# MyTax.DC.gov

## Office of Tax and Revenue

**Presented by:**
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*Customer Service Administration*

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# MyTax.DC.gov Account

- File and pay most tax types
- Send OTR a message (web message)
- View notices, returns and payments
- Register a new tax account/Close a tax account
- Penalty waiver
- Payment agreement
- Update account information such as addresses and names quickly
- Update officers/Power of Attorney

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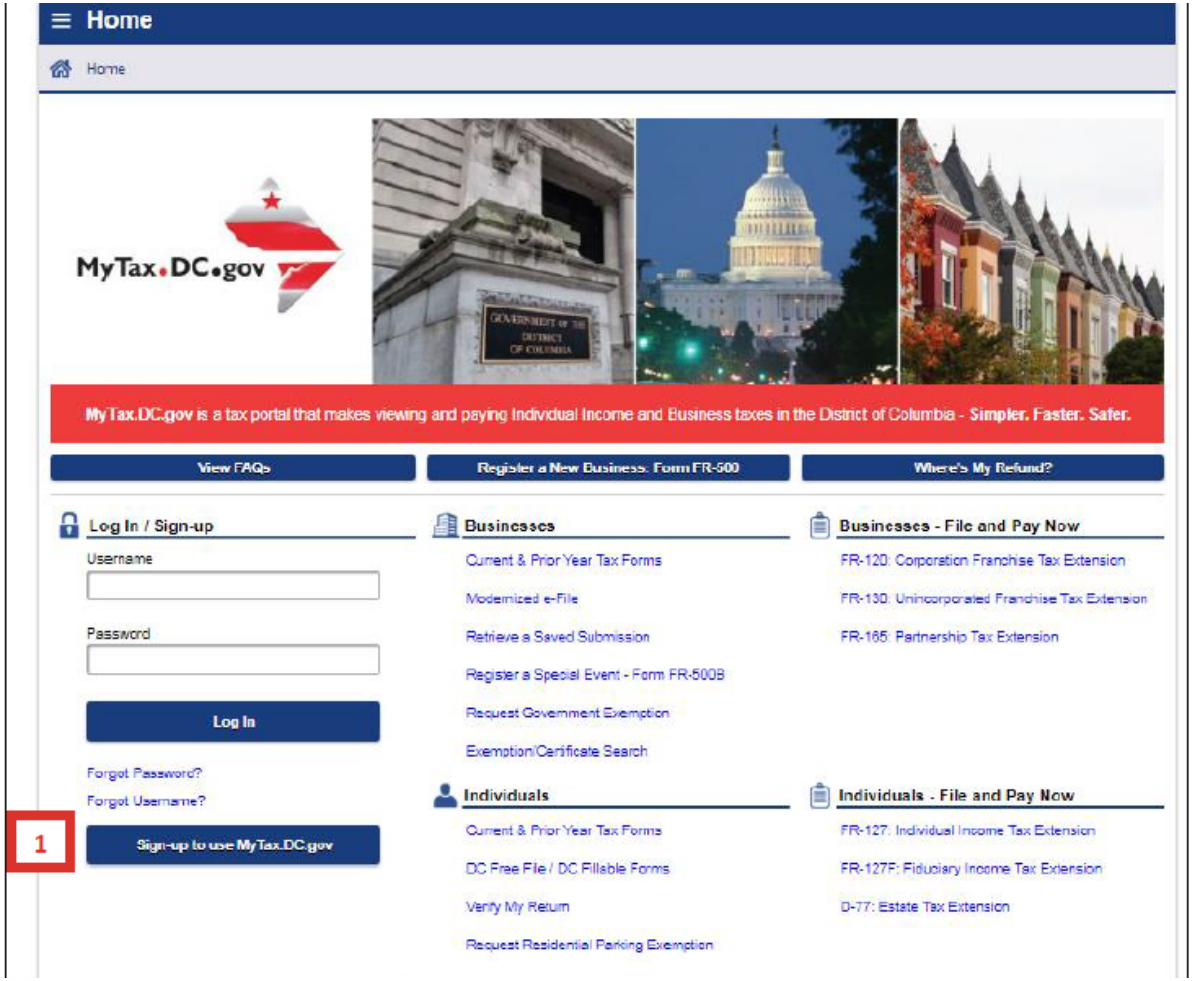
# MyTax.DC.gov



