



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
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.

Payments can be made electronically on the Georgia Tax Center (GTC) gtc.dor.ga.gov/

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. Please Select Tax Type of Return:										
11. Income Tax Year:										
12. Beginning Date:										
13. Ending Date:										
14. Amount Paid:										

Dos and Don'ts Checklist for the Corporate/Partnership (PV- Corp) Payment Voucher




Payments can be made electronically on the Georgia Tax Center (GTC) gtc.dor.ga.gov/ .

- Do:**
- Use a payment voucher with a valid scanline.
 - Complete this voucher if you owe taxes.
 - Complete the voucher in its entirety.
 - Remember **payments of \$10,000 or more must be made electronically.**
 - Remember 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.
 - Write your Federal Employer Identification Number (FEIN) on your check or money order.
 - Make your check or money order payable to: Georgia Department of Revenue
 - Mail your voucher and payment to the address on the voucher if your return was **filed electronically.**
 - Mail your return, payment voucher and payment to the address that appears on the return if filing a **paper return.**

- Do not:**
- Mail this entire page.
 - Staple payment and voucher together.
 - Print on both sides of the paper.
 - Handwrite any information.

Georgia Public Revenue Code Section 48-2-31 stipulates that taxes shall be paid in lawful money of the United States, free of any expense to the State of Georgia.

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

 <p>PV CORP (Rev. 08/13/24) Corporate and Partnership Payment Voucher</p>	 2503004014	 <p>MAIL TO: Processing Center Georgia Department of Revenue P O Box 740317 Atlanta, GA 30374-0317</p>		
<input type="checkbox"/> Paper Return <input type="checkbox"/> Electronically Filed				
FEI Number	Income Tax Year	Beginning Date	Ending Date	Vendor Code 040
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 \$

