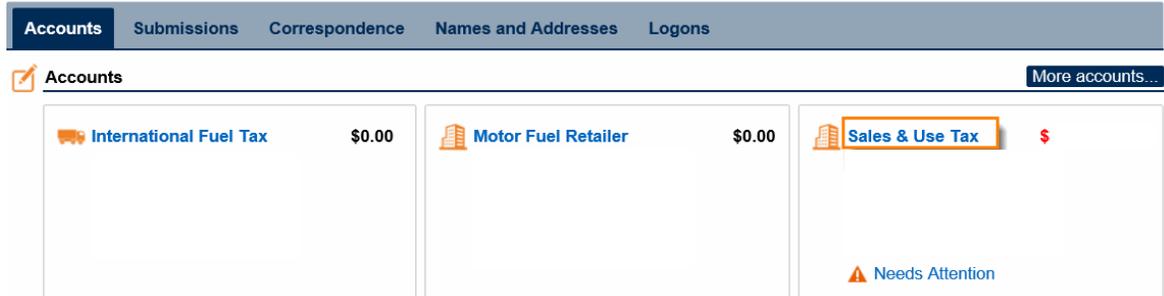


The following documentation provides information on how to file an amended ST-3 return via the Georgia Tax Center.

How to File an Amended ST-3 Return

1. Go to the GTC website (<https://gtc.dor.ga.gov>), and log into your account. Click the **Sales & Use Tax** account hyperlink.



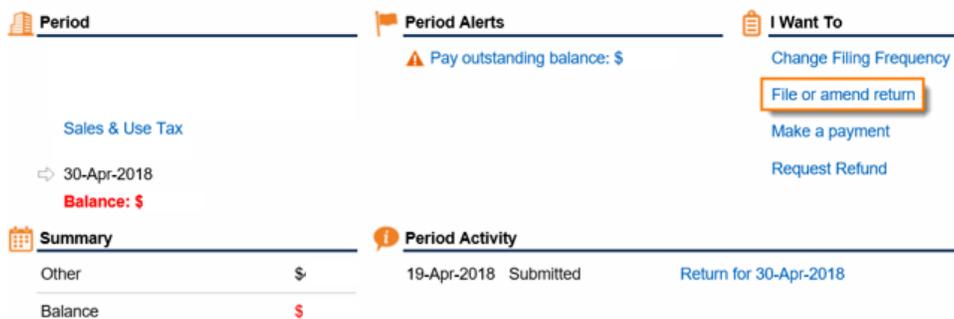
Accounts	Submissions	Correspondence	Names and Addresses	Logons											
<div style="display: flex; justify-content: space-between;"> Accounts More accounts... </div> <table border="1"> <tr> <td>International Fuel Tax</td> <td>\$0.00</td> <td>Motor Fuel Retailer</td> <td>\$0.00</td> <td>Sales & Use Tax</td> <td>\$</td> </tr> <tr> <td colspan="5" style="text-align: right;">Needs Attention</td> </tr> </table>					International Fuel Tax	\$0.00	Motor Fuel Retailer	\$0.00	Sales & Use Tax	\$	Needs Attention				
International Fuel Tax	\$0.00	Motor Fuel Retailer	\$0.00	Sales & Use Tax	\$										
Needs Attention															

2. Click on the hyperlink for the period for which you want to file an amended return.



Recent Periods			
31-Dec-2018	\$0.00	Generated	File Return
31-May-2018	\$0.00	Generated	File Return
30-Apr-2018	\$	Submitted	Make Payment
31-Mar-2018	\$0.00	Generated	File Return

3. Under the **I Want To** section, click on **File or amend return**.



Period

Sales & Use Tax

30-Apr-2018

Balance: \$

Summary

Other	\$
Balance	\$

Period Alerts

Pay outstanding balance: \$

Period Activity

19-Apr-2018	Submitted	Return for 30-Apr-2018
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I Want To

Change Filing Frequency

File or amend return

Make a payment

Request Refund

- Under the **Status** section, click **Edit** to amend the return.

