



SmartTax

User Manual

For Federal, State and Local Payment

Online: www.huntington.com/SmartTax
Telephone: (888) 217-0716
Customer Service: (888) 217-0731

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Welcome!

With SmartTax you are taking advantage of the latest in government payment solutions. The system has the capacity and speed to process payments quickly and accurately. You get convenience and timesaving when you use this service to make Federal, State and Local payments.

The SmartTax service makes paying your taxes and other obligations as simple as picking up the telephone or typing on your computer keyboard. This service eliminates the need to write checks, complete coupons and make extra trips to the bank. Additionally, SmartTax is reliable and secure, providing for your enrollment in the system, direct remittance of payments to the appropriate authorities and optional payment confirmations.

Critical Information

Avoid a Late payment

Initiate your payment at least 1 business day prior to the due date for Federal payments and 1 business day prior to the due date for State payments. Complete your session no later than 5:00 p.m. Eastern Time.

NOTE: *Transactions initiated after 5:00 p.m. Eastern Time are considered next banking day.*

Same Day Payments are NOT accepted

Do not attempt to make a payment on the tax due date. Instead contact your local bank branch and initiate a FEDWIRE.

How to Cancel a Payment

You must complete cancellations before 5:00 p.m. Eastern Time 1 business day prior to the due date for Federal payments and 1 business day prior to the due date for State payments. Contact Customer Service at (888) 217-0731 if you need to cancel a payment. Please have the following information ready prior to making the call:

- **Access Code** or **Taxpayer ID Number**
- **PIN** (4 digits)
- **Acknowledgement** or **Reference Number** for the transaction you wish to cancel.

How to Make a Payment

To make a payment, have the following available:

- Access code (sent with the enrollment package)
- Password/PIN (sent with the enrollment package)
- Tax Type (see page 8 for Federal and online FAQ for State)
- Tax Payment Type
- Amount due
- Verification Code (optional - see page 5)
- Tax Due Date

➤ **STEP 1: Select A Payment Method**

Online: www.huntington.com/SmartTax

Telephone: (888) 217-0716

➤ **STEP 2: Gather Your Information**

Using the list above, collect your access and payment information.

➤ **STEP 3: Use a Worksheet**

Select the appropriate worksheet for your payment:

Federal Payment	Page 7
California Payment	Page 14
New Jersey Payment	Page 16
All other States	Page 12

Make a copy of the worksheet and enter the data collected in Step 2.

➤ **STEP 4: Follow the Step-by Step Guide**

You are ready to make your payments using the information collected on your worksheet.

Helpful Information

How to Calculate a Verification Code (optional)

To avoid errors in the amount of your tax payment, you may be asked to enter a 2-digit Verification Code when making telephone payments. This code validates the total amount of the payment and protects you from making transposition errors.

1. Determine the amount of your payment
Example: \$35,274.89
2. Add all the digits and record the result.
Example: 3+5+2+7+4+8+9 = 38
3. Add every other digit of the payment amount, starting from the right, and record the result.
Example: 9+4+2+3 = 18
4. Count the number of digits in your payment amount (in step#2) and record the result.
Example: 3,5,2,7,4,8,9 = 7
5. Add the three sums (steps 2, 3, and 4) to get the two-digit Verification code
Example: 38+18+7 = 63

NOTE: If the Verification Code is less than 10, enter a zero in front of the single digit (8 would be entered as 08). If the Verification Code is more than 2 digits (100 or more), enter only the last 2 digits (132 would be entered as 32).

Schedule a Payment in Advance (optional)

As an added convenience, SmartTax enables you to schedule payments up to 30 days in advance of the due date. Your bank account will be debited 2 days prior to the due date or as defined by your settlement options.

No Alteration of Payments

You cannot alter a payment that has been accepted by the system. To correct the payment, you can cancel the payment in the appropriate timeframe and reissue a new payment. If you are beyond the timeframe to cancel the payment (see page 3), please call Customer Service at (888) 217-0731 to discuss your options.

Request Payment Confirmation

Two optional payment confirmation reports are available for your convenience. Refer to the Payment Confirmation Request form on page 19 for more information.

Add State Agencies to Your Account

When you need to add new State Agencies to your account, simply refer to the form on page 21.

NOTE: Prior to submitting this form, you should complete an EFT Authorization Agreement with each State Agency that you would like to add. Please include the state acceptance letter with your request.

