

## Prepayments

- You no longer have to report the sales associated with a prepayment. The system will only require a payment to be made.
- If you did not make any sales during a prepayment period, you **do not** need to make a payment. You will indicate, on your return, that you did not have sales to report for the prepayment period.
- To make a prepayment you can sign into your account with your *Username* and *Password* or make the prepayment through the *Limited Access Functions*.

**Sales and Use Tax** Settings Log Off

Home > ENTITY NAME > Sales and Use Tax

**Account**  
ENTITY NAME  
SYSTEM ID  
Sales and Use Tax  
BUSINESS NAME  
ACCOUNT NUMBER

**Account Alerts**

**I Want To**  
Manage Payments and Returns  
Make a Payment or Prepayment  
Submit/Manage an Appeal  
Additional Account Maintenance  
More

Recent Periods Locations Submissions Correspondence Names and Addresses

**Recent Periods** View Periods

30-Jun-2018	\$0.00	File Return
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**CDTFA Online Services**

Home

**Login**  
Username  
Password  
Login  
Forgot Password?  
Forgot Username?  
**Create a Username**  
Sign Up Now

**Express Login**  
Express Login Code is now called Limited Access Code. Limited Access Code allows you to file a return or make a payment without creating a username.  
File a Return  
Make a Prepayment  
Make a Payment  
To view your account status, account history, or make changes to your account, please log in using your username and password or click the "Sign Up Now" link to create a new username.

**Registration**  
Register a New Business Activity  
Get Registration Status  
Apply for a Fuel Tax Exemption  
Verify a Permit, License or Account  
Retrieve a Saved Registration

**Limited Access Functions**  
File a Return  
Make a Prepayment  
Retrieve a Saved Request  
Respond to a Letter/Inquiry  
Request Use Tax Clearance for DMV/Housing and Community Development  
Pay Use Tax or File an Exemption for a Vehicle, Vessel, Aircraft, or Mobile Home  
Claim a Refund for Tax Paid to DMV/FTB  
Request a Sales Tax Clearance  
Petition for Reallocations  
Fill Out an Audit Survey

**Payments**  
Make a Payment  
Direct My Fedwire Payment  
Verify a Sales and Use Tax Payment  
ACH Credit Specifications  
Request a Payment Plan

- If you wish to make a prepayment by check, a prepayment voucher is available to complete and print through the *Limited Access Functions*.

- The printable voucher contains fields to enter your prepayment amount and account information to send with your check.

- If you are making a prepayment online, you will have two options to pay your prepayment.

- Indicate “No” on the *Payment Direction* page.

**Make a Checking/Savings Payment**

Home > Prepayment > Make a Payment > Make a Checking/Savings Payment

1. Payment Direction

**Payment Direction**

Did you receive a billing from the CDTFA?

Yes No

Cancel Next >

- Provide your information, as the preparer of the prepayment.

**Make a Checking/Savings Payment**

Home > Prepayment > Make a Payment > Make a Checking/Savings Payment

1. Payment Direction 2. Preparer Information

**Preparer Information**

**Help us identify you**

To use this service, you must have received correspondence from us or filed a return in California. This allows us to verify your identity before processing your request.

**Enter the Preparer Information**

Preparer First Name  Required

Preparer Last Name  Required

Preparer Phone  Required

Preparer Email

Confirm Email

Cancel < Previous Next >

- You are able to use one of three different options, to identify your account.

**Make a Checking/Savings Payment**

Home > Prepayment > Make a Payment > Make a Checking/Savings Payment

1. Payment Direction 2. Preparer Information 3. Select an Option

**Select an Option**

Are you trying to use your Express Login Code?  
Express Login Code is now called Limited Access Code. Enter your Account Number and Limited Access Code to continue.  
If your account number is not nine digits add a leading zero (0).

Choose one of the following options to identify the account. At least one option will have to be fully and accurately filled out to proceed.

