

Scan Line for Individual Declaration Voucher

66 – Character Scan line.

On the document measuring 8½” x 3 5/8”, the scan line must be printed on Line 63 of a 66 – line page, positions 11 through 76.

AAAABXXXCCCCCCCCCDXEEEEXXFFFFFFFXXGGGGGGGXHHHHHHHHHIXJJJJJJJJJKXL

Example

19059 4358585653 665 12312009 00000000 4568565420 00002500007 5

X = Blank Space

A = Form number - 4 digits - the form number is - 1905

B = Check Digit on the form number - 9

C = Primary Account Number - 9 digits

D = Check Digit for primary account number. Modulus 10 check digit routine – 1 digit

E = Tax Type - 665

F = Taxable Period – 8 digits

G = Open field – This field will be all zeroes – 8 digits

H = Secondary Social Security Number – 9 digits

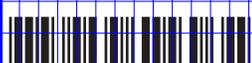
I = Check Digit for secondary number – Modulus 10 check digit routine – 1 digit

J = Amount of payment – 10 digits

K = Check Digit for amount of payment – Modulus 10 check digit routine – 1 digit

L = Check Digit calculation for fields C, D, E, F, G, H, I, J and K. Modulus 10 check digit routine – 1 digit

Louisiana Estimated Tax Declaration Voucher For Individuals

2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32	34	36	38	40	42	44	46	48	50	52	54	56	58	60	62	64	66	68	70	72	74	76	78	80	82	84		
Please DO NOT fold or staple.																																											
T-540ES (2009) SD																						2009																					
LOUISIANA ESTIMATED TAX DECLARATION VOUCHER FOR INDIVIDUALS – 2009 If year end differs from prior year, mark box. <input type="checkbox"/> For calendar year 2009 or fiscal year ending _____ year																						I																					
Your Social Security Number											Spouse's Social Security Number											Payment due date				INDIVIDUAL Voucher 1																	
Name _____ Spouse's Name _____ Address _____ City, State, ZIP _____																						Amount of payment. DO NOT SEND CASH. \$ _____ .00																					
SPEC CODE											Mail this form with your payment to: Louisiana Department of Revenue PO BOX 91007 BATON ROUGE LA 70821-9007											<input type="checkbox"/> Mark box if address has changed. Mail date _____ 1905																					
																						For office use only																					
19059											4358585653 665											12312009 00000000 4568565420 00002500007 5																					

Test Examples
Income Declaration Vouchers (2009)

Please prepare the necessary declaration vouchers using the various examples (or you may submit your own test data). Send all 4 vouchers for each test example and include the payment due date for each one (total of 16 vouchers). The instructions for the payment due date are attached.

Example 1

Primary Number – 444-34-5287
Secondary Number – none
Taxable period – 12/31/2009
Balance due - \$550.00

Jason Greenley
822 Mark Drive
Baton Rouge, LA 70806-6360

Example 3

Primary – 454-67-8905
Secondary – none
Taxable period – 12/31/2009
Balance due - \$400.00

Sharon Smith
3345 West Street
New Orleans, LA 70123-6660

Example 2

Primary – 543-56-9876
Secondary – 231-44-5556
Taxable period – 12/31/2009
Balance due - \$1,500.00

Bryan and Marie Brown
8768 Deepwoods Drive
Minden, LA 71055-4569

Example 4

Primary – 258-96-3140
Secondary – 123-58-9420
Taxable period – 12/31/2009
Balance due - \$75.00

Sam and Martha Green
7634 Blue River Drive
Baton Rouge, LA 70812-2000



Declaration of Estimated Tax for Individuals General Information



2009

The Louisiana Income Tax Law requires that the tax be paid currently with respect to anticipated income on which no tax is withheld at source. Rents, royalties, dividends, interest, business profits, and professional fees are examples of income that must be included in computing your declaration of estimated individual income tax. Form IT-540ES is provided for making your declaration and computing the tax on such estimated individual income.

You should be able to make a proper determination of your liability for filing a declaration, and acquaint yourself with related payment and filing schedules, by the following digest of Louisiana income tax requirements for the declaration of estimated income:

1. Who must make a declaration – Residents and Nonresidents must make a declaration of estimated income tax if the estimated Louisiana income tax after credits and taxes withheld can reasonably be expected to exceed \$1,000.00 (\$2,000.00 in the case of a joint declaration of husband and wife).

Nonresidents will enter on Line 1 of the worksheet the amount of their Louisiana adjusted gross income.

2. When and where to file a declaration – Your declaration must be filed on or before April 15, 2009, or on such later dates as specified in instructions 5, 6, and 7 of this general information. The voucher should be mailed to the Department of Revenue, P. O. Box 91007, Baton Rouge, Louisiana 70821-9007, or to any regional office of the Department.

