

Instructions for Form FTB 3843

Payment Voucher for Fiduciary e-filed Returns

General Information

Use form FTB 3843, Payment Voucher for Fiduciary e-filed Returns, to pay the tax only if the fiduciary meets all of the following:

- Files the estate or trust tax return electronically.
- Has a balance due.
- Remits payment with a check or money order.

Private Mail Box (PMB) – Include the PMB in the address field. Write “PMB” first, then the box number. Example: 111 Main Street PMB 123.

Instructions

Is form FTB 3843 preprinted with the estate or trust and fiduciary information?

Yes. Go to number 1. **No.** Go to number 2.

1. Verify that the following information is correct before mailing the voucher and the check or money order:

- Estate’s or trust’s name
- Fiduciary’s name and title
- Address
- Federal employer identification number (FEIN)
- Amount of payment
- Contact telephone number

If a change is needed to the information, use black or blue ink to draw a line through the incorrect information and clearly print the new information. Scanning machines may not be able to read other ink colors. Then, go to number 3.

2. If there is a balance due, complete the voucher at the bottom of this page with black or blue ink. Scanning machines may not be able to read other ink colors. Print the estate’s or trust’s name and the fiduciary’s name and title, address, FEIN, contact telephone number, and amount of payment in the space provided. Print all names and words in **CAPITAL LETTERS**.

The information on form FTB 3843 should match the information that was electronically transmitted to the FTB and the information printed on the paper copy of the 2013 Form 541, California Fiduciary Income Tax Return.

3. Using black or blue ink, make the check or money order payable to the “Franchise Tax Board.” Write the estate’s or trust’s FEIN and “2013 FTB 3843” on the check or money order. A penalty may be imposed if the payment is returned by the bank for insufficient funds.

Make all checks or money orders payable in U.S. dollars and drawn against a U.S. financial institution.

4. Use the preprinted voucher or detach the payment voucher from below, only if an amount is owed. Enclose, but **do not** staple, the payment with the voucher and mail to:

FRANCHISE TAX BOARD
PO BOX 942867
SACRAMENTO CA 94267-0008

When to Make Payment

If you have a balance due on your 2013 tax return, mail form FTB 3843 to the Franchise Tax Board (FTB) with your payment for the full amount by April 15, 2014 (calendar year) or 15th day of the 4th month (fiscal year) following the close of the taxable year.

Penalties and Interest

If the fiduciary fails to pay its total tax liability by the original due date of the tax return, the estate or trust will incur a late payment penalty plus interest. To avoid late payment penalties and interest, the tax liability must be paid by the 15th day of the 4th month, following the close of the taxable year. The FTB may waive the late payment penalty based on reasonable cause. Reasonable cause is presumed when 90% of the tax shown on the tax return is paid by the original due date of the tax return. However, the imposition of interest is mandatory.

If after the 15th day of the 4th month, following the close of the taxable year, the fiduciary finds that the estimate of tax due was too low, pay the additional tax as soon as possible to avoid or minimize further accumulation of penalties and interest. Pay the estimated additional tax with another form FTB 3843. If the fiduciary tax return is not filed by the 15th day of the 10 month, following the close of the tax year, the estate or trust will incur a late filing penalty plus interest from the original due date of the tax return.

Do not mail a paper copy of the estate’s or trust’s tax return to the FTB.

Keep it for the estate’s or trust’s records.

✂ DETACH HERE — IF NO PAYMENT IS DUE OR PAID ELECTRONICALLY, DO NOT MAIL THIS VOUCHER — DETACH HERE ✂

Fiscal year: File and Pay by the 15th day of the 4th month following the close of the taxable year.

Calendar year: File and Pay by April 15, 2014.

TAXABLE YEAR

CALIFORNIA FORM

2013 Payment Voucher for Fiduciary e-filed Returns

3843 (e-file)

For calendar year 2013 or fiscal year beginning (mm/dd/yyyy) _____, and ending (mm/dd/yyyy) _____.

Name of estate or trust _____ FEIN _____

Name and title of fiduciary _____

Address (suite, room, PO Box, or PMB no.) _____

City _____ State _____ ZIP Code _____

Contact telephone no. _____ Amount of payment _____

Do not mail a copy of the tax return with this payment voucher.