

You can request a Tax Clearance letter through Georgia Tax Center (GTC). This request is available for all tax types, including individuals and sole proprietors.

NOTE: You must have a GTC account to request a tax clearance letter. Instructions for signing-up for a GTC account can be found on the Georgia Department of Revenue's website at

<https://dor.georgia.gov/sign-online-access-gtc>.

How to Request a Tax Clearance Letter:

1. Go to the GTC website at <https://gtc.dor.ga.gov/> and log into your GTC account.
2. On the Home screen, click the **More...** hyperlink.
3. Under the **Request** section, click the **Request Tax Clearance Letter** hyperlink.
4. Click the **Submit** button on the Clearance screen.
5. Click **OK** to confirm you want to submit the request.

A confirmation page will appear with the confirmation number.