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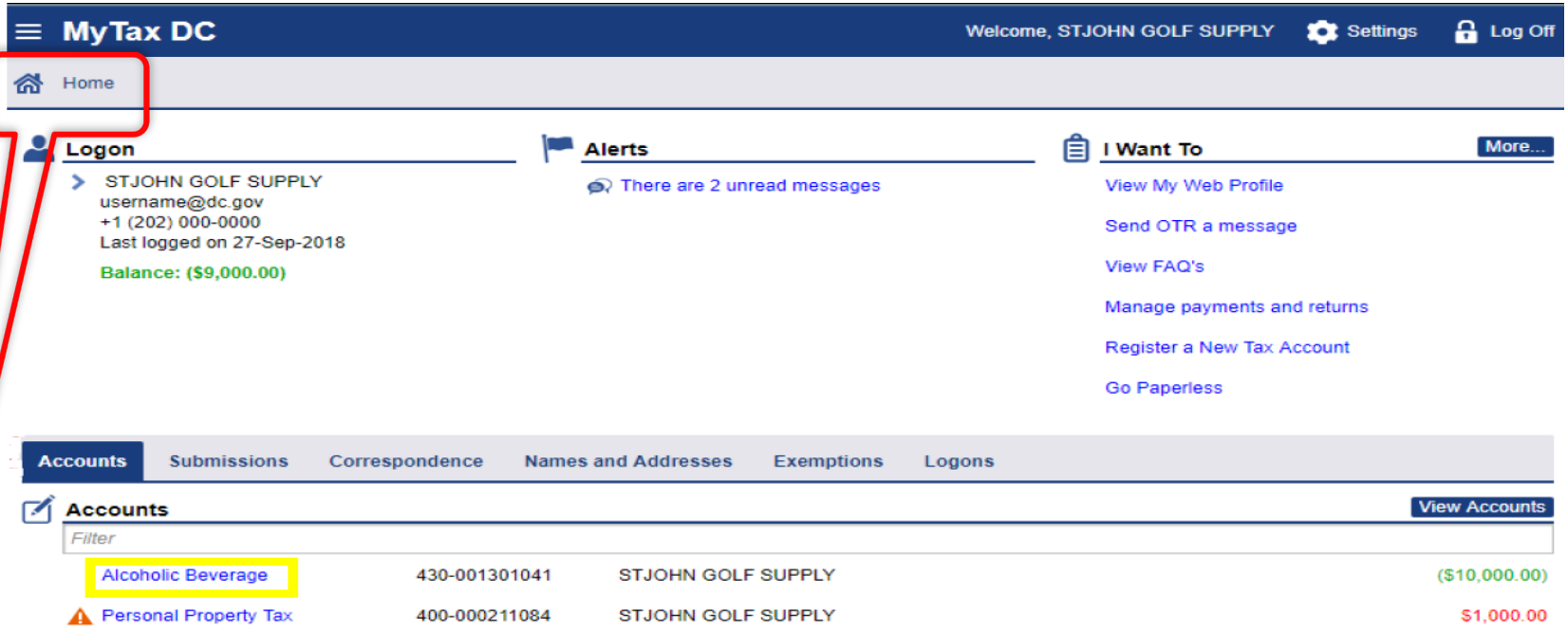
# Customer Demographics




**After you log-in, this is your Home Page. You can find your Address, Alerts, "I Want To," and Balance Information.**

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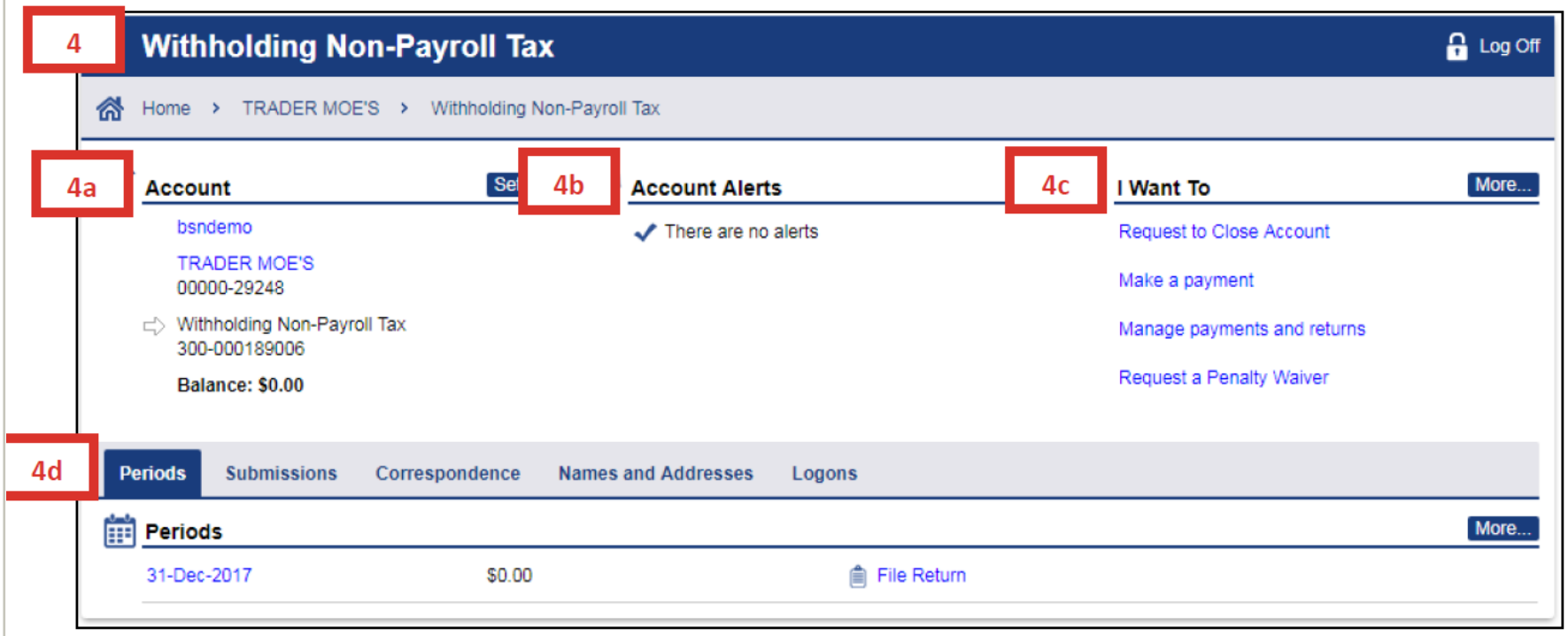
# Account Attributes




