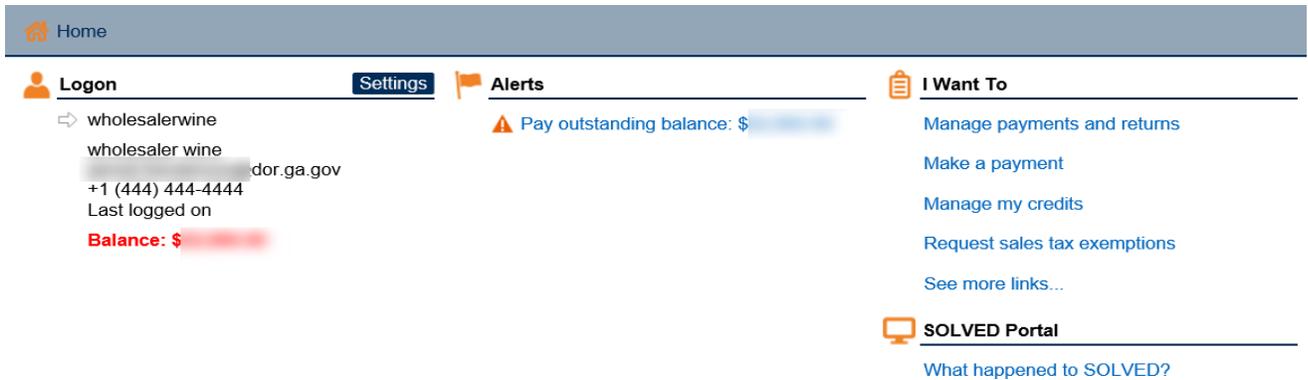


The purpose of this documentation is to provide instructions on filing the Wholesaler Wine Monthly Return on Georgia Tax Center (GTC).

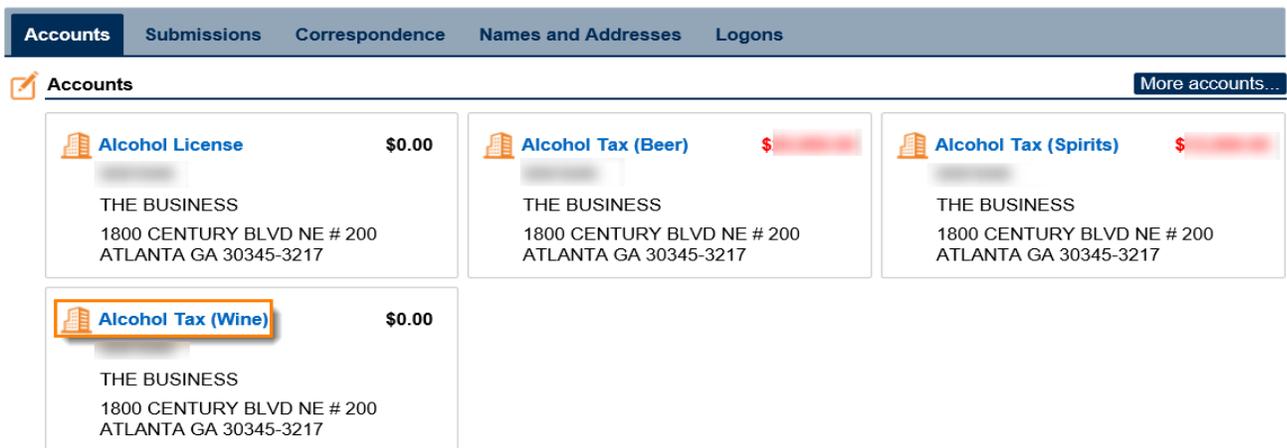
Filing a Wholesaler Wine Monthly Return

1. Go to the GTC website (<https://gtc.dor.ga.gov>) and log into your account.
2. Under the **Accounts** tab, click the **Alcohol Tax (Wine)** hyperlink.