Change Request

To make changes, additions, or modifications to your current account information, use the form on page 20. This includes changes to your bank account, name, address, phone, fax or requests for adding or removing state Agencies to your existing enrollment.

Request PC Software

If you would like to receive a copy of the SmartTax PC software, complete and fax the form on page 24 to (720) 332-0038.

NOTE: There may be an additional charge for this software.

Federal Payment Worksheet

1	Access Code OR Federal Tax ID Number	<div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> 6-8 Digits </div> <div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> TIN </div>
2	Password/PIN	<i>Have your 4-digit Password/PIN handy. We do not recommend writing it on this worksheet.</i>
3	Tax Type Code	<div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> 3-6 digits for phone payments </div> <div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> 5 digits for web payments </div>
4	Payment Type Code	<input type="text"/> required for phone payments
5	Tax Filing Period	<div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/> YYMM for phone payments </div> <div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> MMYYYY for web payments </div>
6	Payment Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
7	Verification Code	<input type="text"/> <input type="text"/> optional
8	Payment Due Date	<div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> MMDDYY for phone payments </div> <div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> MMDDYYYY for web payments </div>
9	Acknowledgement Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> provided by system

Special instruction for Telephone payments:

- You must convert Tax Type codes containing alpha characters to the numeric equivalent on your telephone keypad. The Federal Tax Type Table starting on page 8 provides the numeric conversion immediately following the Tax Type Code number.
- To confirm an entry, press the pound (#) sign.
- To correct an entry, press the asterisk (*) key.
- For assistance, call Customer Service.

Special instruction for Web and PC payments:

- You must convert Tax Type Codes to the Financial Institution Tax Form code. The federal Tax Type table starting on page 8 provides the numeric conversion immediately following the Tax Type Code number.

Most Commonly Paid Federal Payment Codes

<i>Tax Type</i>	<i>Web Code</i>	<i>Payment Type</i>	<i>Description</i>	<i>Valid Filing Period Months</i>
941	94105	1	Employer's Quarterly Tax Return Federal Tax Deposit	03, 06, 09, 12
	94107	2	Payment due on a return or an IRS notice	
	94104	3	A deficiency assessed by IRS	
940	09405	1	Employer's Quarterly Tax Return Federal Tax Deposit	12 only
	09407	2	Payment due on a return or an IRS notice	
	09404	3	A deficiency assessed by IRS	
945	09455	1	Withheld Federal Income Tax Federal Tax Deposit	12 only
	09457	2	Payment due on a return or an IRS notice	
	09450	3	Payment Initiating Backup Withholding	
720	72005	1	Quarterly Excise Tax Federal Tax Deposit	03, 06, 09, 12
	72007	2	Payment due on a return or an IRS notice	
1120	11206	1	Corporation Income Tax Federal Tax Deposit	01-12 Fiscal Year Ending Month
	11207	2	Payment due on a return or an IRS notice	
	11202	3	Payment due on an Extension	
943	09435	1	Employer's Annual Tax for Agricultural Employees Federal Tax Deposit	12 only
	09437	2	Payment due on a return or an IRS notice	
	09434	3	A deficiency assessed by IRS	

Federal Payment Codes

Tax Type	Web	Phone	Payment Type	Description	Valid Filing Period Months
11-C	01117	112	N/A	Special Tax Return and Application for Registry-Wagering Payment due on a return or an IRS notice only	01-12
706GS(D)	70627	706473	N/A	Generation-Skipping Transfer Tax for Distribution Payment due on a return or IRS notice only	12 only
706GS(T)	70637	706478	N/A	Generation-Skipping Transfer Tax for Terminations Payment due on a return or IRS notice only	12 only
730	07307	730	N/A	Tax on Wagering Payment due on a return or IRS notice only	01-12
926	09267	926	N/A	Return by Transferor of Property to Foreign Corporation, Estate, Trust, or Partnership Payment due on a return or an IRS notice only	12 only
990	09907	990	N/A	Organization Exempt Income Tax Payment due on a return or an IRS notice only	01-12 Fiscal Year Ending Month
990 BL	99017	99025	N/A	Information & Initial Excise Return for Black Lung Benefit Trust Payment due on a return or an IRS notice only	01-12 Fiscal Year Ending Month
990C	99026 99027 99022	9902	1 2 3	Exempt Cooperative Association Income Tax Federal Tax Deposit Payment due on a return or an IRS notice Payment due on an Extension	01-12 Fiscal Year Ending Month
990 PF	99036 99037	99073	1 2	Return of Private Foundation Tax Federal Tax Deposit Payment due on a return or an IRS notice	01-12 Fiscal Year Ending Month
990T	99046 99047 99042	9908	1 2 3	Exempt Organization Income Tax Federal Tax Deposit Payment due on a return or an IRS notice Payment due on an Extension	01-12 Fiscal Year Ending Month
1041	10417 10416 10412	1041	1 2 3	Fiduciary Income Tax Return Federal Tax Deposit An estimated payment Payment due on an Extension	01-12 Fiscal Year Ending Month
1041A	14117	10412	N/A	US Information Return - Trust Accumulation of Charitable Amounts Payment due on a return or an IRS notice	01-12
1042	10425	1042	1	Annual Withholding Tax for Income of Foreign Persons Federal Tax Deposit	12 only

