

We can't make
taxes fun ...



but we can make
them easy.

E-File

Fast. Easy. Accurate.



E-File.
The easy
electronic option
for filing your
sales and use tax
return.

What is E-filing?

E-filing is a way to file your sales and use tax return over the Internet instead of by mail.

Who can E-file? *

You can E-file if you

- ▶ Are a registered seller with only one business location, and you
- ▶ File an EZ sales and use tax return (Form BOE-401-EZ) or a Form 401-A with Schedule A only.

Why should I E-file?

It's fast

- ▶ Just log on to the Internet, register, and complete your return.
- ▶ No need to mail a check. If you owe tax, you can transfer funds directly from your account to ours.

It's accurate

We do the calculations for you.

It's convenient

- ▶ File from home, your office, or anywhere you can connect to the Internet.
- ▶ There's no postage cost—and no need to worry about your return being lost or delayed in the mail.
- ▶ File when it suits you and schedule your return and payment processing for any day up to the return due date.

It's confirmed

You'll receive instant confirmation that your return and payment have been accepted.

It's low cost or free!

* Please note: Mandatory EFT and prepayment accounts may not E-file at this time.

How do I get started?

- ▶ Log on to our website at www.boe.ca.gov/elecsrv/efiling/srvprovider.htm and select *BOE-file* or a service provider.
- ▶ Follow the easy step-by-step instructions to register and begin!

What do I need with me when I E-file?

- ▶ Your sales and use tax account number.
- ▶ Your user ID and password (you choose them when you register).
- ▶ Your sales and deduction information for the filing period.
- ▶ If you owe tax: a check so you can supply the account number and the transit and routing number of the bank account you will use for your payment.

What if I need help while I'm E-filing?

- ▶ Use the online help or
- ▶ Contact the service provider by phone or e-mail.

What should I do when I'm done?

- ▶ Print a copy of the confirmation page for your files.
- ▶ Celebrate all the time you saved!

For more E-filing information

Please contact

Board of Equalization Information Center

800-400-7115

TDD/TTY: 800-735-2929

E-mail: cats_web@boe.ca.gov

**Log on to our website at
www.boe.ca.gov
and E-file today!**



E-filing options and services

E-file directly through our BOE-file system or use a service provider. See options and services below.

| | BOE-File | EfileSalesTax | FileYourTaxes |
|-------------------------------------------------|----------|---------------|---------------------------------------------------|
| Your cost | Free | \$4.95 | \$9.95 <i>first three filings free</i> |
| On-screen help | Yes | Yes | Yes |
| E-mail reminders | No | Yes | No |
| View past returns | No | Yes | Yes |
| Other languages | No | Spanish | No |
| Customer service by phone and e-mail | Yes | Yes | Yes |

Save this for future use

User ID _____

Personal ID Code _____

Fill in for your convenience and keep this brochure with your tax records.

State Board of Equalization September 2005

Board Member Names Updated 2007

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Board website and Member contact information: www.boe.ca.gov

Taxpayers' Rights Advocate
888-324-2798