



# Instructions For Form AR8453-OL

## SPECIAL INFORMATION

If you choose to file your State of Arkansas tax return by using one of the online web providers, you are required to complete the Form AR8453-OL. You must keep the completed and signed Form AR8453-OL along with your tax return and any W-2's and/or 1099's. If you have claimed the Individuals with Developmental Disabilities Credit see the instructions below:

Individuals with Developmental Disabilities Credit

If the taxpayer is claiming the Individuals with Developmental Disabilities credit, the Form AR1000RC5 or recertification letter must be sent to the E-File Group by one of the methods below:

• **Binary Attachment:**

Description Name: AR1000RC5.pdf.

• **E-mail To:** AR8453@dfa.arkansas.gov

**Subject:** Taxpayer name and RC5

**Attachment:** Form AR8453-OL along with the Form AR1000RC5 or Recertification Letter must be attached to the e-mail.

**Note:** Attachments must be in one of the following formats: .tif, .pdf, .bmp, .jpg, or .jpeg

• **Fax To:** 501-682-7393 - Form AR8453-OL along with the Form AR1000RC5 or Recertification Letter must be included in the fax transmission.

• **Mail To:** Arkansas Electronic Filing Group

P. O. Box 8094

Little Rock, AR 72203-8094

## LINE INSTRUCTIONS

### Name, Address, and Social Security Number

Verify the Name(s), Address and Social Security Number(s) are correct. An incorrect or missing social security number may delay any refund. If filing a joint return, be sure the names and social security numbers are listed in the same order.

**Note:** The address must match the address shown on the electronically filed Form AR1000F.

All W-2(s) and 1099(s) must be attached to the Form AR8453-OL.

### Part I - Tax Return Information

**Line 3.** Enter the total State of Arkansas withholding from Form(s) W-2 and/or 1099.

### Part II - Declaration of Taxpayer

You must sign the Form AR8453-OL. If filing a joint return, your spouse must also sign the Form AR8453-OL.

## ATAP

Arkansas Taxpayer Access Point (ATAP) allows taxpayers or their representatives to log on to a secure site and manage their account.

Access ATAP at [www.atap.arkansas.gov](http://www.atap.arkansas.gov) to:

- Make name and address changes
- View account letters
- Make payments
- Check refund status

ATAP is available 24 hours.

(Registration is not required to make payments or to check refund status.)

## BALANCE DUE RETURNS

### E-file

Electronically filed tax returns with a balance due can elect to have the amount due debited from their bank account. If the tax return is transmitted on or before April 15th, the requested payment date cannot be later than April 15th. If the return is transmitted after April 15th, the requested payment date must be the transmission date. Penalties may be added if the return is filed after April 15th. The Arkansas Income Tax Payment form (AR TAX PMT) must be kept with the taxpayers records. The Form AR8453-OL, Box 6c must be checked.

### Online

Tax returns with a balance due can be paid by logging on to your account through ATAP (Arkansas Tax Access Point). You can access ATAP at [www.atap.arkansas.gov](http://www.atap.arkansas.gov)

## Payment Voucher (AR1000V)

Payment vouchers must be created and provided by the approved software.

If sending payment via the mail, the Arkansas payment voucher AR1000V must accompany the payment.

Do not mail or attach the Form AR8453-OL, Form AR1000F/AR1000NR or any W-2's and/or 1099's to the payment voucher.

- Taxpayers may pay with check or money order.
- Taxpayers should NEVER send cash.
- Primary's Social Security number should be on the check or money order.
- Check or money order made payable to: Department of Finance and Administration

The payment along with the AR1000-V mailed to:

State Income Tax – E-File Payment  
P. O. Box 8149  
Little Rock, AR 72203-8149

## Credit Card Payment

You can pay your tax due by credit card. Credit card payments can be made either by phone or website. A convenience fee will be charged for this payment method.

- 1-800-272-9829
- [www.officialpayments.com](http://www.officialpayments.com)

Official Payments accepts: Visa, American Express, Discover and MasterCard.

## REFUND INFORMATION

You can check on the status of your refund if it has been at least 72 hours since State of Arkansas acknowledged receipt of your e-filed return. To check the status of your refund, do one of the following.

- Log on to your account through ATAP.
- Call 501-682-1100 or 1-800-882-9275. (Monday through Friday from 8:00 a.m. to 4:30 p.m. Central Standard Time).

## Direct Deposits

Direct Deposit is offered on electronically filed Arkansas Individual Income Tax returns with United States address only, including Hawaii and Alaska. You must use the same account that is being used for the direct deposit of your Federal refund. If the Federal return is a tax due, your State refund can be direct deposited, if supported by your software.

Direct deposit is not offered to those filing with an account outside the United States. This includes the following countries: Guam, Virgin Islands, and Puerto Rico.