**Period details will allow you to close accounts, make payments, review alerts, or submit penalty waivers.**

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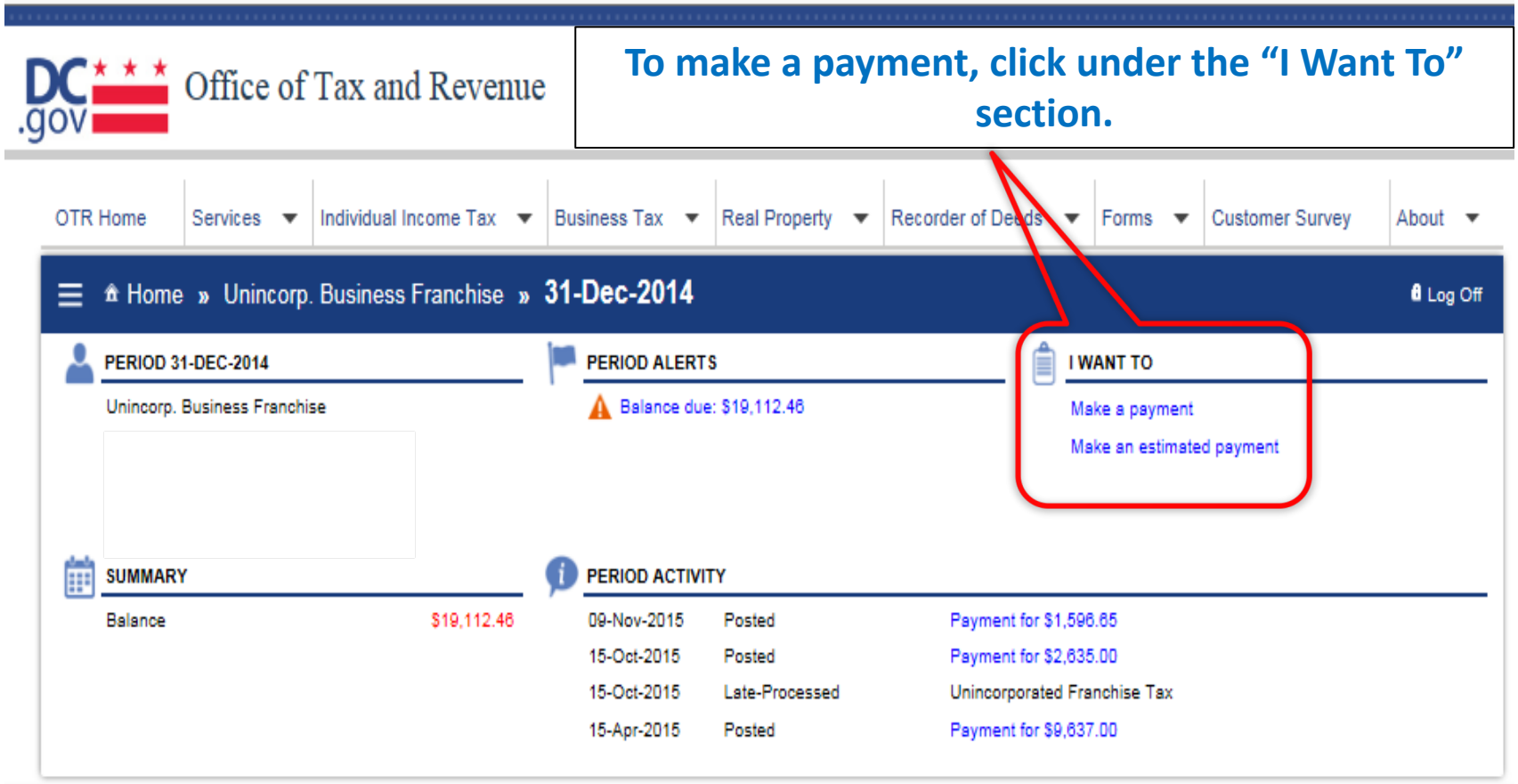
# Period Summary



