



**Ohio Department of Taxation  
Electronic Filing Workshop  
February 2009**

# Ohio Business Gateway

**[business.ohio.gov](http://business.ohio.gov)**



# What is OBG?

- An online face of Ohio for businesses
- Includes a web-based system that allows businesses to report and pay selected obligations within the state of Ohio

## Welcome to the Ohio Business Gateway

### A New Look

We've merged our premiere online electronic file and payment system, the Ohio Business Gateway, and the business section of [Ohio.gov](#) in order to help simplify the relationship between business and state government. Our goal is to help you finish the transaction, find the information you need as efficiently as possible, and get you back to what matters most — running and growing your business.

Traditional Ohio Business Gateway services can be found on the far right side of the page, with links to other information and services across the top and left side of the page. Let us know [what you think](#) and give us ideas for what to do next.



OBG Electronic Filing offers Ohio's businesses a time- and money-saving online filing and payment system that helps simplify business' relationship with government agencies. We now offer more than 28 services and selected transactions are available from six state agencies and more than 500 municipalities.

[View the Complete List of the Agencies and Filing Services](#)

[Login Now or Create an Account](#)

### Information and Services

[Why Ohio?](#)

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### Features

[Ohio EPA eBusiness Center](#)

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[Small Business Energy Saver](#)

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[Ohio Means Business](#)

### How Do I?

[Do business with the State?](#)

[Manage my business taxes?](#)

[Start a business in Ohio?](#)

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[more help...](#)

### Electronic Filing Updates

[Precertification of Declaration of Material Assistance/Nonassistance](#)

[Deferred Compensation Contribution Payments](#)

[Municipal Withholding Returns and Payments](#)



# Attributes of OBG Electronic Filing

- Simplifies Ohio business tax reporting and payment relationships
- Groups common processes in one place
- Emphasizes recurring events
- Complements agency web sites



# Target Audience

- Ohio businesses
- Practitioners representing businesses
- Not for personal (individual) filings



# Benefits for Businesses

- One-site access to two levels of government and multiple agencies
- Consistent transaction experience
- Easier compliance saves time & money
  - Many rules and provisions are built-in, e.g. tax rates
- Reduced paperwork
  - e.g. one common “form” for hundreds of municipalities



# 2008 OBG Usage

## *Calendar year totals:*

- 1.4 million reports
- 1 million payments totaling \$3.9 billion
- 140,000 businesses have used OBG to file something in the past year



# General Features

- Document management - create, save, edit, delete
- ACH debit payments
- Confirmation of filing
- Access to historical information





# Agency-specific Features

- Satisfies business rules and data requirements
- Pre-populates data fields when possible to reduce data entry
- Accepts credit card payments
  - Credit card payments have convenience fees
- Allows deferred payments



# Scope of Services

- State and Local government agencies
- 11 different service areas and 30+ transactions (filings, returns, payments, etc.) – see complete list of services online
- All data and payment information sent to agency (and agency's bank) for processing
- OBG is not “system of record”



# OBG Electronic Filing does not:

- Replace any agency or their role as administrator of the compliance program for which services are offered
- Administer or audit any taxes
- Centrally collect or hold any funds
- Charge any fees to businesses for online filing



# Multiple Ohio Agencies

- Department of Taxation
- Bureau of Workers' Compensation
- Department of Job and Family Services
- Department of Commerce
- Office of Budget & Management
- Municipal Tax Departments



# General Tax Services

- Ohio Department of Taxation
  - Sales Tax
  - Commercial Activity Tax
  - Employer Withholding
- Municipal Income Tax
  - Net Profits Tax: Returns, Estimated Payments, Extension Requests
  - Employer Withholding: Returns with Payments, Payments Only



# Sales Tax Services

- File UST-1 returns and amended returns
- Pay billing and assessment notices
- Make accelerated payments
- Make deferred payments (post-date a period payment through the due date of the return)
- Obtain a vendor's license
- Sales tax account maintenance



# Sales Tax Account Maintenance

- Add/delete counties that appear in UST-1 return
- Add/delete accounts (Vendor's Licenses) available for filing
- Update descriptions on VLs
  - Descriptions for taxpayer convenience only



# Sales Tax File Upload

- “Express data entry” of full UST-1 return or only county sales tax data
- Facilitates (eliminates) manual data entry but allows for online review and editing
- Will be a time saver for taxpayers that file for multiple counties on a single UST-1, saving as many as 184 entries per filer for companies with sales in all Ohio Counties.
- File formats and tools available online in help section





# Electronic Filing Process

- Business creates OBG account and/or registers with agency to establish tax/program relationship (some registrations can be done on OBG)
- Business logs on to OBG and file and “pay” with one or more agencies
- OBG processes filings and distributes data and payment instructions to agency and agency’s banking partner
- Agency’s banking partner processes payment instructions to transfer funds directly from business’ account to agency’s account
- Business sees individual debits for each agency paid



# Creating an OBG Account

- Not the same as registering a company with any agency
- OBG accounts are based on the company's FEIN or SSN
- Individual user accounts are created within (or attached to) the company's account
- All users transact on behalf of the company where their user account resides (exception – new features for service provider sign-ons)



# Registering for Ohio Sales Tax

- Company must have an account (Vendor's License) with Taxation before e-filing via OBG
- If a company already has an existing VL, no additional VL is needed just for e-filing via OBG
- If a company does not have a VL, the VL can be obtained:
  - Online via OBG once the company has an OBG account
  - Using paper form from county auditor or Ohio Dept. of Taxation



# Challenges in Current System

- Forward-only navigation based on initial menu selections, forced logout at end
- Reports are committed for filing before payment is confirmed
- Confusion from extraneous screens and various transaction-specific payment options
- All user accounts have same access level with respect to creating and filing transactions



Ohio Department of Taxation  
Electronic Filing Workshop  
February 2009

# Sales Tax Application

Screen shots and Demos  
(Current OBG Interface)



# Ohio Business Gateway

Electronic Filing Services Login

## Existing Users

Username

Password

By logging in, I agree to the [terms of service](#)

## New Users

[Create an OBG Username](#)

If you are starting a new business in Ohio, you may need more than just an OBG Username. Please click [here](#) to learn more.

[Forgot your username or password? Having trouble logging in?](#)  
For additional topics, please visit our [Help and Support Page](#).



For more information about the services available through the Ohio Business Gateway, please visit our [home page](#).

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites

Address <https://obgft.oit.ohio.gov/hb202/login/features.asp> Go Links >>

Google Search 190 blocked Check AutoLink AutoFill Options



### **BWC 50/50 plan unavailable here**

If you are filing your BWC Payroll Report and you would like to take advantage of the 50/50 payment option for the Jan 1 to July 31, 2007 period, you must go to [ohiobwc.com](http://ohiobwc.com). BWC is not offering the 50/50 payment option through OBG.

### **New Municipal Income Tax Withholding Returns and Payments**

Starting the week of February 19, 2007, OBG provides businesses with the opportunity to file returns and make payments for municipal withholding income taxes. These additions complement the existing services for returns, estimated payments, and extension requests associated with municipal business income (net profits) taxes. Please note – municipal income tax services offered on OBG are not affiliated with services offered by the State of Ohio's Department of Taxation.

### **BWC Minimum Payment Changes**

Effective January 1, 2007, BWC implemented a change to the minimum administrative fee charged to employers who report \$0 payroll for the reporting period or those having less than \$50 in calculated premium. OBG has been updated to reflect these changes. The new minimum administrative fee is now \$50 semiannually (\$100 annually).

### **Helpful Hints**

- Please do not shut down your browser, or close your browser window, until you have seen the Session Summary screen.
- Please do not open the OBG in a second browser session or window.
- Please do not bookmark any portion of the OBG other than the login page.

[Continue](#)





- [confirm registration information](#)
- [manage users](#)
- [edit user registration information](#)
- [add new user](#)
- [edit company registration information](#)

## Confirm Registration Information

Please verify that the information below is accurate and up to date.

### Company Information

Federal Employer ID Number	
Company Legal/Business Name	IOD MART INC 03 048
Company Corporate Name	IOD MART INC 0 048
Company Trade (DBA) Name	IOD MART

### Contact Information (For Questions about the Business)

Contact First Name	A
Contact Last Name	G
Contact Phone	2 - 3228
Email Address	nobody@ohio.gov

### User / Employer Information

First Name	A
Last Name	G
Job Title	V ENT / SECRETARY
Phone Number	2 - - - 3228

[Edit User Information](#) | [Manage Users](#) | [Edit Company Information](#) | **[Confirm and Continue](#)**

If you do not wish to continue you may [logout](#) now.

If you need assistance with this page, please view our [help](#).





choose the form(s) to complete  
verify your account(s)

## Choose the Form(s) or Payment Option(s) to Complete

**NOTE: If you are selecting multiple reports, all reports will be created before the filing and payment process.**

### Registration Services

*If the agency/registration you are seeking is not listed here please contact the respective agency to learn how to register.*

#### Ohio Department of Taxation

- Register, Obtain, View or Reprint Commercial Activity, Sales & Use Tax and/or Payroll Withholding Account/License

### Filing Services

*If you are a new business or attempting to file a form for the first time, please note that many forms require that you are registered with the respective agency before you may file.*

#### Ohio Office of Budget & Management and Ohio Department of Public Safety

- Declaration of Material Assistance/Non Assistance **NEW**

#### Ohio Deferred Compensation

- Pay and Reconcile Employer Contribution Billings **NEW**

#### Ohio Department of Taxation

##### Commercial Activity Tax

- CAT Return Filing, CAT Payment Options, and CAT Account Maintenance

##### Sales Tax

- Ohio State, County, and Transit Sales Tax Returns UST-1, CRDO and Sales Tax Payment Options **UPDATED**
- Motor Vehicle Dealer Nonresident Sales Tax **NEW**

##### Employer Withholding

- Ohio and School District Tax Withholding Options **UPDATED**

#### Bureau of Workers' Compensation

- Bureau of Workers' Compensation Payroll Form

#### Department of Job and Family Services



ST-PRO



Sales Tax Home

## Ohio Sales Tax

Company Name: Bob the Test Company, LLC  
FEIN: 33-0000000

To start working, select an activity and click "Start" Button → Sales Tax Return (UST-1) ? Start ?

