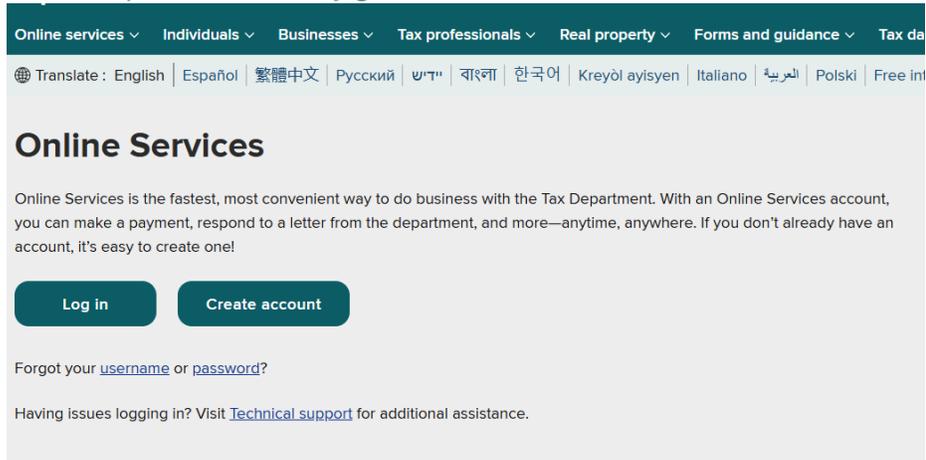


NY Online Services Tax Payment

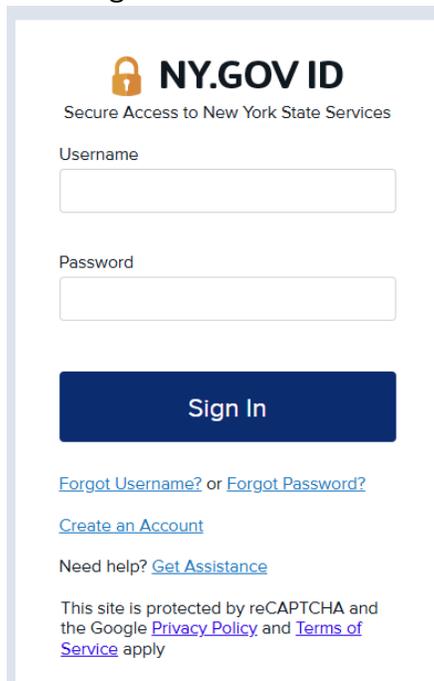
1. Go to <https://www.tax.ny.gov/online/>.



The screenshot shows the top navigation bar of the NY Online Services Tax Payment page. The navigation bar includes links for Online services, Individuals, Businesses, Tax professionals, Real property, Forms and guidance, and Tax data. Below the navigation bar is a language selection menu with options for English, Español, 繁體中文, Русский, יידיש, বাংলা, 한국어, Kreyòl ayisyen, Italiano, العربية, Polski, and Free int. The main heading is "Online Services". Below the heading is a paragraph explaining that Online Services is the fastest and most convenient way to do business with the Tax Department. There are two buttons: "Log in" and "Create account". Below the buttons is a link for "Forgot your username or password?" and a link for "Technical support".

You must create an account to make a payment.

2. Click log in.



The screenshot shows the NY.GOV ID login page. The page has a header with a lock icon and the text "NY.GOV ID" and "Secure Access to New York State Services". Below the header are two input fields: "Username" and "Password". Below the input fields is a blue "Sign In" button. Below the button are three links: "Forgot Username? or Forgot Password?", "Create an Account", and "Need help? Get Assistance". At the bottom of the page is a footer with the text "This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply".

3. Enter username and password then click sign in.

The screenshot shows the 'Account Summary' page for JANE DOE (XXX-XX-2015). The page includes a navigation bar with 'News', 'Government', and 'Local' links, and a search box. Below the navigation bar, there is a 'Services' menu and a 'Get Help' link. The main content area displays 'Account messages' and 'Account summary' sections, both indicating that there are no messages or bills at this time.