Status

✓ Submitted

Return for 30-Apr-2018

Confirmation #

Submitted 19-Apr-2018

[View](#)

[Print](#)

[Edit](#)

[Delete](#)

- Answer the questions under **Determine Form** and check the boxes that apply to your company. Click **Next**.

Determine Form

Determine Form

For the period beginning 4/1/2018 and ending 4/30/2018:

Did you have Sales Tax activity during this filing period?

No Yes

Did you have Use Tax activity this filing period?

No Yes

Do you have an XML or Excel return you would like to import?

No Yes

Select all that apply:

- I am reporting sales/use for multiple jurisdictions
- I am reporting sales/uses of food and food ingredients
- I am reporting sales/uses of tax exempt energy for manufacturing
- I am reporting sales/uses that are exempt from Special District Transportation Sales and Use Taxes (TSPLOST)
- I am reporting sales/uses of motor vehicles that are subject to sales and use tax in the City of Atlanta, Clayton County, or Muscogee County
- I would like to view my Vendor's Compensation Calculations

[Save and Exit](#) [Cancel](#) [< Previous](#) [Next >](#)

Calculate Total Use Tax

Return Summary

1. Total State Sales:	\$	7. Total Tax Collected:	\$
2. Total Exempt Sales:	\$0.00		
3. Taxable State Sales:	\$		
4. Total Sales Tax:	\$		

Show Errors 1 - 1 of 1

Jurisdiction	Reason Code	Tax Rate	Use Tax
 040 - Crisp	01 - Local Use	0.0400 (LEST)	

Total Use Tax \$

9. Review the return. Click **Submit**.

Review Return

Review Return

Review your request and click Submit to continue.

1. Total State Sales:	\$	7. Total Tax Collected:	\$
2. Total Exempt Sales:	\$0.00	8. Total Sales/Use Tax:	\$
3. Taxable State Sales:	\$	9. Excess Tax:	\$0.00
4. Total Sales Tax:	\$	10. Total Vendor's Compensation:	\$
5. Total Use Tax:	\$	11. Previous Prepaid Amount:	\$0.00
6. Prepaid Local Sales/Use:	\$0.00	12. Current Prepaid Amount:	\$0.00
13. Total Amount Due	\$		
14. Date Due	21-May-2018		

10. Click **Yes** to confirm that you want to submit the return.



By clicking "Yes", you are certifying that this return, including schedules or statements, has been examined by you and is to the best of your knowledge and belief, a true and complete return made in good faith for the return period.

Are you sure you want to submit this?

11. Write down or print your confirmation number. Click **OK** to close the form.

 **Confirmation**

Submission Information

Logon	
Status	Submitted
Confirmation Number	
Taxpayer Name	
Federal Employer ID #	
Sales & Use Tax	
Submission Title	Return for 30-Apr-2018
Filing Period	30-Apr-2018
Submitted	19-Apr-2018
Total Amount Due	

Your return for 30-Apr-2018 has been submitted.

The return will be posted to your account after your request is processed in the next couple of days.

Your confirmation number is If you have any difficulties, or you would like some help then please contact us at 1-877-GADOR11 (1-877-423-6711).

Your return indicates that a payment of \$ is due. **Your payment must be received by the due date to avoid incurring penalty and interest.** You can make a payment now by clicking "Make a Payment".

If you sell prepaid wireless services please note:

Effective January 1, 2012, all sellers and retailers of prepaid wireless telecommunications services will be required to remit the prepaid wireless 9-1-1 service charge to the Georgia Department of Revenue per Title 46, Section 46-5-121 of the Official Code of Georgia Annotated.

To facilitate the remittance of the new charge, the Prepaid Wireless 9-1-1 Charge account type has been created. You can register for the new account type by clicking on the "Register a New Tax Account" link from your GTC home page.

For more information, please visit <http://dor.ga.gov/>.