**Ready To File** (You will have the option to file and/or pay when you exit this screen)

**Nothing Ready To File**

To file and/or pay reports or exit this screen → File or Exit Sales Tax ?

[View / Print Archived Reports](#)

If you need assistance with this page, please view our [help](#).



## Universal Sales Tax Return Instructions – Form UST-1

**Company Name:** Bob the Test Company, LLC

**FEIN:** 33-0000000

Sales tax is generally collected at the rate in effect in the county where the consumer takes possession of the item sold, or receives the benefit of the service performed. While most sales occur at the vendor's place of business, some taxable transactions may occur in a county different from the vendor's place of business.

### First time OBG Sales Tax Return Filer?

If you do not have a vendor license, you may obtain a new vendor license via OBG. You will need to log back into OBG and select the "Register or Obtain an Account/License" option. After you have a vendor license, you will need to add the vendor license to your OBG profile by selecting the "Add Sales Tax Account Number" button from the next page or you will automatically be guided there by this application.

### Returning Users

You can file a UST-1 for multiple accounts via OBG within the same session. OBG will maintain a profile for each vendor license that includes the counties that you have selected to file sales tax within. You can change this profile anytime.

**Money due may be paid on-line by ACH debit (Electronic Check) or by credit card. The payment can be future dated until the actual due date. In order to pay via OBG, you will need the following information:**

### ACH

- Checking or Savings Bank Routing number
- Checking or Savings Bank Account number

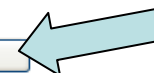
### Credit Card

- Credit Card Type
- Credit Card Account Number
- Credit Card Expiration Date

**Note: Payment by Credit Card will incur a convenience fee totaling the higher of 2.5% of the transaction amount or \$1.00 on payments under \$40.00.**

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Next





ST-UST-ACTIVITYCHOICE






- Sales Tax Home
- UST Information
- UST Selection**
- UST Counties
- UST Filing Information
- UST Verification

## Ohio State, County & Transit Sales Tax Return Filing Options

**Company Name:** Bob the Test Company, LLC  
**FEIN:** 33-0000000

Select one of the options below:

- Data Entry** Select this option to enter all of your UST-1 data manually 
- Full UST-1 File Upload** Select this option if you have a formatted file ready to upload that contains your complete UST-1 data 
- County Data File Upload** Select this option if you intent to upload a file containing your county data, and enter all other data manually 

Select the file to be uploaded:

If you need assistance with this page, please view our [help](#).

Choose file

Look in: Desktop

- My Documents
- My Computer
- My Network Places
- eCopy Desktop 9.0
- HP Quality Center 9.2
- Lotus Notes 7
- 4458 Full UST-1 Upload
- Actual Hours
- CSV Template with Math
- Doc1
- Leave Request Fill-in
- My Computer
- OBG 2 Testing Status Matrix
- OBG 2 Training
- OBG Transactions
- ODT-Northland Visitor
- Project1
- REPOSITORY
- SDBA
- Shortcut to 4213 OBG 2.0
- Shortcut to Initiative Status
- Shortcut to A-28 Fill-in
- Shortcut to ISD Status Reports
- Shortcut to My Documents
- Shortcut to OBG Bugs & Projects
- Shortcut to OBG Misc
- State of Ohio Employee Phone Search
- TXT Good File All Counties**
- webmail

File name: TXT Good File All Counties

Files of type: All Files (\*.\*)

Open Cancel

AutoFill Options

## Transit Sales Tax Return Filing Options

Company Name: Bob the Test Company, LLC  
FEIN: 33-0000000

on to enter all of your UST-1 data manually

- Full UST-1 File Upload** Select this option if you have a formatted file ready to upload that contains your complete UST-1 data
- County Data File Upload** Select this option if you intent to upload a file containing your county data, and enter all other data manually

Select the file to be uploaded:

If you need assistance with this page, please view our [help](#).



ST-UST-ACTIVITYCHOICE






- Sales Tax Home
- UST Information
- UST Selection**
- UST Counties
- UST Filing Information
- UST Verification

## Ohio State, County & Transit Sales Tax Return Filing Options

Company Name: Bob the Test Company, LLC  
FEIN: 33-0000000

Select one of the options below:

- Data Entry** Select this option to enter all of your UST-1 data manually 
- Full UST-1 File Upload** Select this option if you have a formatted file ready to upload that contains your complete UST-1 data 
- County Data File Upload** Select this option if you intent to upload a file containing your county data, and enter all other data manually 

Select the file to be uploaded:

If you need assistance with this page, please view our [help](#).





WELCOME TO THE  
**STATE OF OHIO**

ST-UST-ACTIVITYCHOICE



Sales Tax Home

UST Information

**UST Selection**

UST Counties

UST Filing Information

UST Verification

## Ohio State, County & Transit Sales Tax Return Filing Options

Company Name: Bob the Test Company, LLC

FEIN: 33-0000000

All values and calculations appear to be correct.

Back

Next

If you need assistance with this page, please view our [help](#).



ST-UST-SEL



- Sales Tax Home
- UST Information
- UST Selection**
- UST Counties
- UST Filing Information
- UST Verification

## Ohio State, County & Transit Sales Tax Return

Company Name: Bob the Test Company, LLC

FEIN: 33-0000000

\* Denotes a required field

\* **Account:** 99-801276 - (NO DESCRIPTION)

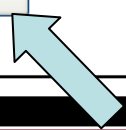
\* **Cancel Vendor's License:**  Yes  No

**Last Day of Business:**

\* **Reporting Period:** 1/1/2008 to 1/31/2008  Show All Periods

\* **Return Type:**  Original  Amended

If you need assistance with this page, please view our [help](#).





Richland	70	6.75 %	\$ 1000.00	\$ 75.00
Ross	71	7.00 %	\$ 1000.00	\$ 75.00
Sandusky	72	6.75 %	\$ 1000.00	\$ 75.00
Scioto	73	7.00 %	\$ 1000.00	\$ 75.00
Seneca	74	7.00 %	\$ 1000.00	\$ 75.00
Shelby (1/1/2008)	75	6.50 %	\$ 1000.00	\$ 75.00
Stark	76	6.00 %	\$ 1000.00	\$ 75.00
Summit	77	6.25 %	\$ 1000.00	\$ 75.00
Trumbull	78	6.50 %	\$ 1000.00	\$ 75.00
Tuscarawas	79	6.50 %	\$ 1000.00	\$ 75.00
Union	80	6.50 %	\$ 1000.00	\$ 75.00
Van Wert	81	7.00 %	\$ 1000.00	\$ 75.00
Vinton	82	7.00 %	\$ 1000.00	\$ 75.00
Warren	83	6.50 %	\$ 1000.00	\$ 75.00
Washington	84	7.00 %	\$ 1000.00	\$ 75.00
Wayne	85	6.25 %	\$ 1000.00	\$ 75.00
Williams	86	7.00 %	\$ 1000.00	\$ 75.00
Wood	87	6.50 %	\$ 1000.00	\$ 75.00
Wyandot	88	7.00 %	\$ 1000.00	\$ 75.00
<b>Totals:</b>			<b>\$92,000.00</b>	<b>\$6,905.00</b>

Clear All Fields

Back

Next

Save

If you need assistance with this page, please view our [help](#).



ST-UST-INF



- Sales Tax Home
- UST Information
- UST Selection
- UST Counties
- UST Filing Information**
- UST Verification

## Ohio State, County & Transit Sales Tax Return

Company Name: Bob the Test Company, LLC

FEIN: 33-0000000

Account: 99-801276 - (NO DESCRIPTION)  
 Reporting Period: 1/1/2008 to 1/31/2008  
 Cancel Vendor License?: No  
 Last Day of Business: N/A  
 Return Type: Original  
 Due Date: 2/25/2008

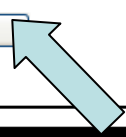
Gross Sales:	\$	<input type="text" value="100000.00"/>	
Exempt Sales:	\$	<input type="text" value="7000.00"/>	
Net Taxable Sales:		\$93,000.00	
Sales Upon Which Tax Was Paid to Clerk of Courts:	\$	<input type="text" value="1000.00"/>	
Reportable Taxable Sales:		\$92,000.00	
Tax Liability on Sales Reported:		\$6,905.00	



Use the following lines only if you make accelerated payments!

Less Accelerated Payment Made:	\$	<input type="text" value="2500.00"/>	
Plus Accelerated Payment for Next Reporting Period:	\$	<input type="text" value="2000.00"/>	

If you need assistance with this page, please view our [help](#).



