

# Form 945-V Payment Voucher

## Purpose of Form

We will credit your payment more promptly and accurately and improve our service to you if you use Form 945-V to make a payment with **Form 945**, Annual Return of Withheld Federal Income Tax.

## Making Payments With Form 945

Make payments with your 2001 Form 945 only if:

1. Your total taxes for the year (line 4 on Form 945) are less than \$2,500 and you are paying in full with a timely filed return or

2. You are a monthly schedule depositor making a payment in accordance with the **Accuracy of Deposits** rule (see section 11 of **Circular E**, Employer's Tax Guide (Pub. 15), for details). This payment may exceed \$2,500.

Otherwise, you are required to deposit the payment at an authorized financial institution or by electronic funds transfer (see section 11 of Circular E for deposit instructions). Do not use the Form 945-V payment voucher to make Federal tax deposits.

**Caution:** *If you make payments with Form 945 that should have been deposited, you may be subject to a penalty. See Circular E.*

## Specific Instructions

- Make your check or money order payable to the United States Treasury. Be sure to enter your EIN, "Form 945," and "2001" on your check or money order. Do not send cash. Please do not staple your payment to the voucher or the return or to each other.
- Detach the completed voucher and send it with your payment and Form 945 to the address provided in the separate **Instructions for Form 945**.

**Box 1.** 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 amount paid with Form 945.

**Box 3.** Enter your business name and address as shown on Form 945.

Cat. No. 20563G

Form 945-V

Department of the Treasury  
Internal Revenue Service

Form 945 Payment Voucher

OMB No. 1545-1430

2001

► Use this voucher when making a payment with your return.

1 Enter your employer identification number

2

Enter the amount of the payment you are making

Dollars

Cents

3

Enter your business name (individual name for sole proprietors)

Enter your address

Enter your city, state, and ZIP code

For Privacy Act and Paperwork Reduction Act Notice, see the Instructions for Form 945.