

FORM BZT-V

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(Rev. 2/1/2021)

CITY OF PORTLAND BUSINESS LICENSE TAX/MULTNOMAH COUNTY BUSINESS INCOME TAX Payment Voucher and Instructions

Instructions

Online payments:

You may make payments directly online at Pro.Portland.gov.

Don't use this form with online payments.

Note: Payments sent with your return do **not** require a voucher.

Use this voucher only for the following payments:

- Estimated **quarterly** tax payments (this form has replaced Form Q).
- Tax due by the original return's due date if you're filing your return on **extension and you have filed a federal extension**. If you are filing an extension for City of Portland and Multnomah County only, please submit Form EXT.
- Tax due **sent separate** from an original or amended return. If you are mailing your payment without a return, please see the Mailing Information section.

Don't use this voucher if:

- Payment is sent electronically.
- Payment is included when you file your original or amended return. If you're mailing a payment with your Combined Tax Return, send the payment and return in the same envelope and don't use Form BZT-V. See the instructions for the return you are filing for the mailing address to send your return and payment.
- You need to make a payment for the Clean Energy Surcharge (CES). Use Form CES-V for these account payments.

Required for accurate processing:

- Fill in the beginning and ending dates of your tax year. For most filers, this will be January 1 through December 31 of the tax year.
- Enter your FEIN (Federal Employer Identification Number) or SSN (Social Security Number).
- Check the appropriate box for the type of payment being made.

Make your check payable to: City of Portland (even if you only owe for Multnomah County Business Income Tax). To ensure proper credit to your account, write the filer's name, FEIN or SSN, and tax year beginning and ending dates on your check.

Mailing information:

For quarterly payments, extension payments, and payments made separate from your original or amended return, mail your check and Form BZT-V to:

City of Portland Revenue Division
PO Box 8038
Portland, OR 97207-8038

Note: This voucher isn't an extension to file. The City of Portland and Multnomah County accept the federal extension. Include a copy of the federal extension form when you file your Combined Business Tax Return and check the "Federal Extension" box on the Combined Tax Return. If you need a City/County-only extension, fill out Form EXT and submit your payment with that form.

Cut on dashed line below to detach voucher. Visit www.portland.gov/revenue/forms to print more vouchers.

FORM BZT-V, CITY OF PORTLAND BUSINESS LICENSE TAX/ MULTNOMAH COUNTY BUSINESS INCOME TAX PAYMENT VOUCHER

Tax year from: _____ to _____

| | | | |
|---|------------|-------------|-------|
| ACCOUNT # BZT- | | FEIN OR SSN | |
| NAME OF FILER ON TAX RETURN | | | |
| MAILING ADDRESS <input type="checkbox"/> Check if changed | | | |
| CITY | STATE/PROV | ZIP CODE | PHONE |

OFFICIAL USE ONLY

PAYMENT TYPE: (check one)

- Quarterly payment
- Extension payment
- Original return
- Amended return

Check No.: _____

Payment Amount: