8-5-24

# Instructions for Form D-400V Amended, Payment Voucher

#### Pay Online Now for Free!

Did you know you can submit your payment online for free? If you pay online, you do not have to print and mail the voucher.

To pay online visit, <u>ncdor.gov</u> or use your mobile device to scan the QR code below.



#### **Benefits of Paying Online**

- Secure and convenient
- Schedule payments in advance
- Bank drafts (free), MasterCard or Visa (\$2 convenience fee for every \$100 paid)
- Your payment will be processed efficiently and you will receive a payment confirmation

### **Prefer to Mail 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.
- 2. Make sure the courtesy box and legal line on your check match.
- 3. Enter the last four digits of your SSN, Tax Year, and "D-400 Amended" on the memo line of your check or money order. If you are filing a joint return, enter the last four digits of the first SSN on your return.
- 4. Make sure your check or money order is signed.
- 5. Make sure your name, address, and daytime phone number appear on your check or money order.
- 6. Cut across the dotted line and send the completed voucher and your check or money order to the "Mail to" address on the voucher.

#### **Important Reminders**

- **Do not** print double sided.
- **Do not** mail the voucher if you submitted an electronic payment.
- **Do not** staple, tape, paper clip or otherwise attach your check to the voucher.
- Do not fold the voucher or check.
- **Do not** use a photocopy of the voucher.
- **Do not** use another person's voucher.
- Do not send cash.
- **Do not** make any modifications to the voucher.
- **Make sure** your signature appears on your check or money order.
- **Make sure** the correct name, address, daytime phone number, and tax year appear on the voucher and your check or money order.
- **Make sure** your full SSN is printed on the voucher and the last four digits of your SSN appear on the check or money order.

## Cut Here —

D-400V Amended (SD) Amended Individual Income Payment Voucher 10-24-08 North Carolina Department of Revenue							
123456789	ABCD	ABCD	12345	12.	345678	9	
ABCDEFGHIJKLMN	A ABCDE	FGHIJKLMN	IOPQRS	ABCDEFGHI	JKLMN 2	A ABCD	EFGHIJKLMNOPQRS
ABCDEFGHIJKLMN	OPQRSTUV	WXYZABCDE	FGHI	For Calendar Year	1234		OUNT OF THIS PAYMENT s must match the amount shown
ABCDEFGHIJKLMN	OPQRST	AB 123	345	ABCDE	FGHIJ	c	on your check or money order.
Taxpayer/Paid Preparer:						\$	12345678.01
Date: Phone	e: ( )			7300	1 X X 0 0 3		1001
							Mail to: NCDOR, PO Box 25000,
9999X 99999999	9X 00000	00 06441					Raleigh, NC 27640-0640