

Design and Development  
Division of Taxation  
915 SW Harrison St  
Topeka, KS 66612-1588

Nick Jordan, Secretary  
Steve Stotts, Director of Taxations



Department of Revenue

Phone: 785-296-4937  
Fax: 785-296-2736  
Hearing Impaired TTY: 785-296-6461  
<http://ksrevenue.org/taxprac.html>  
Sam Brownback, Governor

Dear Tax Preparer:

Please find an order blank for requesting Kansas tax forms on the back of this notice. The amount you pay for forms and instructions will be used to print and distribute them *and* process the paper when the returns are filed – a cost that is 5 times more than that of electronically filed returns.

As always, KDOR's primary goal is to produce less paper and promote our electronic filing and payment services. Using an electronic method is the most cost-effective way of getting your clients' returns into our tax system. It's *simple, fast and safe!* Last year 92% of individuals and 70% of businesses used an electronic method to file and pay their Kansas tax – which continues to save thousands of dollars in processing costs for the state of Kansas. With your help we can increase that number and, in turn, increase our state revenues. **Please consider using Kansas WebFile or IRS e-File** when preparing returns for your clients. For more information about our electronic services, visit our web site at: **[webtax.org](http://webtax.org)**

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MAILING ADDRESS: (Complete address information is required. **Do not use a PO Box** – your order can be shipped to a *street* address only.)

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

**Street Address only:** \_\_\_\_\_

City State Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

If you are ordering on an incorrect form a correct one will be either mailed or faxed to you. If you ordered in the previous year an order form will be sent to you and that is the form you are to use.

Your form request **must include payment**. **Orders without payment or without sales tax included in the payment will be returned.** **NO refund** will be made for an overpayment amount. Make your check or money order payable to the ***Kansas Publication Fee Fund*** and mail it, along with this order form and letter (for address information) to the following address:

Forms/Correspondence Unit  
Kansas Department of Revenue  
915 SW Harrison St., Rm 351  
Topeka, KS 66612-1588

**TAX PREPARERS'**  
**(ACCOUNTANTS, CPAs, PAs, EAs, ATTORNEYS, LAWYERS)**  
**REQUESTION FOR KANSAS TAX FORMS**

For Office Use Only

Be sure your correct name and address information is on the backside of this form. **Payment (including sales tax) must be included** with this request. If received without payment or sales tax, this request will be returned to you. **No refunds will be issued for overpayment.**

Form Number	Form Description	Unit Price	Amount Ordered	Total Price
<b>Individual Income Tax</b>				
K-40	Individual Income Tax & Food Sales Tax Return (set of 25)	\$5.00 / set		
SCH-S	Supplemental Schedule (set of 25)	\$5.00 / set		
K-40V	Individual Income Tax Voucher (set of 25)	\$5.00 / set		
K-40ES	Individual Estimated Tax Voucher (set of 25)	\$5.00 / set		
IP	Individual Income Tax (forms & instructions)	\$2.00 / ea.		
<b>Homestead &amp; Low Income Property Tax Relief</b>				
K-40H	Homestead Claim (set of 25)	\$5.00 / set		
K-40PT	Property Tax Relief Claim for Low Income Seniors (set of 25)	\$5.00 / set		
HRP	Homestead & Low Income Property Tax Relief (forms & instructions)	\$2.00 / ea.		
<b>Fiduciary Tax</b>				
K-41	Fiduciary Tax Return (set of 25)	\$5.00 / set		
FP	Fiduciary Tax (forms & instructions)	\$2.00 / ea.		
<b>Corporate / S Corporation / Privilege Taxes *</b>				
K-120	Corporate Income Tax Return (set of 25) *	\$5.00 / set		
K-120EX	Expense Deduction (set of 25)	\$5.00 / set		
K-120V	Corporate Income Tax Payment Voucher (set of 25)	\$5.00 / set		
K-120ES	Corporate Estimated Tax Voucher (set of 25)	\$5.00 / set		
K-120S	S Corporation <i>or</i> Partnership Tax Return (set of 25) *	\$5.00 / set		
K-130	Privilege Tax Return *	\$5.00 / set		
K-130V	Privilege Tax Payment Voucher	\$5.00 / set		
<b>Return Envelopes</b>				
K-10	Individual Income & Food Sales Tax Envelope (box of 500)	\$35.00 / box		
K-11	Corporate Income Tax Envelope (box of 500)	\$35.00 / box		
K-14	Fiduciary Tax Envelope (box of 500)	\$35.00 / box		
K-15	Homestead Claim Envelope (box of 500)	\$35.00 / box		
K-20	Estimated Tax Envelope (box of 500)	\$35.00 / box		
<b>Package XK</b>	Reference copies of Kansas Tax Forms and Instructions	\$15.00 / ea.		

\* Instructions for these tax forms are available on our web site only.

**Subtotal:** \_\_\_\_\_

**Sales tax must be included with payment. (For in-state preparers only.)** \_\_\_\_\_ **Sales Tax:** \_\_\_\_\_

**TOTAL DUE:** \_\_\_\_\_

**YOUR ORDER WILL NOT BE MAILED UNTIL DECEMBER**