

2013 FP-31P SUB
Personal Property Tax Return
Payment Voucher

Instructions

The FP-31P Payment Voucher is used to make any payment due on your FP-31 return.

- Enter your federal employer identification number (FEIN) or your social security number (SSN)
- Mark an "X" in the oval for the identification number you entered.
- Enter your business name and mailing address.
- Enter the amount you are paying by check or money order (do not send cash)
- Make check or money order payable to the DC Treasurer.
- Write your FEIN/SSN, FP-31 and tax year on your check or money order.
- Enter your name and address on your payment
- Staple your payment to the FP-31P payment voucher.
- Mail the FP-31P payment voucher with the FP-31 return to the
Office of Tax and Revenue
PO Box 7862
Washington, DC 20044-7862

Do not attach this voucher to your return.

Notes:

- If your liability exceeds \$10,000 or greater per period, you must pay electronically.
Visit www.taxpayerservicecenter.com
- For electronic filers, in order to comply with new banking rules, you will be asked the question "Will the funds for this payment come from an account outside of the United States". If the answer is yes, you will be required to pay by check or credit card. Please notify this agency if your response changes in the future.
- If your payment is rejected, you may be subject to the District's dishonored check fee and additional penalties and interest.

Detach at perforation before mailing

Government of the
District of Columbia

2013 FP-31P SUB Payment Voucher



Taxpayer Identification Number

123456789

Mark if FEIN
Mark if SSN

Business name

ABCDEFGHIJKLMABCDEFGHIJKLM

Business mailing address 1

12345ABCDEFGHIJKLMABCDEFGHIJLA

Business mailing address 2

ABCDEFGHIJKLMABCDEFGHIJKLM

City

ABCDEFGHIJKLMABCDEFGHI

Tax year beginning July 1, 2012
and ending June 30, 2013
Due Date: July 31, 2012

SOFTWARE DEVELOPER USE ONLY

VENDOR ID # 1234

State Zip Code + 4
AB 123456789

Amount of Payment \$123456789.00

To avoid penalties and interest, your return envelope must be
postmarked no later than the due date of your return.

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