Federal Payment Codes

<i>Tax Type</i>	<i>Web</i>	<i>Phone</i>	<i>Payment Type</i>	<i>Description</i>	<i>Valid Filing Period Months</i>
	10427		2	Payment due on a return or an IRS notice	
1065	10657 10652	1065	1 2	Partnership Return of Income Payment due with form 8800 Payment due with form 8736	01-12 Fiscal Year Ending Month
1066	10667	1066	N/A	Real Estate Mortgage Investment Conduit Income Tax Payment due on a return or an IRS notice only	01-12
1120 DISC	11217	1120 3472	N/A	Domestic International Sales Corporation Return Payment due on a return or an IRS notice only	01-12 Fiscal Year Ending Month
2290	22907	2290	N/A	Heavy Vehicle Use Tax Return Payment due on a return or an IRS notice only	01-12
2438	24387	2438	N/A	Regulated Investment Company - Undistributed Capital Gains Payment due on a return or an IRS notice only	12 only
3520	35207	3520	N/A	Information Return-Creation / Transfer to Foreign Trusts Payment due on a return or IRS notice only	12 only
4720	47207	4720	N/A	Certain Excise Tax on Charities Payment due on a return or IRS notice only	01-12
5227	52277	5227	N/A	Split-Interest Trust Information Payment due on a return or IRS notice only	01-12 Fiscal Year Ending Month
5811	58117	5811	N/A	Examination Return Preparer Case Closing Document Payment due on a return or IRS notice only	01-12
6069	60697	6069	N/A	Return of Excise Tax on Excess Contribution to Black Lung Trust Under Sec. 4953 Payment due on a return or IRS notice only	12 only
8038	80387	8038	N/A	Information Return for Tax Exempt Private Activity Bond Issue Payment due on a return or IRS notice	01-12
8288	82887	8288	N/A	US Withholding Tax Return for Disposition by Foreign Persons of US Real Property Interests Payment due on a return or IRS notice	01-12
8404	84047	8404	N/A	Interest Charge on DISC-Related Deferred Tax Liability Payment due on a return or IRS notice only	01-12
8489		8489		Interest Charge on DISC-Related Deferred Tax Liability	01-12
	84894		1	Annual summary and transmittal of US Information Returns (Includes Forms 8210, 8820, CP972CG, CP 2100, CP2102)	

Federal Payment Codes

Tax Type	Web	Phone	Payment Type	Description	Valid Filing Period Months
	84897		2	Computation and Assessment of Miscellaneous Penalties (Includes Forms 1096, 8124, 8125, 8126, 8488, 8489, CP215)	
8612	86127	8612	N/A	Return of Excise Tax on Undistributed Income of Real Estate Investment Trust Payment due on a return or IRS notice only	01-12
8613	86137	8613	N/A	Return of Excise Tax on Undistributed Income of Regulated Investment Companies Payment due on a return or IRS notice only	01-12
8697	86977	8697	N/A	Interest Under the Look-Back Method for Completed Long-Term Contracts Payment due on a return or IRS notice only	01-12
8725	87257	8725	N/A	Excise Tax on Greenmail Payment due on a return or IRS notice only	01-12
8752	87527	8752	N/A	Required Payment or Refund Under Section 7519 Payment due on a return or IRS notice only	12 only
8804	88047	8804	N/A	Annual Partnership Withholding Tax Payment due on a return or IRS notice only	01-12
8805	88047	8805	N/A	Foreign Partners Information Statement Withholding Tax Payment due on a return or IRS notice only	01-12
8813	88047	8813	N/A	Partnership Withholding Tax Payment Payment due on a return or IRS notice only	01-12
8831	86127	8831	N/A	Excise Taxes on Excess Inclusion of REMC Residual Interest Payment due on a return or IRS notice only	01-12
CT-1	10005 10007	281	1 2	Railroad Retirement Tax and Unemployment Return Federal Tax Deposit Payment due on a return or IRS notice only	12 only
CT-2	00027	282	N/A	Employee Representatives Railroad Retirement Return or notice	03, 06, 09, 12

