

SUBMIT ONLY A HIGH-QUALITY PRINTED, ORIGINAL FORM AND FOLLOW THESE INSTRUCTIONS. With the high-speed scanners the Department uses when processing payment vouchers, a quality form helps ensure accuracy. Do not use a photocopy of the voucher. Because the scanners can read only one page size to process vouchers, it is important to **cut on the dotted line only**. When printing the voucher from the Department website or a software product, prevent resizing by setting the printer's page scaling function to **None**. If your payment voucher has a scanline (a very long row of numbers) within the bottom 1 and 1/2-inch of the voucher, do not write in the area around the scanline.

NOTE: When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day you make your payment.

- ☐ Are you using the correct form? This form is for a taxpayer who wants to make a payment with the final PIT-1 return. If you are making an estimated payment, use the PIT-ES payment voucher. If you are making an extension payment, use the PIT-EXT payment voucher.
- ☐ Did you indicate the correct tax year for which you are making the payment?
- ☐ Are name(s) and address complete, correct, and legible?
- ☐ Are social security number(s) legible?
- ☐ Did you write social security number(s), PIT-PV, and the correct tax year on your check or money order?
- ☐ Is your check or money order signed and **is your payment in the envelope** with the voucher?
- ☐ Did you mail your PIT-PV and payment to the address below?

Please **cut on the dotted line** to detach the voucher and then submit it **with your payment** to the Department.
(CUT ON THE DOTTED LINE)

Tax Year	MM/DD/CCYY
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AMOUNT ENCLOSED	999,999,999
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[illegible]