

Post Filing Coupon (PFC) & Balance Due Returns:

All electronic filers who owe tax should be issued a Post Filing Coupon (PFC) letter and payment coupon. The payment coupon letter will contain information on how to make a payment to the Department. The Post Filing Coupon document contains the current taxpayer amount due and taxpayer account information. The complete PFC document should contain the letter verbiage at the top, and the PFC at the bottom, as shown in the PFC Example. **See the Individual Post Filing Coupon (PFC) Specifications section of the 2012 Voucher and WH-1 Specifications for complete PFC requirements. Be advised that the specifications are located on a secured website. You must first register with Indiana's Forms Testing Coordinator by completing the online registration form linked on the following page: <https://secure.in.gov/dor/3841.htm>** The specifications can be found at <https://secure.in.gov/dor/software/software-files/specs.pdf> .

All electronic filers who owe will need to submit their payment to the Department. Several options are available, but payment by mail must include a Post Filing Coupon, which indicates where the payment needs to be applied. Taxpayers must submit payment prior to the due date to avoid additional penalty and interest.

The issuance of the Post Filing Coupon (PFC) will be the responsibility of the ERO. The ERO assumes the responsibility of issuing and explaining to the taxpayer when and how to file the PFC. If not paid by the April 15, 2013 payment deadline, as with all late balance due returns, penalty and interest will be assessed.

The Department will not issue a PFC to the taxpayers. Please see the specifications section for PFC requirements. The specifications can be found at the secured website referenced above.

The following options are available for making a payment:

1. Payments, which may include penalty and interest, can be made via the online ePay system by using a Credit Card or eCheck. To take advantage of this payment option, the taxpayer will sign onto our web site at <http://www.in.gov/dor/4340.htm> and follow the instructions provided.
2. Payments, which may include penalty and interest, can be made via telephone by Credit Card. To utilize this payment option, the taxpayer will dial (toll-free) 1-800-272-9829 (1-800-2PAYTAX) and follow the instructions.
3. Payments, which may include penalty and interest, can be made in the form of a paper check or money order accompanied by a PFC.

If you have any questions regarding any of these software specifications, please contact the Alternative Filing Manager at the Indiana Department of Revenue immediately to get them resolved at AltFileMgr@dor.IN.gov .

2012 PFC Letter for Electronic Filers

Dear Taxpayer:

Your electronically filed 2012 Indiana Individual Income Tax Return indicates a balance owed to the Indiana Department of Revenue in the amount of \$. Avoid penalty and interest charges by making your payment before the April 15, 2013 tax due date. You may pay via the Internet, by telephone or by mail.

You may pay by using the Indiana ePay System. To pay by electronic Check (eCheck) over the Internet, access our webpage at <http://www.in.gov/dor/4340.htm> and follow the instructions. The fee for paying by eCheck is \$1.00.

You may also use the Indiana ePay System to pay by a major credit card. You can access this payment method at the webpage indicated above. Credit card payment by touch tone telephone is possible by calling 1-800-2PAYTAX (1-800-272-9829) toll free. You will be prompted for the information necessary to make you payment. When paying by credit card, a convenience fee will be charged by the credit card processor based on the amount of tax you are paying. You will be told what the fee is and you will have the option to cancel or continue the credit card transaction.

To pay by paper check or money order, mail your payment and the tear-off coupon at the bottom of this letter to: Indiana Department of Revenue, PO Box 1674, Indianapolis, IN 46206-1674. Make your check or money order payable to "Indiana Department of Revenue". PLEASE DO NOT SEND CASH.

Sincerely,

INDIANA DEPARTMENT OF REVENUE

2012 PFC Letter for Paper Filers

Dear Taxpayer:

Your 2012 Indiana Individual Income Tax Return indicates a balance owed to the Indiana Department of Revenue in the amount of \$. Avoid penalty and interest charges by making your payment before the April 15, 2013 tax due date. You may pay by mail, by telephone, or via the Internet.

You may pay by using the Indiana ePay System. To pay by electronic Check (eCheck) over the Internet, access our webpage at <http://www.in.gov/dor/4340.htm> and follow the instructions. The fee for paying by eCheck is \$1.00.

You may also use the Indiana ePay System to pay by a major credit card. You can access this payment method at the webpage indicated above. Credit card payment by touch tone telephone is possible by calling 1-800-2PAYTAX (1-800-272-9829) toll free. You will be prompted for the information necessary to make your payment. When paying by credit card, a convenience fee will be charged by the credit card processor based on the amount of tax you are paying. You will be told what the fee is and you will have the option to cancel or continue the credit card transaction.

If payment is being sent with a paper return, do not include the PFC. To pay separately by paper check or money order, mail your payment and the tear-off coupon at the bottom of this letter to: Indiana Department of Revenue, PO Box 1674, Indianapolis, IN 46206-1674. Make your check or money order payable to "Indiana Department of Revenue". PLEASE DO NOT SEND CASH.

Sincerely,

INDIANA DEPARTMENT OF REVENUE