

Instructions for Form 5094 Sales, Use and Withholding (SUW) Taxes e-file Return Payment Voucher

Mail this voucher with payment for the SUW e-filed annual return (Forms 5080, 5081) or SUW e-file amended return (Forms 5082, 5092).

Use *Sales, Use and Withholding Payment Voucher* (Form 5094), when you e-file a tax due return and are paying by paper check.

Do not use this voucher for any other type of payment or any other tax.

The payment indicated on line 7 will be applied as indicated on lines 1 - 6 below.

To ensure that payments are correctly applied to the account:

- Do not attach copies of your return to Form 5094.

Attaching a copy of your return will delay the application of payment to your account.

- Verify that the nine-digit Business Account Number appears correctly on the voucher and also include the return period for which you are making the payment.
- **Detach the SUW Payment Voucher from these instructions.**
- Mail the voucher and the check (do not staple the check to the voucher) to the address on the voucher.

For assistance, call 517-636-6925. Assistance is available using TTY through the Michigan Relay Center by calling 1-800-649-3777 or 711.

Michigan Department of Treasury
5094 (Rev. 05-15)

Issued under authority of Public Act 167 of 1933, as amended.

2016 Sales, Use and Withholding Payment Voucher

Taxpayer's Business Name
Business Account Number (FEIN or TR Number)
Return Period (MM-YYYY)

Send your voucher and payment due to: Michigan Department of Treasury, P.O. Box 30406, Lansing, MI 48909-7906. Make check payable to "State of Michigan" and include your **account number** on your check.

1. Sales Tax.....	1.		
2. Use Tax (Sales/Rentals).....	2.		
3. Use Tax (Purchases).....	3.		
4. Michigan Withholding.....	4.		
5. Penalty.....	5.		
6. Interest.....	6.		
7. TOTAL PAYMENT.	7.		