2011 Ohio Income Tax TeleFile Worksheet

Retain for your records.
DO NOT MAIL!

Fill in Lines 1a-6

1a. Enter your **Ohio filing status**, which must be the same as your federal filing status.

- ☐ Single or head of household or qualifying widow(er)
- ☐ Married filing jointly
- ☐ Married filing separately

1b. Please read the information on page Tel 1 to see if you qualify to TeleFile. Ohio TeleFile has new security enhancements and will ask you to enter additional personal information to identify you and, if applicable, your spouse. If you have changed your address, please call the Department of Taxation at 1-800-282-1780 before using TeleFile to update your address and ZIP code. Enter your Social Security number, then date of birth in MM/DD/YYYY format and your ZIP code. If married filing jointly, enter your spouse's Social Security number and date of birth in MM/DD/YYYY format.

Your Social Security number	Date of birth	ZIP code
	/ /	
Spouse's SSN if filing jointly	**Date of birth**	
	/ /	

2. Do you want $1 of your tax to go to the **Ohio Political Party Fund**? → Yes ☐ No ☐
   If joint return, does your spouse want $1 to go to this fund? → Yes ☐ No ☐
   Note: Checking "Yes" will not increase your tax or decrease your refund.

3. Enter the amount of your **2011 federal adjusted gross income** from IRS form 1040, line 37; 1040A, line 21; or 1040EZ, line 4 (cannot exceed $999,999). → _____ 0 0

4. **If you filed a 2011 IRS form 1040A or 1040EZ, enter -0- on this line because you are not entitled to this deduction.** However, if you filed a 2011 IRS form 1040, enter here the amount from line 10 of that return. If line 10 is blank, enter -0-. → _____ 0 0

5. Enter the number of **dependents,** other than yourself and spouse, that you claimed on your federal income tax return. If none, enter -0-. → _____

6. Enter the amount of **unpaid use tax** that you owe from **line e** of the use tax worksheet on page 33. If none, enter -0-. → _____ 0 0

Provide W-2 Information

7. **Please read the W-2 instructions on** page Tel 3 **before completing this part.** Enter your total number of **W-2 forms.** If you have more than **nine** W-2s, you **cannot** TeleFile your return. → _____

Round all dollar amounts to the nearest dollar **(do not include cents).**

	8. Employer I.D. number (box b, **not** box 15)	9. State wages, tips, etc. (box 16)	10. Ohio income tax withheld (box 17, **not** box 2)	11. Indicate whether your W-2 or spouse's W-2	
1st W-2		00	00	☐ Yours	☐ Spouse's
2nd W-2		00	00	☐ Yours	☐ Spouse's
3rd W-2		00	00	☐ Yours	☐ Spouse's
4th W-2		00	00	☐ Yours	☐ Spouse's
5th W-2		00	00	☐ Yours	☐ Spouse's
6th W-2		00	00	☐ Yours	☐ Spouse's
7th W-2		00	00	☐ Yours	☐ Spouse's
8th W-2		00	00	☐ Yours	☐ Spouse's
9th W-2		00	00	☐ Yours	☐ Spouse's

CAUTION

Be sure that you entered on line 8 the employer I.D. number appearing in box (b) of your W-2. Do not enter the I.D. number appearing in box 15. Also, be sure that you entered on line 10 the amount of your Ohio income tax withheld appearing in box 17 of your W-2. Do not enter the amount of the federal income tax withheld appearing in box 2. If box 15 on any of your W-2 forms shows a state other than OHIO or OH, you cannot TeleFile.

TeleFile

2011 Ohio Income Tax TeleFile Worksheet (cont'd.)

Retain for your records.
DO NOT MAIL!

Tax Refund and Tax Due

12. **Tax Refund and Tax Due** – Your refund can be deposited directly into your checking or savings account. You may pay your tax due by credit card (see page 8) or by electronic check and have the amount transferred (direct debit) from your checking or savings account. If you want to use this convenient option, you must complete the following information so you will have it ready when TeleFile asks you to enter this information.

Type of Account – Please check the box below to designate either checking or savings.