WELCOME TO THE  
STATE OF OHIO

ST-UST-VFY



Sales Tax Home

UST Information

UST Selection

UST Counties

UST Filing Information

UST Verification

## Review Report

Company Name: Bob the Test Company, LLC

FEIN: 33-0000000

**Account:** 99-801276 - (NO DESCRIPTION)  
**Reporting Period:** 1/1/2008 to 1/31/2008  
**Cancel Vendor License?:** No  
**Last Day of Business:** N/A  
**Return Type:** Original  
**Due Date:** 2/25/2008

<b>Gross Sales:</b>	\$100,000.00
<b>Exempt Sales:</b>	\$7,000.00
<b>Net Taxable Sales:</b>	\$93,000.00
<b>Sales Upon Which Tax Was Paid to Clerk of Courts:</b>	\$1,000.00
<b>Reportable Taxable Sales:</b>	\$92,000.00
<b>Tax Liability on Sales Reported:</b>	\$6,905.00
<b>Less Discount:</b>	\$0.00 ?
<b>Plus Additional Charge:</b>	\$10.00 ?
<b>Interest Owed:</b>	\$302.70 ?
<b>Amount Due:</b>	\$7,217.70
<b>Less Accelerated Payment Made:</b>	\$2,500.00
<b>Plus Accelerated Payment for Next Reporting Period:</b>	\$2,000.00
<b>Balance Due:</b>	\$6,717.70
<b>Amount You Wish To Pay:</b>	\$ <input type="text" value="6717.70"/> ?

If you need assistance with this page, please view our [help](#).



ST-PRO



Sales Tax Home

# Ohio Sales Tax

Company Name: C JD MART INC 03 048  
FEIN: 3

To start working, select an activity and click "Start" Button →

### Ready To File

(You will have the option to file and/or pay when you exit this screen) ?

Report Name	Created Date	Amount Due	
1 70 - Original UST-1 - 12/1/2007 to 12/31/2007	3/5/2008 7:42:51 AM	\$791.96	<a href="#">Review/Edit</a> <a href="#">Delete</a>

To file and/or pay reports or exit this screen →

[View / Print Archived Reports](#)

If you need assistance with this page, please view our [help](#).

WELCOME TO THE  
STATE OF OHIO

ST-EXIT



Sales Tax Home

File Reports

## Exit Sales & Use Tax

Company Name: C                      )D MART INC 03 048

FEIN: 3

- Select "Yes" next to all reports you want to file.
- Click "Next" to file report(s) with Ohio Department of Taxation.
- Any unselected reports are saved and available for filing in the future.
- You will be able to print any of the reports you select for filing.

File Report?	Report Name	Amount Due	Created Date
<input checked="" type="radio"/> Yes <input type="radio"/> No	1 - Original UST-1 - 12/1/2007 to 12/31/2007	\$791.96	3/5/2008 7:42:51 AM

If you need assistance with this page, please view our [help](#).

Company Name: C O D MART INC 03 048  
FEIN: 3 . - - - - -

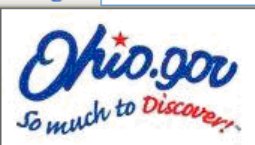
Please print this page for your records.

Account: 1 - cleveland  
Reporting Period: 12/1/2007 to 12/31/2007  
Due Date: 1/24/2008  
Return Type: Original  
Cancel Vendor License?: No  
Last Day of Business: N/A  
Date Filed: 3/1/2008  
Filed By: AI  
Session Confirmation ID: 5!

Gross Sales: \$10,000.00  
Exempt Sales: \$0.00  
Net Taxable Sales: \$10,000.00  
Sales Upon Which Tax Paid to Clerk of Courts: \$0.00  
Reportable Taxable Sales: \$10,000.00  
Tax Liability on Sales Reported: \$775.00  
Less Discount: \$0.00  
Plus Additional Charge: \$10.00  
Interest Owed: \$6.96  
Amount Due: \$791.96  
Less Accelerated Payment Made: \$0.00  
Plus Accelerated Payment for Next Reporting Period: \$0.00  
Balance Due: \$791.96  
Amount you wish to pay: \$791.96

County Name	Co. No.	Tax Rate	Taxable Sales	Taxable Liability
Cuyahoga	18	7.75%	\$10,000.00	\$775.00
<b>Totals:</b>			<b>\$10,000.00</b>	<b>\$775.00</b>

Click "Next" to print additional reports or finish filing.



PAY-SEL-01



- report selection
- report confirmation
- payment selection**
- payment account
- payment confirmation

## Payment Selection

Company Name: C D MART INC 03 048

FEIN: 3

### Electronic Payment Methods

Payment by Credit Card will incur a convenience fee totaling the higher of 2.5% of the transaction amount or \$1.00 on payments under \$40.00

#### OPTION A. Pay Total Balance Today: Select Electronic Check or Credit Card

Total Balance	\$791.96
Pay Total Balance Today With a Checking/Savings Account	<input type="button" value="Pay"/>
Pay Total Balance Today With a Credit Card	<input type="button" value="Pay"/>

#### OPTION B. Split Payment Method or Postdate Electronic Check

Form/Payment Type	Transaction Date	Payment/Net Due
1 - Original UST-1 - 12/1/2007 to 12/31/2007		\$791.96
Electronic Check (from Checking/Savings Account)	3/5/2008	\$791.96
Credit Card	3/5/2008	\$0.00
<b>Total Payment</b>		<b>\$791.96</b>



PAY-TRM-01



- report selection
- report confirmation
- payment selection
- payment account
- payment confirmation**

## ***Electronic Payment (ACH) Terms of Service***

1. Before attempting to authorize an ACH Payment on your savings or checking account, you should check with your accounting department or local bank to be sure that electronic debits are permitted on the account.
2. Any fees or charges incurred due to insufficient funds or other issues with the account will be the sole responsibility of the account owner.
3. By authorizing an electronic payment on this system, you consent to our transmission of your tax identification number to the financial institution processing your payment.
4. Users making Ohio Department of Job and Family Services Unemployment Tax Payments that include Forfeiture and/or Interest will have two debits made to their account. The first for the amount of the Contribution the second for the combined amount of the Forfeiture and Interest. If the account is found to have insufficient funds for either or both of these transactions, the bank will charge the user a fee, to be determined by the bank, for each of the failed transactions.

I Understand





PAY-ACH-01



- report selection
- report confirmation
- payment selection
- payment account**
- payment confirmation

## Add Checking or Savings Account

Company Name: C )OD MART INC 03 048

FEIN: 3

### Electronic Payment

Step 1

Select Account Type

Checking Business ?

Step 2

Enter Account Information

First Name:

Last Name or Company Name:

Routing Number:

Account Number:

Confirm Account Number:

Back Clear Next



PAY-CNF-01



- report selection
- report confirmation
- payment selection
- payment account
- payment confirmation**

## Payment

**Company Name:** C IOD MART INC 03 048  
**FEIN:** 3

### Electronic Payment

<b>Amount Due All Reports</b>	<b>\$791.96</b>
<b>Credit Card Convenience Fees</b>	<b>\$0.00</b>
<b>Total Paid Including Fees</b>	<b>\$791.96</b>
<b>Balance Unpaid</b>	<b>\$0.00</b>

**11 - Original UST-1 - 12/1/2007 to 12/31/2007**

Description	Method	Account Number	Transaction Date	Debit Amount
Ohio Department of Taxation - Sales Tax	Checking Business	****3456	12/3/2007	\$791.96
Amount Due				\$791.96
Total Payment				\$791.96
Balance Due				\$0.00

[Back](#)

[Click to Confirm Payment](#)

**Important: By confirming your payment, you are authorizing the agency (or agencies) to initiate debit entries or charges to your account(s) as per your instructions summarized above. OBG can not alter, delete, or stop any confirmed payment instructions.**



PAY-STA-01

## Payment

**Company Name:** C                      OD MART INC 03 048  
**FEIN:**                                      3.

### Electronic Payment

<b>Amount Due All Reports</b>	<b>\$791.96</b>
<b>Credit Card Convenience Fees</b>	<b>\$0.00</b>
<b>Total Paid Including Fees</b>	<b>\$791.96</b>
<b>Balance Unpaid</b>	<b>\$0.00</b>
<b>Session Confirmation Number</b>	5!      f

11 - Original UST-1 - 12/1/2007 to 12/31/2007

Description	Method	Account Number	Transaction Date	Debit Amount	Payment ID Number
Ohio Department of Taxation - Sales Tax	Checking Business	*****3456	12/3/2007	\$791.96	
Amount Due					\$791.96
Total Payment					\$791.96
Balance Due					\$0.00

To ensure proper filing of your report, please do not use the browser "Back" button or the browser history list to return to previous screens.

Finished Paying      Print

## Session Summary

**Company Name:** C ID MART INC 03 048

**FEIN:** 3

Please see filing and payment details below.

[Print this page](#)

**Date:** 3/5/2008

**Session Confirmation Number:** 50000000

The session confirmation number is required when calling the help desk (866-644-6468). This session confirmation summarizes filing activity and payment instructions received by OBG to be forwarded to the respective agencies

---

## Filed Reports and Activity

According to your instructions, the following will be filed with the respective agencies. If anything you intended to file is not shown below, please login to the OBG again to complete the filing (DO NOT USE YOUR BROWSER BACK BUTTON).

Description	Amount Due on Form
1 - Original UST-1 - 12/1/2007 to 12/31/2007	\$791.96
<b>Total</b>	<b>\$791.96</b>

## Payment Instructions

The following payment instruction(s) will be sent to the respective agency and their banking partner. Payment instructions may not be processed for reasons that include insufficient funds and prohibited or blocked payments. You should review your account to insure that payment settles. The settlement date (the date your account will be debited) is projected to be the second bank business day following your transaction date. The actual settlement date is dependent upon the processing timeliness of the agency and their bank.

