



HOW TO ACTIVATE YOUR EFTPS ENROLLMENT

YOU ARE NOW READY TO ACTIVATE YOUR EFTPS ENROLLMENT.

Please have this information handy when you call:

- Employer Identification Number (EIN)
- EFTPS Personal Identification Number (PIN)
- Banking account information
- Phone number of primary contact



EFTPS IS A SERVICE PROVIDED FREE BY THE
U.S. DEPARTMENT OF THE TREASURY.

OMB 1545-1467

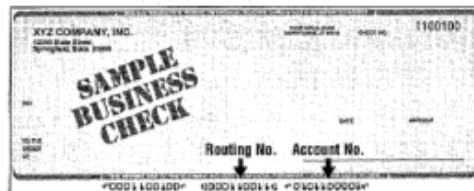
ACTIVATING YOUR ENROLLMENT

1 CALL 1-800-555-3453.

Enter your EIN and the PIN you received
in the mail from EFTPS.

2 ENTER YOUR FINANCIAL INSTITUTION INFORMATION,

including account number, bank routing
number, and account type (savings or
checking) when instructed.



*The voice response system will repeat
the number you entered so you can
either confirm or correct the number.*

3 RE-ENTER YOUR PIN

4 ENTER THE PHONE NUMBER

of the person to contact in case of
questions regarding your EFTPS
enrollment. This could be you or a
member of your staff.

5 RECORD THE ENROLLMENT NUMBER

and keep for future reference.

MAKING A FEDERAL TAX PAYMENT

EFTPS ONLINE



1. Go to www.eftps.gov and click on "Make Payment."
2. Log in with your EIN, PIN, and Internet Password.
3. Enter the payment information in the step-by-step screens that follow.
4. When you're finished, print out a copy of the "Payment confirmation" page. This contains your EFT Acknowledgment Number that acts as a receipt for your payment instruction.

EFTPS BY PHONE



1. Call 1-800-555-3453.
2. Enter your EIN and PIN.
3. Press 1 to make a payment.
4. Follow the prompts to complete your payment.
5. Record your EFT Acknowledgment Number.