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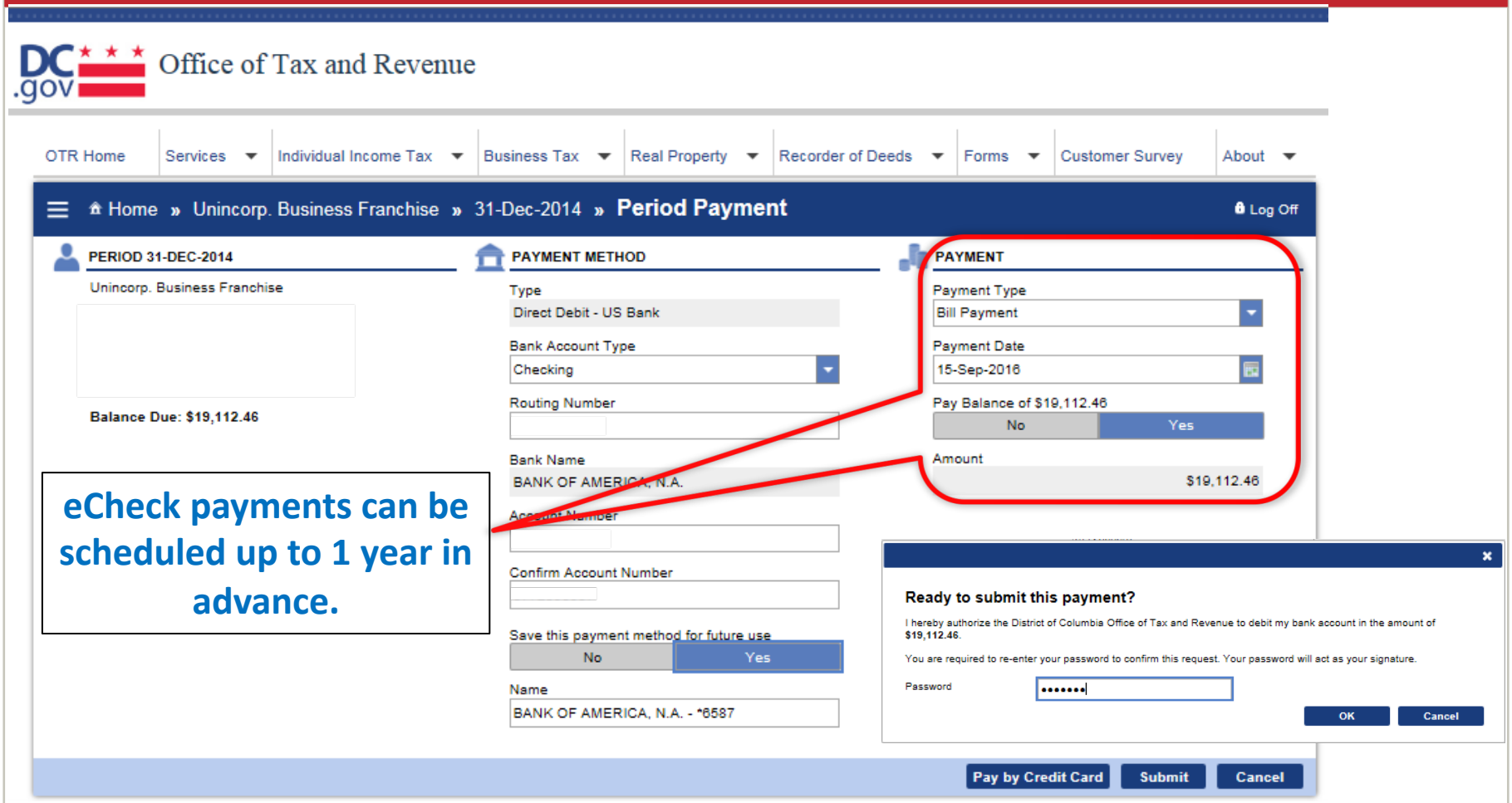
# How Do I Make a Payment?




**eCheck payments can be scheduled up to 1 year in advance.**

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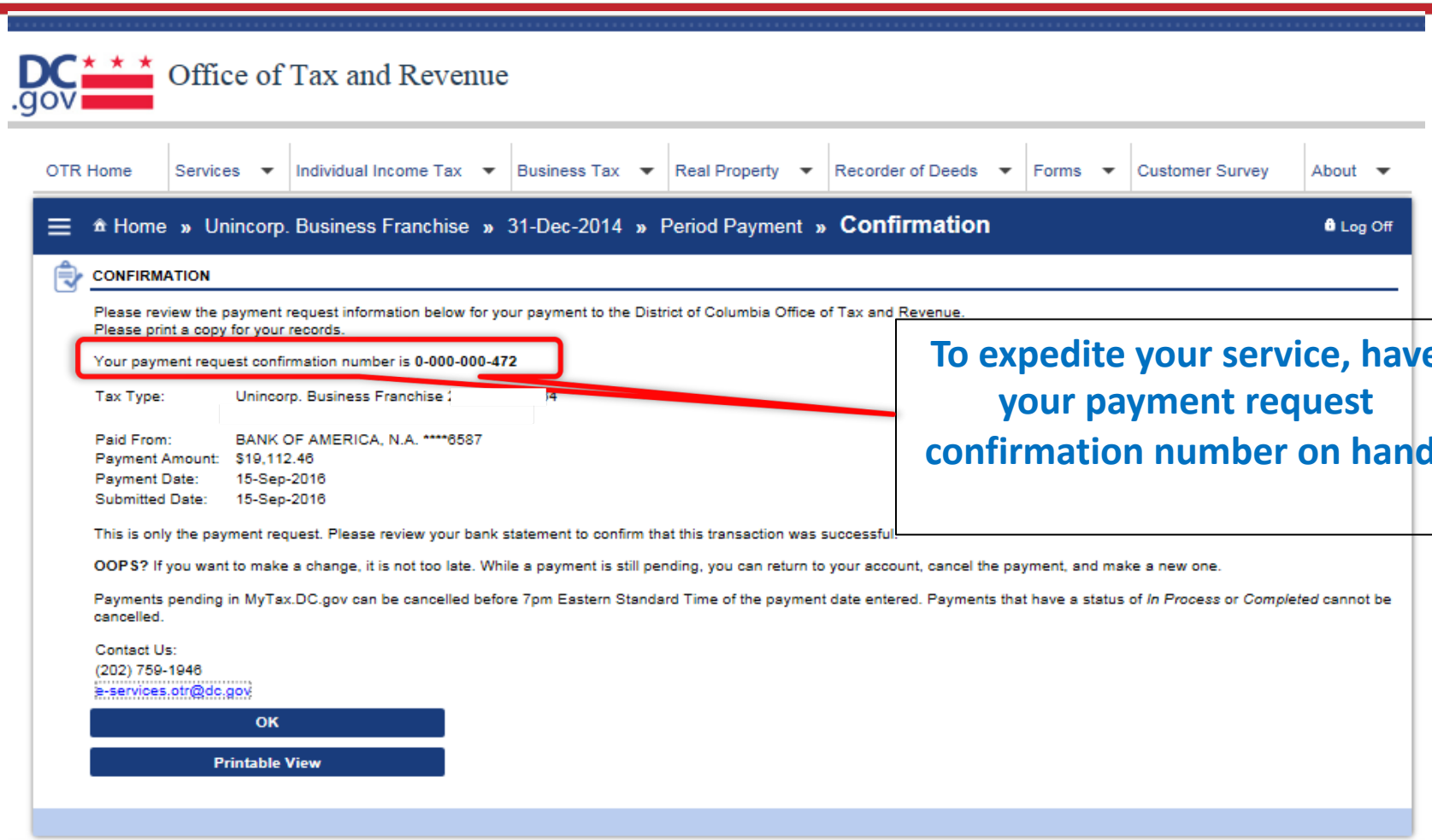
# How Do I Make a Payment? Cont'd




