

West Virginia State Tax Department

Electronic Funds Transfer Application

Change Payment Type

- New Application
 Change Taxpayer ID Number
 Change Name or Address
 Change Bank Account No.
 Change Bank Transit or Routing No.
 Withdrawal

A C C O U N T	TAXPAYER ID <input style="width: 100px;" type="text"/>
	BUSINESS NAME <input style="width: 90%; border-bottom: 1px solid black;" type="text"/>
	ADDRESS <input style="width: 90%; border-bottom: 1px solid black;" type="text"/>

C O N T A C T	EFT Contact Person: <input style="width: 80%;" type="text"/>
	Address: <input style="width: 80%; border-bottom: 1px solid black;" type="text"/>
	Telephone: () <input style="width: 150px;" type="text"/> E-Mail: <input style="width: 150px;" type="text"/>

Complete Either Debit Section or Credit Section

ACH Debit - Taxpayer initiates payments on-line or through the West Virginia Tax Department Pay-by-Phone System

I hereby authorize the State of West Virginia, hereinafter called STATE, to initiate debit entries and to initiate, if necessary credit entries as adjustments for any entries in error into my bank account indicated below and the Financial Institution named below, hereinafter called DEPOSITORY, to debit the same any amount(s) owed by me to the State of West Virginia. This authority is to remain in full force and effect until STATE has received written notification from me of its termination in such time and in such manner as to afford STATE and DEPOSITORY a reasonable opportunity to act on it. The use of an EFT PIN will be required to convey my instructions for each transaction. The EFT PIN may be used by me or by my agent.

Bank Account Number	Transit/Routing Number (See Reverse)	Type of Account: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	Bank Account Name
Authorized Signature	Title	Date	

***A voided check for the bank account indicated above MUST accompany this application**

ACH Credit - Taxpayer initiates through own bank

I have contacted my bank and confirmed the bank can initiate Automated Clearing House credit transactions that meet West Virginia State Tax Department requirements. For verification the West Virginia State Tax Department may contact:

Name of Bank

I hereby request the West Virginia State Tax Department grant authority for the above named taxpayer to initiate Automated Clearing House transactions to the State of West Virginia's electronic funds transfer account. I understand these must be in the NACHA CCD+ format using the Tax Payment (TXP) Convention and may only be initiated for the tax types that have been registered for EFT payments with the West Virginia State Tax Department.

Authorized Signature	Title	Date
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Mail completed application to: WV STATE TAX DEPT., RD-EFT, PO BOX 11895, CHARLESTON WV 25339-1895
OR FAX TO (304) 558-8713

TO FILE AND PAY WEST VIRGINIA TAXES ON LINE CLICK THE MYTAXES.WVTAX.GOV LINK ON OUR WEB SITE WVTAX.GOV

Indicate Taxes to be paid by Electronic Funds Transfer

X	TAX	CODE*
	Consumer Sales & Use Tax	04201
	Business & Occupation	04603
	Tobacco Products Tax	07208
	Soft Drink	07609
	Surfacing Mining Reclamation	08813
	Telemarketers	10042
	Motor Carrier Road	05331
	Health Care – Severance	16066
	Health Care – Broad Base	16068
	Withholding	01170
	Personal Income Tax Bills	01075
	Personal Income Tax Annual	01080
	Personal Income Tax Estimated	01080
	Severance Tax	08692
	Timber Severance	08694
	Telecommunications	04993
	Corporate Income/Franchise	02095
	Solid Waste	12096
	Workers Comp Add'l Severance	08689
	Coal Severance	08687
	Direct Pay Tax	04251
	Special District Excise	04252
	Wine/Liquor Tax	04253

X	TAX	CODE*
	Wine Liter Tax	06225
	Wine Label Fee	06226
	Beer Barrel Tax	06327
	Waste Coal	08697
	Mobile Factory Built Homes	04223
	Pass Through Entities	01085
	Fiduciary Tax	01076
	Non-Resident Composite	01086
	Raffle	14114
	Raffle Board Games	14129
	Bingo	14104
	Motor Fuels – Blender	05050
	Motor Fuels – Distributor	05054
	Motor Fuels – Exporter	05056
	Motor Fuels – Floorstock	05057
	Motor Fuels – Importer	05058
	Motor Fuels – Backup	05061
	Motor Fuels – Terminal Op.	05062
	Motor Fuels – Producer	05063
	Motor Fuels- Refund	05064
	Motor Fuels – Supplier	05065
	Motor Fuels – Transporter	05069

*If paying by ACH Credit, you must use the corresponding Tax Type Code in the TXP Addenda Record.

APPLICATION FOR ELECTRONIC FUNDS TRANSFERS INSTRUCTIONS

Account Information:

- Indicate if the application is to begin electronic funds transfers or to make a Tax Identification Number change, a name or address change, or if you wish to withdraw from the program.
- You must submit a separate application for each Tax Identification Number.
- If this is a business application, it must be the full twelve digit account number (FEIN + the 3 digit state adjustment code).
- If the application is for Personal Income Tax, you need only your 9 digit social security number.
- Enter the business name as it appears on the business license. Individuals should enter last name first.
- Enter the complete mailing address.

Tax Type Information:

- Mark only those taxes you wish to pay by EFT.

ACH Debit:

- Clearly print the bank account number the fund will be withdrawn from
- Enter the bank routing number. (See sample check below)
- Indicate whether the account is savings or checking
- PRINT the name on the bank account
- The signature of a person authorized to make withdrawals from this account. Unsigned applications will be returned.

ACH Credit:

- Provide the name of the bank that will be making your transfers, along with the name and telephone number of a person at the bank who can be contacted if problems arise with your transfer.
- Be sure to sign the return; unsigned applications will be returned.

Contact:

- Indicate the name, address, telephone, and email address of the person to contact if there are problems with your application and/or transfers.

Upon approval of your application, you will be provided with complete instructions for how and when to begin submitting electronic funds transfers.

Depositor Account Information

Sample Check:

880 _____ 2259
_____ 19
_____ ²³⁻⁷/₁₀₂₀

Pay to the order of: _____

Anytown Bank Center, 1A Street, Anytown USA 80000
Anytown Bank
National Association (303) 000-0000

For _____ **VOID**

⑆ 10 20000 76 ⑆ ⑆ 0 ⑆ 1011234567 ⑆ 2259

↑ Transit and Routing Number ↑ Bank Account Number ↑ Check #
102000076 1011234567