



NYC-DOF BUSINESS TAX E-SERVICES

E-service enhancements and new developments for
taxpayers and tax preparers

E-Services: Taxpayer Access

The business tax system update will mean additional features for taxpayers that use E-Services.

- Existing customers will not need to create new usernames
- Unregistered taxpayers and tax preparers can register and sign-up online (no need for an initial paper filing)
- Updates to the E-Services website include
 - enhanced account management
 - two-factor authentication
 - additional service requests

The screenshot shows the NYC Department of Finance e-Services website. At the top, there's a black header with the NYC Department of Finance logo on the left and a link to 'Frequently Asked Questions' on the right. Below this is a blue navigation bar with a 'Home' link. The main content area features a large image of the New York City skyline at sunset. On the left side of this image, there's a 'Welcome to DoF e-Services!' message. On the right side, there's a 'LOGIN' section with input fields for 'Username', 'Password', and 'Authentication Code'. Each field has a 'Required' label and a small icon. Below the input fields are links for 'Forgot my username?' and 'Forgot my password?'. A 'Logon' button is also present. At the bottom of the login section is a 'SIGN UP NOW' button with a pencil icon. Below the main content area, there's an orange bar with 'Quick Links' and 'I Want To' sections. At the very bottom, there's a row of icons and links: 'Taxpayer Registration', 'Tax Preparer Registration', 'Where's My Refund?', 'FAQs', and 'Video Tutorials'.

Account Management

- Profile Updates

- ★ Two factor authentication for secure access to your account information

- ★ New view only access

The screenshot shows a web browser window with a blue header bar containing 'Home', 'Back', and 'Log Off' links. The main content area is titled 'Profile' and contains three sections: 'PROFILE', 'AUTHENTICATION CONTACT', and 'ELECTRONIC CORRESPONDENCE'. The 'PROFILE' section includes fields for Web Logon (1234Billing), Web Name (Lani Mcleod), Email (mcleodi@finance.nyc.gov), Secret Question (What is your favorite animal?), New Question (What is your favorite animal?), Answer, and Confirm. The 'AUTHENTICATION CONTACT' section has radio buttons for 'Send Authentication Text', 'Send Authentication Email', 'Send Text or Email', and 'Turn Off Authentication'. The 'ELECTRONIC CORRESPONDENCE' section has radio buttons for 'Enable for All Accounts', 'Enable for Specific Accounts', and 'Turn Off Electronic Correspondence'. A red warning message states: 'Turning off two-factor authentication may increase the chance of unauthorized access to your account.' At the bottom right, there are 'Save' and 'Cancel' buttons.

★ Indicates new feature

Filing and Viewing Returns

- Short form returns are available to be filed online
- ★ All filed returns can be viewed and printed

Request

Received Date	Return	Status
09-Sep-2015	Web NYC-204EZ	Timely-Filed

[View Return](#)

PERIODS REQUESTS ACTIVITY WORKSHEET LETTERS NAME & ADDRESS

LAST 3 YEARS

Period	Return Status	Return List	Pay	Tax	Penalty	Interest	Credits	Balance	Messages
31-Dec-2015	Timely-Filed	Return List	Pay	0.00	0.00	0.00	0.00	0.00	
31-Dec-2014	Late-Filed	Return List	Pay	0.00	0.00	0.00	0.00	0.00	
31-Dec-2013	Late-Filed	Return List	Pay	0.00	0.00	0.00	0.00	0.00	

3 Rows

2015 NYC-204EZ

UNINCORPORATED BUSINESS TAX RETURN

For filing period beginning 01-Jan-2015 and ending 31-Dec-2015

☐ Final Return - Check this box if you have ceased operations.

