



Instructions For Obtaining Forms And General Tax Information

The West Virginia State Tax Department has a telephone service to provide recorded tax information. This service will allow you to hear messages on selected tax subjects, order forms, and get general refund information, as well as guidance on filing personal income tax returns. There is also a bulletin board which provides information on current events in the Department of Revenue. When the system is accessed, you will hear a brief message describing the system along with instruction for use. If you are calling from a touch tone telephone, you will be asked to follow prompts to select the message you wish to hear. If you are calling from a rotary dial telephone, you will have to speak to a Tax Department operator. The operator will then transfer your call to a taxpayer service representative. Have a pencil and paper handy to take notes. These messages should serve to answer many state tax questions which previously would have required the assistance of a representative. The service is available from push button (tone signaling) phones 24 hours a day, seven days a week, and from rotary (dial)/push button (pulse dial) phones from 8:30 a.m. to 5:00 p.m., Monday through Friday. Topics available.

Personal Income Tax

Who is required to file
Due dates and extensions of time
Filing requirements and instructions for military personnel
Federal form 1099G
Completing Schedule "M" modifications to federal adjusted gross income

Which form to use
Instructions for part year residents
Estimated tax payments
Personal income tax refunds
Federal tax questions

West Virginia Business Taxes

Registering a business
West Virginia use tax
West Virginia business and occupation tax
West Virginia severance tax
West Virginia telecommunications tax
West Virginia business tax reform

West Virginia consumers sales and use tax
Exemptions to consumers sales and use tax
West Virginia business franchise tax
West Virginia income tax on certain carriers
West Virginia corporation net income tax
Tax credits for industrial and commercial development

General

Form orders
Delinquency notices
Message listing
Business tax forms-listing
Corporation net income tax forms-listing

How to contact our regional field offices
Bulletin board
Personal income tax forms-listing
Excise and license tax forms-listing
Interest and additions to tax

West Virginia State Tax Department
Taxpayer Services Division
P. O. Box 3784
Charleston, West Virginia 25337-3784
Telephone: (304) 558-3333
Toll free : 1-800-WVA-TAXS (1-800-982-8297)
or visit our web site:
<http://www.state.wv.us/taxdiv>
TDD service for the hearing impaired: 1-800-2TAXTDD (1-800-282-9833)