

Filing Natural Gas Distribution Tax

Using the Ohio Business Gateway

The natural gas distribution tax returns are filed using the Ohio Business Gateway (OBG). Attached are instructions of how to navigate the OBG.

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If you have any questions in regard to these instructions or filing the Natural Gas Distribution Tax, please contact the Excise and Energy Division at (855) 466-3921.

Logging in

Navigate to the OBG Login Page at ohiobusinessgateway.ohio.gov.

Sign in to OBG using your Username and Password. If you are a new user to OBG, but an account for the entity already exists on OBG, you must contact the OBG Administrator within your company to have them add you as a user.

The Home Page will automatically take you to the “Start a Transaction” tab. From there select “Ohio Taxation – Natural Gas Distribution Tax”.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home History Administration Logout

Ohio Business Gateway Home

MCF Test Acct
Company ID : *****1912

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none"> <input type="checkbox"/> Opportunities for Ohioans with Disabilities - BSVI/BEP <input type="checkbox"/> Ohio Taxation - Sales and Use Tax <input type="checkbox"/> Ohio Taxation - Commercial Activity Tax <input type="checkbox"/> Ohio Taxation - Severance Tax <input type="checkbox"/> Ohio Taxation - Petroleum Activity Tax <input type="checkbox"/> Municipal Taxation - Net Profit Tax <input type="checkbox"/> Municipal Taxation - Withholding Tax <input type="checkbox"/> Ohio Deferred Compensation <input type="checkbox"/> Equal Opportunity Division <input type="checkbox"/> Ohio Development Services Agency <input type="checkbox"/> Ohio Taxation – International Fuel Tax Agreement <input type="checkbox"/> Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser <input type="checkbox"/> Ohio Taxation – Natural Gas Distribution Tax 		<ul style="list-style-type: none"> <input type="checkbox"/> Ohio Taxation - New Account Registration and Fuel Permit <input type="checkbox"/> Ohio Taxation - Employer Withholding <input type="checkbox"/> Ohio Taxation - Wireless 911 Charges <input type="checkbox"/> Ohio Taxation - Financial Institutions Tax <input type="checkbox"/> Ohio Job & Family Services - UC Tax <input type="checkbox"/> OhioMeansJobs <input type="checkbox"/> Ohio Bureau of Worker's Comp <input type="checkbox"/> Ohio Dept. of Commerce - Unclaimed Funds <input type="checkbox"/> InvestOhio <input type="checkbox"/> Ohio Taxation – Horse Racing Tax <input type="checkbox"/> Ohio Taxation – Gross Casino Revenue Tax <input type="checkbox"/> Ohio Taxation - Kilowatt Hour Tax <input type="checkbox"/> Ohio Taxation – Ohio Motor Fuel Tax

Next, click on the smaller option displayed in red that reads “Natural Gas Distribution Tax”.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home History Administration Logout

Ohio Business Gateway Home

MCF Test Acct
Company ID : *****1912

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none"> <input type="checkbox"/> Opportunities for Ohioans with Disabilities - BSVI/BEP <input type="checkbox"/> Ohio Taxation - Sales and Use Tax <input type="checkbox"/> Ohio Taxation - Commercial Activity Tax <input type="checkbox"/> Ohio Taxation - Severance Tax <input type="checkbox"/> Ohio Taxation - Petroleum Activity Tax <input type="checkbox"/> Municipal Taxation - Net Profit Tax <input type="checkbox"/> Municipal Taxation - Withholding Tax <input type="checkbox"/> Ohio Deferred Compensation <input type="checkbox"/> Equal Opportunity Division <input type="checkbox"/> Ohio Development Services Agency <input type="checkbox"/> Ohio Taxation – International Fuel Tax Agreement <input type="checkbox"/> Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser <input type="checkbox"/> Ohio Taxation – Natural Gas Distribution Tax <ul style="list-style-type: none"> <input type="checkbox"/> Natural Gas Distribution Tax 		<ul style="list-style-type: none"> <input type="checkbox"/> Ohio Taxation - New Account Registration and Fuel Permit <input type="checkbox"/> Ohio Taxation - Employer Withholding <input type="checkbox"/> Ohio Taxation - Wireless 911 Charges <input type="checkbox"/> Ohio Taxation - Financial Institutions Tax <input type="checkbox"/> Ohio Job & Family Services - UC Tax <input type="checkbox"/> OhioMeansJobs <input type="checkbox"/> Ohio Bureau of Worker's Comp <input type="checkbox"/> Ohio Dept. of Commerce - Unclaimed Funds <input type="checkbox"/> InvestOhio <input type="checkbox"/> Ohio Taxation – Horse Racing Tax <input type="checkbox"/> Ohio Taxation – Gross Casino Revenue Tax <input type="checkbox"/> Ohio Taxation - Kilowatt Hour Tax <input type="checkbox"/> Ohio Taxation – Ohio Motor Fuel Tax

