

North Dakota State Online payment steps

AOTAX.COM

ND: - <https://apps.nd.gov/tax/tap/#1>

Step 1: - Click on above link and select make a payment option below Individuals tab

The screenshot shows the AOTAX website home page. At the top, there is a navigation bar with 'Home' and a maintenance notice: 'will be performing routine maintenance on Wednesday, June 19th from 5pm CT - 8am CT Thursday, June 20th. All services should work but you may experience a delayed response to requests during this time.' Below the navigation bar are three main sections: 'LOGIN', 'INDIVIDUALS', and 'BUSINESSES'. The 'INDIVIDUALS' section is highlighted in blue and contains the following links: 'Make A Payment', 'View My Refund Status', 'Canadian Refund', 'Search for 1099G', and 'ND Free File'. The 'BUSINESSES' section is highlighted in red and contains: 'Make A Payment', 'Apply for Sales and Use or Withholding Account', 'Alcohol License Lookup', 'Sales & Use Permit Inquiry', 'Sales & Use Rate Lookup', and 'Property Tax District Lookup'. There is also a 'HELP' section with links for 'Frequently Asked Questions' and 'TAP Brochure'.

Step 2: - Select the payment option as credit or debit card

The screenshot shows the 'Make a Payment' screen. At the top, there is a header with the 'Make a Payment' logo and a note: 'If you have access to the account in Taxpayer Access Point (TAP), please login to make the payment.' Below the header, there is a section titled 'Use one of the following options to make a return payment, an account payment, an estimated payment, an extension payment, or an audit payment.' There are two main options: 'ELECTRONIC PAYMENT' and 'CREDIT CARD OR DEBIT CARD'. The 'ELECTRONIC PAYMENT' option is described as 'An Electronic Payment authorizes the Tax Department to debit a checking or savings account for a specific amount. It is free to use this payment type.' The 'CREDIT CARD OR DEBIT CARD' option is described as 'Pay with a Credit Card or Debit Card through Fidelity National Information Services (FIS), an authorized IRS payment processor.' Below these options, there are links for 'PRINT PAYMENT VOUCHER' and 'REQUEST A PAYMENT PLAN'.

Step 3: - Select the option 10 click on continue option

The screenshot shows the tax type selection screen. At the top, there is a header with the 'ND TAX' logo and 'NORTH DAKOTA'. Below the header, there is a list of 15 tax types, each with a number and a name: 1 - Beer Tax, 2 - City Lodging Tax, 3 - Corporate Income Tax, 4 - Employer Only Withholding Tax, 5 - Fiduciary Tax, 6 - Liquefied Petroleum Fuel Tax, 7 - Liquor Tax, 8 - Motor Vehicle Fuel Tax, 9 - Partnership Tax, 10 - Personal ND Income Tax, 11 - Prepaid Wireless 911 Fee, 12 - S Corporation Tax, 13 - Sales & Use Tax, 14 - Special Fuel Tax, 15 - Telecommunication Tax. Below the list, there is a prompt: 'Please enter the number that corresponds to the Tax Type you wish to pay.(required)'. A text input field contains the number '10'. At the bottom, there are two buttons: 'Cancel' and 'Continue'.

1-888-MY-AOTAX **703-991-0587** **www.aotax.com**

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Step 4: - Enter all the information and select the check box **Return payment** under **Payment type** and complete the payment process

ND TAX
NORTH DAKOTA

Please select item(s) for which to pay:
Fields marked with an asterisk (*) are required

* Taxpayer Name :

* Address :

* City, State Zip :

* Tax ID (SSN, FEIN, ND Sales Tax ID) :

Tax Type : Personal ND Income Tax

| Payment Type | Period Ending Date (MMDDYYYY) | Payment Amount |
|--|-------------------------------------|--------------------------------------|
| <input type="checkbox"/> Account Payment | | \$ <input type="text" value="0.00"/> |
| <input type="checkbox"/> Audit Payment | <input type="text"/> (8 characters) | \$ <input type="text" value="0.00"/> |
| <input type="checkbox"/> Estimated Payment | <input type="text"/> (8 characters) | \$ <input type="text" value="0.00"/> |
| <input type="checkbox"/> Extension Payment | <input type="text"/> (8 characters) | \$ <input type="text" value="0.00"/> |
| <input checked="" type="checkbox"/> Return Payment | <input type="text"/> (8 characters) | \$ <input type="text" value="0.00"/> |
| | | Payment Amount: \$0.00 |

Note: Select Filing Period for which Tax Year you are making the payment. If it is 2019 then please select 12/31/2019.

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