The screenshot shows the user dashboard with the following sections:

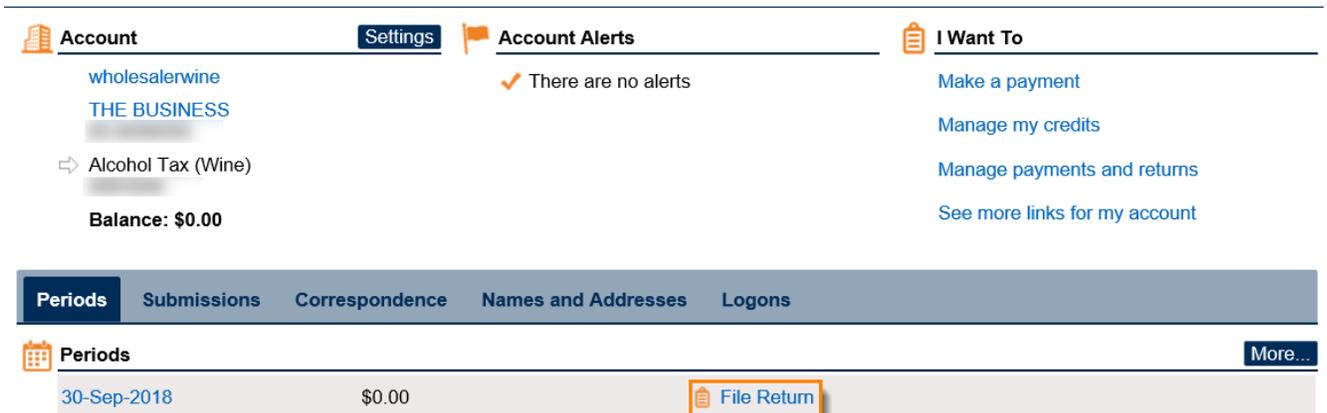
- Home**: Home icon
- Logon**: Profile information including email (wholesalerwine@...), phone (+1 (444) 444-4444), and last login time. A **Balance: \$** is shown.
- Settings**: Settings icon
- Alerts**: Alerts icon with a message: "Pay outstanding balance: \$".
- I Want To**: List of actions: "Manage payments and returns", "Make a payment", "Manage my credits", "Request sales tax exemptions", "See more links...".
- SOLVED Portal**: SOLVED icon with a message: "What happened to SOLVED?".



The screenshot shows the **Accounts** tab with the following details:

- Accounts**: Tab selected, with a **More accounts...** link.
- Alcohol License**: Balance \$0.00. Business name: THE BUSINESS, address: 1800 CENTURY BLVD NE # 200, ATLANTA GA 30345-3217.
- Alcohol Tax (Beer)**: Balance \$ (redacted). Business name: THE BUSINESS, address: 1800 CENTURY BLVD NE # 200, ATLANTA GA 30345-3217.
- Alcohol Tax (Spirits)**: Balance \$ (redacted). Business name: THE BUSINESS, address: 1800 CENTURY BLVD NE # 200, ATLANTA GA 30345-3217.
- Alcohol Tax (Wine)**: Balance \$0.00. Business name: THE BUSINESS, address: 1800 CENTURY BLVD NE # 200, ATLANTA GA 30345-3217. This account is highlighted with an orange box.

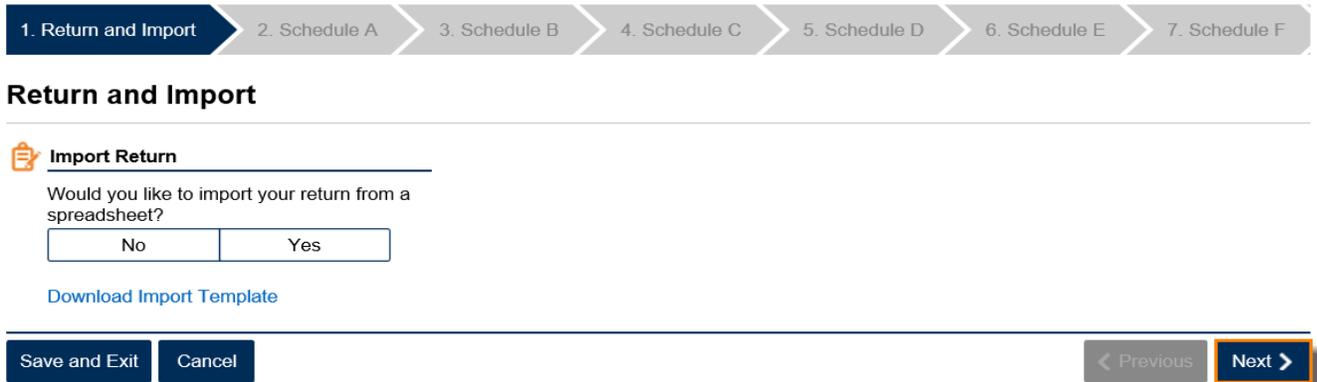
3. Under the **Periods** tab, click the **File Return** hyperlink for the applicable period.



