

MY *tax* ACCOUNT

Annual Refresher

January 12th and 19th, 2016

- **Logging in to *My Tax Account***
- **Updating your Profile**
- **Requests and Notices**
 - ✓ Requesting an extension
- **Filing and Paying**
 - ✓ Filing a Sales and Use Tax Return Form ST-12
 - ✓ Filing a Withholding Deposit Report Form WT-6
 - ✓ Filing an Annual Reconciliation Form WT-7
 - ✓ Filing W-2s electronically
 - ✓ Saving a return and finishing later
 - ✓ Appeals
- **Navigation Summary**
- **Security**