The following documentation provides information on how to upload a ST-3 XML file via the Georgia Tax Center.

How to Upload a ST-3 XML File
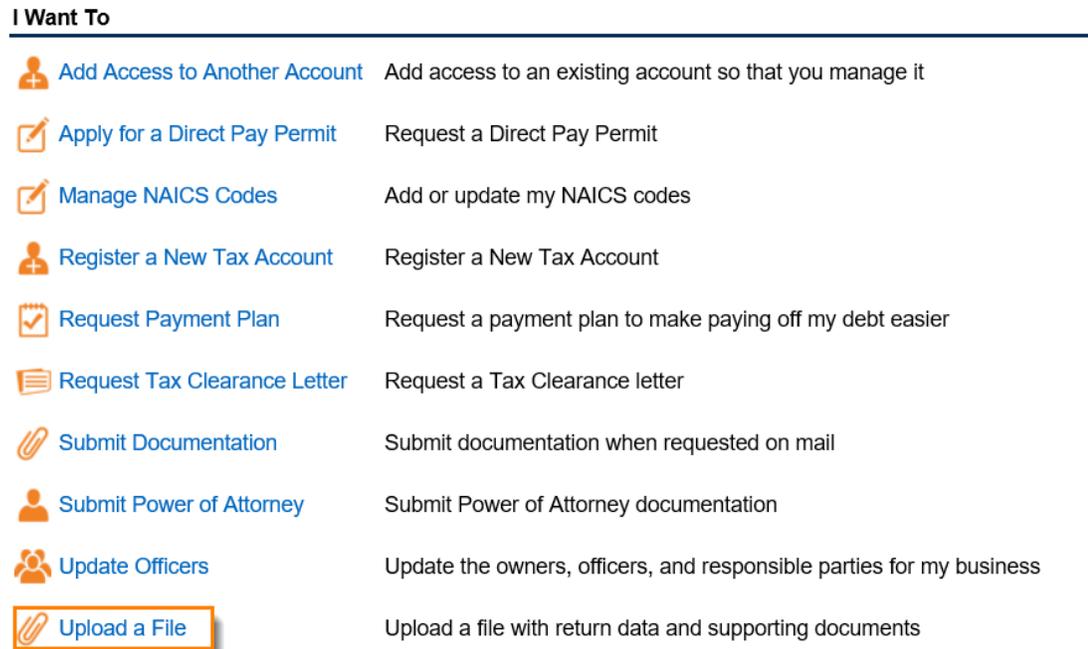
1. Go to the GTC website (https://gtc.dor.ga.gov) and log into your account. Click the **See more links...** hyperlink.

Logon	Settings	Alerts	I Want To
⇨ juppee		✔ There are no alerts	Manage payments and returns
d@dor.ga.gov			Make a payment
+1 (015) 246-5465			Manage my credits
Last logged on			Request sales tax exemptions
Balance: ($333,296.63)			See more links...

2. Click on the **Upload a File** hyperlink.

I Want To

👤 Add Access to Another Account	Add access to an existing account so that you manage it
📝 Apply for a Direct Pay Permit	Request a Direct Pay Permit
📝 Manage NAICS Codes	Add or update my NAICS codes
👤 Register a New Tax Account	Register a New Tax Account
☑ Request Payment Plan	Request a payment plan to make paying off my debt easier
📋 Request Tax Clearance Letter	Request a Tax Clearance letter
📎 Submit Documentation	Submit documentation when requested on mail
👤 Submit Power of Attorney	Submit Power of Attorney documentation
👥 Update Officers	Update the owners, officers, and responsible parties for my business
📎 Upload a File	Upload a file with return data and supporting documents

3. Click the **Add Attachments** button to browse and upload your file.

1. File Upload

File Upload

	Attachments		
Add Attachments	Type	Name	Size
No file is Attached			

Cancel   Previous   Submit

4. Select the Type of file to upload, give it a description then browse to upload it.

Select a file to attach ✖

Type

Description

01. Filing Frequency CSV
02. CSV Payment File
04. G7 CSV File Upload
05. G1003 CSV File Upload-Jan
06. G1003 CSV File Upload-Feb
07. 1099 (Pub 1220 Format)
08. 1099 CSV File Upload
09. W2 CSV File Upload
10. W2 (EFW-2 Format)
11. W2C CSV File Upload
12. W2C (EFW2C Format)
13. XML ST3 File Upload
14. XML MFD-04 Eff. 7/2015
15. XML MFR-21 File Upload
16. XML MFD-04 File Upload
17. XML ST3 File Upload 2017

5. Click **Submit** once you have attached your file.

1. File Upload

File Upload

	Attachments		
Add Attachments	Type	Name	Size
	17. XML ST3 File Uploa	April basic4.xml	4 Remove

Cancel   Previous   Submit

6. Confirm that you want to submit the form by clicking **Yes**.

✖

Are you sure you want to submit this?

Yes   No

7. Write down or print off your confirmation then click **OK** to close the window.

Confirmation

Submission Information

Logon	juppee
Status	Submitted
Confirmation Number	0-001-512-200
Taxpayer Name	STU PICKLES INC
Federal Employer ID #	57-4454444
Submission Title	File Upload
Submitted	24-Feb-2018

Your confirmation number is **0-001-512-200**.

Your request has been submitted and will be processed in the order that it was received.

If you have any questions, please contact us at 1-877-GADOR11 (1-877-423-6711).

Printable View

OK

Print Confirmation