# 19**99** Form 1040-V



### What Is Form 1040-V and Do You Have To Use It?

It is a statement you send with your check or money order for any balance due on line 68 of your 1999 Form 1040. Using Form 1040-V allows us to process your payment more accurately and efficiently. We strongly encourage you to use Form 1040-V, but there is no penalty if you do not do so.

#### How To Fill In Form 1040-V

**Box 1.** Enter the amount you are paying by check or money order.

**Box 2.** Enter the first four letters of your last name. See examples below.

Name	Enter	Name	Enter
John Brown	. BROW	Nancy McCarthy	MCCA
Juan DeJesus	. DEJE	Helen O'Neill	ONEI
Joan A. Lee	. LEE	Pedro Torres-Lopez .	TORR

**Boxes 3 and 4.** Enter your social security number (SSN) in box 3. If you are filing a joint return, enter in box 3 the SSN shown first on your return and in box 4 the SSN shown second.

**Box 5.** Enter your name(s) and address as shown on your return.

### **How To Prepare Your Payment**

- Make your check or money order payable to the "United States Treasury." Do not send cash.
- Make sure your name and address appear on your check or money order.
- Enter "1999 Form 1040," your daytime telephone 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.
- To help us process your payment, enter the amount on the right side of your check like this: \$ XXX.XX. **Do not** use dashes or lines (for example, do not enter "\$ XXX—" or "\$ XXX  $\frac{XX}{100}$ ").

## How To Send In Your Return, Payment, and Form 1040-V

- Detach Form 1040-V along the dotted line.
- **Do not** staple or otherwise attach your payment or Form 1040-V to your return or to each other. Instead, just put them loose in the envelope.
- If an envelope came with your tax package, please use it to mail your 1999 tax return, payment, and Form 1040-V.
- If you do not have that envelope or you moved or used a paid preparer, mail your tax return, payment, and Form 1040-V to the Internal Revenue Service at the address shown on the back that applies to you.

**Note**. If you filed electronically, send your check or money order and Form 1040-V to the applicable address shown on the back.

Paperwork Reduction Act Notice. We ask for the information on Form 1040-V to help us carry out the Internal Revenue laws of the United States. If you use Form 1040-V, you must provide the requested information. Your cooperation will help us ensure that we are collecting the right amount of tax.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by Internal Revenue Code section 6103.

The time needed to complete and mail Form 1040-V will vary depending on individual circumstances. The estimated average time is 19 minutes. If you have comments about the accuracy of this time estimate or suggestions for making Form 1040-V simpler, we would be happy to hear from you. See the Instructions for Form 1040.

Cat. No. 20975C ▼ DETACH HERE AND MAIL WITH YOUR PAYMENT ▼ Form 1040-V (1999)

E	1040 V	<b>∆∩_\/</b>   Payment Voucher					OMB No. 1545-0074					
De	E 1040-V  Department of the Treasury Internal Revenue Service (99)  Do not staple or attach this voucher to your payment.  Payment Voucher  Do not staple or attach this voucher to your payment.							199	9			
1	Enter the amount you a check or money order	re paying by	2 Enter the first four letters of your last name			3 Enter yo	your social security number					
▶	\$	•										
4	If a joint return, enter the second on that return	SSN shown	5 Enter your name(s)  Enter your address									
	<u> </u>											
			Enter your city, state, and ZIP code									

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	THEN use this address if you:				
IF you live in	Prepared your own return	Used a paid preparer	Filed electronically		
Florida, South Carolina	Atlanta, GA	P.O. Box 105093	P.O. Box 6223		
	39901-0002	Atlanta, GA 30348-5093	Chicago, IL 60680-6223		
Georgia	Atlanta, GA	P.O. Box 105093	P.O. Box 1214		
	39901-0002	Atlanta, GA 30348-5093	Charlotte, NC 28201-1214		
New Jersey, New York (New York City and counties of Nassau, Rockland, Suffolk, and Westchester)	Holtsville, NY	P.O. Box 1187	P.O. Box 371361		
	00501-0002	Newark, NJ 07101-1187	Pittsburgh, PA 15250-7361		
New York (all other counties), Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont	Andover, MA 05501-0002	P.O. Box 371361 Pittsburgh, PA 15250-7361	P.O. Box 371361 Pittsburgh, PA 15250-7361		
Illinois, Iowa, Minnesota, Missouri, Wisconsin	Kansas City, MO	P.O. Box 970011	P.O. Box 970016		
	64999-0002	St. Louis, MO 63197-0011	St. Louis, MO 63197-0016		
Delaware, District of Columbia, Maryland,	Philadelphia, PA	P.O. Box 8530	P.O. Box 371361		
Pennsylvania, Virginia	19255-0002	Philadelphia, PA 19162-8530	Pittsburgh, PA 15250-7361		
Indiana, Kentucky, Michigan, Ohio, West Virginia	Cincinnati, OH	P.O. Box 6223	P.O. Box 6223		
	45999-0002	Chicago, IL 60680-6223	Chicago, IL 60680-6223		
Kansas, New Mexico, Oklahoma, Texas	Austin, TX	P.O. Box 970016	P.O. Box 970016		
	73301-0002	St. Louis, MO 63197-0016	St. Louis, MO 63197-0016		
Alaska, Arizona, California (counties of Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mendocino, Modoc, Napa, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Solano, Sonoma, Sutter, Tehama, Trinity, Yolo, and Yuba), Colorado, Idaho, Montana, Nebraska, Nevada, North Dakota, Oregon, South Dakota, Utah, Washington, Wyoming	Ogden, UT 84201-0002	P.O. Box 7704 San Francisco, CA 94120-7704	P.O. Box 7704 San Francisco, CA 94120-7704		
California (all other counties), Hawaii	Fresno, CA 93888-0002	P.O. Box 60000 Los Angeles, CA 90060-6000	P.O. Box 7704 San Francisco, CA 94120-7704		
Alabama, Arkansas, Louisiana, Mississippi, North Carolina, Tennessee	Memphis, TN	P.O. Box 1214	P.O. Box 1214		
	37501-0002	Charlotte, NC 28201-1214	Charlotte, NC 28201-1214		
All APO and FPO addresses, American Samoa, nonpermanent residents of Guam or the Virgin Islands*, Puerto Rico (or if excluding income under section 933), a foreign country (or if a dual-status alien): U.S. citizens or those filing Form 2555, Form 2555-EZ, or Form 4563	Philadelphia, PA 19255-0215	P.O. Box 7328 Philadelphia, PA 19162-7328	P.O. Box 371361 Pittsburgh, PA 15250-7361		

 $<sup>^{\</sup>star}$  Permanent residents of Guam or the Virgin Islands should not use Form 1040-V.