This is the Natural Gas Distribution Tax page where you will begin all of your filing transactions and be able to view your filing history. On the left side, you will see there are several filing options available:

- File a New Return
- Amend a Return
- Make a Payment
- eFiling History

The screenshot shows the Ohio.gov website interface for the Natural Gas Distribution Tax. The header includes the Ohio state logo and the text "WELCOME TO THE STATE OF OHIO". The navigation bar shows the user is logged in as "njones1234" on "Friday, May 15, 2015", with a "Help" link. The main content area is titled "Natural Gas Distribution Tax" and features a left sidebar with four primary actions: "File a New Return", "Amend a Return", "Make a Payment", and "eFiling History". The main content area displays "Incomplete Transactions" with a note that no transactions are currently listed. A "Tips" box on the right provides helpful information, including instructions on browser navigation, filing requirements, payment methods, eFiling History, session time out, payment history, and browser compatibility. A "Contact Us" link is located in the footer.

As well as these options, please note the “Tips” box to the right, and the “Help” link in the upper-right corner. The “Tips” box will update for each page that you are currently on while processing transactions and will provide useful information that may assist your filing.

The “Help” link will take you to more specific information in regard to the tax and the filing of your transactions as seen below.

Natural Gas Distribution - General Information

Tax returns and payments are due as follows:

By the twentieth day of May, August, November, and February, each natural gas distribution company required to pay the tax imposed by section 5727.811 of the Revised Code shall file with the tax commissioner a return as prescribed by the tax commissioner and shall make payment to the tax commissioner, or to the treasurer of state as provided in section 5727.83 of the Revised Code, of the full amount of tax due for the preceding quarter.

Failure to file returns and make payments in a timely manner will result in the imposition of interest and penalties.

Return Information

The following Information will be needed to complete your tax return:

- 1.) Account Number (9 digits)
- 2.) Return Type (Original or Amended)
- 3.) Filing Period Date
- 4.) MCF'S distributed for each rate tier; if qualifying aggregate filer, total MCF's distributed

Payment Information

The following information will be needed to initiate and complete your payment via ACH debit on OBG:

- 1.) Checking or savings account routing number
- 2.) Checking or savings bank account number

Payments may also be made through the Treasurer of State using the ACH credit option.

Additional Services

Taxpayers may make a payment only using ACH Debit for a specific filing date. PLEASE NOTE: You should not perform a Payment Only transaction unless you have already filed the corresponding return.

Browser Compatibility

This user interface was designed and tested using the browsers and version listed below. For the optimal browsing experience, please use a browser and version from this list. Full compatibility cannot be guaranteed using browsers and/or versions outside of those listed.

