

MY *tax* ACCOUNT

Annual Refresher Webinar for Annual Filers

TOPICS COVERED BY THIS WEBINAR

- **My Tax Account Logon**

- ◆ Unlocking an Account
- ◆ Resetting a password
- ◆ Security/Authorization codes
- ◆ Updating NAICS code

- **Profile Information**

- ◆ Updating bank account information
- ◆ Updating contact and security information
- ◆ Managing accesses to your account

- **Requests and Notices**

- ◆ Printing a Seller's Permit
- ◆ Printing a Business Tax Registration Certificate
- ◆ Viewing and Printing Documents
- ◆ Adding or Closing Accounts
- ◆ Requesting an extension
- ◆ Appealing a Notice

- **File and Pay**

- ◆ WT-6 Withholding Tax Deposit
- ◆ WT-7 Withholding Annual Reconciliation
- ◆ W-2's within WT-7
- ◆ Standalone W-2's
- ◆ ST-12 Sales and Use Tax Return
- ◆ Making Payments
- ◆ Amending returns
- ◆ Saving a Return and Submitting once saved
- ◆ Other electronic filing options for W-2's and 1099's

After registering, you'll receive an email on how to access the webinar. This webinar is compatible with a PC or a MAC. You will need speakers to hear the presenter and will not need a microphone. Questions will be answered live during the webinar and a video playback will be available shortly after the webinar at:

www.revenue.wi.gov/training