☐ Check this box if you claim any 911 (S)-related federal tax benefits

☐ Check this box if you are engaged in an exempt unincorporated business activity

Choose an Entity Type:

☐ Registered Limited Liability Partnership ☐ Limited Liability Company ☐ Limited Partnership ☐ General Partnership

Business Code Number as per Federal Return: 1111

Enter your Nature of Business:

SCHEDULE A

1. Amount from Analysis of Net Income (Loss) from federal Form 1065, Schedule K, line 1	80,000.00
2. Other income and expenses not included on line 1 that are required to be reported separately to partners	0.00

Making Payments

★ Pay Everything

- for all debt owed by the taxpayer,
- for debt owed on a certain account
- For debt owed for a certain period

• Pay how you want

- ACH Payments

★ Credit Card Payments

- ACH Credit/Fedwire payments

• Pay when you want

★ Estimated Payments

This screenshot shows the home page of the NYC Department of Finance website. At the top, there's a blue navigation bar with "Home" and "Log Off" links. Below the bar, the user's account information is displayed: "TEST OCT BILLING", "66 JOHN ST FL 10", "NEW YORK NY 10038-3772". A red alert icon indicates an "Outstanding balance: \$287.37" and "There is 1 unread letter". On the right, a "I WANT TO..." section lists options like "Add Third Party Access", "Request a Payment Plan", "Legal Name Change", "Submit Documentation", "Request a Tax Clearance Letter", and "Show More Options". Below this, a table lists accounts, with "General Corporation Tax" selected, showing a balance of "287.37".This screenshot shows the account details page for "GENERAL CORPORATION TAX 200-1000006485". It includes the same account information and alert as the previous screenshot. The "I WANT TO..." section now includes "Make Estimated Payments", "File an Extension (EXT)", "File an Additional Extension (EXT 1)", "Respond to Delinquency", and "Add Fedwire Information". Below this is a table titled "PERIODS REQUESTS ACTIVITY NOTICE LETTERS NAME & ADDRESS". The table has columns for "Period", "Return Status", "Tax", "Penalty", "Interest", "Credits", "Balance", and "Messages". The first row shows a period of "31-Dec-2014", a status of "Timely Filed", a tax of "22,125.00", a penalty of "866.49", an interest of "295.88", credits of "23,000.00", and a balance of "287.37". A "Make a Payment" link is visible at the end of the row.This screenshot shows the "PAYMENT INFORMATION" form. It has a "Cancel" button at the top right. The form asks the user to "Enter the amount that you want to pay." with a text box containing "287.37". Below this is the "CREDIT CARD PAYMENT" section, which includes a "Credit Card Payment" button and a note: "Credit cards will be charged a convenience fee to reimburse the state for fees the credit card companies charge the City of New York. The fee is calculated on the amount of the transaction." The "MAKE A E-CHECK PAYMENT" section includes an "E-Check" button and a note: "E-Checks also known as ACH Payments, can take multiple days for payments to be resolved due to bank processing times. Your payments will be shown as pending, not as completed. Until the check has been cleared by your bank and the money has been deposited to the department, your liability will not be considered resolved." A "Cancel" button is at the bottom right.



Viewing Account Activity

- View payments and returns that have posted to the taxpayer's account

[Home](#) [Back](#) Log Off

GENERAL CORPORATION TAX 200-1000006485

TEST GCT BILLING
66 JOHN ST FL 10
NEW YORK NY 10038-3772

 Outstanding balance: \$287.37
 There is 1 unread letter

I WANT TO... [Profile](#) [Accounts](#)
[Make Estimated Payments](#)
[File an Extension \(EXT\)](#)
[File an Additional Extension \(EXT.1\)](#)
[Respond to Delinquency](#)
[Add Fedwire Information](#)
[Show More Options](#)

PERIODS REQUESTS **ACTIVITY** NOTICES⁰ LETTERS¹ NAME & ADDRESS

[Last 90 Days](#) [Last 12 Months](#) [Last 3 Years](#) **All**

ALL Filter

Description	Period	Received	Status	Amount
		30-Sep-2015	Posted 30-Sep-2015	8,000.00
Return Payment	31-Dec-2014	15-Mar-2015	Posted 21-Sep-2015	5,000.00
Estimated Payment	31-Dec-2014	15-Mar-2015	Posted 21-Sep-2015	6,000.00
NYC-4S EZ Print Return	31-Dec-2014	15-Mar-2015	Timely-Filed	
Estimated Payment	31-Dec-2014	15-Mar-2015	Posted 21-Sep-2015	4,000.00

5 Rows

5 Rows

Viewing letters and notices

- ★ Access a copy of all notices and letters sent to the taxpayer

[Home](#) [Back](#) Log Off

GENERAL CORPORATION TAX 200-1000006485

TEST GCT BILLING
66 JOHN ST FL 10
NEW YORK NY 10038-3772

!