State Payment Worksheet - All States except CA & NJ

1	State Code	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <i>Required for phone payments</i>
2	Agency Code	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <i>Required for phone payments</i>
3	Access Code OR State Tax ID Number	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> </div> <div> 6-8 Digits <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 5px;"> <div> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> </div> <div> TIN </div> </div>
4	Password/PIN	<i>Have your 4-digit Password/PIN handy. We do not recommend writing it on this worksheet.</i>
5	Tax Type Code <i>Refer to state table in the online FAQs</i>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> 3-6 Digits <i>Required for phone payments</i>
6	Period Ending Date	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> </div> <div> YYMMDD </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 5px;"> <div> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> </div> <div> MMDDYYYY </div> </div> <div style="text-align: right; margin-top: 5px;"><i>for web payments</i></div>
7	Payment Amount(s)	
Single Payment		
Payment Amount		\$ <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> . <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>
Verification Code		<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <i>optional</i>
OR - Payment with Sub - Amounts		
1st Amount*		\$ <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> . <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>
2nd Amount		\$ <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> . <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>
3rd Amount		\$ <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> . <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>
Total Payment Amount		\$ <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> , <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> . <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>
<p>* If State = LA & Agency code =01, 1st Amount = Wages paid If State = NY & Agency Code =01, 1st Amount= NY State withheld, 2nd amount=City withholding Liability and 3rd amount = Location Withholding liability</p>		

8 Additional Agency specific Information

State	Agency Code	Tax Type	Description	
Florida	N/A	All	Amount Type	<input type="checkbox"/>
Indiana	All	All	Amount Type	<input type="checkbox"/>
Louisiana	01	13000	Quarterly Period End Date	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
New Mexico	03	7342	Amount Type	<input type="checkbox"/>
New York	All	All	Access Code	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
New York	01	All	Payroll Date	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> YYMMDD
Oregon	03	All	Amount Type	<input type="checkbox"/>
Pennsylvania	01	All	Payment Type	<input type="checkbox"/>
Pennsylvania	01	All	Quarter Code	<input type="checkbox"/>
Texas	01, 07	All	Amount Type	<input type="checkbox"/>
Texas	02	All	Invoice Number	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

9	Payment Due Date	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> MMDDYY
10	Reference Number (Provided by the system)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Special instruction for Telephone payments:

- You must convert Tax Type Codes containing alpha characters to the numeric equivalent on your telephone keypad. The Federal Tax Type Table starting on page 8 provides the numeric conversion immediately following the Tax Type Code number.
- To confirm an entry, press the pound (#) sign.
- To correct an entry, press the asterisk (*) key.
- For assistance, call Customer Service.

State Payment Worksheet - California

1	State Code	<input type="text"/> <input type="text"/> <i>Required for phone payments</i>
2	Agency Code	<input type="text"/> <input type="text"/> <i>Required for phone payments</i>
3	Access Code Or State Tax ID Number	<div style="display: flex; justify-content: space-between; align-items: center;"> <div><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/></div> <div>6-8 Digits</div> </div> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/></div> <div>TIN</div> </div>
4	Password/PIN	<i>Have your 4-digit Password/PIN handy. We do not recommend writing it on this worksheet.</i>
5 Payment Information for Agency Code 01-18 (7050 - 7617)		
Tax Type Code <small>Refer to online FAQs</small>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 6-8 Digits <i>Required for phone payments</i>
Period Ending Date		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> YYMMDD <i>for phone payments</i> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> MMDDYYYY <i>for web payments</i>
Payment Amount(s)		
Single Payment		
Payment Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
Verification Code		<input type="text"/> <input type="text"/> <i>optional</i>
OR - Payment with Sub - Amounts		
1st Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
2nd Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
3rd Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
Total Payment Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>

