STEVENS GROUP
CPAs & WEALTH COACHES

HOW TO PAY YOUR TAXES USING IRS' PAY DIRECT

If you are unable to set up your IRS.gov account, you can use the IRS' Pay Direct system to make your tax payment online. Below are step-by-step instructions on how to use Direct Pay to securely pay your Estimated Tax payment, Individual Extension payment, or your tax return balance due payment.

1. Visit https://irs.gov/payments/direct-pay.

2. Click on the "Pay individual tax" link.

3. Click on the "Pay personal taxes" link.

4. In the Tax Information page, follow the steps below:

    a. Click on the drop-down menu to select your Reason for Payment and select the following options:
    b. Select "Estimated Tax" if you are paying quarterly taxes.
    c. Select "Extension" if you are paying the extension tax (a/k/a Catchup Payment).
    d. Select "Balance Due" if you are paying the remaining tax that is due on your completed tax return.
    e. Click on the drop-down to select what to Apply Payment To and select: "1040ES (for 1040 and 1040A)" or "Income Tax – Form 1040".
    f. Click on the drop-down menu for the Tax Period for Payment and select the year to apply the Tax Payment.
    g. Click Continue.

5. In the Verify Identity page, use your previously filed tax return and enter the taxpayer's information exactly how it is shown on the tax return. After you enter the information on the tax return, click Continue.

6. In the Your Payment Information page, enter your bank account information.

7. Once your payment has been processed, please send our office a copy of the payment confirmation screen so we have a record of the payment.

Stevensgroupcpas.com
Phone: (907) 562-3968
Fax: (907) 561-7295
Physical Locations:
Alaska and Nevada