

Instructions for Form D-400V, Payment Voucher

What Is Form D-400V and Why Should You Use It?

It is a statement you send with your payment of any balance due on your 2011 Form D-400. Using Form D-400V allows us to process your payment more accurately and efficiently. We strongly encourage you to use Form D-400V.

Preparing and Sending Your Payment

- Make your check or money order payable in U.S. dollars to the **NC Department of Revenue**. **Note:** The Department will not accept a check, money order, or cashier's check unless it is drawn on a U.S. (domestic) bank and the funds are payable in U.S. dollars.
- Make sure your name and address appear on your check or money order.

- Enter "2011 Form D-400," your daytime phone number, and your SSN on your check or money order. If you are filing a joint return, enter the SSN shown first on your return.

What if You File Electronically?

If you choose to file electronically and have a balance due, follow your transmitter's or preparer's instructions for making your payment.

Other Payment Methods

In lieu of using the payment voucher below, you may pay your tax online by bank draft, or debit or credit card using Visa or Mastercard. For details, go to our website at www.dornc.com and click on **Electronic Services**.

Important Reminders

- **Do not** staple, tape, paper clip or otherwise attach your check or money order to the voucher
- **Do not** fold the voucher or check
- **Do not** use the voucher to pay quarterly estimated tax
- **Do not** use a photocopy of the voucher
- **Do not** use another person's voucher
- **Do not** send cash

Do not use this payment voucher if you pay your tax on-line.



D-400V (FL) 9-16-08		Individual Income Payment Voucher North Carolina Department of Revenue	
(SSN-No dashes) 123456789		(Spouse's SSN-No dashes) 123456789	
ABCD ABCD 12345			
(First Name) (USE ALL CAPS)(M.I.)(Last Name) ABCDEFGHIJKLMN A ABCDEFGHIJKLMNOPQRS		(Spouse's First Name) (M.I.)(Spouse's Last Name) ABCDEFGHIJKLMN A ABCDEFGHIJKLMNOPQRS	
(Address) ABCDEFGHIJKLMN OPQRSTUVWXYZ ABCDEFGHI		(Enter as YYYY) For Calendar Year 1234	
(City) ABCDEFGHIJKLMN OPQRST	(State) AB	(Zip Code) 12345	(Country-if not U.S.) ABCDEFGHIJ
Taxpayer/Paid Preparer: _____			AMOUNT OF THIS PAYMENT This must match the amount shown on your check or money order.
Date: _____ Phone: () _____			\$ 12345678.01

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20095 999999999X 0000000 06408

Mail to:
NCDOR, PO Box 25000,
Raleigh, NC 27640-0640