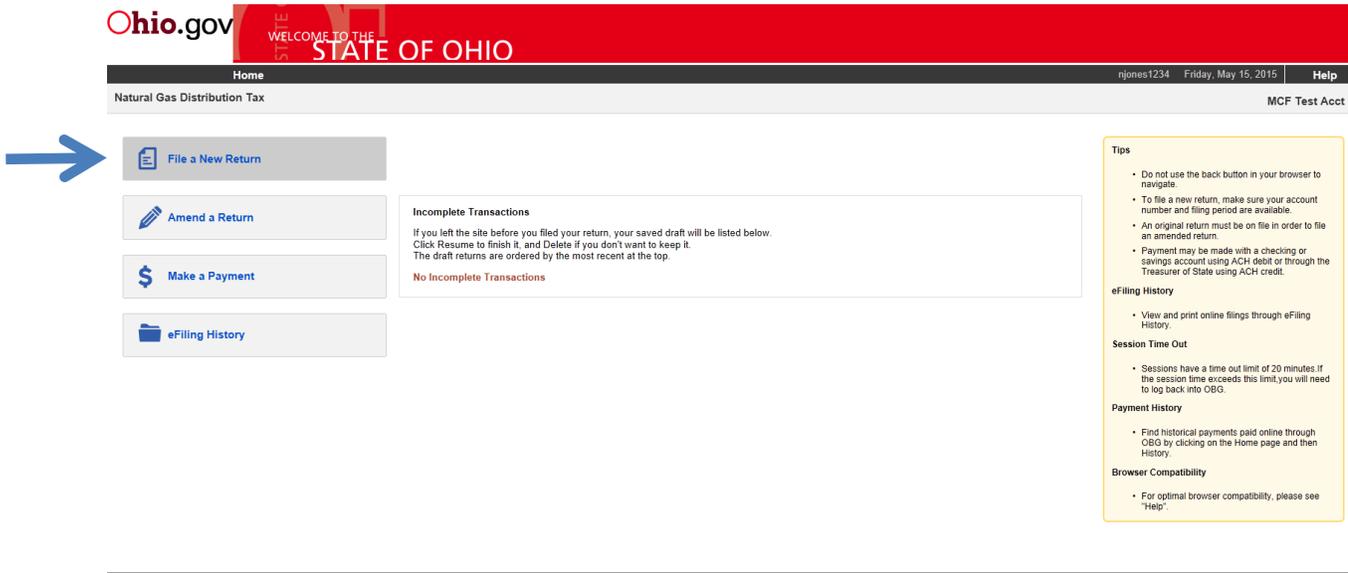
- 1) Internet Explorer 9, 10 & 11
- 2) Google Chrome version 42.x
- 3) Mozilla Firefox version 33.11
- 4) Opera version 28
- 5) Safari version 5.1.x

Help

The Ohio Department of Taxation is ready to help you and offers several resources where you can get answers to your tax questions. Our website tax.ohio.gov contains information on all taxes administered by the Department or you may call 1-855-466-3921.

