

EFTPS INSTRUCTIONS for 941 Federal Tax Deposit

- 1) 1-800-555-3453
- 2) Press 1
- 3) Enter Tax ID# _____
- 4) Enter your 4-digit PIN _____
- 5) Press 1 for Payment
- 6) Enter Tax Form – 941#
- 7) Press 1 for Tax Deposit
- 8) Enter 2 digit tax filing year _____#
- 9) Enter 2 digit filing quarter IE: 03, 06, 09, 12 #
- 10) Enter \$_____ followed by #
- 11) Press 1 to confirm
- 12) Enter Tax payment date _____
- 13) Press 1 to accept payment
- 14) Enter Acknowledgement # _____