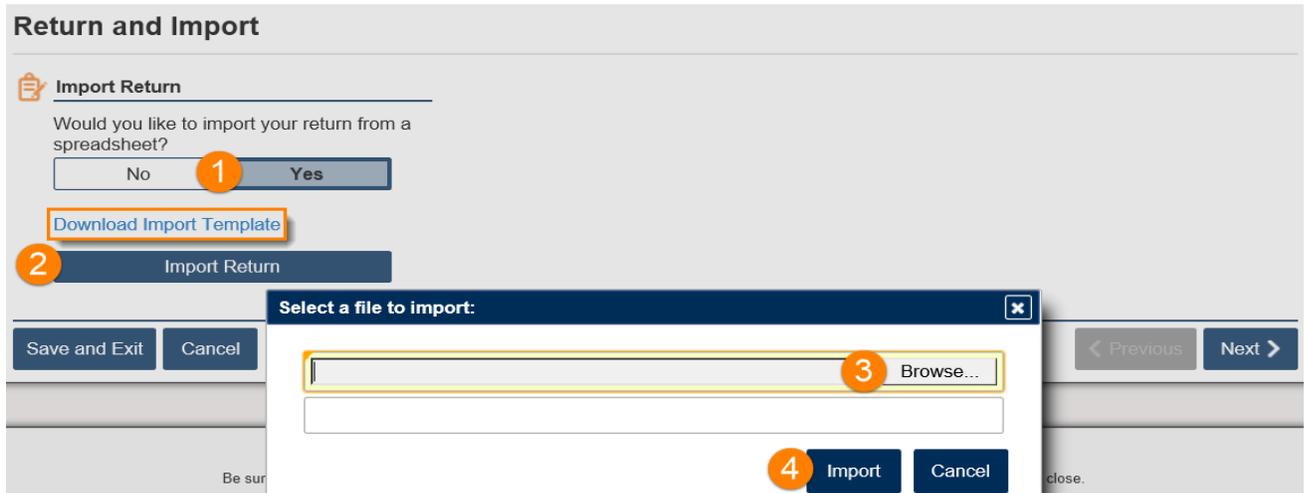
The screenshot shows the **Account** and **Periods** tabs with the following details:

- Account**: Tab selected, with a **Settings** icon. Account name: wholesalerwine, THE BUSINESS. Selected account: Alcohol Tax (Wine). Balance: \$0.00.
- Account Alerts**: Alerts icon with a message: "There are no alerts".
- I Want To**: List of actions: "Make a payment", "Manage my credits", "Manage payments and returns", "See more links for my account".
- Periods**: Tab selected, with a **More...** link. Period: 30-Sep-2018, Balance: \$0.00. A **File Return** button is highlighted with an orange box.

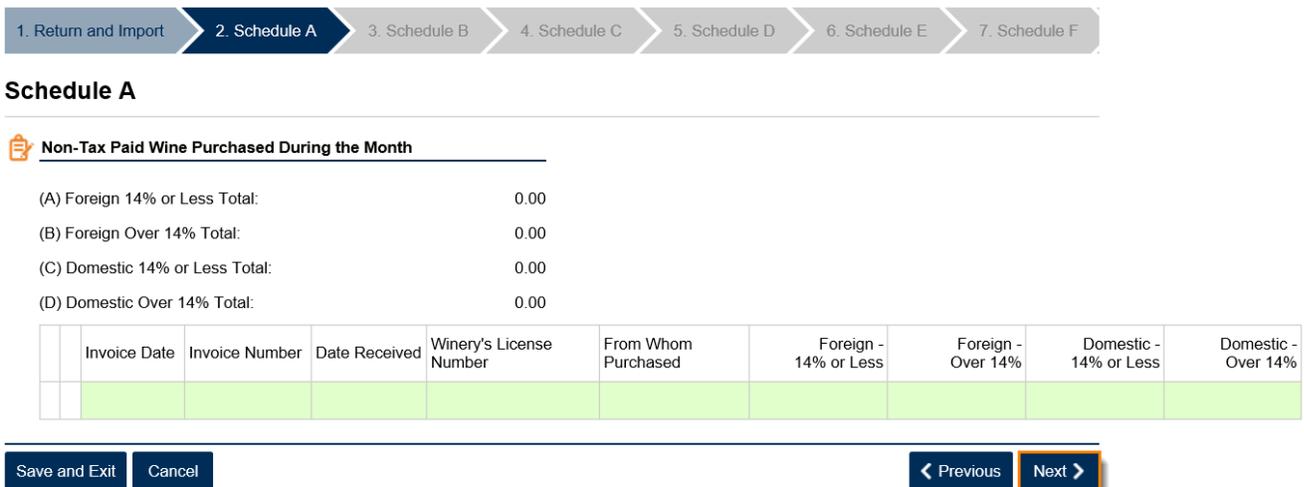
4. Select if you want to import the return file. Click the **Next** button.