Checking ☐ **Routing number** ☐☐☐☐☐☐☐☐☐

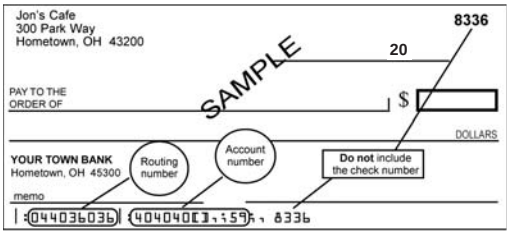
Savings ☐ **Account number** ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Date you want your payment withdrawn from your account M M D D 2 0 1 2

Bank Routing Number – The first two digits of the routing number must begin with 01 through 12, or 21 through 32.

All routing numbers must be nine digits. In this example the routing number is 044036036.

Account Number – The account number can be up to 17 digits. Omit hyphens, spaces and special symbols. Enter the number from left to right and leave any unused boxes blank. In this example the account number is 40404059.



CAUTION Do **not** use a deposit slip to verify the number because the deposit slip may contain numbers other than your routing or account number.

Payment Date – If you owe tax, you may file now and schedule an electronic funds withdrawal (electronic check) from your checking or savings account through April 17, 2012. After April 17th, your payment will be electronically transferred within 24 hours of the filing date.

Now You're Ready To TeleFile!

13. **Now You're Ready to TeleFile. Call 1-800-697-0440** (phone lines are busiest between 6 p.m. and 10 p.m.). TeleFile will ask you to enter lines 1-11 to compute your return. TeleFile will tell you the dollar amounts that you need to enter on the lines below. TeleFile will then ask you to enter the information from line 12 if you choose the direct deposit or direct debit option.

a) Your **Ohio income tax** for 2011 ..... $ _____

b) Your unpaid **Ohio use tax** for 2011 ..... $ _____

c) Your **total tax** for 2011 ..... $ _____

d) Amount of your **tax refund before donations** ..... $ _____

1) Military Injury Relief Fund ..... $ _____

2) Natural areas/endangered species ..... $ _____

3) Wildlife species/endangered wildlife ..... $ _____

4) **NEW –** Ohio Historical Society ..... $ _____

e) Amount of your **tax refund after donations** ..... $ _____

f) **Amount you owe** (see payment options on page 8) ..... $ _____

Don't Forget To Write Down Your Confirmation Number!

g) **Sign your return and receive your filing confirmation number.** TeleFile will now ask you to sign your return by entering your ZIP code. Upon agreement, TeleFile will then assign you a 10-digit filing confirmation number. Do not hang up until you have signed your return and received this number. **If you hang up before signing your return, your return will not be processed.** Enter the filing confirmation number in the designated boxes below. It is your proof of filing. If you have a balance due and pay by electronic check, you will also receive a separate 15-digit electronic check confirmation number. Enter this number in the designated boxes below.

Filing confirmation number ☐☐☐☐☐☐☐☐☐☐

Electronic check confirmation number (if applicable) ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Date you filed M M D D 1 2

IMPORTANT: If at anytime during your TeleFile transaction you are disconnected without receiving your confirmation number(s), please call again and resubmit your information.

TeleFile

Ohio 2011 TeleFile Instructions

TeleFile Qualifications and Adjustments/Credits Checklist

Do You Qualify for TeleFile?	Yes	No
Do you have access to a touch-tone telephone?	☐	☐
Were you a resident of Ohio for all of 2011?	☐	☐
Do you have nine or fewer W-2 forms?	☐	☐
Are you and your spouse, if filing jointly, under 65 as of Dec. 31, 2011?	☐	☐
Are withholdings on your W-2(s) your only payments made toward your taxes (no credit carryover or estimated tax payments)?	☐	☐
Is your federal adjusted gross income $999,999 or less?	☐	☐
Are you filing between Jan. 9, 2012 and Dec. 3, 2012?	☐	☐
Check **"Yes"** if you do **not** have any adjustments or credits shown below. Otherwise, check **"No."**	☐	☐

If you answered "Yes" to all of the above questions, then Ohio TeleFile may be for you.

If you answered "No" to any of the above questions, you are not eligible to TeleFile. You must use Ohio I-File or IRS e-file to file electronically, or you must file a paper Ohio form IT 1040EZ or IT 1040.

You should not TeleFile if...

- You are eligible for any Ohio form IT 1040 Schedule A adjustments **other than** the deduction for state and local income tax refunds that you reported on your federal income tax return. See below for a list of the most common adjustments; OR
- You are eligible for any credits other than the low income credit, the joint filing credit or the exemption credit; OR
- You want to electronically deposit your refund into an Individual Retirement Account or Annuity (IRA) or into a pre-existing program administered by the Ohio Tuition Trust Authority (OTTA).