**To expedite your service, have your payment request confirmation number on hand.**

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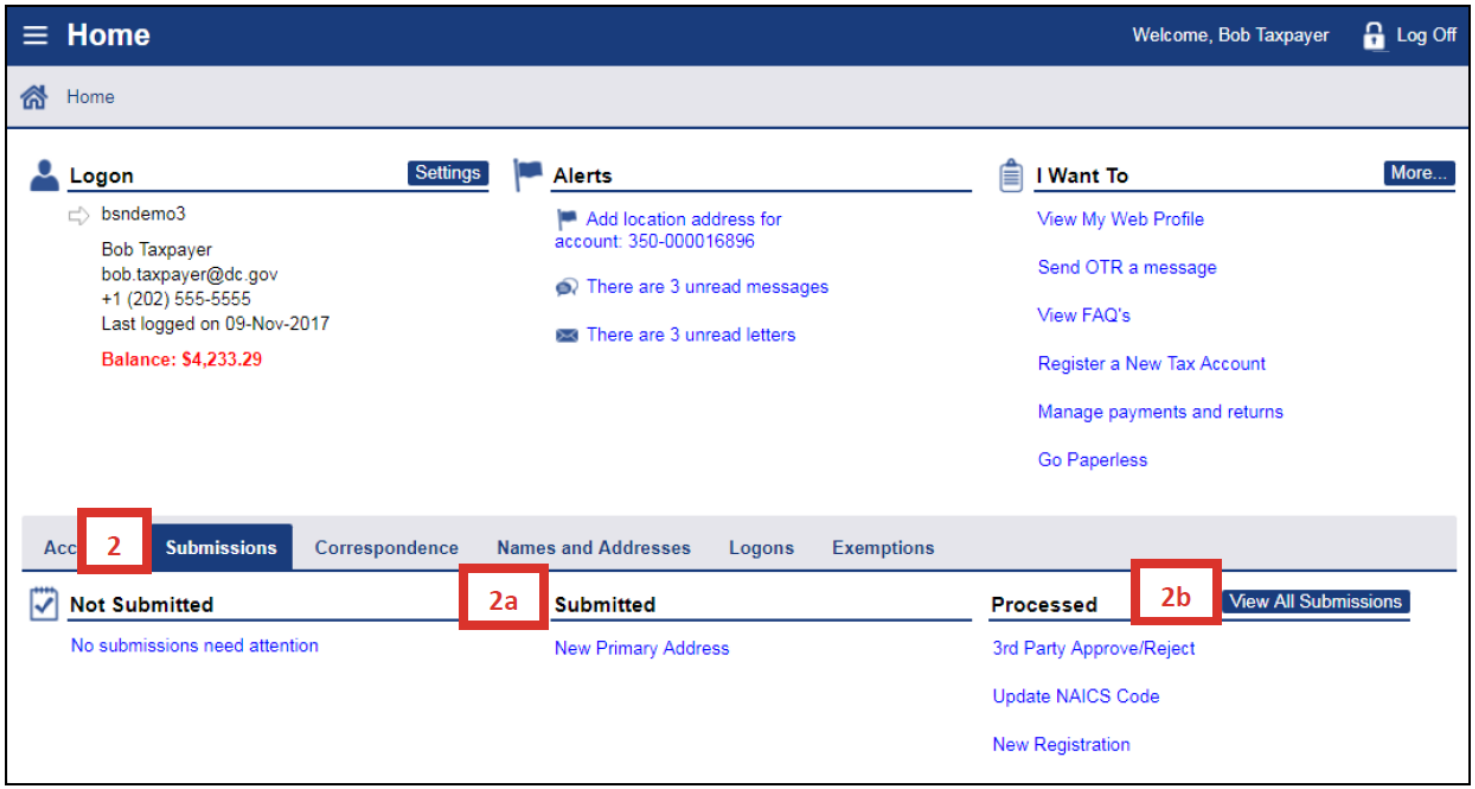
# How do I review my submissions?