5 Payment Information for Agency Code 19 (7618)

Amount Type	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Branch	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Remitter Type Code	<input type="text"/> <input type="text"/>
Remittance Type Code	Payment Amount
1st <input type="text"/> <input type="text"/>	\$ <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
2nd <input type="text"/> <input type="text"/>	\$ <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
3rd <input type="text"/> <input type="text"/>	\$ <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
Reference Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <i>Provided by State of CA</i>

6 Additional Agency-Specific Information

Agency	Description	
05 (7054)	Income Year End	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> YYMMDD
06-18 (7055-7617)	Tax Bill Year	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> YYXXXX <i>Tax bill year sequence number</i>
7	Payment Due Date	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> MMDDYY
8	Reference Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <i>Provided by the system</i>

Special instructions for telephone payments:

- You must convert Tax Type Codes containing alpha characters to the numeric equivalent on your telephone keypad. The Federal Tax Type Table starting on page 8 provides the numeric conversion immediately following the Tax Type Code number.
- To confirm an entry, press the pound (#) sign.
- To correct an entry, press the asterisk (*) key.
- For assistance, call Customer Service.

State Payment Worksheet - New Jersey

1	State Code	<input type="text"/> <input type="text"/> <i>Required for phone payments</i>
2	Agency Code	<input type="text"/> <input type="text"/> <i>Required for phone payments</i>
3	Access Code OR State Tax ID Number	<div style="display: flex; justify-content: space-between; align-items: center;"> <div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> </div> <div>6-8 Digits</div> </div> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 5px;"> <div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> </div> <div>TIN</div> </div>
4	Password/PIN	<i>Have your 4-digit Password/PIN handy. We do not recommend writing it on this worksheet.</i>
5	Tax Type Code <i>Refer to online FAQs</i>	<div style="display: flex; justify-content: space-between; align-items: center;"> <div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> </div> <div>6-8 Digits</div> </div> <div style="text-align: center; margin-top: 5px;"><i>Required for phone payments</i></div>
6	Period Ending Date	<div style="display: flex; justify-content: space-between; align-items: center;"> <div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> </div> <div>YYMMDD <i>for phone payments</i></div> </div> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div> <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/> </div> <div>MMDDYYYY <i>for web payments</i></div> </div>
7	Payment Information <i>(please select the correct Agency below and complete only the corresponding information for that Agency)</i>	
'A' - Various Agency Code - 01 (7300)		
Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
Verification Code <i>(refer to instructions page 5)</i>		<input type="text"/> <input type="text"/>
'B' - Corp, Business, Agency Code = 02 (7301)		
Tentative Tax Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
Installment Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
Amount of Credits		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
Total Payment Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
'C' - Interstate Sales, Agency Code = 03 (7302)		
New York Tax Amount		\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>

7	New Jersey Tax Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	Total Payment Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	'D' - Atlantic City Luxury, Agency Code = 04 (7303)	
	Atlantic City Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	New Jersey Tax Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	Promotional Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	Total Payment Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	'E' - Sales and Use, Agency Code = 05 (7304)	
	Liability Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	Principal Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	Interest Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	Total Payment Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	'F' - Urban Enterprise, Agency Code = 06 (7305)	
	3 Percent Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	6 Percent Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	Total Payment Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	'G' - Employer Gross Income, Agency Code = 07 (7306)	
	Amount Withheld	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	Principal Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	Interest Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
Total Payment Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>	
'H' - Cape May Tourism, Agency Code = 08 (7307)		
2 Percent Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>	
6 Percent Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>	

	Total Payment Amount	\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
8	Payment Due Date	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> MMDDYY
9	Reference Number <i>(Provided by the system)</i>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Huntington Payment Confirmation Request

Please select the type(s) of Payment Confirmation reports you would like to receive and your preferred delivery option.

NOTE: There may be an additional charge for these reports. Please contact SmartTax Customer Service for more details. To receive one or both of these reports, please make a copy of this form, complete the information requested and FAX to (720) 332-0038.