Below is a list of commonly used adjustments and credits.

- You received **interest and dividend income** (included in line 1) from obligations issued by the United States government or its possessions/territories that are exempt from Ohio tax by law, such as U.S. savings bonds (Series E, EE, H or I), Treasury notes and bills, and Sallie Maes.
- You received **Social Security benefits and/or railroad retirement benefits and/or military retirement income,** which are included in your federal adjusted gross income.
- You received **disability and/or survivorship benefits.**
- You received income from a **pension, retirement or profit-sharing plan.**
- You made contributions to the Ohio Tuition Trust Authority's **CollegeAdvantage Savings Plan.**
- You made payments that qualify for the federal **child care and/or dependent care credit** and your Ohio adjusted gross income is less than $40,000.
- You made a **political contribution** to the campaign committee of a candidate for a statewide office.
- You had **unsubsidized health insurance premiums,** unreimbursed long-term care insurance premiums or excess medical expenses.
- You made payments to a **medical savings account.**

Note: If you do not TeleFile, you must use Ohio I-File or IRS e-file to file electronically, or you must file a paper Ohio form IT 1040 to take full advantage of the adjustments and credits available to you.

Welcome to Ohio TeleFile!

What is Ohio TeleFile?

The Ohio TeleFile system allows you to file your Ohio income tax return by telephone. It's a safe, accurate, fast, free and easy-to-use filing method. The entire process is completed on the telephone with no forms mailed to the Ohio Department of Taxation.

How Ohio TeleFile Works

You simply complete the TeleFile worksheet found on pages Tel 5 and Tel 6 and call the Ohio TeleFile system. When TeleFile accepts your return, you will receive a confirmation number that you will enter on the worksheet as proof that your return was successfully filed.

Are You Ready to TeleFile? It's as Easy as 1, 2, 3 . . .

Follow these three easy steps and you will be ready to TeleFile your return:

1. Did you meet **all** of the qualifications for TeleFile on page Tel 1?

If you answered **"Yes,"** you can TeleFile your return. Please go to Step 2.

STOP

If you answered **"No,"** **you cannot TeleFile this year.** Please consider other quick and easy electronic options listed on the back cover of this booklet.

2. Complete lines 1 through 12 of the TeleFile worksheet on pages Tel 5 and Tel 6 before calling.

3. Call TeleFile at 1-800-697-0440. This filing option is available 24 hours a day beginning Jan. 9, 2012 and ending Dec. 3, 2012.

Ohio TeleFile Availability

The Ohio TeleFile system is available beginning Jan. 9, 2012. You may call the system 24 hours a day, seven days a week, until midnight Dec. 3, 2012. Our peak calling period is between 6 p.m. and 10 p.m. If you receive a busy signal, please try again. In most cases, TeleFile will answer on the first try. If you wait until April 17th to file, you may experience a lengthy delay due to the increased volume of calls we receive on that day.

Ohio TeleFile Refund or Payment

During your TeleFile call, the system will automatically calculate your refund or tax due amount.

- If you are entitled to a **refund**, you may choose to have your refund deposited directly into your checking or savings account. If you choose the direct deposit option, you most likely will receive your refund in five to seven business days. See page Tel 6 for information on direct deposit of your tax refund.
- If you have a **tax due**, you may make your payment by using any one of the payment options listed on page Tel 4.

TeleFile

Frequently Asked Questions

Why Should I TeleFile?

- It's safe and free! Your chance of making an error on the return and delaying your refund or receiving a billing notice are substantially reduced because electronic filing and payment methods are more accurate.
- Your privacy and security are assured and you receive confirmation that your return has been filed.
- It's available 24 hours a day.
- TeleFile is the quickest way to a fast refund!

What Calculations Does TeleFile Automatically Compute for Me?

TeleFile will calculate all exemption amounts and exemption credits and, if applicable, your joint filing credit. TeleFile will also calculate your Ohio tax and the amount of either your refund or the amount of tax you owe.

Is There Any Reason Why TeleFile Will Not Allow Me to File My Return?

Yes. If you enter information during your TeleFile call that we cannot verify, you will not be able to TeleFile your return. If you hang up before you receive your filing confirmation number, your return will not be accepted.

Do I Send in My TeleFile Worksheet or W-2(s) After I TeleFile?

No. Keep your worksheet and W-2(s) for four years with your other tax records.