NOTE: An Import button will appear if you select “Yes”. Browse for the file on your computer to import it. A link to the template is provided.

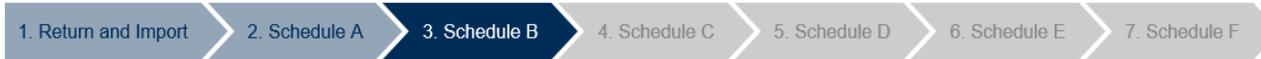


5. Complete Schedule A: Non-Tax Paid Wine Purchased During the Month, if applicable. Click the **Next** button.



	Invoice Date	Invoice Number	Date Received	Winery's License Number	From Whom Purchased	Foreign - 14% or Less	Foreign - Over 14%	Domestic - 14% or Less	Domestic - Over 14%
(A) Foreign 14% or Less Total:						0.00			
(B) Foreign Over 14% Total:						0.00			
(C) Domestic 14% or Less Total:						0.00			
(D) Domestic Over 14% Total:						0.00			

6. Complete Schedule B: Wines Purchased From Other Georgia Wholesalers, if applicable. Click the **Next** button.



Schedule B

Wines Purchased From Other Georgia Wholesalers

(A) Foreign 14% or Less Total:	0.00
(B) Foreign Over 14% Total:	0.00
(C) Domestic 14% or Less Total:	0.00
(D) Domestic Over 14% Total:	0.00

	Invoice Date	Invoice Number	Date Received	From Whom Purchased	Foreign - 14% or Less	Foreign - Over 14%	Domestic - 14% or Less	Domestic - Over 14%

Save and Exit
Cancel
< Previous
Next >

7. Complete Schedule C: Wines Sold to Other Georgia Wholesalers During the Month, if applicable. Click the **Next** button.



Schedule C

Wines Sold to Other Georgia Wholesalers During the Month

(A) Foreign 14% or Less Total:	0.00
(B) Foreign Over 14% Total:	0.00
(C) Domestic 14% or Less Total:	0.00
(D) Domestic Over 14% Total:	0.00

	Invoice Date	Invoice Number	Date Shippec	From Whom Purchased	Foreign - 14% or Less	Foreign - Over 14%	Domestic - 14% or Less	Domestic - Over 14%

Save and Exit
Cancel
< Previous
Next >

8. Complete Schedule D: Wines Sold to Authorized Military Installations During the Month, if applicable. Click the **Next** button.



Schedule D

Wines Sold to Authorized Military Installations During the Month

(A) Foreign 14% or Less Total:	0.00
(B) Foreign Over 14% Total:	0.00
(C) Domestic 14% or Less Total:	0.00
(D) Domestic Over 14% Total:	0.00

Invoice Date	Invoice Number	Military Base and Outlet	Sales Invoice Signed By	Foreign - 14% or Less	Foreign - Over 14%	Domestic - 14% or Less	Domestic - Over 14%

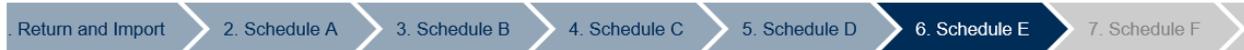
Save and Exit

Cancel

< Previous

Next >

9. Complete Schedule E: Wines Sold for Sacramental Purposes During the Month, if applicable. Click the **Next** button.



Schedule E

Wines Sold for Sacramental Purposes During the Month

(A) Foreign 14% or Less Total:	0.00
(B) Foreign Over 14% Total:	0.00
(C) Domestic 14% or Less Total:	0.00
(D) Domestic Over 14% Total:	0.00

Invoice Date	Invoice Number	Name and Address of Church or Synagogue	Permit Number	Foreign - 14% or Less	Foreign - Over 14%	Domestic - 14% or Less	Domestic - Over 14%

Save and Exit

Cancel

< Previous

Next >

10. Complete Schedule F: Wine Sales Made for Delivery and Consumption Outside the State, if applicable. Click the **Next** button.