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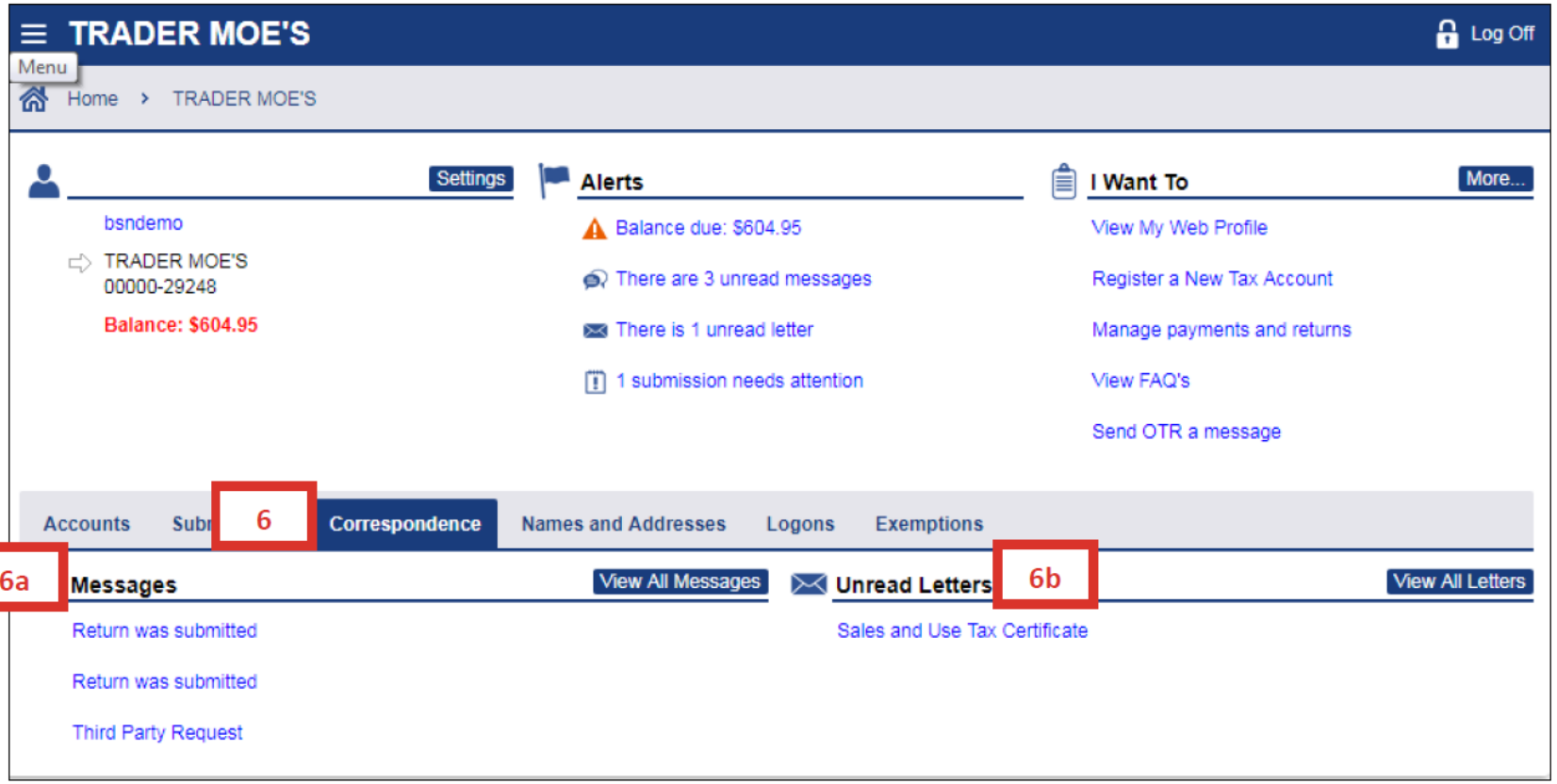
# How do I access unread letters/notices & messages?



