

# Electronic Payment Options for Quarter-Monthly (Weekly) Sales Tax Filers

<u>12 CSR 10-104.050</u> Sales and Use Tax Return, If your business reports sales or use tax from 3 or more locations, you are required to file your sales and use tax returns electronically. Returns can be conveniently filed electronically through our Mytax Missouri Portal at <u>mytax.mo.gov</u>.

If you are not yet registered for this service, you can file as a guest user. You can download a file of your registered locations and tax rates at <a href="mailto:mytax.mo.gov/rptp/portal/home/locations-listings">mytax.mo.gov/rptp/portal/home/locations-listings</a>.

If you are unable to submit your sales or use tax returns electronically or need additional time to establish your electronic filing method, you may complete <u>Form 5849</u> to request a waiver from the electronic filing requirement. This waiver is only valid for one year after the date of submission and is located on the Department's website at <u>dor.mo.gov/forms</u>.

#### Option 1:



Sales tax payments may be made online using a credit card or Electronic Bank Draft (E-Check) by accessing our website at: <a href="maytex-mo.gov/rptp/portal/home/fileandpaybusinesstaxesonline">mytax.mo.gov/rptp/portal/home/fileandpaybusinesstaxesonline</a>.

- All valid sales and use tax filers (with account in an active status) can use this system and there is no registration.
- From the address above, click Pay Quarter-Monthly (Weekly) Sales Tax Payments and follow the screens.
- The system will ask for Missouri Tax ID Number, Year, and Month of Payment, Period Number (1– 4 for prepayments), and the amount of payment.
- Other payment information will be needed such as name, address, credit card number, or bank routing and account number, etc.
- A payment can be scheduled up to 45 days in advance.
- The postmark date of the transaction is the date the payment is effective.
- The payment will process within two banking days of the effective date.

#### Option 2:



Sales tax payments may also be made using the Automated Clearing House Credit (ACH) method.

- To make payments through the ACH Credit Payment method, you must make arrangements with your financial institution or service provider to originate the transaction and pay the associated costs.
- You must work with your financial institution or service provider to ensure that the required "TXP" tax information is transmitted
  with the payment. The Electronic File Specifications and Record Layouts for EFT of Business Tax Return and Payment Using
  ACH Credit with TXP Addendum (Form 4585) may be used for reference.
- After sending a pre-notification test, please contact the Department at (573) 751-8150 to verify if the test was successful.
- The postmark date of the transaction is the Federal Reserve settlement date.
- Work with your financial institution or service provider to ensure payments are timely.
- If you have questions regarding electronic payment options, call (573) 751-8150.

If you have questions regarding electronic payments, please call (573) 751-8150. For questions regarding filing of the return, please contact (573) 526-9831.

### 2023 Quarter-Monthly Sales Payment Due Dates

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Tax Period	Period Covered	Due Date
January 2023	Jan 01 - 07	Jan 11, 2023
	Jan 08 - 15	Jan 19, 2023
	Jan 16 - 22	Jan 25, 2023
	Jan 23 - 31	Feb 03, 2023
February 2023	Feb 01 - 07	Feb 10, 2023
	Feb 08 - 15	Feb 21, 2023
	Feb 16 - 22	Feb 27, 2023
	Feb 23 - 28	Mar 03, 2023
March 2023	Mar 01 - 07	Mar 10, 2023
	Mar 08 - 15	Mar 20, 2023
	Mar 16 - 22	Mar 27, 2023
	Mar 23 - 31	Apr 05, 2023
April 2023	Apr 01 - 07	Apr 12, 2023
	Apr 08 - 15	Apr 19, 2023
	Apr 16 - 22	Apr 26, 2023
	Apr 23 - 30	May 03, 2023
May 2023	May 01 - 07	May 10, 2023
	May 08 - 15	May 18, 2023
	May 16 - 22	May 25, 2023
	May 23 - 31	Jun 05, 2023
June 2023	Jun 01 - 07	Jun 12, 2023
	Jun 08 - 15	Jun 21, 2023
	Jun 16 - 22	Jun 27, 2023
	Jun 23 - 30	Jul 06, 2023

Tax Period	Period Covered	Due Date
July 2023	Jul 01 - 07	Jul 12, 2023
	Jul 08 - 15	Jul 19, 2023
	Jul 16 - 22	Jul 26, 2023
	Jul 23 - 31	Aug 03, 2023
August 2023	Aug 01 - 07	Aug 10, 2023
	Aug 08 - 15	Aug 18, 2023
	Aug 16 - 22	Aug 25, 2023
	Aug 23 - 31	Sep 06, 2023
September 2023	Sep 01 - 07	Sep 12, 2023
	Sep 08 - 15	Sep 20, 2023
	Sep 16 - 22	Sep 27, 2023
	Sep 23 - 30	Oct 04, 2023
	Oct 01 - 07	Oct 12, 2023
October	Oct 08 - 15	Oct 18, 2023
2023	Oct 16 - 22	Oct 25, 2023
	Oct 23 - 31	Nov 03, 2023
November 2023	Nov 01 - 07	Nov 13, 2023
	Nov 08 - 15	Nov 20, 2023
	Nov 16 - 22	Nov 28, 2023
	Nov 23 - 30	Dec 05, 2023
December 2023	Dec 01 - 07	Dec 12, 2023
	Dec 08 - 15	Dec 20, 2023
	Dec 16 - 22	Dec 28, 2023
	Dec 23 - 31	Jan 04, 2024

The Form 53-1, Sales Tax Return must be filed by the required monthly due date to reconcile weekly payments. You may visit our website at <a href="mailto:mytax.mo.gov/rptp/portal/home/fileandpaybusinesstaxesonline">mytax.mo.gov/rptp/portal/home/fileandpaybusinesstaxesonline</a> to electronically file your return.

## 2023 Monthly Sales Payment Due Dates

Tax Period	Due Date	Tax Period Code
Jan 2023	02/28/2023	202301
Feb 2023	03/31/2023	202302
Mar 2023	05/01/2023	202303
Apr 2023	05/31/2023	202304
May 2023	06/30/2023	202305
Jun 2023	07/31/2023	202306
Jul 2023	08/31/2023	202307
Aug 2023	10/02/2023	202308
Sep 2023	10/31/2023	202309
Oct 2023	11/30/2023	202310
Nov 2023	01/02/2024	202311
Dec 2023	01/31/2024	202312

Visit dor.mo.gov/business/sales/efilereq.php for additional information.