

**Instructions for FP-31P** - Please print clearly

The FP-31P Payment Voucher is used when making any payment due on your FP-31 return.

- Enter your federal employer identification number (FEIN) or your social security number (SSN).
- Fill in the oval for the identification number you entered.
- Enter your business name and mailing address.
- Enter the amount you are paying by check or money order (do not send cash).
- Make your check or money order payable to the DC Treasurer.
- Write your FEIN/SSN and the tax year on your check or money order.
- Enter your name and address on your payment.
- Staple your payment to the FP-31P.
- Mail the FP-31P with the FP-31 return to the Office of Tax and Revenue, PO Box 7862, Washington, DC 20044-7862. **Do not attach this voucher to your return.**

By using the FP-31P Payment Voucher, you are helping us process your return.

*Detach at perforation before mailing*



Government of the District of Columbia

**2010 FP-31P Payment Voucher**



Important: Print in CAPITAL letters using black ink.

OFFICIAL USE

STAPLE CHECK OR MONEY ORDER HERE ▲

Taxpayer Identification Number										Fill in <input type="radio"/> if FEIN		Tax Year beginning July 1, 2009 and ending June 30, 2010		OFFICIAL USE									
										Fill in <input type="radio"/> if SSN		Due Date: July 31, 2009											
Business name																							
Address line 1																							
Address line 2																							
City										State					Zip Code + 4								
Amount of payment \$																							

To avoid penalties and interest, your return envelope must be postmarked no later than the due date of your return.