

Save time, file returns and pay online at tax.iowa.gov.

**The payment voucher does not replace the return.**

**Instructions for Payment Vouchers**

1. Complete using blue or black ink. Do not use gel pens or red ink on checks. **Do not staple.**
2. **Period ending:** Use MMDDYY format. MM: two-digit month. DD: two-digit day. YY: last two digits of the tax year. The period ending for December 31, 2021, would be entered as: 123121.
3. **Permit number:** Enter your nine-digit permit number.
4. **Payment amount:** Enter dollars and cents. The two boxes separated to the right on the amount line are for cents. Do not enter any punctuation or symbols (for example ", or \$").
5. When paying by check, **make checks payable to** Iowa Department of Revenue.
6. Mail your payment on or before the due date with this voucher to:

Sales/Use Tax Processing  
Iowa Department of Revenue  
PO Box 10412  
Des Moines IA 50306-0412

cut here

Iowa Department of Revenue

**Sales/Use Tax Payment Voucher**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, state, ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_

Period ending:

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Permit number:

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Payment amount:

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**Mail to:**

Iowa Department of Revenue  
PO Box 10412  
Des Moines IA 50306-0412

**Make checks payable to:**

Iowa Department of Revenue. When you pay by check, you authorize the Department of Revenue to convert your check to a one-time electronic banking transaction. 32-026 (01/18/2022)



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