3. Payment of estimated tax – You may pay estimated individual income tax in full with the declaration, or in equal installments, on or before April 15, 2009, June 15, 2009, September 15, 2009, and January 15, 2010. Payment of the amount entered on the declaration voucher must be made when the declaration is filed. A Form IT-540ES voucher for Louisiana estimated individual income taxes should not be filed if payment is made by EFT, credit card, or an electronic payment via the Department's website. Make payments to: Department of Revenue. **Do not send cash.**

NOTE: *Reminder notices for estimated individual income tax installments will not be sent to you. Please use the enclosed Form IT-540ES vouchers when paying estimated individual income taxes by check.*

4. Joint declaration – A husband and wife should file a joint declaration with the following exceptions: No joint declaration may be made if the husband and wife are separated under a decree of divorce or of separate maintenance, or if they have different taxable years. If a joint declaration is made, a joint return should be filed for the taxable year. However, if returns are filed separately, the estimated tax for such year may be treated as the estimated tax of either the husband or the wife, or may be divided between them in such a manner as they may agree.

5. Farmers – If at least two-thirds of your gross income is from farming, you may file the declaration on or before January 15, 2010, instead of April 15, 2009. If you wait until January 15, 2010, you must pay the entire amount of the estimated tax. However, if you file your tax return on or before March 1, 2010, and pay the total tax at that time, you need not file a declaration for 2009.

6. Fiscal year – If you file your income tax return on a fiscal year basis, the dates for filing the declaration and paying estimated tax will be the 15th day of the fourth, sixth, and ninth months of your fiscal year, and the 15th day of the first month following the close of your fiscal year.

7. Changes in income or exemption – Even though your situation on April 15 is such that you are not required to file a declaration at that time, your expected income or exemptions may change so that you will become liable for filing a declaration later. In such cases, the time for filing is as follows: June 15, if the change occurs after April 1 and before June 2; September 15, if the change occurs after June 1 and before September 2; January 15, 2010, if the change occurs after September 1. The estimated tax may be paid in equal installments on the remaining payment dates.

If you report income on a fiscal year basis, there should be substituted for the months specified, the fourth, sixth, or ninth month of the current year, or the first month of the succeeding taxable year.

If your 2009 individual income tax return is filed and paid by January 31, 2010, (March 1, 2010 for farmers), you need not:

- file any required amended declaration, or original declaration that would be due for the first time on January 15, 2010, or
- pay the last installment of estimated tax on or before January 15, 2010.

NOTE: *The January 15, 2010, filing of a declaration, amended declaration, the payment of the last installment, or the filing of an income tax return by January 31, 2010, will not relieve you of the additional penalty if you failed to pay the estimated income tax that was due earlier in your tax year.*

8. Amended declaration – If additional estimated income tax is due over the amount of prior payments and credits, subsequent payments are to be computed in the following manner: The total amount of prior payments and credits are subtracted from the new estimated tax and the balance is divided by the remaining quarters in the taxable year.

9. Penalty for failure to pay estimated income tax – The following penalty is imposed by law for the underpayment of any installment of estimated income tax: 12 percent per year for the period of underpayment on the difference between the installment payment made and 90 percent (66 ²/₃ percent in the case of farmers) of the installment due on the basis of the tax for the year. The penalty for any underpayment of any installment may be assessed unless the total amount of all payments of estimated tax made on or before the last dates prescribed for the payments of such installments equals or exceeds whichever of the following is lesser:

- The amount that would have been required to be paid on or before such date if the estimated tax were whichever of the following is least –
 - The tax shown on your return for the previous year (if your return for such year indicated a tax liability and covered a tax year of 12 months), or
 - A tax computed by using the previous year's income with the current year's rates and exemptions, or
 - Ninety percent (66 ²/₃ percent in the case of farmers) of tax computed by projecting to the end of the year the income received from the beginning of the year up to the beginning of the month of the installment payment.
- An amount equal to 90 percent of the tax computed at the rates applicable to the tax year, on the basis of the actual taxable income for the months in the tax year ending before the month in which the installments are required to be paid.

In the event that the date on which returns shall be filed falls on Saturday, Sunday, or a legal holiday, the return shall be made and filed on the next business day.

You can pay your Louisiana Estimated Tax for Individuals by Credit Card, over the Internet, or by phone. Visit www.revenue.louisiana.gov or call 1-800-2PAY-TAX (1-800-272-9829)



Worksheet for Estimating Your 2009 Louisiana Individual Income Tax

Keep for your records. Do not mail.

Form IT-540 and instructions for 2008 should be used as a guide.

1. Estimated Adjusted Gross Income for 2009	1.		00
2. Estimated federal income tax for 2009	2.		00
3. Your estimated Louisiana tax table income (Subtract Line 2 from Line 1)	3.		00
4. Estimated Louisiana income tax	4.		00
5. Less estimated 2009 Total Nonrefundable Credits	5.		00
6. Less estimated 2009 Total Refundable Credits	6.		00
7. Adjusted Louisiana income tax (Subtract Lines 5 and 6 from Line 4)	7.		00
8. Less Louisiana income tax to be withheld in 2009 including any credit carried forward from 2008. (Round to the nearest dollar)	8.		00
9. Estimated income tax (Subtract Line 8 from Line 7.)	9.		00
10.			
If you first become liable to file a declaration on or before:		Then enter on Line 10 and in "Amount of Payment" block on Form IT-540ES	
April 15, 2009		¼ of Line 9 (Make 4 installments.)	
June 15, 2009		1/3 of Line 9 (Make 3 installments.)	
September 15, 2009		½ of Line 9 (Make 2 installments.)	
January 15, 2010		Line 9 must be paid in full.	
	10.		00

Note: If your estimated tax should change during the year, you may use the amended computation below to determine the amended amount to be entered on the declaration voucher.

