



Department Of Revenue Establishes E-Fax Number June 10, 2019

Tax preparers have the option for electronically filed returns of including income tax return attachments as a PDF when filing electronically or they can fax the attachments to the Department of Revenue using the E-fax number of (225) 231-6221.

This E-fax number should only be used for return attachments for individual and corporate income tax returns. Because the attachment will be uploaded to the taxpayer's account, the taxpayer's name, account number, and tax filing period must be printed at the top of the first page of the fax. A cover page can be used but is not required.

Submitting attachments electronically is more efficient and less costly for tax preparers because it eliminates the need to mail paper copies of attachments and the accompanying processing delays. Also, because electronic attachments are stored on the taxpayer's accounts, if the documentation is needed, it is available without having to request it from the taxpayer.

Once the attachment is received, it will be immediately transferred to the taxpayer's account. If the return is later selected for examination, the auditor will access the taxpayer's account and the attachment will be available for review.

The only documents that should be E-faxed to (225) 231-6221 are the attachments that would normally be submitted with a paper return. The documents should be E-faxed at the time the return is electronically filed.

Do not use this E-fax number for any of the following:

- Attachments or supporting information that has been requested by Department of Revenue personnel. Once a request has been made, the information should be submitted as specified on the request letter. Providing the information via this E-fax number in response to a request will delay processing. Attachments received via this E-fax number will not be reviewed once a request for documentation has been made.
- Documents that are required to be filed electronically with the federal tax return such as W-2s and 1099-Rs.
- Form [LA 8453](#), the Individual Income Tax Declaration for Electronic Filing, which must be maintained by the tax preparer.

As with all technology, it is possible that documents sent through the E-fax system may be incorrectly processed or misplaced. If this should occur and the return is selected for review, the missing documentation will be requested from the taxpayer.

To obtain assistance with the E-fax system, please call the electronic filing help desk at (225) 219-2488.