Report Type	Delivery Options	Information Provided
<input type="checkbox"/> Receipt	<input type="checkbox"/> FAX <input type="checkbox"/> Mail	Payment Information Acknowledgement/Reference # <i>NOTE: Receipts will be sent out after the payment due date</i>
<input type="checkbox"/> Quarterly Activity Statement	Mail Only	Quarterly Payments Summary of Activity for Quarter <i>NOTE: Statement will be sent out the 15th after each quarter</i>

1	Federal Tax ID Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> TIN	
2	Access Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 6-8 Digits	
3	Business Name (from Federal Deposit coupon 8108, 29 characters or less)		
4	Contact Name		
5	Street Address		
6	City	State	Zip
7	Telephone Number	(<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
8	FAX Number	(<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
9	Acknowledgement /Reference Numbers of transaction to be re-mailed or re-faxed	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	

Authorized Signature

Printed Name

Date

Huntington Change request

To make changes to your account information, please make a copy of this form, complete the information requested and FAX to (720) 332-0038.

Current Information

Please complete both items

1	Federal Tax ID Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> TIN
2	Access Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 6-8 Digits
3	Business Name (from Federal Deposit coupon 8108, 29 characters or less)	

Requested Changes

Please check each item that has changed and enter the new information

1	State Tax ID Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> TIN	
2	Business Name (from Federal Deposit coupon 8108, 29 characters or less)		
3	Contact Name		
4	Street Address		
5	City	State	Zip
6	Telephone Number (<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
7	FAX Number (<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
8	Routing Transit number/ABA Number <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
9	Account Number <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		

Select one of the options below:

☐

Please apply changes to all tax authorities

☐

Please apply changes to only the tax authorities listed below

Authorized Signature

Printed Name

Date

Huntington Add Agencies Request

To add new State Agencies to your account, please make a copy of this form, complete the information requested and FAX to (720) 332-0038.

NOTE: Prior to submitting this form, you should complete an EFT Authorization Agreement with each State Agency you would like to add. Please include the State Acceptance Letter with your request.

1	Federal Tax ID Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		TIN
2	Access Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		6-8 digits
3	Business Name (from Federal Deposit coupon 8108, 29 characters or less)			
4	Contact Name			
5	Street Address			
6	City	State	Zip	
7	Telephone Number	(<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
8	FAX Number	(<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
9	Select State Agencies			
	Option 1 use if adding 4 or fewer Agencies:			
	State	Agency #		
	State	Agency #		
	State	Agency #		
	State	Agency #		
	Option 2 Select the State Agency you would like to add to your account by entering your State Tax ID Number or Account Number in the space to the right of the State or Agency Name in the table on the following pages.			

Authorized Signature

Printed Name

Date

Huntington Add State Agencies Request

	State Tax ID # or Account #		State Tax ID # or Account
ALABAMA (7010)		INDIANA	
ALASKA (7020)		Withholding (7140)	
ARIZONA		Retail Sales (7141)	
Withholding (7030)		Prepaid Sales (7142)	
Corporate Estimated (7031)		Gasoline Tax (7143)	
Transaction Privilege (7032)		Special Fuel Supp. (7144)	
ARKANSAS (7040)		Special Fuel Perm. Supp. (7145)	
CALIFORNIA		Corporate Estimate (7146)	
BOE (7050)		Financial Institution Tax (7147)	
BOE Special Tax (7619)		IOWA	
Unclaimed Property (7618)		Sales (7150)	
CDI (7051)		Withholding (7151)	
EDD (7052)		Motor Vehicle Use (7152)	
EDD (7053)		Corporate Estimated (7153)	
FTB (7054)		MV Fuel Tax (7154)	
Property Tax:		KANSAS (7160)	
LA County (7055)		KENTUCKY (7170)	
Alameda County (7056)		LOUISIANA	
Orange County (7057)		Labor (7180)	
San Diego County (7058)		Withholding (7181)	
Ventura County (7059)		General (7182)	
Kern County (7610)		MAINE	
Marin County (7611)		Sales (7190)	
San Francisco County (7612)		Business Use (7191)	
Sierra County (7613)		Corporate Income (7192)	
Contra Costa County (7614)		Gasoline (7193)	
Fresno County (7615)		Special Fuel Supp. (7194)	
Kings County (7616)		Withholding (7195)	
San Luis Obispo County (7617)		Unemployment (7196)	
COLORADO (7060)		Fiduciary (7197)	
CONNECTICUT (7070)		Insurance/Fire Prevent. (7198)	
DELAWARE		Tobacco (7199)	
Withholding & Corp. (7080)		MARYLAND	
Franchise (7081)		Corporate (7200)	
Motor Fuel (7082)		Employer Withholding (7201)	
Insurance (7083)		Franchise (7202)	
FLORIDA (7090)		Motor & Fuel (7203)	
GEORGIA		Sales & Use (7204)	
Sales (7100)		MASSACHUSETTS	
Withholding (7101)		Withholding (7210)	
Motor Fuel Dist. (7102)		Gas (7211)	
Corp. Estimated (7103)		Sales & Use (7212)	
Insurance - County (7104)		Telecom Sales (7213)	
Insurance - State (7105)		Corp. Excise (7214)	
HAWAII (7110)		Excise (7215)	
IDAHO		Food Sales (7216)	
State Tax Comm. (7120)		Cigarette Tax (7217)	
Dept. of Insurance (7121)		MICHIGAN	
Transport./IDA /Labor (7122)		All but Real Estate (7220)	
Dept. of Labor (7123)		Real Estate (7221)	
Dept. of Labor (7124)		City of Albion (7222)	
ILLINOIS		Wine/Beer (7223)	
Multi-Tax (7130)		Motor Fuel (7224)	
Unemployment (7131)		MINNESOTA (7230)	
		MISSISSIPPI (7240)	

