

Electronic Payment Method for Massachusetts: For Bill Letter for Individual Tax Returns (Form 1-ES)

Note: Rather than making one-time payments, you also have the option to create a Massachusetts Tax Connect account to store payment information, view prior year tax return information, payment history, etc. <u>Use this link in to sign in or create a Massachusetts Tax Connect account.</u> In the top-right corner below the log-in information, select "Sign Up" to create an account.

<u>For one-time payments (You must have a Letter ID, Voucher ID or Payment Number – if you do not have this you cannot make a one-time payment):</u>

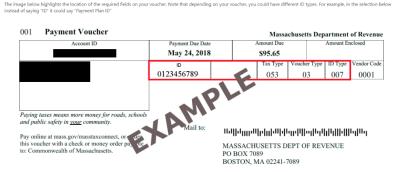
- 1) Click on this link: mtc.dor.state.ma.us/mtc
- 2) In the Quick Links section, select "Make a Payment".
- 3) Step 1: Taxpayer Type:
 - a. Select "I am, or I represent, an individual..."
 - b. Click Next.
- 4) Step 2: Identification:
 - a. Fill out the "Taxpayer Identification" section with your name, SSN, and phone number.
 - b. In the section titled "Select Payment Type", select "Make a bill payment"
 - c. Click Next.
- 5) Step 3: Letter ID:
 - a. Enter the Letter ID number found on the top of your letter issued by the DOR.



b. Payment Number: If you do not have a letter ID, select that option, and follow the prompts to provide the Payment Number, found on the Payment Voucher:



- c. Voucher Information: If you do not have a payment number, select that option, and follow the prompts to provide the voucher information, including ID number, ID Type, Voucher Type and Tax Type, found on the Payment Voucher:
- d. Click Next.



6) Step 4: Payment Method:

- Amount Due on Voucher will automatically populate based on the MA DOR's records of your account.
- b. Enter the amount to pay (this is the balance due with your 2023
- c. Select Bank Debit or Credit Card (note that use of a credit card will incur processing fees).
- d. Click Next.

7) Step 5: Payment Details:

- a. Under "Payment Channel" enter the type of account (Checking or Savings), the routing number and the account number.
- b. Under "Payment"
 - i. Select the payment date this should be no later than the due date for your notice but can be earlier
 - ii. Confirm the amount of payment this is the balance due with your 2023 tax return.
- c. Click Next.
- 8) Step 6: Confirm:
 - a. Review all information to confirm it is correct.
 - b. Click Submit.
 - c. Enter your email address to receive proof of payment.
 - d. Click Submit.
 - e. We recommend you save the payment confirmation to your files.