Charge Description	Account Type	Bank Routing Number	Account Number	Transaction Date	Amount
1 - Original UST-1 - 12/1/2007 to 12/31/2007	Checking Business	044000024	****3456	12/3/2007	\$791.96

[Print this page](#)



# New Services and Enhancements

- File Upload Features
- Ohio Means Jobs
  - Use OBG credentials to access services requiring login
  - Visit [www.ohiomeansjobs.com](http://www.ohiomeansjobs.com)
- Coming Soon – addressing current challenges
  - Improved navigation
  - Streamlined and consolidated checkout (confirmation)
  - Role-based usage
  - Unified sign-on for third party service providers



# Navigation Improvements

- Reduced number of screens during login
- Consolidated “home page” (i.e. hub) provides:
  - Access to all available transactions and services
  - An overview of all in-progress and ready-to-file transactions for the company
  - Ability to change company affiliation to any other company for which the user has been given a role
- Reduced number of screens during checkout
- Improved confirmation page and easier access to transaction history



# Role-Based Usage

- “Old” OBG had two roles
  - Primary user – can access all services (create/edit and file & pay) AND create/manage other users
  - Secondary user – can access all services but CAN NOT create/manage other users
- “New” OBG will support additional granularity
  - By Service/Program Area (sales tax, withholding, CAT, muni, etc.)
  - By role within Service/Program Area (all-access, only create/edit, or “none”)
  - Whether or not user can act as an administrator to manage other users and their access, either site-wide (all services) or only within specific service areas
- All users transact on behalf of company subject to their assigned role(s)
- Roles can be shared or extended to service providers (excluding any administrator roles)



# Service Provider Sign-ons

- Targeted at practitioners, CPAs, service providers or employees of conglomerate companies who provide services to clients or related companies
- “Old” OBG - service provider must have separate username/password set up by each client in order to transact on behalf of client
- “New” OBG - service provider can log on once to OBG and then change company affiliation in order to transact on behalf of clients (“old” method of separate accounts is still supported as well)





# Key Attributes of Service Provider Sign-ons

- Service provider sets up their own account and creates separate username for each employee
- Client company controls relationship with service provider organization and the defines the role
- Client company does not have to know or manage individuals at service providers – service provider is responsible for that
- Service provider transacts on behalf of client subject to role defined by client
- Client company can always break the relationship or redefine the role at any time



# How it Works

- Step 1 - Service Provider
  - Administrator obtains a unique identifier associated with their organization's OBG account (done online)
  - Identifier is shared with clients and serves only as a directory "shortcut"



# How it Works (continued)

- Step 2 - Client Company
  - Administrator creates a group (similar to creating an additional user) and assigns a role to the group
  - Administrator can add company users to the group in order to share this role internally
  - Administrator can also add the service provider's identifier to the group to extend the same role to the service provider organization



## How it Works (continued)

- **Step 3 - Service provider**
  - Administrator sees the client company's group in their group list
  - Administrator can add any of their users to the client's group
  - After login, a service provider's user who is a member of any client's group can "switch companies" on OBG e-filing home page in order to act on behalf of that client (subject to the role defined by the client)



# Maintaining Continuity

- All user IDs and passwords still work
- Overall look and feel (sections for starting, in-progress, and ready transactions) is the same
- Screens for entering transaction data are unchanged
- Access to history still provided



# OBG System Updates

(All screen shots are drafts and subject to change until final release.)



# Login and Home Page

- Login is the same
- New consolidated home page replaces current “check box” menu and the separate home pages for each service
- Layout of new home page is consistent with the existing home pages for each service
- Select any service/transaction using the drop down box and “select” button

## Welcome to the Ohio Business Gateway

### A New Look

We've merged our premiere online electronic file and payment system, the Ohio Business Gateway, and the business section of [Ohio.gov](#) in order to help simplify the relationship between business and state government. Our goal is to help you finish the transaction, find the information you need as efficiently as possible, and get you back to what matters most — running and growing your business.

Traditional Ohio Business Gateway services can be found on the far right side of the page, with links to other information and services across the top and left side of the page. Let us know [what you think](#) and give us ideas for what to do next.



OBG Electronic Filing offers Ohio's businesses a time- and money-saving online filing and payment system that helps simplify business' relationship with government agencies. We now offer more than 28 services and selected transactions are available from six state agencies and more than 500 municipalities.

[View the Complete List of the Agencies and Filing Services](#)

[Login Now or Create an Account](#)

### Information and Services

- [Why Ohio?](#)
- [Starting a Business](#)
- [Licenses and Permits](#)
- [Staying Compliant](#)
- [Getting Help](#)
- [Search Business Corporate Filings](#)
- [Uniform Commercial Code Filings](#)
- [Ohio Means Jobs](#)
- [Manage Unemployment Compensation Claims](#)
- [State Procurement](#)
- [Business 1st Stop](#)
- [Find a Location](#)
- [Report New Hire](#)

### Features

- [Ohio EPA eBusiness Center](#)
- [Tax Finder](#)
- [Small Business Energy Saver](#)
- [Business Energy Resource Center](#)
- [Ohio Means Business](#)

### How Do I?

- [Do business with the State?](#)
- [Manage my business taxes?](#)
- [Start a business in Ohio?](#)
- [Find a place to locate my business?](#)
- [Find employees?](#)
- [more help...](#)

### Electronic Filing Updates

- [Precertification of Declaration of Material Assistance/Nonassistance](#)
- [Deferred Compensation Contribution Payments](#)
- [Municipal Withholding Returns and Payments](#)





## Ohio Business Gateway

Electronic Filing Services Login

### Existing Users

**Username**

**Password**

By logging in, I agree to the [terms of service](#)

### New Users

[Create an OBG Username](#)

If you are starting a new business in Ohio, you may need more than just an OBG Username. Please click [here](#) to learn more.

[Forgot your username or password? Having trouble logging in?](#)  
[For additional topics, please visit our Help and Support Page.](#)



For more information about the services available through the Ohio Business Gateway, please visit our home page.



[Home](#) [History](#) [Administration](#) [Logout](#)

## Home

**Joe Co.**

FEIN : 12-3456788

If you do not have access to a service or transaction, contact your company's administrator(s) to request or verify your access.

### + Start a Service or Transaction

Select Service :

### + Transactions in Progress

Report Name	Created Date
-------------	--------------

There are no transactions in progress.

### + Transactions Ready for Checkout (Ready to File and Pay)

There are no transactions ready for checkout.

To exit (logout) without submitting any transactions, click "Logout" at the top of the page.





Home History Administration Logout

### Home

Joe Co.  
FEIN : 12-3456788

If you do not have access to a service or transaction, please see your company administrator(s) to request or verify your access.

#### + Start a Service or Transaction

Select Service: **Ohio Taxation - Sales Tax**

Ohio Taxation - Sales Tax

- Sales Tax UST-1
- Sales Tax ST-CRDO
- Sales Tax Accelerated Payment
- Sales Tax Assessment Payment
- Sales Tax Billing Notice Payment
- Sales Tax Payment Only
- Maintain Sales Tax Accounts

#### + Transactions in Progress

Report Name	Created Date
-------------	--------------

There are no transactions in progress.



# Agency Transaction Screens

- All screens for agency transactions are the same in both the current OBG system and the updated system
- As an example, please refer to the screens shown earlier for the Sales Tax UST-1 Return



# New Payment Selections

- Follows transaction data entry whenever a payment is possible
- OBG will present specific agency payment options in a consistent manner
  - Step 1: How to pay – online via OBG or not
  - Step 2: When to pay – if deferred payment is an option
  - Step 3: What account to use – checking (ACH debit) or credit card
  - Step 4: How much to pay – insures minimum payment rules are met



Payment Selection

## Specify Payment Instructions for Checkout Delivery VL

Company Name: ( ) ducts, Inc.  
FEIN: ( )

Total Due

\$25.00

If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment instructions will be used during the checkout process. Please note that the agency being paid determines the payment options available.

### Payment Notes

- The agency does not accept payments via mail
- The agency does not accept offline ACH Credits for this report
- The agency does not accept Credit Card payments for this report
- The agency does not accept split payments for this report
- The agency does not accept deferred payments for this report
- A payment is required for this report
- The agency associated with this report does not allow offline payments

### Errors

Step 1: How would you like to pay? Selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

For the amount due, I will:

- Make a payment online, via the Ohio Business Gateway, as part of the checkout process. (RECOMMENDED)
- Make a payment, but NOT online via OBG. After I complete the checkout process on OBG, I will pay the amount due directly to the agency via an alternative payment method accepted by the agency. (Users already registered to make State of Ohio tax payments via the Treasurer of State's ACH Credit EFT service must initiate that payment separately. Visit <http://eft.tos.ohio.gov> for more information.)
- I do not intend to make any payment for this transaction at this time. When I complete the checkout process, I want the transaction to be sent to the agency without payment. Failure to make timely payment may be subject to penalties and/or interest as per the agency's rules.

Step 2: When would you like your payment to be processed?

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment instructions have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

Make Payment Selections Later

Accept Payment Selections



Payment Selection

## Specify Payment Instructions for Checkout Delivery VL

Company Name: C... ucts, Inc.  
FEIN: 3...

Total Due	\$25.00
-----------	---------

If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment instructions will be used during the checkout process. Please note that the agency being paid determines the payment options available.

Payment Notes	Errors
<ul style="list-style-type: none"><li>The agency does not accept payments via mail</li><li>The agency does not accept offline ACH Credits for this report</li><li>The agency does not accept Credit Card payments for this report</li><li>The agency does not accept split payments for this report</li><li>The agency does not accept deferred payments for this report</li><li>A payment is required for this report</li><li>The agency associated with this report does not allow offline payment</li></ul>	

Step 1: How would you like to pay? Selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

Step 2: When would you like your payment to be processed? Selected: Immediately, as soon as I have confirmed the transaction during checkout.