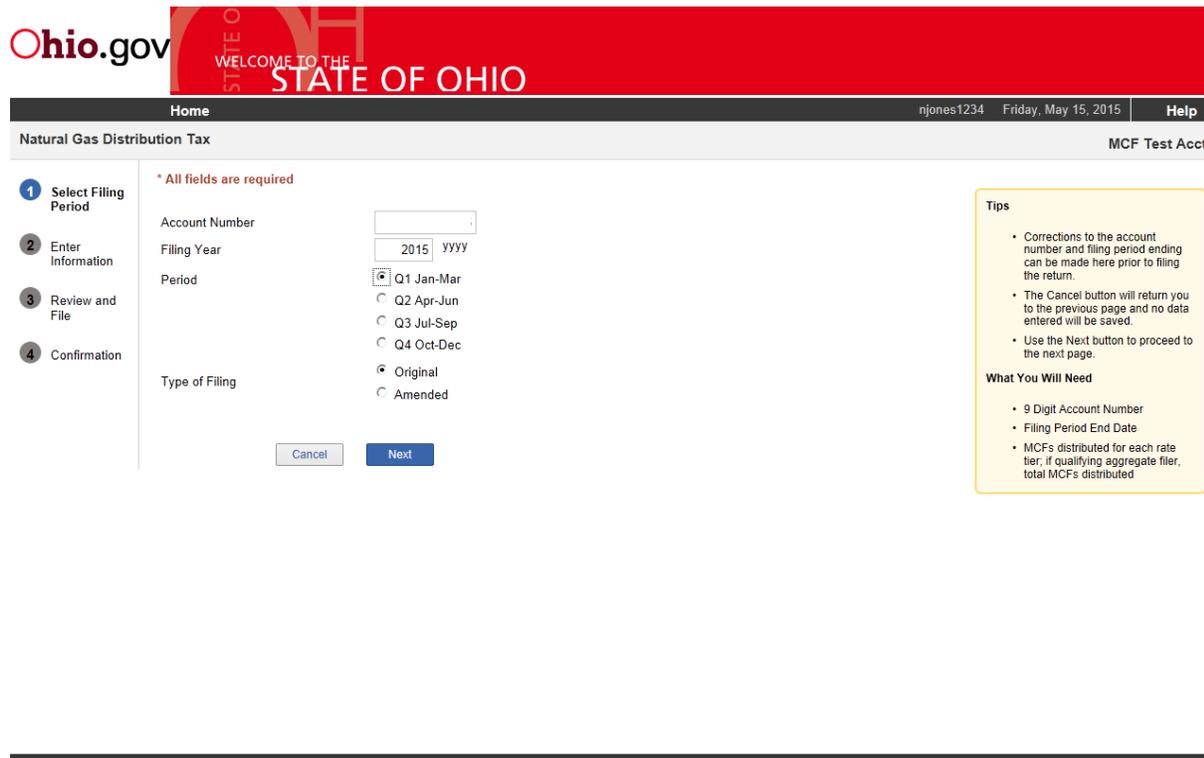
File a Return

To file a new return, click the "File a New Return" button.



The screenshot shows the Ohio.gov website interface for filing a return. At the top, there is a red banner with the Ohio state logo and the text "WELCOME TO THE STATE OF OHIO". Below the banner, a navigation bar includes "Home", "njones1234", "Friday, May 15, 2015", and "Help". The main content area is titled "Natural Gas Distribution Tax" and "MCF Test Acct". On the left, there are four buttons: "File a New Return" (highlighted with a blue arrow), "Amend a Return", "Make a Payment", and "eFiling History". In the center, there is a section for "Incomplete Transactions" with a message: "If you left the site before you filed your return, your saved draft will be listed below. Click Resume to finish it, and Delete if you don't want to keep it. The draft returns are ordered by the most recent at the top." Below this message, it says "No Incomplete Transactions". On the right, there is a "Tips" section with several bullet points: "Do not use the back button in your browser to navigate.", "To file a new return, make sure your account number and filing period are available.", "An original return must be on file in order to file an amended return.", "Payment may be made with a checking or savings account using ACH debit or through the Treasurer of State using ACH credit." Below the tips are sections for "eFiling History", "Session Time Out", "Payment History", and "Browser Compatibility".

Enter your Account Number (MCF assigned number 914000XXX), Filing Year, select the corresponding Period and the Type of Filing. The Type of Filing will always default to Original. Once the fields are completed, click "Next".



The screenshot shows the Ohio.gov website interface for filing a return, specifically the "File a New Return" form. At the top, there is a red banner with the Ohio state logo and the text "WELCOME TO THE STATE OF OHIO". Below the banner, a navigation bar includes "Home", "njones1234", "Friday, May 15, 2015", and "Help". The main content area is titled "Natural Gas Distribution Tax" and "MCF Test Acct". On the left, there is a sidebar with four steps: "1 Select Filing Period", "2 Enter Information", "3 Review and File", and "4 Confirmation". The main form area has a heading "* All fields are required" and contains the following fields: "Account Number" (text input), "Filing Year" (text input with "2015" and "YYYY" placeholders), "Period" (radio buttons for "Q1 Jan-Mar", "Q2 Apr-Jun", "Q3 Jul-Sep", and "Q4 Oct-Dec"), and "Type of Filing" (radio buttons for "Original" and "Amended"). At the bottom of the form, there are "Cancel" and "Next" buttons. On the right, there is a "Tips" section with several bullet points: "Corrections to the account number and filing period ending can be made here prior to filing the return.", "The Cancel button will return you to the previous page and no data entered will be saved.", "Use the Next button to proceed to the next page." Below the tips is a section titled "What You Will Need" with bullet points: "9 Digit Account Number", "Filing Period End Date", and "MCFs distributed for each rate tier, if qualifying aggregate filer, total MCFs distributed".