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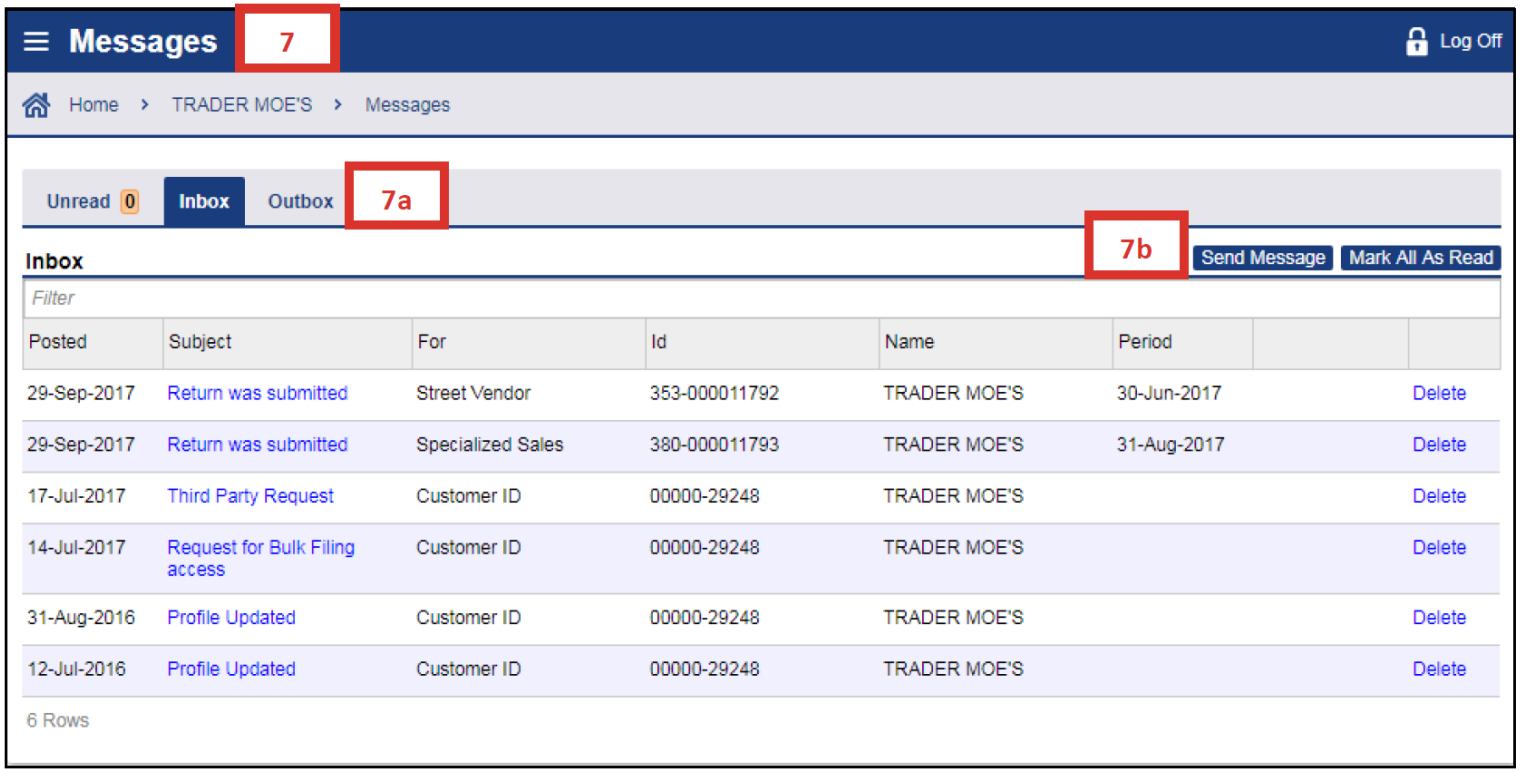

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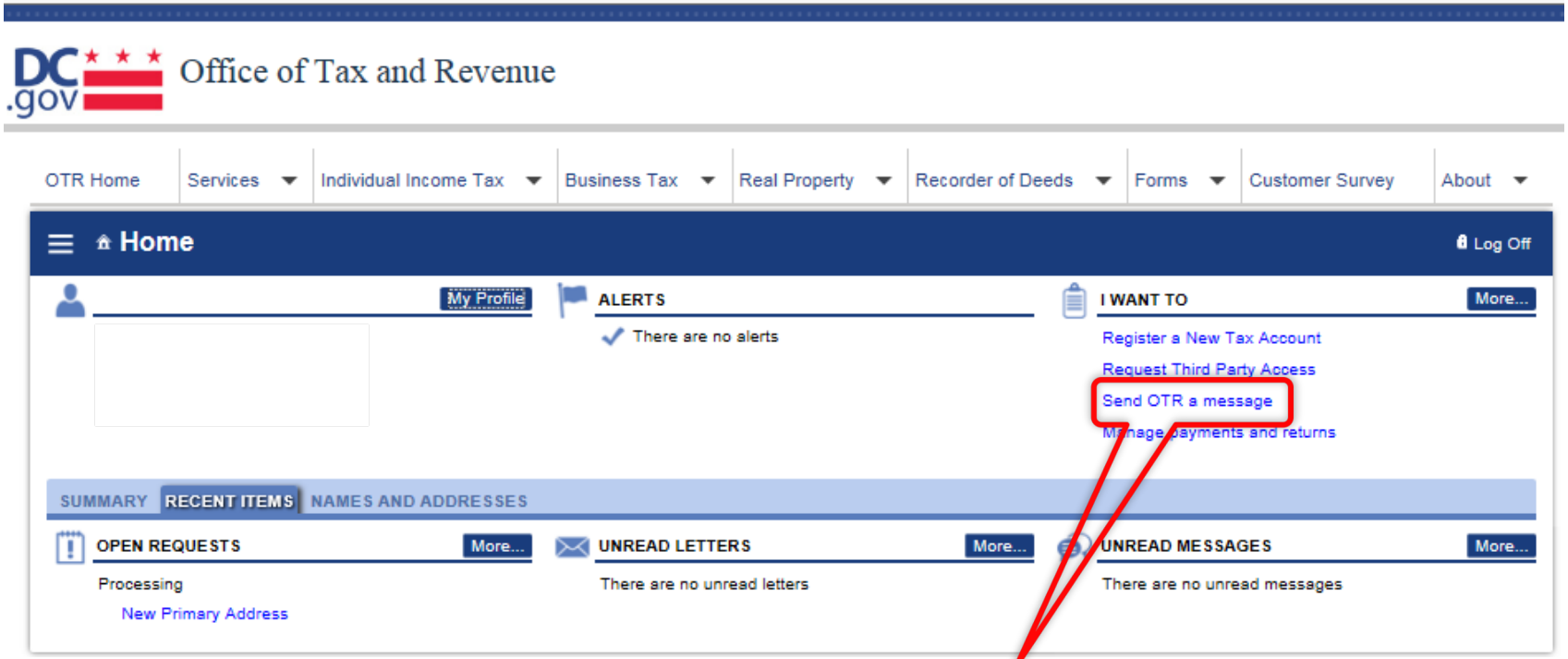
# How do I send a message / attach a document?