 Outstanding balance: \$287.37

i

 There is 1 unread letter

I WANT TO...

Profile Accounts

[Make Estimated Payments](#)

[File an Extension \(EXT\)](#)

[File an Additional Extension \(EXT.1\)](#)

[Respond to Delinquency](#)

[Add Fedwire Information](#)

[Show More Options](#)

PERIODS REQUESTS ACTIVITY NOTICES⁰ LETTERS¹ NAME & ADDRESS

Unread¹ Read All

ALL

Sent

Read

Letter Id

Type

Filing Period

Requested

22-Sep-2015

☐

[L1210843136](#)

Notice of Tax Due

31-Dec-2014

22-Sep-2015

Mark All As Read

View Multiple

Filter

Credit Applications

★ Biotech, REAP and LMREAP applications are now available for online filing

[Home](#) [Back](#) [Log Off](#)

2015 Biotech Application [Previous](#) [Next](#) [Save and Continue](#) [Save and Finish Later](#) [Cancel](#)

SCHEDULE A - QETC ELIGIBILITY REQUIREMENTS

PART 1 - Location and Sales

1. Is the company located in New York City?	<input type="button" value="Yes"/>	<input type="button" value="No"/>
2. Are the total annual product sales of the company \$10,000,000 or less?	<input type="button" value="Yes"/>	<input type="button" value="No"/>
3. Does the company engage in biotechnologies?	<input type="button" value="Yes"/>	<input type="button" value="No"/>

Online Requests

- ★ Respond with documentation to request for information
- Respond to a delinquency
- ★ Request a conciliation conference
- ★ Request a tax clearance letter
- ★ Request a payment plan

Home Back Log Off

UBT PARTNERSHIP 330-1000297290

ALLIED JAMAICA CO
11835 QUEENS BLVD STE 1600
FOREST HILLS NY 11375-7251

I WANT TO... Profile Accounts

- Make Estimated Payments
- File an Extension (EXT)
- Respond to Delinquency
- Add Fedwire Information
- Submit Documentation
- Show More Options

PERIODS REQUESTS ACTIVITY NOTICES⁵ LETTERS⁹ NAME & ADDRESS

Last 3 Years All

LAST 3 YEARS

Period	Return Status			Tax	Penalty	Interest	Credits	Balance	Messages	Filter
31-Dec-2015	Timely-Filed	Return List	Pay	0.00	0.00	0.00	0.00	0.00		
31-Dec-2014	Late-Filed	Return List	Pay	0.00	0.00	0.00	0.00	0.00		
31-Dec-2013	Late-Filed	Return List	Pay	0.00	0.00	0.00	0.00	0.00		

3 Rows

Home Log Off

ALLIED JAMAICA CO
11835 QUEENS BLVD STE 1600
FOREST HILLS NY 11375-7251

There is 1 unread notice

I WANT TO... Profile

- Add Third Party Access
- Request a Payment Plan
- Legal Name Change
- Submit Documentation
- Request a Tax Clearance Letter
- Show More Options

ACCOUNTS⁷ REQUESTS NOTICES⁵ LETTERS⁹ NAME & ADDRESS

Unread¹ Inbox

UNREAD

Posted	Subject	Account Id	Account Type	Period	Urgent	Attach	Mark All As Read	Filter
09-Sep-2015	Username for e-Services Department of Finan				<input type="checkbox"/>	<input type="checkbox"/>	Mark As Read	Delete

Non-Login Requests

- Register as a Taxpayer or Tax preparer

- ★ Get the status of a refund request

- ★ Update a Taxpayer ID

Home Back

Register a Taxpayer

Step 1 Previous Next Save and Continue Save and Finish Later Cancel

TAX PREPARER REGISTRATION

Enter your Id Type Enter your FEIN

LEGAL NAME

Name

Home Back Cancel

CHECK THE STATUS OF YOUR REFUND

Id Type

Id

Filing Period Year

Refund Amount

REFUND STATUS

There are no refunds that match your ID and Amount.

Home Back Submit Cancel

Add your new EIN

ENTER YOUR LETTER ID AND NEW EIN

Enter your letter Id from the "No Valid Id" letter.

Enter your new EIN

Required
Format L9999999999