



REGISTRATION APPLICATION FOR ELECTRONIC FUNDS TRANSFER

(Business Name and Mailing Address) [Blank lines for address]

For Department Use Only
Add, Change, Delete
Effective Date:
Employee Verification:

*Tax Type:

*SC ID (File #):

*FEIN:

*Required

- MANDATORY (See instruction sheet attached)
VOLUNTARY PARTICIPANT (Check this block if you want to participate in EFT on a voluntary basis.)
EXEMPT (IDT - Government Agencies)

Please give the name, telephone number and address (if different from above) of company contact person:

Contact Person
Contact Address Telephone
City State Zip Code FAX Number

Two (2) payment options available for Electronic Funds Transfer are: ACH Debit or ACH Credit. You must indicate the option you select by checking the appropriate box below. SCDOR does not currently support International ACH transactions (IAT).

ACH Debit

ACH Credit

Checking OR Savings

For ACH Debit, a copy of a voided check or micro specification sheet MUST be attached for verification.

Change of bank information on active EFT-ACH Debit set up. Effective date of change:

Bank Name:
Transit Routing #:
Bank Account Number:

If the ACH Debit option is chosen the taxpayer hereby authorizes the South Carolina Department of Revenue to present debit entries into the bank account referenced above as required by South Carolina Law. These debits will pertain only to Electronic Funds Transfer payments that the taxpayer has authorized through the debit procedures.

Signature Title Date

The remaining option is cash. This will satisfy the requirement to pay in immediately available funds. If cash is chosen, please be advised you must hand deliver this payment by 5 p.m. on the due date to the cashier's office at 300A Outlet Pointe Blvd., Columbia, SC 29210.

Cash

Please return this form to: South Carolina Department of Revenue, EFT/EDI Help Desk, Columbia, SC 29214-0220. If you have questions, call (803) 896-1715 (FAX Number (803) 896-1779).

INSTRUCTIONS FOR COMPLETING REGISTRATION APPLICATION

Name and Address	Should be mailing address for EFT related information.
Tax Type	Available for taxes as listed in EFT Program guide found under publications at dor.sc.gov . For Sales Tax, see Form D-137 - Registration Application for EFT/EDI.
SC ID (File #)	SC Identification Number (File Number) for the particular tax type relating to the application.
FEIN	Federal Employer Identification Number.
Mandatory	You would have been notified of your requirement to pay electronically. By law, a business must pay electronically if: \$15,000 or more is owed in any one filing period for Corporate, Employer withholding or various Miscellaneous taxes or makes 24 or more payments within a one year period for Employer withholding only.
Voluntary	You are choosing to participate even though you do not meet the minimum dollar threshold or number of payments for the program.
Exempt	Government agencies paying by IDT are exempt.
Contact Person	The person we call if we have questions and the person to whom all correspondence is mailed.
IAT	In order to comply with new banking rules, payments made with funds from an account outside the United States must be in an IAT format. SCDOR systems do not currently support this format. Payments may also be made by credit card on MyDORWAY at dor.sc.gov for many taxes.
ACH Debit	If you choose this method, give us all requested information, attach either a copy of a voided check, micro spec sheet or letter from your bank and sign the application.
Checking/Savings	Identify the type of bank account you are going to use for EFT.
Change of bank information	Please check this box if you need to change the bank information on your active EFT-ACH Debit Set-up.
Transit/Routing Number	Please call your bank to verify the number they use for EFT purposes.
ACH Credit	If you choose this method, contact your bank prior to sending in the application to confirm you can use this method. Once your application is received and processed, you will receive an acceptance letter with SCDOR's bank information. This is not the same as Fedwire.
Signature	For ACH Debit, the signature is required. This should be the signature of the person who signs the checks.