Amended Computation

Use if estimated tax is substantially changed after the first declaration voucher is filed.

1. Amended estimated tax	1.		00
2. Less: A. Amount of last year's overpayment carried forward to 2008 estimated tax and applied to date	2A.		00
B. Payments made on 2009 declaration	2B.		00
C. Total of Lines 2A and 2B	2C.		00
3. Unpaid Balance (Line 1 less Line 2C)	3.		00
4. Amount to be paid (Line 3 divided by number of remaining installments) Enter here and in "Amount of Payment" block on declaration voucher, Form IT-540ES.	4.		00

How to use the Declaration Voucher

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|--|--|
| <p>1. Fill out the worksheet above to calculate your estimated tax for 2009. Form IT-540 and instructions for 2008 should be used as a guide.</p> <p>If you prepared a 2008 return on Form IT-540 or Form IT-540B and expect your income in 2009 to be the same as it was for 2008, you may compute your estimated tax using the information from your 2008 return, or Form R-6935 Tax Computation Worksheet, which is available on the Department's web site at www.revenue.louisiana.gov. The figures used should be adjusted for factors that apply to 2009, but did not apply to 2008.</p> <p>2. Check your Social Security Number(s), name(s), and address on the voucher and correct any errors.</p> <p>3. Enter the amount shown on Line 10 of the worksheet in the "Amount of Payment" block on the voucher, Form IT-540ES.</p> | <p>4. Detach the voucher at the perforation and attach check or money order. Fill in the Record of Estimated Tax Payments schedule at the bottom of this page.</p> <p>5. Insert voucher and payment into the pre-addressed envelope and mail. For each later installment, you need to complete only the "Amount of Payment" block on the voucher, attach payment, insert in the envelope, and mail. However, if you must amend your estimate:</p> <p>a. Fill out the Amended Computation Schedule above.</p> <p>b. Complete the "Amount of Payment" block on the voucher.</p> <p>c. Detach at the perforation and mail with the required payment. For each later installment, complete the "Amount of Payment" block on the voucher, attach payment, insert in the envelope, and mail.</p> <p>d. Additional IT-540ES forms are available on the Department's web site.</p> |
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Record of Estimated Tax Payments

Voucher number	Date	Amount	Total amount paid to date
1			
2			
3			
4			
Total			

Electronic Filing and Declaration Voucher Specifications

The size of the detached voucher is 8 ½” x 3 5/8”.

A scan line is required on the following vouchers:

- Declaration Voucher for Individual, IT 540ES
- Declaration Voucher for Corporations, CIFT-620ES
- Individual Income Tax Electronic Filing Payment Voucher, R-540V-SD

Scan Line Print and Position:

Scan line characters must be printed in Courier 12 pt font (10cpi). The scan line must be printed on Line 63 of a 66-line page, positions 11 through 76.

Document Identification Numbers (see grid)

- Declaration Voucher for Individuals, IT 540ES – 1905
The document identification number must be printed on Line 59, positions 74 through 77.
- Declaration Voucher for Corporations, CIFT-620ES – 1905
The document identification number must be printed on Line 59, positions 74 through 77.
- Electronic Filing Payment Voucher, R-540V-SD – 1903
The document identification number must be printed on Line 59, positions 74 through 77.

Reference Mark (see grid)

Declaration voucher for Individuals and Corporations:

- Print a 2 point one-half inch long vertical line on position 80, between Lines 57 through 60.
- Print a 2 point one-half inch long horizontal line on Line 57, between positions 76 through 80.

Electronic filing payment voucher:

- Print a 2 point one-half inch long vertical line on position 80, between Lines 57 through 60.
- Print a 2 point one-half inch long horizontal line on Line 57, between positions 76 and 80.

Bar Code (see grid)

- Print a “3/9” bar code on Line 61, starting in position 6.
- The height of the bar code should be 1/4”.
- The bar code is 1905.

Modulus 10 Self-check Digit Computation:

1. Multiply the unit's position and every alternate position of the base number by 2 starting with right most position.
2. Add the digits in the products to the digits in the base number that were not multiplied
3. Subtract the sum from the next higher number ending in zero.

The difference is the self-check digit.

Example:

Base Number	499865559 (right most position)
Multiply right most position and every other position by 2.	95694
Multiply by 2.	18, 10, 12, 18, 8
Add the digits of the product.	(1+8), (1+0), (1+2), (1+8), 8
Digits not multiplied.	5589
Add	(1+8) + 5 + (1+0) + 5 + (1+2) + 8 + (1+8) + 9 + 8
Sum	57
Next Higher number ending in 0	60
Subtract	60-57
Self-check digit	3