After I TeleFiled, I Received Another W-2 form or Discovered an Error on My Return. What Do I Do Now?

You cannot use TeleFile to amend your return. You must file an amended paper return, Ohio form IT 1040X. You can get this form by visiting our Web site at **tax.ohio.gov** or by calling 1-800-282-1782.

TeleFile Told Me I Owe More Tax. How Do I Make a Payment?

See page Tel 4 for payment options.

Do I Owe Penalties and Interest?

If your return and/or payment aren't timely submitted, you may have to pay penalties and interest. In that case, you'll receive a notification from the Ohio Department of Taxation. See page 12 for more information.

What if I Need To Change an Answer While I am Using TeleFile?

During your TeleFile call, TeleFile will ask you several questions. After you answer each question by using the numbers on your touch-tone phone, TeleFile will repeat your answer and ask you if the answer is correct. If you respond with a "No," you will have one more chance to give the correct answer. Once you respond with a "Yes" answer, you cannot go back and change the answer. However, if at any time during the TeleFile call you realize that one of your earlier answers was wrong, just hang up and start again. Once you sign your return, your return has been filed. If you need to make changes after filing your return, you must file an amended Ohio form IT 1040X.

Note: If you wait until April 17th to TeleFile, you can expect extended delays due to the volume of calls the system receives on that date.

TeleFile Worksheet Line-by-Line Instructions

Line 1a – Filing Status

Enter your Ohio filing status, which must be the same as your federal filing status.

Line 1b – Social Security Numbers

Ohio TeleFile has new security enhancements and will ask you to enter additional personal information to identify you and, if applicable, your spouse. If you have changed your address, please call the Department of Taxation at 1-800-282-1780 before using TeleFile to update your address and ZIP code. Enter your Social Security number, then date of birth in MM/DD/YYYY format and your ZIP code. If married filing jointly, enter your spouse's Social Security number and date of birth in MM/DD/YYYY format.

Line 2 – Political Party Fund Donation

TeleFile will ask you if you wish to designate $1 (also, $1 for your spouse if filing jointly) to the Ohio Political Party Fund.

Note: Checking "Yes" will not increase your tax or decrease your refund.

Line 3 – Federal Adjusted Gross Income

Enter your 2011 federal adjusted gross income from IRS form 1040, line 37; 1040A, line 21; or 1040EZ, line 4.

Note: Your federal adjusted gross income **cannot** exceed $999,999. If it does, you cannot TeleFile. However, you can still use one of the other quick and easy electronic filing methods listed on the back cover of this booklet.

Line 4 – State and Local Income Tax Refund Deduction

Did you file a 2011 IRS form 1040A or 1040EZ? If yes, write -0- on line 4 of the TeleFile worksheet. You do not qualify for this deduction. If you filed an IRS form 1040, then you may be eligible for the state or local income tax refund deduction. Go to line 10 of your 2011 IRS form 1040 and enter this amount on line 4 of the TeleFile worksheet. If line 10 is blank, enter -0-.

Line 5 – Dependents

Enter the number of dependents, other than yourself or your spouse, that you claimed on your federal income tax return. If none, enter -0-.

Line 6 – Unpaid Use (Sales) Tax

Complete the use tax worksheet on page 33 to determine if you owe any tax on your out-of-state purchases. A detailed explanation of the use tax can be found on page 32.

Note: If you report Ohio use tax on your income tax return, any unpaid portion of the total tax computed by TeleFile, line 13(c), is subject to collection, including penalty and interest, under Ohio Revised Code Chapter 5747. If you previously paid your Ohio use tax by filing Ohio form VP USE, then you do not have to report the use tax on line 6 of the TeleFile worksheet.

Line 7 – W-2 Forms (Wage and Tax Statements)

Enter your total number of W-2 forms. If you have more than nine, you **cannot** TeleFile.

Lines 8, 9, 10 and 11 – Your W-2 Data

TeleFile will ask you to enter important tax information from each of your W-2s. To do this, you will need to refer to lines 8-11 on page Tel 5. The sample W-2 below indicates the location of the information that TeleFile will ask you to enter from each of your W-2s. Please make sure that you have received **all** of your W-2s before calling.

Note: If you did not receive your W-2(s) from your employer, you cannot use Ohio TeleFile or I-File. Instead, you will have to file a paper Ohio form IT 1040EZ or IT 1040.