4. Click services in the upper left, then under services select payments, bills and notices, then make a payment.

The screenshot shows the 'Make a Payment' page. It includes a 'Home' link and a 'Make a Payment' section with fields for 'Taxpayer ID: XXX-XX-2015' and 'Taxpayer name: JANE DOE'. Below this is a 'Make a Different Payment' section with a 'Continue' button. A 'Select payment type' dropdown menu is visible, with a 'Continue' button below it.

5. Select type of payment from the dropdown menu then select continue.

The screenshot shows the 'Filing details' page. It includes a 'Quarter: * Select quarter' dropdown menu, which is highlighted with a yellow box. Below this are input fields for 'New York State (\$): *', 'City of New York (\$): *', 'City of Yonkers (\$): *', and 'MCTMT (\$): *', each followed by a '.00' suffix. A 'Payment amount (\$):' field is also present. A 'Calculate' button is located below the input fields. At the bottom, there are 'Back' and 'Continue' buttons.

6. Select quarter and enter the amount of payment applicable to each tax type then click calculate. The system will calculate the total payment amount. Then click continue.

Personal Income Tax Payment

Taxpayer ID: XXX-XX-2015 Taxpayer name: JANE DOE

Select Your Payment Method

Select your payment method below.

Pay from bank account

By selecting **Pay from Bank Account**, the amount due will be paid with a direct debit from a checking or savings account. Please note, we will only debit the account for the amount authorized in this transaction. Monitor the bank account to verify that the payment is successful.

Pay from Bank Account

Pay by credit card or debit card

By selecting **Pay by Credit Card**, you can pay the amount due by MasterCard, Visa, American Express or Discover Card. There is a convenience fee charged by the credit card service provider to cover the cost of providing this service. The tax payment and convenience fee will appear as two separate charges on your credit card statement.

Convenience fee (\$): 3.60

Pay by Card

Back

7. Select payment method from pay from bank account or pay by card by clicking the respective button. We recommend using pay from bank account as there are processing fees with card payments.

Enter new bank account

JOHN H. SMITH Date: 1001
2 Church Street,
Albany, NY 12201

Pay to the order of: Account Number
For: Routing Number Dollars

123456789 00123456 1001

Bank routing number: * ✓

Bank name: ✓

Bank account number: * ✓

Confirm bank account number: *

Account type: * **Select account type** ✓

Account holder: * (John Doe or XYZ Corp) ✓

Save bank account: ✓

Account description: ✓

8. Enter bank account information and review the information under the payment summary. Then click continue.

Department of Taxation and Finance Support Contact

Home

Personal Income Tax Payment

Taxpayer ID: XXX-XX-2015 Taxpayer name: JANE DOE

Review and Verify

The transaction is not complete until you select **Submit**. Carefully review all information below and read the eSignature statement. If you didn't pay the amount due in full or the bank is unable to process this payment, the taxpayer may incur additional penalty and interest. If you would like to make changes to the information you can select **Edit** in the appropriate box.

Estimated tax payment

Quarter: 01/01/2019 - 03/31/2019	
New York State (\$):	114.00
City of New York (\$):	37.00
City of Yonkers (\$):	0.00
MCTMT (\$):	9.00
Payment amount (\$):	160.00

9. Review payment information then click submit.

Department of Taxation and Finance Support Contact us

Home He

Personal Income Tax Payment

Taxpayer ID: XXX-XX-2015 Taxpayer name: JANE DOE

Transaction Confirmation

The New York State Tax Department received your transaction as of the date below. This confirms only that we received your payment information. It may take several days to be reflected in the Tax Department account. If you didn't pay the amount due in full or your bank is unable to process your payment, the taxpayer may incur additional penalty and interest.

- Select **Print** to print this confirmation page for your records.
- To log out of your account, close this window to return to the Account summary home page and select **log out** in the upper right-hand corner of the screen.

Confirmation

Confirmation number:	PPMT1903211283718
Transaction date/time:	03/21/2019 10:28 AM

10. Print or save a copy of the transaction confirmation.