

Instructions for Completing the G-7 Quarterly for the Quarterly Payer

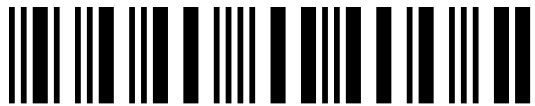
- **Form G-7 MUST be filed**, even if no tax was withheld for a particular quarter.
- Enter the Tax Withheld, Tax Due, and Tax Paid in the appropriate blocks.
- Enter the payment amount in the Amount Paid section.
- If applicable, enter any adjustment amount in the Adjustment to Tax block. This block should be used when using a credit from a prior period or paying additional tax due for a period. Explain adjustments in the indicated area of the form.
- Submit Form G-7 on or before the last day of the month following the quarter. Late returns will be assessed a penalty equal to \$25.00 plus 5% of the total tax withheld on the return each month the return is late, not to exceed \$25.00 plus 25% of the total tax withheld on the return.
- Check "Non-Resident Credited" box if filing a return for tax withheld on non-resident distributions credited but not paid. If the distribution was paid, submit G-7M return.
- Mail this completed form with your payment to:

**Georgia Department of Revenue
Processing Center
P.O. Box 105544
Atlanta, Georgia 30348-5544**
- Contact the Withholding Tax Unit at **1-877-GADOR11 (1-877-423-6711)** if you need additional information or assistance.

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

- Cut on dotted line -

■ **G-7 QUARTERLY RETURN**
FOR QUARTERLY PAYER (Rev. 10/11)
2012



Name and Address: ■

- Amended Return
 Non-Resident Credited

1200700018

GA Withholding ID	FEI Number	Period Ending	Due Date	Vendor Code
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PLEASE DO NOT STAPLE OR PAPER CLIP. REMOVE ALL CHECK STUBS.

Tax withheld this period	Explanation of adjustments
Adjustment to tax	
Tax Due (Line 1 + or - Line 2)	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
Tax Paid	Telephone Date

GEORGIA DEPARTMENT OF REVENUE
PROCESSING CENTER
PO BOX 105544
ATLANTA GA 30348-5544

Amount Paid \$ ■