	State Tax ID # or Account #		State Tax ID # or Account
MISSOURI		City of Springfield (7359)	
0110 (7250)		Commercial Tax (7361)	
0115 (7251)		OKLAHOMA (7360)	
0117 (7252)		OREGON	
0219 (7253)		State (7370)	
Corporate Sales (7254)		Local (7371)	
MONTANA		Corporate (7372)	
Withholding (7260)		PENNSYLVANIA	
Unemployment (7261)		Corporate (7380)	
NEBRASKA		Non-Corporate (7381)	
Withholding (7270)		City of York (7382)	
Sales & Use (7271)		Puerto Rico (7520)	
Retail Sales (7272)		RHODE ISLAND	
Consumer's Use (7273)		Multi-tax (7390)	
Sales (7274)		Unemployment (7391)	
Motor Fuel – Petro (7275)		SOUTH CAROLINA (7400)	
Motor Vehicle Fuels (7276)		SOUTH DAKOTA (7410)	
Diesel Fuel (7277)		TENNESSEE	
Aircraft Fuel (7278)		Multi-tax (7420)	
Compressed Fuel (7279)		Unemployment (7421)	
Corporate (7550)		TEXAS	
Corporate (7551)		Beverage (7430)	
Corporate (7552)		Cigarette (7431)	
NEW HAMPSHIRE (7290)		Multi (7432)	
NEW JERSEY		Oil & Gas (7433)	
A – Various (7300)		Oil & Gas UT(7434)	
B – Corp. Business (7301)		Sales (7436)	
C – Interstate Sales (7302)		Unemployment. (7437)	
D – Atlantic Cty Lux. (7303)		UTAH	
E – Sales & Use (7304)		Withholding (7440)	
F – Urban Ent. (7305)		Sales & Use (7441)	
G – Empl. Gross Inc.(7306)		Transient Rm (7442)	
H – Cape May Tour. (7307)		Resort (7443)	
NEW MEXICO		Tourism – Vehicle(7444)	
CRS Taxes (7310)		Tourism – Rest (7445)	
Oil & Gas Tax (7311)		Waste Tire Fees (7446)	
Oil & Gas Royalties (7312)		Mun. Energy Sales/Use (7447)	
NEW YORK		VERMONT (7450)	
Withholding (7320)		VIRGINIA (7460)	
Motor Fuel (7321)		WASHINGTON (7470)	
Petro (7322)		WASHINGTON, D.C. (7600)	
Sales & Comp. (7323)		WEST VIRGINIA (7530)	
NORTH CAROLINA		WISCONSIN	
Multi Tax (7330)		Corp. Estimated Tax (7490)	
Unemployment (7331)		Estate Est. Tax (7491)	
NORTH DAKOTA		Individual Est. Tax (7492)	
Sales & Use (7340)		Recycle Est. Tax (7493)	
Corporate (7341)		Trust Est. Tax (7494)	
Withholding (7342)		Beer Excise Tax (7495)	
OHIO		Cigarette Excise Tax (7496)	
Withholding (7350)		Liquor Excise Tax (7497)	
Sales & Use (7351)		Tobacco Excise Tax (7498)	
Corp. Franchise (7352)		Alternate Fuel Tax (7499)	
Motor Fuel (7353)		Gen. Aviation Tax (7511)	
Public Utilities (7354)		MV & Petro Fuel (7512)	
City of Akron (7355)		Withholding (7513)	
KWH/MCF (7356)		Sales & Use (7514)	
Brookpark (7357)		Unemployment (7515)	
City of Cincinnati (7358)		WYOMING (7480)	

PC Software Request

To receive the PC software, please make a copy of this form, complete the information requested and FAX to (720) 332-0038.

