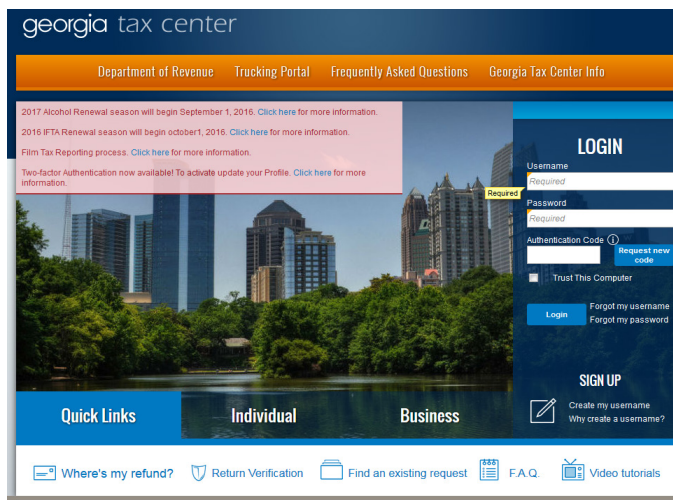


# Instructions on How to Register as a Qualified Business for Angel Tax Credit Investors

Beginning with the 2016 credit year, all Form IT-QI-AP investor applications must be filed online through the [Georgia Tax Center](http://gtc.dor.ga.gov) website. Investors should proceed to <https://gtc.dor.ga.gov> to continue.

**STEP 1:** Businesses that have not yet filed their first Georgia income tax return must first call the Taxpayer Services Center at (877) 423-6711 to get registered before they can proceed.

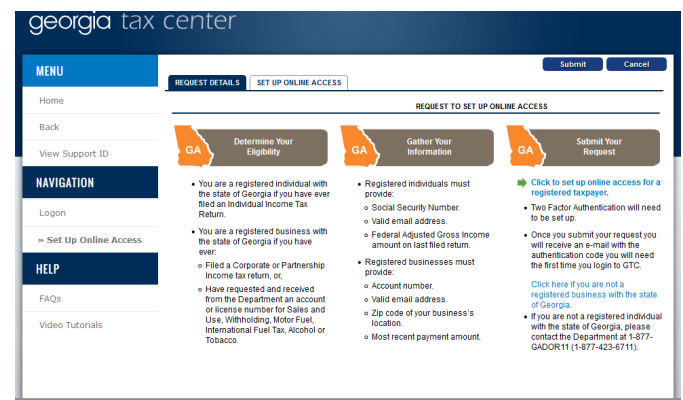
Qualified businesses that already have Georgia Tax Center accounts may log in using their existing username and password, and continue to Step 3. Those who do not should select "Create my username" at the bottom-right of the page.



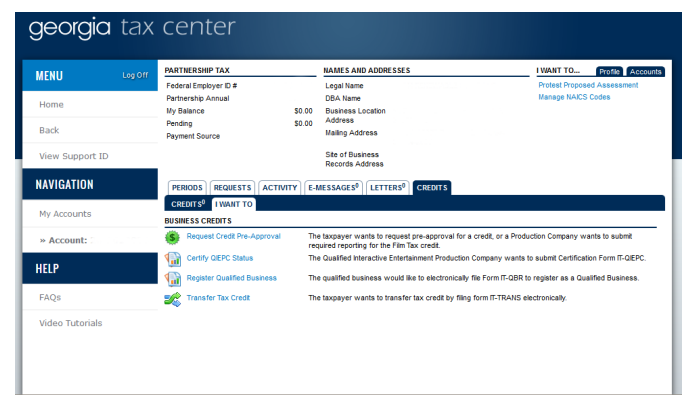
**STEP 2:** Select "Click to set up online access for a registered taxpayer." On the following screen, complete your account information. Individual investors should choose "individual income tax," S-corporation investors should choose "corporate income tax" and investors taxed as partnerships should choose "partnership tax."

After entering your income tax account type, tax ID number/SSN and zip code, you may be prompted to answer a security question about your account. This request will either be the amount of tax due, tax paid and/or the amount of federal adjusted gross income reported on a prior year tax return.

After successfully passing the security check, you can enter your desired username, password and contact information to set up your account. The Department of Revenue will then send an email containing an authentication code to be entered upon the first login with your new username and password.



**STEP 3:** Once you have logged in, select your corporate/partnership income tax account under the "My Accounts" heading. Then click the "Credits" heading, and then the "I Want To" subheading. You should then see an option for "Register Qualified Business."



**STEP 4:** On the following screen, complete your business address and contact information.

**STEP 6:** Review the summarized investment information, sign and submit!

**STEP 5:** Proceed to the next screen to answer questions regarding the qualifying business. You will need to write a brief description of the type of business activities in which you engage, the date the business was organized and job creation information, then complete a series of yes/no questions to confirm the business meets the statutory requirements.

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