**Option 1: Account Number and Limited Access Code** ?

Account Type  Account Number  AND Limited Access Code

**Option 2: Customer Id and Account Number** ?

Customer Id Type  Enter your Customer Id  AND Account Type  Account Number

**Option 3: Customer Id and Confirmation Number** ?

Customer Id Type  Customer Id  AND Confirmation Number

Cancel < Previous Next >

- Please indicate the *Payment Type* as either *Prepayment 1* or *Prepayment 2*, for the quarter. The prepayment type must be identified, to properly credit your return.

**Make a Checking/Savings Payment**

Home > Prepayment > Make a Payment > Make a Checking/Savings Payment

1. Payment Direction > 2. Preparer Information > 3. Select an Option > 4. Payment Information

**Payment Information**

Our system will direct the payment based off of the information you provide on this screen. Account Number

[Click here to find your Due Dates for Returns and Payments.](#)

Payment Type

Cancel

Required  
 Account Payment  
 Amended Return Payment  Required  
 Audit Payment  
 Bankruptcy  
 Court Ordered Restitution Payment  
 Estimated Payment  
 Offer In Compromise Payment  
 Period Payment  
 Prepayment 1  
 Prepayment 2  
 Return Payment  
 Security Payment  
 Settlement Payment

- Once you have selected the correct prepayment, your quarterly end date will auto populate.

**Make a Checking/Savings Payment**

Home > Prepayment > Make a Payment > Make a Checking/Savings Payment

1. Payment Direction > 2. Preparer Information > 3. Select an Option > 4. Payment Information

**Payment Information**

Our system will direct the payment based off of the information you provide on this screen. Account Number

[Click here to find your Due Dates for Returns and Payments.](#)

Payment Type  Prepayment 2

Quarter End Date  30-Jun-2018

1st Quarter End: March 31, 2018  
 2nd Quarter End: June 30, 2018  
 3rd Quarter End: September 30, 2018  
 4th Quarter End: December 31, 2018

Cancel

- Provide the payment information, for your prepayment.

☰ Make a Checking/Savings Payment

Home > Prepayment > Make a Payment > Make a Checking/Savings Payment

Name: **Business Name**  
 Account Number: **000-000000**

1. Payment Direction 2. Preparer Information 3. Select an Option 4. Payment Information 5. Payment

### Payment

#### Payment Option

Type  
Direct Debit - Domestic Bank

Bank Account Type  
Required

Routing Number  
Required

Bank Account Number  
Required

Confirm Bank Account Number  
Required

#### Payment Details

Payment Date  
16-Jul-2018

Payment Amount  
Required

Confirm Payment Amount  
Required

#### Penalty

Are you paying some amount to Penalty?

No  Yes

Cancel
< Previous
Next >

- To print the prepayment confirmation page, you can use the *Print* feature within your browser, or you can click the *Printable View* button on the confirmation page. **Note:** You may have to disable your pop up blocker to generate the *Printable View* page.

☰ Confirmation

Home > Prepayment > Make a Payment > Make a Checking/Savings Payment > Confirmation

### Confirmation

Please review the information below for your payment to the California Department of Tax and Fee Administration. You may want to print a copy for your records.

Your confirmation number is **0-000-076-733**

Paid For:	Sales and Use Tax YOUR.ACCOUNT #	Payment Type:	Prepayment 2
Paid From:	JPMORGAN CHASE ****0000	Period End Date:	30-Jun-2018
Payment Amount:	5,000.00	Preparer First Name:	YOUR.NAME
Payment Date:	06-Jun-2018	Preparer Last Name:	YOUR.NAME
Submitted Date:	06-Jun-2018	Preparer Phone:	5555555555

This is only the payment submission. It is your responsibility to review your bank statement to confirm that this transaction was successful.

Contact Us:  
 California Department of Tax and Fee Administration 1-800-400-7115  
 450 N Street  
 Sacramento, CA 94279  
[Email CDTFA](#)

Printable View

OK