I would like the payment to be processed:

- Immediately, as soon as I have confirmed the transaction during checkout.
- At a future date, after I have confirmed the transaction during checkout. Future dating only applies to ACH Debit payments (not available for credit card payments). The ACH Debit payment will not be processed until the date I specify. In order to avoid penalties and/or interest, I understand that I must select a date on or before the payment due date as per the agency's rules for timely payment.

Step 3: What method will you use to pay?

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment instructions have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

Make Payment Selections Later

Accept Payment Selections



Payment Selection

## Specify Payment Instructions for Checkout Delivery VL

Company Name: C. ucts, Inc.  
FEIN: 3

Total Due

\$25.00

If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment instructions will be used during the checkout process. Please note that the agency being paid determines the payment options available.

### Payment Notes

- The agency does not accept payments via mail
- The agency does not accept offline ACH Credits for this report
- The agency does not accept Credit Card payments for this report
- The agency does not accept split payments for this report
- The agency does not accept deferred payments for this report
- A payment is required for this report
- The agency associated with this report does not allow offline payment

### Errors

Step 1: How would you like to pay? Selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

Step 2: When would you like your payment to be processed? Selected: Immediately, as soon as I have confirmed the transaction during checkout.

Step 3: What method will you use to pay?

I would like to pay using:

- ACH Debit from a checking or savings account
- Credit Card
- Both ACH Debit and Credit Card (split payment)

Bank account number will be collected during the checkout process.

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment instructions have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

Make Payment

Save for Later

Cancel Payment





## Specify Payment Instructions for Checkout Delivery VL

Payment Selection

Company Name: C \_\_\_\_\_ ducts, Inc.  
FEIN: 3 \_\_\_\_\_

<b>Total Due</b>	<b>\$25.00</b>
------------------	----------------

If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment instructions will be used during the checkout process. Please note that the agency being paid determines the payment options available.

- | Payment Notes  | Errors |
|--|--------|
| <ul style="list-style-type: none"> <li>• The agency does not accept payments via mail</li> <li>• The agency does not accept offline ACH Credits for this report</li> <li>• The agency does not accept Credit Card payments for this report</li> <li>• The agency does not accept split payments for this report</li> <li>• The agency does not accept deferred payments for this report</li> <li>• A payment is required for this report</li> <li>• The agency associated with this report does not allow offline payment</li> </ul> |        |

**Step 1: How would you like to pay?** Selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

**Step 2: When would you like your payment to be processed?** Selected: Immediately, as soon as I have confirmed the transaction during checkout.

**Step 3: What method will you use to pay?** Selected: ACH Debit from a checking or savings account.

**Step 4: How much would you like to pay?**

I will pay the following amount. I understand that failure to make timely payment for the full amount due may be subject to penalties and/or interest as per the agency's rules.

ACH Amount:

Total to pay: \$25.00

Your transaction will not be submitted to the agency until you have completed the checkout process. Once payment instructions have been provided and accepted, the transaction will be in the "Pending Checkout"

Make Payment Selections Later

Accept Payment Selections



# Managing Transactions on Home Page

- Work on transactions “in-progress” can be resumed
- Transactions “ready for checkout” can be submitted for filing and payment
  - Checkout process will collect bank account information to accompany payment selections made previously
- Confirmation and receipt is provided only after “confirmation” button is pressed
  - Nothing is filed until then
- Transaction detail can be viewed from receipt

## Home

ducts, Inc.

FEIN : 366

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

### + Start a Service or Transaction

Select Service :

### + Transactions in Progress

Report Name	Created Date		
Delivery VL	01/28/2009	<a href="#">Resume</a>	<a href="#">Delete</a>

### + Transactions Ready for Checkout (Ready to File and Pay)

Municipal Tax - Estimated Payments for Municipality	<a href="#">Review/Edit</a>	<a href="#">Delete</a>
<b>Total Due : \$2.50</b>	<b>Payment Selections :</b>	<b>ACH : \$2.50 <a href="#">Edit</a></b>

Click "Checkout" to submit any or all transactions that are ready for checkout. You will be able to select the transactions to submit and then print copies of submitted transactions (including licenses, coupons, etc., as applicable) once the checkout process is complete. Please have your bank account number ready if you are filing any transactions that include an online payment.

[Checkout \(File and Pay\)](#)

To exit (logoff) without submitting any transactions, click "Logout" at the top of the page.

## Specify Transactions for Checkout

To include a transaction as part of this checkout:

- Select "Yes" by the transaction.
- If the transaction includes an online payment, you will be asked for bank and/or credit card account information on the following screen.
- You will be able to view/print a copy of the transaction(s) after you have provided final confirmation of the transaction(s) and any payment(s).

If you do not want to include a transaction/report as part of this checkout:

- Select "No" by the transaction.
- Transaction will be kept saved in the "Ready for Checkout" area for future checkout or editing.

### Ready for Checkout (Ready to File and Pay)

#### Municipal Tax

Checkout?	Transaction	Defer Date	ACH	CC Amount	Total Paying
<input type="radio"/> Yes <input type="radio"/> No	Estimated Payments for Municipality			\$2.50	\$2.50

Cancel

Continue



Payment Selection

Report Selection

Payment Instruction

## Payment Account Information

Company Name: C                      rial Products, Inc.  
FEIN: E

Please complete the account details based on your selections.

For transactions with a payment, you may enter information for only ONE checking account and/or ONE credit card account per checkout. If you want to make payments for certain transactions from different checking or credit card accounts, you must submit those transactions on separate checkouts.

### ACH Account Information

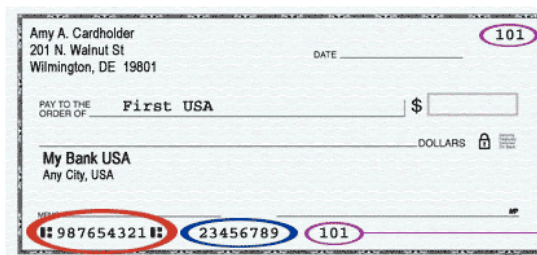
Account Type:

Company Name:

Routing Number:

Account Number:

Confirm Account Number:



The routing number

The checking  
account number

The check number

In some cases, the checking account number  
and the check number may be reversed.

Back

Cancel

Continue to Confirmation

If you need assistance with this page, please view our [help](#).



Payment Selection

Report Selection

Payment Instruction

**Payment Confirmation**

## Final Confirmation of Transactions

Company Name: Industrial Products, Inc.  
FEIN: 6

Report	ACH Amount	CC Amount	CC Fee	Total
<b>Municipal Tax</b>				
Estimated Payments for Municipality: Arlington, Village of - Second Quarter	\$2.50	N/A	N/A	\$2.50
<b>ACH Account Information</b>				
<b>Account Type:</b>	Business Savings			
<b>Company Name:</b>	ABC Company			
<b>Routing Number:</b>	044000024			
<b>Account Number:</b>	*****3456			

To make any changes to transactions or payment instructions, select "CANCEL" to return to the home page.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements. Please insure you have sufficient funds in your account(s).

By confirming the transaction(s), you are authorizing the agency (or agencies) being paid to initiate debit entries or charges to your account(s) as per your instructions above. Once confirmed, OBG can not alter, delete, or stop a payment instruction. Additionally, you are indicating that you are authorized to submit the transaction(s) and that you acknowledge OBG and agency-specific terms of service, including penalties of perjury as applicable. [Click here to view acknowledgements.](#)

Back

Cancel

Confirm Transactions

If you need assistance with this page, please view our [help](#).



[Payment Selection](#)

[Report Selection](#)

[Payment Instruction](#)

[Payment Confirmation](#)

**[Payment Receipt](#)**

## Transaction Confirmation and Receipt

**Company Name:** Industrial Products, Inc.  
**FEIN:** 56

The following transactions will be sent to the respective agency that administers the service. Please note the session confirmation number when calling the OBG Help Desk (866-644-6468).

If your transaction(s) includes payment, please note that this confirmation acknowledges that payment instructions have been received, but it does not acknowledge that funds have been transferred from your account. Payment instructions may not be processed for reasons that include insufficient funds and prohibited or blocked payments. You should review your account statement to insure that funds have been transferred (settled). For ACH debit payments, settlement is projected to be two business days after the date of this confirmation (for confirmations occurring on a weekend or holiday, settlement is projected to be two business days after the next business day). The actual settlement date is dependent upon the processing timelines of the agency and their bank.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements.

<b>Date/Time</b>	1/28/2009 10:00 AM
<b>Confirmation #</b>	8094767
<b>Receipt #</b>	4008749
<b>ACH Routing</b>	044000024
<b>ACH Account #</b>	*****3456

Transaction	ACH Amount	CC Amount	CC Fee	
Estimated Payments for Municipality: Arlington, Village of - Second Quarter	\$2.50	N/A	N/A	<a href="#">View</a>



# Accessing Transaction History

- Provided via “History” link at top of home page
- Transactions can be searched or filtered using tools at top of page
- Transaction detail can be viewed after selecting the link to view the receipt





# WELCOME TO THE STATE OF OHIO

[Home](#) [History](#) [Administration](#) [Logout](#)

Home

Joe Co.

FEIN : 12-3456788

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

### + Start a Service or Transaction

Select Service :

### + Transactions in Progress

Report Name

Created Date

There are no transactions in progress.

### + Transactions Ready for Checkout (Ready to File and Pay)

There are no transactions ready for checkout.

To exit (logout) without submitting any transactions, click "Logout" at the top of the page.



## History

You can search or filter history by specifying a service area, date range or confirmation number.