TeleFile

Sample W-2 for TeleFile Worksheet Lines 8-11

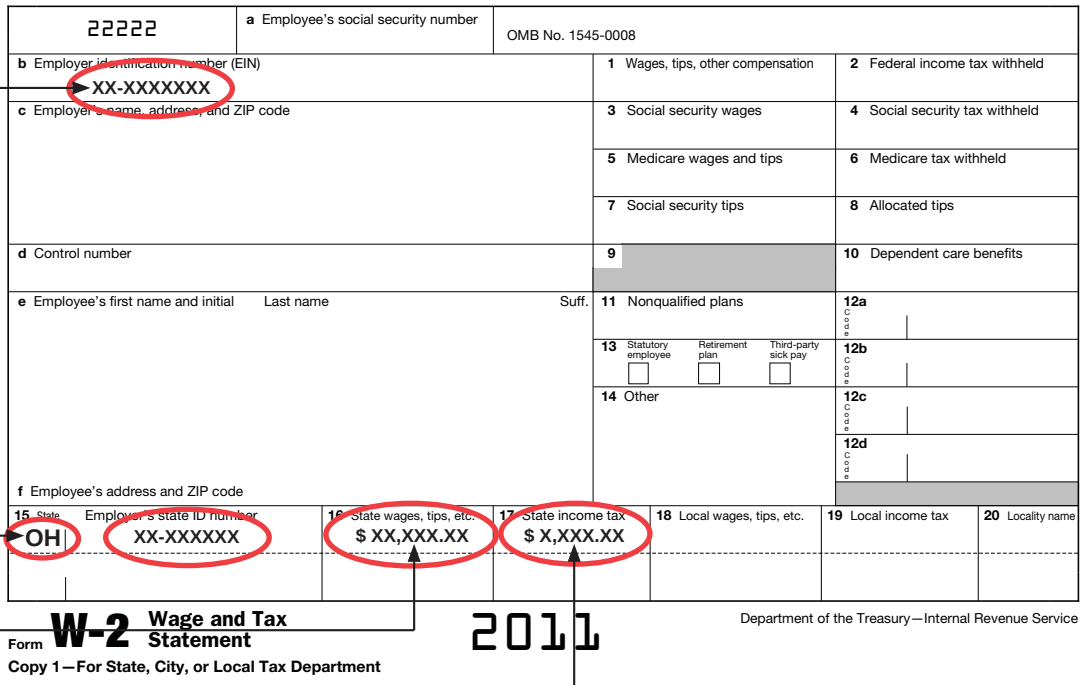
Box b – Enter the federal employer identification number in column 8 of the worksheet.

Box e – Verify name and check appropriate box in column 11 of the worksheet.

Box 15 – If this shows a state other than OHIO or OH, **you cannot TeleFile.**

Box 16 – Enter your state wages, tips, etc., in column 9 of the worksheet.

Box 17 – Enter your state income tax withholding in column 10 of the worksheet.



Line 12 – Tax Refund and Tax Due

We encourage you to take advantage of the direct deposit option for refunds or the electronic check option for taxes due during your TeleFile call. To do so, you must complete the banking information on line 12 on page Tel 6 before you call TeleFile.

Note: Selecting either the refund direct deposit or electronic check payment method is optional.

- **Tax Refund (Direct Deposit).** If TeleFile calculates a **refund,** take advantage of the direct deposit option and have your refund deposited directly into your bank account. If you choose the direct deposit option, you most likely will receive your refund in five to seven business days. Please complete line 12 on page Tel 6 if you want your refund deposited directly into your bank account. If you do not request direct deposit of your refund, we will mail a paper check to your address on record.

CAUTION

TeleFile does not allow an electronic deposit into an Individual Retirement Account or Annuity (IRA) or into a pre-existing program administered by the Ohio Tuition Trust Authority (OTTA).

- **Tax Due (Electronic Check).** If TeleFile calculates a **tax due,** you may electronically transfer money (electronic check) from your checking or savings account to pay the balance of the tax you owe. This eliminates the need to write a paper check. Payment may be delayed until the payment deadline of April 17, 2012. TeleFile will ask you to enter the date you want the electronic funds transfer to take place. Please complete line 12 on page Tel 6 if you want to pay your tax due by electronic check.
- **Tax Due (Credit Card)** – **See page 8.** You may use your Discover/NOVUS, VISA, MasterCard or American Express card to pay your income taxes. You may make credit card payments either by visiting **tax.ohio.gov** and clicking on the **"Make a Payment"** link or by calling 1-800-2PAY-TAX (1-800-272-9829).
- **Tax Due (Paper Check or Money Order).** If you elect to pay by paper check or money order, you must complete and enclose Ohio form IT 40P, Income Tax Payment Voucher (see our Web site at **tax.ohio.gov**). **Do not send cash.** Make your check payable to Ohio Treasurer of State and write your Social Security number and taxable year on the check. Then place the check on top of the payment voucher (do **not** staple).

