing electronically. Mail only your voucher and payment to the address below.
4. Write your Federal Employer Identification Number on your check or money order.
5. **Do not** use staples to attach your check. Remove your check stub and keep with your records.
6. If the due date falls on a weekend or holiday, the tax shall be due on the next day that is not a weekend or holiday.

For faster and more accurate posting to your account, use a payment voucher with a valid scanline from the Georgia Department of Revenue's website [dor.georgia.gov](http://dor.georgia.gov) or one produced by an approved software company listed at [dor.georgia.gov/approved-software-vendors](http://dor.georgia.gov/approved-software-vendors).

**PLEASE DO NOT mail this entire page. Please cut along dotted line and mail only coupon and payment.  
PLEASE DO NOT STAPLE. PLEASE REMOVE ALL CHECK STUBS.**

----- Cut along dotted line -----

**PV CORP** (Rev.06/20/19)  
Corporate and Partnership  
Payment Voucher



2003004018

**MAIL TO:**  
Processing Center  
Georgia Department of Revenue  
P O Box 740317  
Atlanta, GA 30374-0317

Paper Return     Electronically Filed

FEI Number	Income Tax Year	Beginning Date	Ending Date	Vendor Code <b>040</b>
Name (Type or print plainly the exact Company Name)			E-mail Address	
Business Address		City	State	Zip Code
Title	Telephone	Signature	Date	

**PLEASE DO NOT STAPLE. REMOVE ALL CHECK STUBS.**

**Amount Paid \$**