Service Area:

Any

Filing Date Range:

To:

OBG Confirmation Number:

### Past Activity

Transaction	Confirmation #	Filed	
Original Quarterly Actual	7939187	11/10/2008 1:33 PM	<a href="#">View Receipt</a>
Ohio IT-942 Quarterly for 07/01/2008 - 09/30/2008	7787460	10/21/2008 7:30 AM	<a href="#">View Receipt</a>
Original Quarterly Actual	7413443	8/4/2008 1:18 PM	<a href="#">View Receipt</a>
Ohio IT-942 Quarterly for 04/01/2008 - 06/30/2008	7304954	7/21/2008 2:13 PM	<a href="#">View Receipt</a>
Original Quarterly Actual	6999309	5/12/2008 1:30 PM	<a href="#">View Receipt</a>
Ohio IT-942 Quarterly for 01/01/2008 - 03/31/2008	6836882	4/16/2008 4:09 PM	<a href="#">View Receipt</a>
Original Quarterly Actual	6541727	2/11/2008 9:36 AM	<a href="#">View Receipt</a>
Ohio IT-942 4th Quarter/Annual for 10/01/2007 - 12/31/2007	6292484	1/15/2008 7:30 AM	<a href="#">View Receipt</a>
Original Quarterly Actual	6026335	11/9/2007 4:57 PM	<a href="#">View Receipt</a>
Ohio IT-942 Quarterly for 07/01/2007 - 09/30/2007	5869974	10/18/2007 6:57 AM	<a href="#">View Receipt</a>
Original Quarterly Actual	5569436	8/8/2007 6:05 PM	<a href="#">View Receipt</a>
Ohio IT-942 Quarterly for 04/01/2007 - 06/30/2007	5413031	7/19/2007 7:35 AM	<a href="#">View Receipt</a>
Original Quarterly Actual	4237423	5/9/2007 9:19 AM	<a href="#">View Receipt</a>
Ohio IT-942 Quarterly for 1/2007-3/2007	5247611	4/25/2007 2:21 PM	<a href="#">View Receipt</a>
Payment Only (Return Already Filed)	3814062	2/9/2007 9:26 AM	<a href="#">View Receipt</a>
Original Quarterly Actual	3588596	1/15/2007 5:01 PM	<a href="#">View Receipt</a>
Ohio IT-942 4th Quarter/Annual for 10/2006-12/2006	5112775	12/30/2006 5:01 PM	<a href="#">View Receipt</a>
Original Quarterly Actual	3341379	11/7/2006 7:51 PM	<a href="#">View Receipt</a>
Ohio IT-942 Quarterly for 7/2006-9/2006	5039838	10/2/2006 11:50 AM	<a href="#">View Receipt</a>

[Previous](#)

**1**

[2](#)

[Next](#)



[Payment Selection](#)

[Report Selection](#)

[Payment Instruction](#)

[Payment Confirmation](#)

**[Payment Receipt](#)**

## Transaction Confirmation and Receipt

**Company Name:** Industrial Products, Inc.  
**FEIN:** 56

The following transactions will be sent to the respective agency that administers the service. Please note the session confirmation number when calling the OBG Help Desk (866-644-6468).

If your transaction(s) includes payment, please note that this confirmation acknowledges that payment instructions have been received, but it does not acknowledge that funds have been transferred from your account. Payment instructions may not be processed for reasons that include insufficient funds and prohibited or blocked payments. You should review your account statement to insure that funds have been transferred (settled). For ACH debit payments, settlement is projected to be two business days after the date of this confirmation (for confirmations occurring on a weekend or holiday, settlement is projected to be two business days after the next business day). The actual settlement date is dependent upon the processing timelines of the agency and their bank.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements.

<b>Date/Time</b>	<b>1/28/2009 10:00 AM</b>
<b>Confirmation #</b>	<b>8094767</b>
<b>Receipt #</b>	<b>4008749</b>
<b>ACH Routing</b>	<b>044000024</b>
<b>ACH Account #</b>	<b>*****3456</b>

Transaction	ACH Amount	CC Amount	CC Fee	
Estimated Payments for Municipality: Arlington, Village of - Second Quarter	\$2.50	N/A	N/A	<a href="#">View</a>



# Managing Users

- Provided via “Administration” link at top of home page
- Only Administrators can add or edit users
- Users’ access to specific services can be managed if “Limited Access” option is selected



# WELCOME TO THE STATE OF OHIO

[Home](#) [History](#) [Administration](#) [Logout](#)

## Home

**Joe Co.**

FEIN : 12-3456788

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

### + Start a Service or Transaction

Select Service :

### + Transactions in Progress

Report Name	Created Date
There are no transactions in progress.	

### + Transactions Ready for Checkout (Ready to File and Pay)

There are no transactions ready for checkout.

To exit (logout) without submitting any transactions, click "Logout" at the top of the page.



**Administration - User and Access Management**

**+ Company Information**

**FEIN :** ;

**Legal Name :** trial Products, Inc.

**Corporate Name :**

**Trade(DBA) Name :**

**Contact First Name :** Jayson

**Contact Last Name :** Pippin

**Contact Phone :** ; 56

**Email Address :** ; joit.ohio.gov

**Service Provider / Representative ID :** Click 'Edit' to generate an ID.  
If your company acts as a service provider to or representative of other companies (e.g. CPAs, attorneys, payroll companies), an ID enables another company to grant your company permission to create and submit OBG transactions on their behalf.

[Edit](#)

**+ User Information**

User Name	Job Title	Email	Phone Number	
obgftwo, obgftwo	dma admin	jeff.shockley@oit.ohio.gov	(222) -222-2222	<a href="#">Edit</a>

[Add User](#)

**+ Group (Shared Access) Administration**

**- System Default Groups**

Group Name	Service Provider / Representative Access	No. of Users	Edit Group
------------	--	--------------	------------

[Add Group](#)

**+ My Information**

**First Name :** Jayson **Username :** capriind

**Last Name :** Pippin

**Job Title :** General Manager

**Phone Number :** ( -7556

**Email :**

[Edit](#)

**+ My Access**

Administrator (formerly Primary User)	
---------------------------------------	--

## OBG User information

First Name \*:

Last Name \*:

Job Title \*:

Email \*:

OBG username \*:

Phone Number \*: (  )  -

Cancel

Next

## **OBG User information**

### Select Access level:

- Administrator (formerly Primary User)** User will have full access to all OBG services with the ability to submit any transaction on behalf of the company. User will also have the ability to create other users and manage their access level. (HIGHEST ACCESS LEVEL)
- All Access (formerly Secondary User)** User will have full access to all OBG services with the ability to submit any transaction on behalf of the company.
- Limited Access** Users will have access to selected OBG Services on behalf of the company. You will specify the services and access levels on a subsequent screen.

[Back](#) [Cancel](#) [Next](#)



### Assign Access level

User : OBGlastnamethree , OBGfirstnamethree

#### Service Area

Municipal Taxation- Income Tax :

Municipal Taxation-Withholding :

Ohio Budget & Mgmt. (DMA) :

Ohio Bureau of Workers' Comp. :

Ohio Deferred Compensation :

Ohio Dept. of Commerce (UCF) :

Ohio Job & Family Services :

Ohio Means Jobs :

Ohio Taxation – Commercial Activity Tax :

Ohio Taxation – Dealer Non-Resident Sales Tax :

Ohio Taxation – Employer Withholding :

Ohio Taxation – New Account Registration :

Ohio Taxation – Sales Tax :

#### Access Level

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

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----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

#### Service Area Admin

Users can create, edit, submit and view history of all transactions and access any other services within the service area. User may also create new users and manage their access within the service area. (HIGHEST ACCESS LEVEL for the service)

#### Service Area All Access

Users can create, edit, submit, and view history of all transactions and access any other services within the service area

#### Service Area Create/Edit

Users can create, edit, and view history of all transactions and access any other services within the service area.

#### No Selection

Users do not have access to any transactions or services within the service area.

#### Note

An individual user's access level to a specific service area is defined by the HIGHEST access provided by EITHER directly assigning service area access to the user OR including the user in a group that has access to the service area.

If one or more custom groups have been created, you may add this user to any of these groups. Click on the group name to display the group's access level

#### Available Groups

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#### Groups Assigned For this user



# Managing Shared Access using Groups

- Provided via “Administration” link at top of home page
- Only Administrators can add or edit groups
- Groups can be used to easily manage similar access for multiple people or service providers



# WELCOME TO THE STATE OF OHIO

[Home](#) [History](#) [Administration](#) [Logout](#)

## Home

**Joe Co.**

FEIN : 12-3456788

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

### + Start a Service or Transaction

Select Service :

### + Transactions in Progress

Report Name

Created Date

There are no transactions in progress.

### + Transactions Ready for Checkout (Ready to File and Pay)

There are no transactions ready for checkout.

To exit (logout) without submitting any transactions, click "Logout" at the top of the page.



## Administration - User and Access Management

### + Company Information

FEIN : ;

Legal Name : ; trial Products, Inc.

Corporate Name :

Trade(DBA) Name :

Contact First Name : Jayson

Contact Last Name : Pippin

Contact Phone : ; 56

Email Address : j ; joit.ohio.gov

Service Provider / Click 'Edit' to generate an ID.

Representative ID : If your company acts as a service provider to or representative of other companies (e.g. CPAs, attorneys, payroll companies), an ID enables another company to grant your company permission to create and submit OBG transactions on their behalf.