**Click on "Send OTR a message" under the "I Want To" section**

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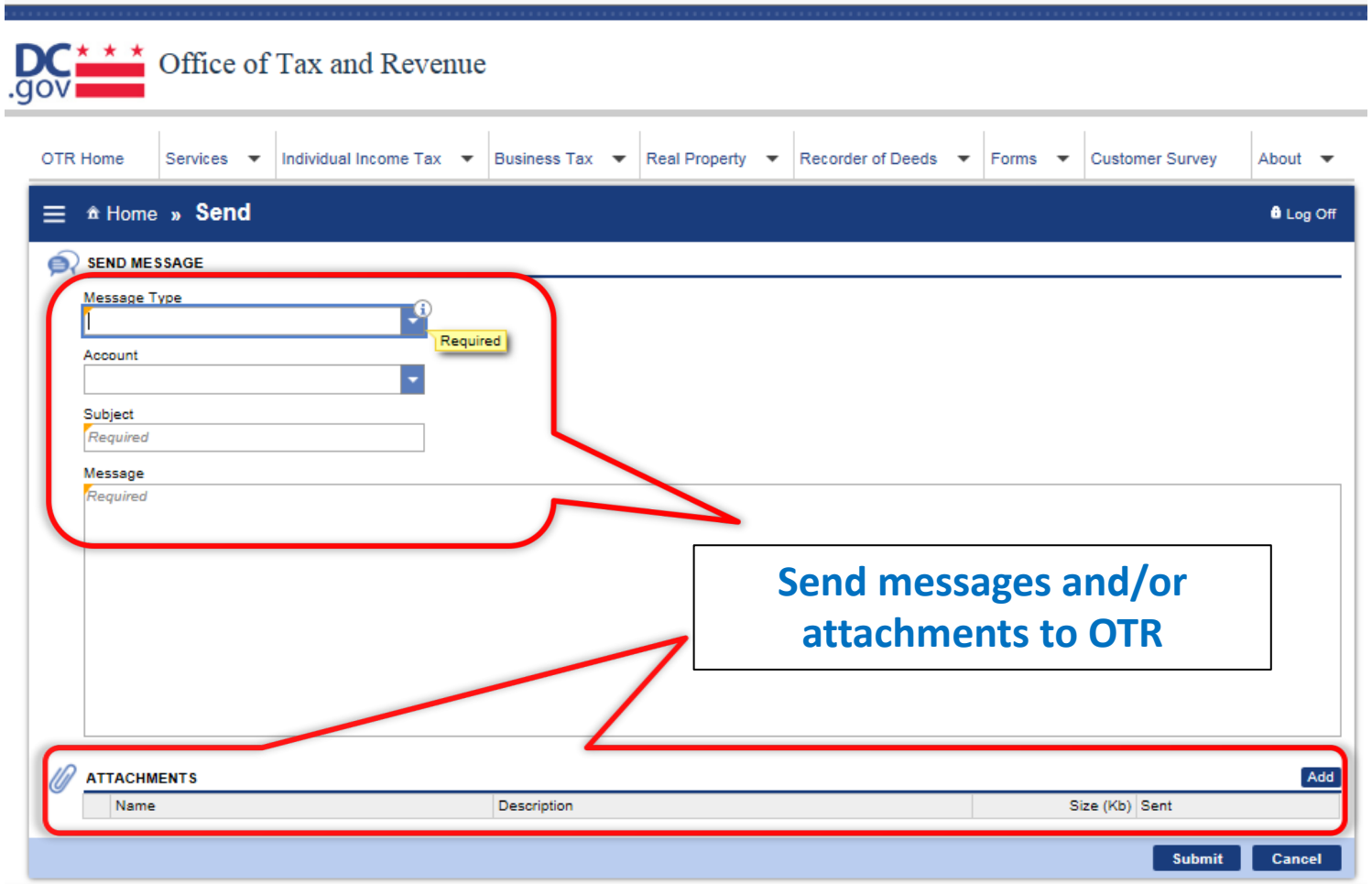
# How do I send a message / attach a document? Cont'd



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# Q&A