

### ***My Tax Account – Making a Payment***

1. Log into <http://www.dor.state.wi.us/>.
2. Click on Login under *My Tax Account*. This will bring up the login screen for *My Tax Account*.
3. Log in with your master login and password.
4. To make a payment, click on the tax type ID #. Click *File Now* next to the period.
  - FYI – if the screen shows outstanding tax forms, it could be that payment was made on the Wisconsin EFT website ([www.witaxeft.com](http://www.witaxeft.com)) and will not be withdrawn from the bank account on a later date.
5. Enter the dollar amount due, then click *Next*.
6. Enter your name, enter 1234 for your SSN, and click *Next*. Then, enter the login password at the top of the screen and click *I Agree* at the bottom of the screen.

Print this page with the confirmation number. This is where you have the option of how you will pay for the taxes.

Select the option you need. If you pick the *Pay with Credit Card* or *Pay with Bank Direct Debit*, there will be an option to save the account number for future use. The payment information can be for just one tax type or for all tax types. You will also be able to post date a payment.

7. When finished, click *Submit* at the top of the screen.
8. Enter in your password and click *I Agree*. The next screen has your confirmation number for the payment made. Click *OK*.