[Edit](#)

### + User Information

User Name	Job Title	Email	Phone Number	Edit User
obgftwo, obgftwo	dma admin	jeff.shockley@oit.ohio.gov	(222)-222-2222	<a href="#">Edit</a>

[Add User](#)

### + Group (Shared Access) Administration

#### - System Default Groups

Group Name	Service Provider / Representative Access	No. of Users	Edit Group
			<a href="#">Add Group</a>

[Add Group](#)

### + My Information

First Name : Jayson Username : capriind

Last Name : Pippin

Job Title : General Manager

Phone Number : ( -7556

Email :

[Edit](#)

### + My Access

Administrator (formerly Primary User)

## Create New Group

Group Name \* :

### Service Area

Municipal Taxation- Income Tax :

Municipal Taxation-Withholding :

Ohio Budget & Mgmt. (DMA) :

Ohio Bureau of Workers' Comp. :

Ohio Deferred Compensation :

Ohio Dept. of Commerce (UCF) :

Ohio Job & Family Services :

Ohio Means Jobs :

Ohio Taxation – Commercial Activity Tax :

Ohio Taxation – Dealer Non-Resident Sales Tax :

Ohio Taxation – Employer Withholding :

Ohio Taxation – New Account Registration :

Ohio Taxation – Sales Tax :

### Access Level

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

### Service Area Admin

Users can create, edit, submit and view history of all transactions and access any other services within the service area. User may also create new users and manage their access within the service area. (HIGHEST ACCESS LEVEL for the service)

### Service Area All Access

Users can create, edit, submit, and view history of all transactions and access any other services within the service area

### Service Area Create/Edit

Users can create, edit, and view history of all transactions and access any other services within the service area.

### No Selection

Group does not have access to any transactions or services within the service area.

### Group Members

#### Users not in this group.

OBGlastnamethree, OBGfirstname1  
obgltwo, obgftwo  
Pippin, Jayson

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#### Users in this group:

Service Provider / Representative ID :

I agree saving this group with a service provider/representative ID number will permit the associated service provider/representative to have access to OBG services on behalf of the company (including access to historical filing information) subject to the access levels defined above. To revoke access once established, either change the access level for the group or delete the group.

Validate Key

Cancel Save



# Service Provider Signon Setup

## Step 1 – Service Provider

- Administrator obtains a unique identifier associated with their firm's OBG account
  - Done in “Administration” section
  - Select “edit” in company information section if ID is not displayed
- Share identifier with clients



Home History Administration **Logout**

### Home

Joe Co.  
FEIN : 12-3456788

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

#### + Start a Service or Transaction

Select Service :

#### + Transactions in Progress

Report Name	Created Date
There are no transactions in progress.	

#### + Transactions Ready for Checkout (Ready to File and Pay)

There are no transactions ready for checkout.

To exit (logout) without submitting any transactions, click "Logout" at the top of the page.



### Administration - User and Access Management

#### + Company Information

FEIN :	:
Legal Name :	trial Products, Inc.
Corporate Name :	
Trade(DBA) Name :	
Contact First Name :	Jayson
Contact Last Name :	Pippin
Contact Phone :	56
Email Address :	
<p><b>Service Provider / Representative ID :</b> Click 'Edit' to generate an ID. If your company acts as a service provider to or representative of other companies (e.g. CPAs, attorneys, payroll companies), an ID enables another company to grant your company permission to create and submit OBG transactions on their behalf.</p>	
<input type="button" value="Edit"/>	

#### + User Information

User Name	Job Title	Email	Phone Number	Edit User
obgftwo, obgftwo	dma admin	jeff.shockley@oit.ohio.gov	(222)-222-2222	<input type="button" value="Edit"/>

[Add User](#)

#### + Group (Shared Access) Administration

System Default Groups			
Group Name	Service Provider / Representative Access	No. of Users	Edit Group

[Add Group](#)

#### + My Information

**First Name :** Jayson **Username :** capriind  
**Last Name :** Pippin  
**Job Title :** General Manager  
**Phone Number :** ( -7556  
**Email :**

#### + My Access

Administrator (formerly Primary User)





# Service Provider Signon Setup

## Step 2 – Client Company

- Administrator goes to “Administration” section and adds a group (shared access)
  - Name the group
  - Define the access that members of the group should have
  - Decide if any client company users should share this access
  - Add a service provider identifier to the group in order to extend the same access to the service provider organization



# WELCOME TO THE STATE OF OHIO

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## Home

**Joe Co.**

FEIN : 12-3456788

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

### + Start a Service or Transaction

Select Service :

### + Transactions in Progress

Report Name	Created Date
There are no transactions in progress.	

### + Transactions Ready for Checkout (Ready to File and Pay)

There are no transactions ready for checkout.

To exit (logout) without submitting any transactions, click "Logout" at the top of the page.



## Administration - User and Access Management

### + Company Information

**FEIN :** ;  
**Legal Name :** trial Products, Inc.  
**Corporate Name :**  
**Trade(DBA) Name :**  
  
**Contact First Name :** Jayson  
**Contact Last Name :** Pippin  
**Contact Phone :** ; 56  
**Email Address :** ; joit.ohio.gov

**Service Provider /** Click 'Edit' to generate an ID.  
**Representative ID :** If your company acts as a service provider to or representative of other companies (e.g. CPAs, attorneys, payroll companies), an ID enables another company to grant your company permission to create and submit OBG transactions on their behalf.

[Edit](#)

### + User Information

User Name	Job Title	Email	Phone Number	Edit User
obgftwo, obgftwo	dma admin	jeff.shockley@oit.ohio.gov	(222)-222-2222	<a href="#">Edit</a>

[Add User](#)

### + Group (Shared Access) Administration

#### - System Default Groups

Group Name	Service Provider / Representative ID	No. of Users	Edit Group

[Add Group](#)

### + My Information

**First Name :** Jayson **Username :** capriind  
**Last Name :** Pippin  
**Job Title :** General Manager  
**Phone Number :** ( -7556  
**Email :**

[Edit](#)

### + My Access

Administrator (formerly Primary User)

### Create New Group

Group Name \* :

#### Service Area

Municipal Taxation- Income Tax :

Municipal Taxation-Withholding :

Ohio Budget & Mgmt. (DMA) :

Ohio Bureau of Workers' Comp. :

Ohio Deferred Compensation :

Ohio Dept. of Commerce (UCF) :

Ohio Job & Family Services :

Ohio Means Jobs :

Ohio Taxation – Commercial Activity Tax :

Ohio Taxation – Dealer Non-Resident Sales Tax :

Ohio Taxation – Employer Withholding :

Ohio Taxation – New Account Registration :

Ohio Taxation – Sales Tax :

#### Access Level

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

----- No Selection -----

#### Service Area Admin

Users can create, edit, submit and view history of all transactions and access any other services within the service area. User may also create new users and manage their access within the service area. (HIGHEST ACCESS LEVEL for the service)

#### Service Area All Access

Users can create, edit, submit, and view history of all transactions and access any other services within the service area

#### Service Area Create/Edit

Users can create, edit, and view history of all transactions and access any other services within the service area.

#### No Selection

Group does not have access to any transactions or services within the service area.

#### Group Members

Users not in this group.

OBGlastnamethree, OBGfirstname1  
obgltwo, obgftwo  
Pippin, Jayson

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Users in this group:

Service Provider / Representative ID :

I agree saving this group with a service provider/representative ID number will permit the associated service provider/representative to have access to OBG services on behalf of the company (including access to historical filing information) subject to the access levels defined above. To revoke access once established, either change the access level for the group or delete the group.

Validate Key

Cancel Save



# Service Provider Signon Setup

## Step 3 – Service Provider

- Administrator sees the client company's group in the Groups section of the Administration page
- Administrator can “edit” group to add any of their users to the client's group
- Users added will be able to act on behalf of client company subject to access defined by client



Home **History** Administration Logout

### Home

Joe Co.

FEIN : 12-3456788

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

#### + Start a Service or Transaction

Select Service : --Select Service--

#### + Transactions in Progress

Report Name

Created Date

There are no transactions in progress.

#### + Transactions Ready for Checkout (Ready to File and Pay)

There are no transactions ready for checkout.

To exit (logout) without submitting any transactions, click "Logout" at the top of the page.



**Administration - User and Access Management**

**+ Company Information**

FEIN :	:
Legal Name :	trial Products, Inc.
Corporate Name :	
Trade(DBA) Name :	
Contact First Name :	Jayson
Contact Last Name :	Pippin
Contact Phone :	56
Email Address :	j@oit.ohio.gov

Service Provider / Click 'Edit' to generate an ID.  
 Representative ID: If your company acts as a service provider to or representative of other companies (e.g. CPAs, attorneys, payroll companies), an ID enables another company to grant your company permission to create and submit OBG transactions on their behalf.

[Edit](#)

**+ User Information**

User Name	Job Title	Email	Phone Number	Edit User
obgftwo, obgftwo	dma admin	jeff.shockley@oit.ohio.gov	(222)-222-2222	<a href="#">Edit</a>

[Add User](#)



**+ Group (Shared Access) Administration**

Group Name	Service Provider / Representative Access	No. of Users	Edit Group
------------	--	--------------	------------

[Add Group](#)

**+ My Information**

First Name :	Jayson	Username :	capriind
Last Name :	Pippin		
Job Title :	General Manager		
Phone Number :	( -7556		
Email :			

[Edit](#)

**+ My Access**

Administrator (formerly Primary User)
---------------------------------------

## Create New Group

Group Name \* :

### Service Area

Municipal Taxation- Income Tax :

Municipal Taxation-Withholding :

Ohio Budget & Mgmt. (DMA) :

Ohio Bureau of Workers' Comp. :

Ohio Deferred Compensation :

Ohio Dept. of Commerce (UCF) :

Ohio Job & Family Services :

Ohio Means Jobs :

Ohio Taxation – Commercial Activity Tax :

Ohio Taxation – Dealer Non-Resident Sales Tax :

Ohio Taxation – Employer Withholding :

Ohio Taxation – New Account Registration :

Ohio Taxation – Sales Tax :

### Access Level

----- No Selection ----- ▾

----- No Selection ----- ▾

----- No Selection ----- ▾

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----- No Selection ----- ▾

----- No Selection ----- ▾

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Users can create, edit, and view history of all transactions and access any other services within the service area.