NOTE: There may be an additional charge for this software. Please contact SmartTax Customer Service for more details.

Requirements for PC software

- Intel Pentium 90 or higher (P166 recommended)
- Microsoft Window 95, 98, 2000, XP, OSR2, NT 4.0 (or greater)
- VGA or higher resolution monitor
- At least 32 MB RAM 7 MB available hard disk space
- Modem
- CD ROM drive
- Mouse

1	<i>Federal Tax ID Number</i>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> TIN
2	<i>Access Code</i>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> 6-8 Digits
3	<i>Business Name</i> (from Federal Deposit coupon 8108, 29 characters or less)	
4	<i>Contact Name</i>	
5	<i>Street Address</i>	
6	<i>City</i>	<i>State</i> <input type="text"/> <i>Zip</i> <input type="text"/>
7	<i>Telephone Number</i>	(<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
8	<i>FAX Number</i>	(<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Authorized Signature

Printed Name

Date

SmartTax Quick Reference Card

Online Payment	www.huntington.com/SmartTax	24 hours/day Single payment at a time or multiple payments
Telephone Payments	(888) 217-0716	24 hours/day Single payment at a time
Customer Service	(888) 217-0731	Monday-Friday 8:00 a.m. to 8:00 p.m., Eastern Time Inquiry and payment cancellation

Avoid a Late Payment

Initiate your payment at least 1 business day prior to the due date for Federal payments and 1 business day prior to the due date for State payments. Complete your session before 5:00 p.m. Eastern Time on that day.

NOTE: Transactions initiated after 5:00 p.m. Eastern Time are considered next banking day transactions.

No Same Day Payments

Do not attempt to make a payment on the due date. Instead, contact your local bank branch and initiate a FEDWIRE payment.

How to Cancel A Payment

You must complete cancellations before 5:00 p.m. Eastern Time 1 business day prior to the due date for Federal payments and 1 business day prior to the due date for State payments. Contact Huntington Customer Service at (888) 217-0731 if you need to cancel a payment. Please have the following information available prior to making your call:

- Access Code or Taxpayer ID Number
- PIN Number (4 digits)
- Acknowledgement or Reference Number for the transaction you wish to cancel

Schedule a Payment in Advance

As an added convenience, SmartTax enables you to schedule payments up to 30 days in advance of the due date. Your bank account will be debited for the specified amount on the due date for Federal payments and on the due date for State payments.

User Guide

For information on State Payments or a copy of the Payment User Guide, logon to www.govone.com/huntington to download a copy. If you do not have access to the internet, call Customer Service at (888) 217-0731 and request a hard copy of the Payment Guide.

No Alteration of Payments

You cannot alter a payment that has been accepted by the system. To correct the payment, you can cancel the payment in the appropriate timeframe and reissue a new payment. If you are beyond the timeframe to cancel the payment, please call Customer Service at (888) 217-0731 to discuss your options.

Terms to Know

Access Code	A 6-8-digit number mailed to you following successful enrollment. The Access Code in combination with the Password/PIN permits access to the system. The Access Code enables payment to all the authorities, unlike the TIN (Taxpayer Identification Number), which is authority specific.
Acknowledgement or Reference Number	A 5-digit number provided when your payment has been accepted by product name.
Password/PIN	A 4-digit number mailed to you following successful enrollment. The PIN in combination with the Access Code permits access to the system. You may change your password at any time. Call customer Service to change your Password/PIN
Taxpayer Identification Number (TIN)	The Identification Number issued by the Federal Government or State Authority to identify a particularly taxpayer business.
Tax Type Code	A number assigned by the IRS or State Agency to identify a payment type.
Tax/Payment Due Date	The day the funds will be credited to the Federal or State Bank Account.
Tax Filing Period	The time period to which a tax form and payment(s) is (are) related.