



STATE OF WASHINGTON  
**DEPARTMENT OF REVENUE**

June 15, 2009

Tax Registration Number:  
PAC Code:

## You must file and pay your taxes electronically

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**New law:  
SSB 5571**

The Washington State Legislature passed a law that requires you – as a monthly filer – to file and pay your business taxes electronically through the Internet. You must begin with your **July 2009 return** that is **due by August 25, 2009**.

See the enclosed sheet for instructions on filing and paying using E-file, the Department's Electronic Filing system.

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**Continue  
paying by EFT**

Your business is required to pay through Electronic Funds Transfer (EFT).

If you pay by EFT Debit, your payment will be initiated automatically when you file your return online. You do not need to call to initiate your payment.

If you pay by EFT Credit, your payment process will stay the same.

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**No more paper  
returns**

Once you register for E-file, you will no longer receive paper returns, tax rate flyers, or other publications.

You will start receiving due date reminders and rate change information at the e-mail address you give us when you register.

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**If you can't file  
electronically**

If you have extenuating circumstances that prevent you from filing electronically, you may request a waiver. Examples of extenuating circumstances include lack of equipment such as a computer or internet connection.

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**If you can't file electronically**  
(continued)

Send a written waiver request with explanation to:

Electronic Filing and Payment Team  
Department of Revenue  
PO Box 47476  
Olympia, WA 98504-7476

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**Assistance is available**

We are here to help. If you have questions or need assistance, please call us at 1-877-345-3353.

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