- 1. Navigate to the following website: https://www.muni.org/srtaxpayments
- 2. Click on First-time user? Register here

Your session has expired. Please log in again. Enter your Account ID and Password	
Account ID Password	
Log In	
First-time user? Register here	

3. Enter your email and the password of your choice

Create Profile Create Name Confirm	
Account Creation E-mail Address jamesrn@muni.org	
Password •••••••	
Cancel Next	

# HARRIS GOVERN

## **eGov Registration**

4. Enter the information of the individual or company that is registering for the business tax account. Complete the appropriate fields:



- 5. Verify the information is correct
  - a. If the information is correct click Create Profile
  - b. If the information is incorrect click **Back** to make the appropriate changes

Create Profile Create Name Confirm						
User Information						
Use e-	r Name <b>and State</b> @gmail.co mail <b>and State</b> @gmail.com	om n				
	Account Details					
	REGINA JAMES 630 W 6TH AVE ANCHORAGE AK 99504					
	Confirm					
Back	Cancel	Create Profile				

6. If you are an agent filing on behalf of a business, click **Request Access to a Business Tax Account** and go to **Step 7**. Otherwise, click **Register Your Business Tax Account** and go to **Step 10**.

File Business Tax ReturnPay a Balance on ReturnView Prior Return and ReceiptUpdate Account InfoSign Out Help?
ERemittance
Select your Account
Remit Tax Forms
Request Access to a Business Tax Account
My Business
Register Your Business Tax Account

7. Enter the 11-digit tax account number including the dash and click **Request Access**. The Web Administrator (Web Admin) is the main email address on the account who receives the Web PIN and will receive an email notification regarding the request. Repeat **Step 7** requesting access to multiple business tax accounts.

File Business Tax ReturnPay a Balanc	e on ReturnView Prior Re	turn and ReceiptUpdate	e Account InfoSign Out Help?			
(	Select yo	ur Account				
Remit Tax Forms	Remit Tax Forms Access Request					
Request Access to a B	Account Number					
My Business	Request Access	Cancel				
Register Your Busines						

8. The Web Administrator's home page now has the request for access, which they can Accept or Decline:

			My Dashl	board	
Remit Tax Forms Actions	Year 4	Account	Business	Tax Category	Last Submit
Submit Filing	2018 🗸	0211498-001-VR	THE HERTZ CORPORATION	VEHICLE RENTAL TAX	period 3 MONTHLY submitted on 10/07/2018
Request Access	to a Business Tax	Account			
Request Access	to a Business Tay	<u> Account</u>			
Request Access	to a Business Tay Business	<u>K Account</u> Tax Category		User Name	Status
Request Access My Business Account 00211498-001-VR	to a Business Tax Business THE HERTZ CORPORATION	tax Category VEHICLE RENTAL TAX	_	User Name Igraham@harriscomputer.c	Status com Administrator

**Note:** If the Web Admin eProfile Account has not yet been created for the Business, the requesting user will receive the following message:

igraham⊛msgovern.com	Helio LAURIE GRAH/
Home [File Business Tax Return  Print Returns  Pay a Balance on Return or License  Apply for a Garage & Attic Sale License  Update Account Info  County Website  Sign Out  Test Report	English
Version: 6.0.1803.131	
ERemittance	
My Dashboard	
Ne eProfile associated to the account 00217534-001	
Remit Tax Forms	
Request Access to a Business Tax Account	

9. If the request is accepted by the Web Admin eProfile User, the form changes to indicate the eProfile User is active on the account and will also allow the Web Admin to inactive the user at their convenience.

			My Dashl	ooard		
Remit Tax Forms						
Actions	Year A	Account	Business	Tax Category	Last St	ubmit
Submit Filing	[2018 V] <sup>0</sup>	00211498-001-VR	THE HERTZ CORPORATION	VEHICLE RENTAL TAX	period : 10/07/2	3 MONTHLY submitted on 2018
Request Access	to a Business Tax	<u>c Account</u>				
Request Access	to a Business Tax	CAccount		liser Name	Тура	
Request Access	to a Business Tax Business THE HERTZ COPPORATION	<u>CACCOUNT</u> Tax Category VEHICLE RENTAL TAX		User Name Igraham@harriscomputer	Type .com Administrator	

10. If you clicked **Register Your Business Tax Account**, enter your 11-digit Account Number including the (-) and Pin Number as it appears on the notice received from the MOA. Then click **Register Account**. The Dashboard will refresh showing the business tax account. Repeat **Step 6 and Step 10** if registering multiple business tax accounts.

File Business Tax ReturnPay a Balance	e on ReturnView Prior R	eturn and ReceiptUpdat	e Account InfoSign Out <u>Help?</u>
ERomittanco			
	Select y	our Account	
Remit Tax Forms	Regis	ter Account	
<u>Request Access to a B</u>	Account Number	00000xxx-001	
My Business	Pin Number	••••	
Register Your Busines	Register Account	Cancel	