



**GEORGIA DEPARTMENT OF REVENUE
1800 Century Blvd, Atlanta, GA 30345-3205**

You are receiving this letter because the Georgia Department of Revenue has identified you as a current Alcohol/Tobacco/COAM Tax filer who pays Georgia excise Tax or license fees. In order to streamline our system and provide easier filing of returns, renewals and reports the Department will begin using a mandatory electronic filing and registration system. This notification contains important changes on the Department's new electronic filing, payment and annual renewal rules.

You will be required to complete renewals of licenses online. If you are a non-retail Alcohol or Tobacco licensee you will also be required to submit all reports and excise tax returns online. Non-retail Alcohol and Tobacco accounts will begin electronic filing with the August return due in September. All returns and reports thereafter must be filed online through Georgia Tax Center (GTC). Monthly alcohol returns are due on the 15th of each month. Monthly tobacco returns are due the 10th of each month. Paper returns will not be accepted. Additionally alcohol renewals will be processed via GTC this year. The renewal period will be September 4 through November 1. No renewal package will be mailed out and no paper renewal forms will be accepted.

You will be able to begin managing your Alcohol/Tobacco/COAM Tax accounts in GTC September 4, 2012. If you have a retail Alcohol or Tobacco license you probably already have a GTC account. You will receive another letter in August to give you details on how to create your GTC login or to add your License account to your existing login.

Please note that all third party filers/payers are required by law to register, file and pay using their own State Tax Identification (STI) number. If a tax professional or third party filer pays on your behalf, please make sure that they have their own bulk filer STI; you should not allow your preparer to register on GTC using your State Tax ID number. To register for a Bulk Filer ID, please visit <https://etax.dor.ga.gov/inctax/efile/BulkFilerApp.pdf>.

Please forward this letter to the person in your organization responsible for Alcohol, Tobacco and COAM accounts.

Thank you,
Georgia Department of Revenue