Line 13 – Now You're Ready to TeleFile

Once you have completed lines 1-12 on pages Tel 5 and Tel 6, you are ready to TeleFile your return. **Call 1-800-697-0440** (phone lines are busiest between 6 p.m. and 10 p.m.). TeleFile will ask you to enter the information from lines 1-12 from the TeleFile worksheet on pages Tel 5 and Tel 6.

Based on the information you provided on lines 1-11, TeleFile will compute your tax and determine if you have a refund or tax due. During your TeleFile call, TeleFile will tell you the information to enter on lines 13a-g on page Tel 6.

Line 13d – Donations

If TeleFile calculated a refund for you, TeleFile will ask if you want to donate any of your refund to any of the funds described on page 34. If you elect to make a donation, TeleFile will automatically reduce your refund by the amount of the donation(s). If you decide to donate, this decision is **final.** You cannot change your mind and ask for your donation(s) to be refunded once you have TeleFiled your return.

Line 13e – Amount of Your Tax Refund After Donations

If TeleFile calculates a refund for you on line 13e, you have the option of either receiving a paper check or requesting that the refund be deposited directly into your checking or savings account. If you choose the direct deposit option, you most likely will receive your refund in five to seven business days.

Please complete line 12 of the TeleFile worksheet if you wish to use the direct deposit option. If you do not use direct deposit, a paper check will be mailed to your address on record.

Line 13f – Amount You Owe

If TeleFile calculates a tax due for you on line 13f, you may make a payment by electronic check, credit card or paper check or money order. You are not required to submit your payment on the same date as your TeleFile call, however, your payment must be postmarked by April 17, 2012 to avoid penalty and interest charges. See line 12 at left for more payment information.

Line 13g – Signature and Confirmation Number

TeleFile will tell you how to sign your return. TeleFile will then assign you a 10-digit confirmation number. This filing confirmation number is different from the 15-digit electronic check confirmation number that TeleFile assigns you when you pay electronically. Do not hang up before signing your return or your return will not be filed. Enter the confirmation number in the space provided **and keep the TeleFile worksheet for your records.**

IMPORTANT: Do not mail the TeleFile worksheet or W-2(s) to the Ohio Department of Taxation.

TeleFile

Payment Options for Ohio IT 1040, IT 1040EZ and SD 100

Several options are available for paying your Ohio and/or school district income tax. **If you are remitting for both Ohio and school district income taxes, you must remit each payment as a separate transaction.** You may pay by any one of the following three methods:

Credit Card

You may use your Discover/NOVUS, VISA, MasterCard or American Express card to pay your income taxes. You may make the credit card payments either by visiting **tax.ohio.gov** on the Internet and selecting the **"Make a Payment"** link or by calling **1-800-2PAY-TAX** (1-800-272-9829).

Whether you visit our Web site or pay by telephone, Official Payments Corporation will provide the credit card services. Official Payments Corporation will bill your credit card account a convenience fee equal to 2.5% (or $1, whichever is greater) of the tax due. **The state of Ohio and your school district do not receive any portion of this fee.**

When will my payment be posted? Your payment will be effective the date you charge it.

What happens if I change my mind? If you pay your tax liability by credit card and you subsequently reverse the credit card transaction, you may be subject to penalties, interest and other fees imposed by the Ohio Department of Taxation for nonpayment or late payment of your tax liability.

Whom should I call if I have a problem with my credit card payment? Call Official Payments Corporation toll-free at 1-866-621-4109.

How do I use my credit card and my telephone to pay my Ohio and/or school district income tax? Once you have determined how much you owe, follow the steps below:

✓ Complete lines 1 through 11 on this page (optional);

✓ Use your touch-tone telephone to call toll-free 1-800-2PAY-TAX or 1-800-272-9829. When prompted, enter the Ohio jurisdiction code, 6446.

