



New Online Registration and Sales Use and Withholding Tax Services

The Michigan Department of Treasury announces the availability of *Michigan Treasury Online* (MTO), your new resource for maintaining registration, filing, and paying your firm's Sales, Use, and Withholding taxes. Additional information about the new MTO service can be found at www.michigan.gov/mtobusiness. MTO offers convenient self-service options including:

- Ability to file and pay taxes electronically for tax years 2015 and beyond
- Review and update registration information including address
- Update, add or delete tax types
- Add a payroll service provider

NEW Sales, Use and Withholding (SUW) Online Services for 2015

Beginning in 2015, **ALL** SUW taxpayers will be required to sign up online in order to e-file returns and electronically pay taxes owed. As a result of these new online services, SUW Tax booklets will **NOT** be mailed. Sales tax licenses will also be available through *Michigan Treasury Online*. Your current sales tax license is good until September of 2015. A new license will be made available in your MTO business profile before your current license expires.

How to Get Started

It is necessary to first sign up with Michigan Business One Stop before linking to and accessing your *Michigan Treasury Online* account. Businesses are urged to complete the MTO registration process by **December 1st, 2014** in order to file and make 2015 SUW payments.

Step 1: If you have not already signed up with One Stop:

1. Go to www.michigan.gov/business and complete the sign up process.

Step 2: Once you have completed Step 1 **OR** if you have previously signed up with One Stop:

1. Go to www.michigan.gov/business and log in with your credentials.
2. Create a business profile.
3. Find *Michigan Treasury Online* from the task list and add to "My Workspace" in One Stop. Use this link to enter MTO.
4. **Enter** the Access Code appearing immediately below. This will authenticate your account to the Michigan Department of Treasury.

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For additional information including Frequently Asked Questions and tutorial videos on **Steps 1 and 2** please visit the *Michigan Treasury Online* site at www.michigan.gov/mtobusiness.