PAYMENT PLAN REQUEST

The SCDOR will withdraw funds as outlined above every month until my balance is paid.
The SCDOR will cancel this agreement if I miss a payment or accrue more debt.
Penalty and interest will accrue until my balance is paid, which may increase the number of monthly payments.
I cannot appeal this balance after submitting a payment plan, and I will receive an immediate assessment.
My balance due includes the amount due on the return, late fees, proposed assessments, assessments, and liens.
The SCDOR may hold my state or federal Individual Income Tax refund and apply it to my balance due.
The SCDOR may file and record liens for all amounts owed and add the cost to my balance.

Payment Plan Terms

How will you pay? (check one)

☐ Pay using your bank information. No down payment required. Payments are automatically drafted on the date you select. Enter your banking information below.

☐ Pay by check or money order (made payable to SCDOR) or online at dor.sc.gov/pay.

A down payment is required for this payment option and payment must be attached:

• 20% of your total balance for Individual Income Tax payment plans
• 10% of your total balance for GEAR payment plans

By submitting this request, I understand:

• The SCDOR will withdraw funds as outlined above every month until my balance is paid.
• The SCDOR will cancel this agreement if I miss a payment or accrue more debt.
• Penalty and interest will accrue until my balance is paid, which may increase the number of monthly payments.
• I cannot appeal this balance after submitting a payment plan, and I will receive an immediate assessment.
• My balance due includes the amount due on the return, late fees, proposed assessments, assessments, and liens.
• The SCDOR may hold my state or federal Individual Income Tax refund and apply it to my balance due.
• The SCDOR may file and record liens for all amounts owed and add the cost to my balance.

By submitting this request, I authorize:

1. The SCDOR and its designated financial agents to draft payments from my bank based on the terms above, and
2. The financial institutions involved in processing to receive confidential information related to my payment.

You can cancel this authorization up to five business days before your payment draft date. You must email the cancellation to PPARequest@dor.sc.gov.

Mail your completed request to SCDOR, Payment Plan, PO Box 125, Columbia, SC 29214-0217.
Questions: Contact us at PPARequest@dor.sc.gov

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