



# Form 941 Payment Voucher

## Purpose of Form

Complete Form 941-V if you are making a payment with **Form 941**, Employer's Quarterly Federal Tax Return. We will use the completed voucher to credit your payment more promptly and accurately, and to improve our service to you.

If you have your return prepared by a third party and make a payment with that return, please provide this payment voucher to the return preparer.

## Making Payments With Form 941?

Make payments with Form 941 only if:

1. Your net taxes for the quarter (line 13 on Form 941) are less than \$500, or
2. You are making a payment in accordance with the **accuracy of deposits** (98% rule) provision (see section 11 of **Circular E**, Employer's Tax Guide, for details). This amount may exceed \$500.

**Caution:** Only monthly schedule depositors are allowed to pay these underpayments with the return.

If **1** or **2** do not apply, you must deposit the amount at an authorized depository (see section 11 of Circular E for deposit instructions). Make your deposit with a Federal Tax Deposit (FTD) coupon (Form 8109), not the Form 941-V payment voucher.

**Caution:** If you pay amounts with Form 941 that should have been deposited, you may be subject to a penalty. See Circular E.

## Specific Instructions

**Box 1—Employer identification number (EIN).**—If you do not have an EIN, apply for one on **Form SS-4**, Application for Employer Identification Number, and write "Applied for" and the date you applied in this entry space.

**Box 2.**—Enter the first four characters (letters or numbers) of your business name (as shown in box 6).

**Box 3.**—No entry.

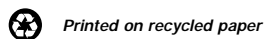
**Box 4—Tax period.**—Darken the capsule identifying the quarter for which the payment is made. Darken only one capsule.

**Box 5.**—No entry.

**Box 6—Name and address.**—Enter your business name and address as shown on Form 941.

**Box 7—Amount paid.**—Enter the amount paid with Form 941.

- Make your check or money order payable to the Internal Revenue Service. Don't send cash. Please don't staple your payment to the voucher or the return.
- Detach the voucher and send it with the return.



(Detach at this line)

<b>Form 941-V</b>		<b>Form 941 Payment Voucher</b>				OMB No. 1545-0029	
Department of the Treasury Internal Revenue Service		For Paperwork Reduction Act Notice, see Form 941 instructions.				<b>1995</b>	
<b>1</b> Your employer identification number	<b>2</b> First four characters of your business name	<b>3</b> MFT	<b>4</b> Tax period		<b>5</b> Transaction code		
		0 1	<input type="radio"/> 1st Quarter	<input type="radio"/> 3rd Quarter	6 1 0		
<b>6</b> Name and address			<input type="radio"/> 2nd Quarter	<input type="radio"/> 4th Quarter			
			<b>7</b> Enter amount paid with return . . . . \$ _____				
			<ul style="list-style-type: none"> <li>• Make check or money order payable to the Internal Revenue Service. Do not send cash.</li> <li>• Include, but do not staple, your payment with this voucher and Form 941.</li> </ul>				