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# GEORGIA INDIVIDUAL INCOME TAX DECLARATION FOR FLECTRONIC FILING OR 2D BARCODE DIRECT DEPOSIT

First Name ar	nd Initial			Last	t Name								S	locial S	ecurit	y Num	ber		
· Ioint Retur	n Snouse'e Firet N	ame and Init	ial	Sno	use's Las	t Name								nouse	s Soci	al Secu	1rity]	Numb	er
If Joint Return, Spouse's First Name and Initial Spouse's Last Na						t INdiffic								Spouse's Social Security Number					
Home Address (number and street)						Ар				Apt Number			E	Daytime Telephone Number					
ity, Town or	Post Office, State	and Zip Cod	e																
Part I											TA	X R	ETU	RN I	NFC	ORM	[AT	ION	[
Federal A	Adjusted Gross I	ncome (Fo	rm 50	0, Line	8; Form	1 500E	Z, Lir	ne 1) .						1.					
Georgia	Taxable Income	(Form 500	, Line	e 15; Foi	rm 500E	Z, Lin	ie 3)							2.					
Net Geor	rgia Tax (Form 5	500, Line 1	8; For	rm 500E	EZ, Line	4)								3.					
Refund (	Form 500, Line	35; Form 5	500EZ	Line 1	9)									4.					
Balance	Due (Form 500,	Line 34; F	Form 5	500EZ, 1	Line 18)									5.					
PART II			ACC	OUNT	INFO	RMA	TIO	N FO	OR I	DIRI	ECT	DE	POSI	IT Al	ND A	<b>CH</b>	DE	BIT	'
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	Account	Number:																	
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# **General Instructions**

## PURPOSE OF FORM

The GA 8453 is a signature form used by the Georgia Department of Revenue (GA DOR) to authenticate the electronic portion of Form 500 or 500EZ and to give the taxpayer a record of their direct deposit or direct debit information. This form is to be used when the GA 500 or 500EZ is filed electronically or when a 2D barcode return is produced.

This form should not be mailed, but should be kept for a period of 3 years from the end of the year for which the return is filed. This is in accordance with Georgia Regulation 560-7-8-.41.

Taxpayers filing from home computers must keep the signed GA-8453 and supporting documents for three (3) years after the due date of the return or the date the return was filled electronically, whichever is later.

#### LINE INSTRUCTIONS

**IRS DCN** - This is the IRS's Declaration Control Number. This is a 14 digit number assigned to each return by the electronic returns originator (ERO). This number will be the same as on the Federal return.

**NAME, ADDRESS, and PHONE NUMBER.** - If the taxpayer received an address label and the information is correct, that label may be placed here. Otherwise print or type the information in the space provided. Any information that is not contained on the label should also be provided.

## PART I - TAX RETURN INFORMATION

Enter the required data from the Georgia tax return. Lines 1-3 must be completed. Either line 4 or line 5 should also be completed. These lines must reflect the amounts transmitted on the return.

**Payment of Balance Due** - It is the responsibility of the taxpayer who owes additional tax to make payment to the Georgia Department of Revenue using one of the following methods:

- Mail a check with the 525-TV. This voucher and other forms can be found online at <u>www.dor.ga.gov</u>.
- ACH debit payment is available online at <u>https://gaefile.dor.ga.gov</u>
- Credit card payments via Official Payment Corp (OPC) can made either online at <u>www.officialpayment.com</u> or by phone by 1-800-2PAY-TAX using jurisdiction code 2000 for Individual taxes.
- ◆ ACH debit payment utilizing tax preparation software. Part II must be completed to use this method.

# PART II - ACCOUNT INFORMATION FOR DIRECT DEPOSIT AND ACH DEBIT

**ROUTING NUMBER (RTN)** - The routing transit number (RTN) must contain digits. If the RTN does not begin with 01 through 12 or 21 through 32 the direct deposit or debit request will be rejected.

ACCOUNT NUMBER - The bank account number can contain up to 17 alphanumeric characters. If there are fewer than 17 characters enter the number from the left to the right and leave the unused boxes blank.

TYPE OF ACCOUNT - Check the appropriate account. If other enter the type of account.

**DATE OF DIRECT DEBIT** - Enter the date that the taxpayer wants the debit to occur. If this date is later than the statutory due date penalty and interest charges may be incurred. (*USE FOR ACH DEBIT ONLY*)

DEBIT AMOUNT - This is the amount of the ACH debit withdrawal. This amount cannot be less than \$1. (USE FOR ACH DEBIT ONLY)

To be eligible for direct deposit or direct debit the taxpayer(s) must provide proof of account ownership to their ERO. An acceptable proof of account ownership is a check, form, report, or other statement generated by the financial institution with the taxpayer's name, RTN of the financial institution and the account number preprinted on it.

#### CANCELING AN ACH DEBIT WITHDRAWAL

Taxpayers can revoke the ACH debit payment by contacting GA DOR Customer Service representatives no later than three business days prior to the date of direct debit. Customer service can be contacted at 404-417-4488 or 1-888-604-9875.

#### **REFUND INFORMATION**

Taxpayers can check on the status of their return at www.dor.ga.gov or by calling 404-656-6286 in the Atlanta area, 1-800-338-2389 in Georgia or 1-877-602-8477 outside of Georgia. Please allow at least 3 weeks from the business day after you filed your return to check on the status of your refund.

# PART III - DECLARATION OF TAXPAYER(S)

All filers must check one of the boxes.

After the return has been prepared and before the return is transmitted, the taxpayer (and spouse, if joint) must verify the information on the return and sign and date the completed GA-8453. The ERO must provide the taxpayer(s) with a copy of this form.

If an ERO makes changes to the electronic return after the GA-8453 has been signed by the taxpayer, but before transmittal, the ERO must have the taxpayer complete and sign a corrected GA-8453.

# PART IV - DECLARATION OF ELECTRONIC RETURNS ORIGINATOR AND PAID PREPARER

The Georgia DOR requires that the ERO sign this form and keep it with the required attachments for three (3) years.

A preparer must sign the GA-8453 in the space for the preparer. If the preparer is also the ERO, do not complete the Preparer Section ; instead, check the box labeled "Check if also paid preparer" in the ERO section.

TAXPAYER COPY: The ERO must provide the taxpayer a copy of the completed GA-8453 and all other relevant and required information.

**ATTACHMENTS:** Attach copies of Forms W-2, and 1099's in the designated area on the front of this form. Also attach any schedules other schedules and/or documents with required signatures.

# **KEEP THIS FORM FOR YOUR RECORDS**