### No Selection

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### Group Members

#### Users not in this group.

OBGlastnamethree, OBGfirstname1  
obgltwo, obgftwo  
Pippin, Jayson

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#### Users in this group:

Service Provider / Representative ID :

I agree saving this group with a service provider/representative ID number will permit the associated service provider/representative to have access to OBG services on behalf of the company (including access to historical filing information) subject to the access levels defined above. To revoke access once established, either change the access level for the group or delete the group.

Validate Key

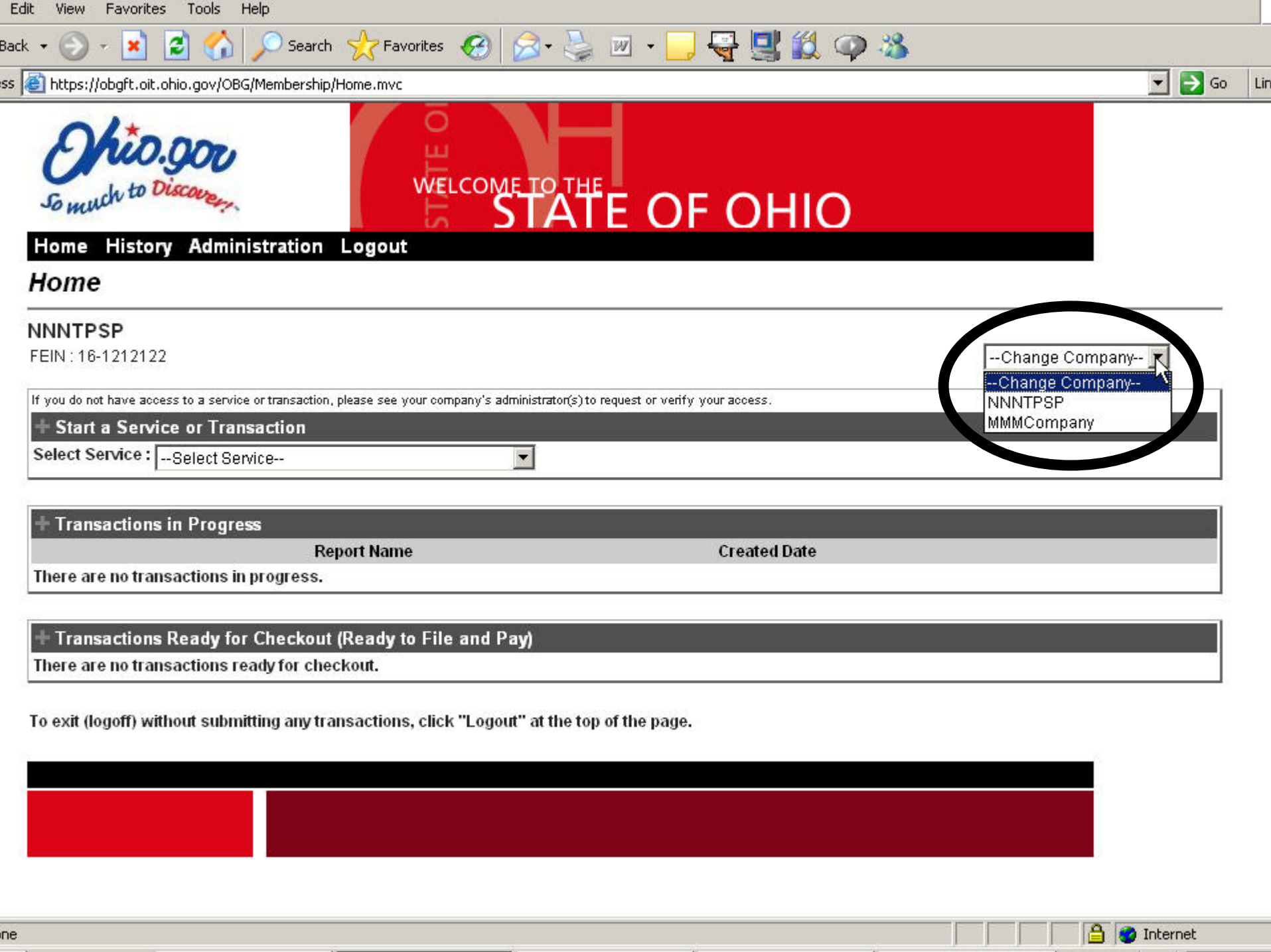
Cancel Save





# Changing Companies (Service Provider Sign-on)

- Only available to users at service provider firm if:
  - Access has been provided to firm by client
  - Users at firm have been added to client's group
- Users at service provider logon with their own username/password and then “change company” using drop-down box at top of home page
- Home page will update to display client company information



WELCOME TO THE  
**STATE OF OHIO**

[Home](#) [History](#) [Administration](#) [Logout](#)

## Home

**NNNTPSP**

FEIN : 16-1212122



If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

### + Start a Service or Transaction

Select Service : --Select Service--

### + Transactions in Progress

Report Name	Created Date
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There are no transactions in progress.

### + Transactions Ready for Checkout (Ready to File and Pay)

There are no transactions ready for checkout.

To exit (logoff) without submitting any transactions, click "Logout" at the top of the page.





# Help and Support

- Online at [business.ohio.gov/efiling](http://business.ohio.gov/efiling)
  - Select help options on left
  - Complements information available on agency web sites
  - Includes links to sales tax file upload information
- By phone at 866-OHIO-GOV (644-6468)
  - Selections based on agency or service area (compliance program area)
  - Calls routed directly to authorized representatives at agency, e.g. Tax, BWC, etc.

## Welcome to the Ohio Business Gateway

### A New Look

We've merged our premiere online electronic file and payment system, the Ohio Business Gateway, and the business section of [Ohio.gov](#) in order to help simplify the relationship between business and state government. Our goal is to help you finish the transaction, find the information you need as efficiently as possible, and get you back to what matters most — running and growing your business.

Traditional Ohio Business Gateway services can be found on the far right side of the page, with links to other information and services across the top and left side of the page. Let us know [what you think](#) and give us ideas for what to do next.



OBG Electronic Filing offers Ohio's businesses a time- and cost-saving online filing and payment system that helps simplify business' relationship with government agencies. We now offer more than 28 services and selected transactions are available from six state agencies and more than 500 municipalities.

[View the Complete List of the Agencies and Filing Services](#)

[Login Now or Create an Account](#)

### Information and Services

- [Why Ohio?](#)
- [Starting a Business](#)
- [Licenses and Permits](#)
- [Staying Compliant](#)
- [Getting Help](#)
- [Search Business Corporate Filings](#)
- [Uniform Commercial Code Filings](#)
- [Ohio Means Jobs](#)
- [Manage Unemployment Compensation Claims](#)
- [State Procurement](#)
- [Business 1st Stop](#)
- [Find a Location](#)
- [Report New Hire](#)

### Features

- [Ohio EPA eBusiness Center](#)
- [Tax Finder](#)
- [Small Business Energy Saver](#)
- [Business Energy Resource Center](#)
- [Ohio Means Business](#)

### How Do I?

- [Do business with the State?](#)
- [Manage my business taxes?](#)
- [Start a business in Ohio?](#)
- [Find a place to locate my business?](#)
- [Find employees?](#)
- [more help...](#)

### Electronic Filing Updates

- [Precertification of Declaration of Material Assistance/Nonassistance](#)
- [Deferred Compensation Contribution Payments](#)
- [Municipal Withholding Returns and Payments](#)



# Ohio Business Gateway Electronic Filing

- Available Forms and Transactions
- Terms of Services
- System Requirements
- New Businesses
- Help**
  - By Agency
  - By Program
  - Username and Password
  - Telephone Support

## Available Forms and Transactions

OBG Electronic Filing offers Ohio's businesses a time-and money-saving online filing and payment system that helps simplify business' relationship with government agencies.

Ohio businesses can use OBG Electronic Filing to submit selected filings, registrations, and payments with the state's Department of Taxation, Bureau of Workers' Compensation, Department of Job and Family Services, Office of Budget and Management, and Department of Commerce. OBG Electronic Filing also partners with local governments to enable businesses to file and pay selected Ohio municipal income taxes. OBG Electronic Filing complements a business' existing relationship with government agencies by offering a single website for electronic filing. OBG Electronic Filing sends data and payment information directly to program administrators at the agencies so that they may continue to manage the overall account relationship with the businesses.

Businesses must be registered with an agency before using OBG Electronic Filing. Selected agency registrations are available through OBG Electronic Filing. Information about other registrations may be obtained by visiting our [partner's websites](#). If the registration is not offered on OBG Electronic Filing, partner agencies will provide information on how to obtain the registration necessary to begin using our services.



# Ohio Business Gateway Electronic Filing

- Available Forms and Transactions
- Terms of Services
- System Requirements
- New Businesses
- Help
  - By Agency
  - By Program
  - Username and Password
  - Telephone Support
- About Us

## Help | By Agency

- Department of Taxation
- Department of Commerce
- Office of Budget and Management
- Deferred Compensation
- Department of Job and Family Services
- Bureau of Workers' Compensation
- Municipal Income Tax



## Department of Taxation

- Registrations and Licenses
  - General Overview
- Commercial Activity Tax
  - General Overview
  - User Guide PDF
- Sales Tax
  - User Guide PDF
  - UST-1 File Upload Options
  - Full UST-1 File Upload Validator
  - OBG Sales Tax User Tutorial
- Withholding
  - User Guide PDF