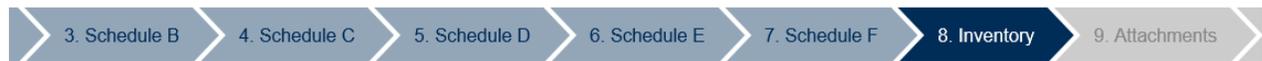
Schedule F

Wine Sales Made for Delivery and Consumption Outside the State

(A) Foreign 14% or Less Total: 0.00
 (B) Foreign Over 14% Total: 0.00
 (C) Domestic 14% or Less Total: 0.00
 (D) Domestic Over 14% Total: 0.00

Invoice Date	Invoice Number	Name and Address of Firm	Foreign - 14% or Less	Foreign - Over 14%	Domestic - 14% or Less	Domestic - Over 14%

11. Enter the Starting of Month Inventory and/or End of Month Inventory, if applicable. Click the **Next** button.



Inventory

Starting of Month Inventory

Foreign Wines 14% or Less

Foreign Wines Over 14%

Domestic Wines 14% or Less

Domestic Wines Over 14%

End of Month Inventory

Foreign Wines 14% or Less

Foreign Wines Over 14%

Domestic Wines 14% or Less

Domestic Wines Over 14%

12. If applicable, click the **Add Attachments** button to attach any supporting documentation. Click the Next button.

e B
4. Schedule C
5. Schedule D
6. Schedule E
7. Schedule F
8. Inventory
9. Attachments
10. Summary

Attachments

Attach documents to support this return (Optional) **Attachments**

Add Attachment

Type	Name	Description	Size

Save and Exit

Cancel

< Previous

Next >

13. Review the Summary page. Click the **Submit** button.

e B
4. Schedule C
5. Schedule D
6. Schedule E
7. Schedule F
8. Inventory
9. Attachments
10. Summary

Summary

Summary of Wine Transactions During Calendar Month

	(A) 14% or Less	(B) Over 14%	(C) 14% or Less	(D) Over 14%
Previous Month's Inventory				
1. Inventory 1st day of month (Line 8, Previous Monthly Report)				
2. Purchases of non-tax paid wine (Total Sch A)				
3. Purchases from other Georgia Wholesalers (Total Sch B)				
4. Total possessed this month (Total Lines 1 through 3)				

Credits

	(A) 14% or Less	(B) Over 14%	(C) 14% or Less	(D) Over 14%
5. Purchases from other GA Wholesalers during month (Same as Line 3)				
6. Sales to military installations (Total Sch D)				
7. Sales for sacramental purpose (Total Sch E)				
8. Sales out-of-state (Total Sch F)				
9. Inventory last day of calendar month (Actual physical inventory)				
10. Total credits this month (Total Lines 5 through 9)				

Tax Computation

	(A) 14% or Less	(B) Over 14%	(C) 14% or Less	(D) Over 14%
11. Total taxable this month (Line 4 Less Line 10)				
12. Wine excise tax rate per liter by class				
13. Gross tax due each clas (Line 11 X tax rate on Line 12)				

Total Tax Due

Tax due (Total of all columns in line 13):	\$	
Late fee (Received after due date):	\$	
Gross Total Due (Line 14 plus line 15):	\$	

Save and Exit

Cancel

< Previous

Submit

14. Click the **Yes** button to confirm you want to submit the request.

✕

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?

Yes No

A confirmation page will be displayed. Write down your confirmation number or print the confirmation for your records. You may print a PDF of the return from the confirmation page. If a payment is due, a **Make a Payment** button will be displayed.

Confirmation

Submission Information

Logon	wholesalerwine
Status	Submitted
Confirmation Number	[REDACTED]
Taxpayer Name	THE BUSINESS
Federal Employer ID #	[REDACTED]
Alcohol Tax (Wine)	[REDACTED]
Submission Title	Return for 30-Sep-2018
Filing Period	30-Sep-2018
Submitted	06-Sep-2018
Total Amount Due	\$ [REDACTED]

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

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

Your confirmation number is [REDACTED]. 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 \$ [REDACTED] 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".

Printable View

OK

Print Confirmation Make a Payment Print Return