


**Instructions for Preparing the G-1003**

- If you file and pay electronically, you must file the G-1003 and related income statements electronically. Also, employers who are federally required to file income statements electronically must file them electronically for Georgia purposes. Reg. 560-7-8-.33. Even if the employer is not required to file electronically, they may choose to do so. To obtain a copy of our specifications, visit our website, [www.gataxinfo.org](http://www.gataxinfo.org), or call **1-877-GADOR11 (1-877-423-6711)**.
- Income statements are due on or before February 28th of the following calendar year. If this date is a weekend or holiday, the due date is the next business day. **If a business closes** during the taxable year, income statements are due within 30 days after payment of final wages. Please not for a flow-through entity, the G-1003 and the related G-2-A's for distributions to nonresident members are due by the earlier of the date such entity's income tax return is filed or the due date for filing such entity's income tax return (without extension).
- Submit non-wage statements (1099s) **only** if Georgia tax is withheld. Statements that do not indicate Georgia tax withheld may be filed under the Combined Federal/State Filing Program.
- The "Number of Forms," "Form Type," "Georgia Taxable Wages" and "Georgia Tax Withheld" blocks must be completed.
- Copies of the corrected W2s/1099/G2As must accompany all amended returns.
- Submit Form G-1003 and paper copies of income statements to:

**Georgia Department of Revenue  
Processing Center  
P.O. Box 105685  
Atlanta, GA 30348-5685**

**PLEASE DO NOT mail this entire page. Please cut along dotted line and mail coupon only.  
PLEASE DO NOT STAPLE OR PAPER CLIP.**

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<p>■ <b>G-1003</b> (Rev. 11/11) <b>Income Statement Return</b> <b>2012</b> <input type="checkbox"/> Amended Return <input type="checkbox"/> Domestic employer with no GA Tax Withheld</p>	 1210300019	<p align="right">EMPLOYER NAME AND ADDRESS ■</p>			
<b>DO NOT SUBMIT PAYMENT WITH THIS FORM</b>					
GA Withholding ID	FEI Number	Tax Year <b>2012</b>	Number of Forms	Vendor Code	Date Received
			<b>Form Type</b>		<input type="checkbox"/> <b>Check here if correction to Social Security Numbers only.</b>
			<input type="checkbox"/> W-2	<input type="checkbox"/> G-2-A	<input type="checkbox"/> 1099
			<input type="checkbox"/> W2-C		
			Georgia Taxable Wages		Georgia Tax Withheld
I declare under the penalty of perjury that this return has been examined by me and to the best of my knowledge is a true and complete return.					
Signature				Title	
Telephone				Date	

GEORGIA DEPARTMENT OF REVENUE  
PROCESSING CENTER  
P O BOX 105685  
ATLANTA, GA 30348-5685