



## INSTRUCTIONS FOR COMPLETING THE DETAILED REPORT OF DISHONORED CHECKS

To claim dishonored Motor Vehicle Sales & Use Tax payments, file your Motor Vehicle Sales & Use Tax Report, form 14-115, and include the Detailed Report of Collections and this form, Detailed Report of Dishonored Checks.

Send the following documents under separate cover to the address below:

- A copy of this completed form, Detailed Report of Dishonored Checks.
- A copy of the front and back of each dishonored check.
- A copy of RTS Transaction receipt.

To Claim dishonored Boat and Boat Motor Sales & Use Tax payments, file an amended Boat and Boat Motor Sales & Use Tax Report, form 57-100, for the period in which the payment was originally made. Send the report and the following documents to the address below:

- This completed form, Detailed Report of Dishonored Checks.
- A copy of the front and back of each dishonored check.
- A copy of PWD-143-A1100 or PWD-144-A1100 .

Claims for dishonored checks must be taken on the monthly reports and must be taken prior to the expiration of the four (4) year statute of limitations.

If possible, please obtain a Social Security number or FEI number on the issuer of the check. The Comptroller will use this information to pursue collection of the Motor Vehicle or Boat and Boat Motor Sales Tax portion of this dishonored payment. Comptroller of Public Accounts

Revenue Accounting Division  
Miscellaneous Taxes Section  
P.O. Box 13528  
Austin, TX 78711-3528

For assistance with this form, please contact the Texas State Comptroller's Office at 1-800-531-5441, extension 3-4276, toll free nationwide. The Austin number is 512-463-4276. *(From a Telecommunication Device for the Deaf (TDD) ONLY call 1-800-248-4099 toll free, or call 512-463-4621.)*