How do I use my credit card and the Internet to pay my Ohio and/or school district income tax? Once you have determined how much you owe, follow the steps below:

✓ Complete lines 1 through 11 on this page (optional);

✓ Go to www.officialpayments.com. Select **"State Payments"** and enter the Ohio jurisdiction code, 6446. Or you may visit our Web site at **tax.ohio.gov.** Select **"Make a Payment"** and click on Ohio ePayments.

Note: If you did not previously register to pay electronically through the department's Web site, click on the "Register Now" link and follow the instructions.

When paying by credit card, complete the following worksheet before contacting Official Payments Corporation.

1. Amount you are paying (round to the nearest whole dollar)

   $ ___,___.00 (For your Ohio form IT 1040EZ, IT 1040 or TeleFile, if applicable.)

   $ ___,___.00 (For your Ohio form SD 100, if applicable.)

2. Your school district number (if applicable)
3. Your Social Security number
4. The first three letters of your last name
5. Your spouse's Social Security number (only if joint return)
6. The first three letters of your spouse's last name (only if joint return)
7. The taxable year for which you are paying

   2 0 1 1

8. Telephone number

   ( ) -

9. Your credit card number
10. Credit card expiration date (MM/YY)

    /

11. ZIP code for the address where your credit card bills are sent
12. At the end of your call or Internet visit you will be given a payment confirmation number. Write it here and keep this page for your records.

    (Confirmation number for Ohio form IT 1040EZ, IT 1040 or TeleFile, if applicable.)

    (Confirmation number for Ohio form SD 100, if applicable.)

Keep this page for your records.

Electronic Check

You can eliminate writing a check for your Ohio individual income and/or school district income tax due amount(s) by using the expanded electronic check payment option that is available to all taxpayers. If you make a payment using an electronic check, it is the equivalent of using a debit card to withdraw money directly from your checking or savings account.

The authorized amount will be withdrawn from your account within 24 hours unless you elect to delay payment. You can delay payment until the payment deadline of April 17, 2012.

When paying by electronic check, you must first determine your filing method:

✓ **Ohio TeleFile –** Follow the payment instruction prompts that you receive during TeleFile (see page Tel 6, line 12 of the TeleFile worksheet).

- ✓ **Ohio I-File –** Follow the payment instruction prompts that you receive during Ohio I-File.
- ✓ **IRS e-file –** If you are electronically filing your Ohio individual income tax return and/or your school district income tax return using an approved software program, follow the payment instruction prompts for making payments by electronic check.
- ✓ **Paper Filing –** If you are filing by paper (Ohio form IT 1040EZ or IT 1040 and/or Ohio form SD 100), you can still use the electronic check payment option. Go to our Web site at **tax.ohio.gov** and click on the **"Make a Payment"** link.

You may also **file** and **pay** your quarterly **2012 Ohio and/or school district estimated income tax with the electronic check method.** Go to our Web site at **tax.ohio.gov** and click on the **"Make a Payment"** link.

Paper Check or Money Order

If you do not want to use a credit card or electronic check to make your payment, you may send in a personal check or money order with the IT 40P payment voucher for your Ohio income tax and/or SD 40P payment voucher for your school district income tax. Both of these vouchers can be found on our Web site at **tax.ohio.gov.**

Federal Privacy Act Notice

Because we require you to provide us with a Social Security number, the *Federal Privacy Act of 1974* requires us to inform you that providing us with your Social Security number is mandatory. Ohio Revised Code sections 5703.05, 5703.057 and 5747.08 authorize us to request this information. We need your Social Security number in order to administer this tax.

2011 Ohio IT 40P

Reset Form

OHIO IT 40P

Income Tax Payment Voucher

DO NOT STAPLE YOUR PAYMENT TO THIS VOUCHER. DO NOT SEND CASH.

Taxable Year **2011**

Do NOT fold check or voucher.

First name	M.I.	Last name
Spouse's first name (only if joint filing)	M.I.	Last name
Address		
City, state, ZIP code		

Please use UPPERCASE letters to print the first three letters of

Taxpayer's last name

Spouse's last name (only if joint filing)

Your Social Security number

Spouse's Social Security number (only if joint filing)

Include this voucher and paper check or money order (payable to Ohio Treasurer of State) with your income tax return and mail to the address shown on page 2 of Ohio form IT 1040EZ or page 4 of IT 1040. If you are not enclosing this voucher and payment with your income tax return, then mail this voucher and payment to Ohio Department of Taxation, P.O. Box 182131, Columbus, OH 43218-2131.

AMOUNT OF PAYMENT $ .00

402