

# Marriage License Tax

Summer 2021

#### **TNTAP = Tennessee Taxpayer Access Point**

- Website for filing returns and making payments
- Access returns and letters
- The website for TNTAP is <u>https://tntap.tn.gov/EServices</u>



# Log in to TNTAP

# Enter the logon details provided to you, and click **Logon**.





# Email

- An authentication code will be used to keep your account secure. The code will be available through the authentication app, or sent to the email or cell phone number you provided.
- The email will look like the image below.
- If you did not receive the email, check your **Spam** folder.



**TIP:** If your TNTAP session is still open, copy the code from your email.



### Authentication

- Return to your open TNTAP session, and enter the code from the email.
- Click **Logon** to continue.

< Home	-
Verify Security Code A text message with your TNTAP security code was sent to (***) ***-**55.	
Carrier Security Code * AT&T   Trust this device	
Didn't reveal Check this box to remember the device (not recommended for public devices)	Cancel Confirm

#### Still having trouble? Call 615-253-0704 for assistance.



#### Select Tax Account

• View the links next to the Marriage License Tax to see more information about your account.

					Θ 🧐 📙
RANDOM COUNTY **-***0416 500 DEADERICK ST NASHVILLE TN 37242-0001					Welcome, First Last Manage My Profile
Summary Action Center	Settings	More			
Marriage License Tax RANDOM COUNTY 500 DEADERICK ST NASHVILLE TN 37242-0001 Action Center Items			Account Balance \$0.00	<ul> <li>Make a Payment</li> <li>View/File Returns</li> <li>Additional Actions</li> </ul>	
			Marriage License Tax Return for 31- May-2021 <sup>Due</sup> <b>15-Jun-2021</b>	> File now	



#### File a Return

- Each link displays information specific to that topic.
- All text in blue can be clicked to display more information.
- Click **File now** to submit your return for that period.

♠ TNTAP					🧕 🛛 🔒
RANDOM COUNTY **-***0416 500 DEADERICK ST NASHVILLE TN 37242-0001					Welcome, First Last Manage My Profile
Summary Action Center           Marriage License Tax           RANDOM COUNTY           500 DEADERICK ST           NASHVILLE TN 37242-0001           Action Center Items	Settings	More	Account Balance \$0.00	<ul> <li>&gt; Make a Payment</li> <li>&gt; View/File Returns</li> <li>&gt; Additional Actions</li> </ul>	
			Marriage License Tax Return for 31- May-2021 Due <b>15-Jun-2021</b>	> File now	

# The Return

- To file the return, enter the information line-by-line.
- As information is entered in the white fields, TNTAP calculates the numbers in the gray fields.
- Click **Next** to continue.

Summary	
1. Number of licenses for privilege tax	0
2. Privilege tax	0.00
3. Commission on privilege tax [T.C.A. §67-4-213(e)]	0.00
4. Number of licenses exempt from additional fee per T.C.A. §36-6-413(b):	
a. Out of State residents	0
b. Completed premarital course	0
5. Number of licenses issued for additional fee	0
6. Additional fee collected	0.00
7. Tax and fee due	0.00
8. Credit memo balance	0.00
9. Penalty	0.00
10. Interest	0.00
11. Total amount due	0.00



#### Attachments

- There are no required supporting documents.
- Click **Supporting Documents** if you have something to add.
- Click **Next** to continue.

Marriage Lice 31-May-2021 Marriage License Ta 1000002162-MLT RANDOM COUNTY		n					
Marriage Licens							
Summ	)	Attachments					
	ng documents if applica	able					
Attachments	;						
Туре		Name	Description	Size			
There are no attac	hments.						
Cancel	Save Draft				< Previous	Next	>



#### **Payment Details**

Cancel

- Payment can be made by ACH Debit or credit card.
- To pay by ACH Debit, click **Yes**.
- Follow the instructions on the expanded screen.

Marriage License Tax Return	
31-May-2021	
Marriage License Tax	
1000002162-MLT	
RANDOM COUNTY	
Marriage License Tax Return	
Ø	
Summary Attachments	Payment Details
Payment	
Amount Due	371.25
Would you like to pay by ACH Debit? *	Yes No
Credit card payments are available after submission (with a service fee).	





# ACH Debit Payment

ayment Channel		Payment	
Туре		Filing Period	
ACH Debit		31-May-2021	
Bank Account Type *		Payment Date	
Checking		26-Jun-2021	
Savings		Amount	
* Routing Number		371.25	
Required		Confirm Amount *	
		Required	
Bank Account Number *			
Required			
Confirm Bank Account Number *			
Required			
Save this payment channel for future	use		
No	Yes		

By clicking this box, you certify that you have contacted your financial institution and authorized payment originating from the state of Tennessee company ID W626001445



# Confirmation

- When the submission is complete you will see a confirmation page.
- Click **Print Confirmation** to print a copy of the return.
- Click **Ok** to continue.



# **Retrieving Submissions**

- To view your submission, click on the **More...** tab, and then the **Search Submissions** link.
- Click on the submission hyperlink to view more details.

Pending Pr	ocessed					
Submissions						
Date	Title		Account	Account ID	Filing Per	riod
26-Jun-2021	Marriage License Tax Return		Marriage License Tax		31-May	-2021



# For more information, please visit: www.TNTAPInfo.com