Enter the MCFs to be reported for the period. Once all values are entered, click “Review”.

*At any point of the filing session, you can use the “Save & Exit” button to save your work and resume it at a later time. However, please be advised that clicking this button does not file the return.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

1 Select Filing Period
2 Enter Information
3 Review and File
4 Confirmation

Account Number
Filing Period Ending 03/31/2015 Original

MCFs Distributed

Tax Rate Tier	MCFs Distributed	Tax Due
Tier 1 (1-100 MCF)	300	\$ 48
Tier 2 (101 - 2000 MCF)	5700	\$ 500
Tier 3 (2001 and greater MCF)	54610	\$ 2244
MCF to Flex Customers	15011	\$ 300

Back Review Save & Exit

Tips

- When entering currency values, do not use decimals. Use whole values only.
- Use the Back button to return to the previous page.
- Use the Review button to proceed to the Review page.
- Use the Save and Exit button if you want to save the data entered, but are not ready to submit your return.

What You Will Need

- 9 Digit Account Number
- Filing Period End Date
- MCF's distributed for each rate tier, if qualifying aggregate filer, total MCF's distributed

The tax due will automatically be calculated for each tier for Natural Gas Aggregate Distributors. If any corrections need made, select the “Back” button. After you have confirmed the return is correct, click “File Return”.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

1 Select Filing Period
2 Enter Information
3 Review and File
4 Confirmation

Account Number
Filing Period Ending 01/01/2015 - 03/31/2015 Original

MCFs Distributed

Tax Rate Tier	MCFs Distributed	Tax Due
Tier 1 (1-100 MCF)	300	\$48
Tier 2 (101-2000 MCF)	5,700	\$500
Tier 3 (2001-and greater MCF)	54,610	\$2,244
MCF to Flex Customers	15,011	\$300

Total Tax Due \$3,092.00

Back File Return Save & Exit

Tips

- Use the Back button to return to the previous page to make any needed corrections.
- Use the File button to submit your completed return.
- Use the Save and Exit button to save your return without filing and return to OBG.

At this time, the return is being submitted. When the gray bar under “Total Tax Due” is moving, the return is being processed.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

1 Select Filing Period
2 Enter Information
3 Review and File
4 Confirmation

Account Number
Filing Period Ending 01/01/2015 - 03/31/2015 Original

MCFs Distributed

Tax Rate Tier	MCFs Distributed	Tax Due
Tier 1 (1-100 MCF)	300	\$48
Tier 2 (101-2000 MCF)	5,700	\$500
Tier 3 (2001-and greater MCF)	54,610	\$2,244
MCF to Flex Customers	15,011	\$300

Total Tax Due \$3,092.00

Back File Return Save & Exit

Tips

- Use the Back button to return to the previous page to make any needed corrections.
- Use the File button to submit your completed return.
- Use the Save and Exit button to save your return without filing and return to OBG.

Once the screen below is displayed, your return has been filed. If you have any questions regarding your return, please refer to the “Filing Confirmation” number when contacting the Department.

If the return is filed late, the system will calculate penalty and interest, and the amounts will be displayed and included in the “Balance (Refund) Due”.

If you will be making your payment via ACH Credit, you can click the “Exit” button. You will be returned to the Home Page and your filing is complete through the OBG. Please submit your payment through the Ohio Treasurer of State’s Office.

If you will be making your payment via ACH Debit using the OBG, you can enter the “Payment Amount” (which is defaulted to the Balance Due) and click “Send to Checkout”.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

1 Select Filing Period
2 Enter Information
3 Review and File
4 Confirmation

✓ Your return has been successfully filed. Date and Time of Filing : 05/15/2015 09:31 AM

This confirmation acknowledges that your Natural Gas Distribution Tax return for the period stated below has been filed with the Ohio Department of Taxation.
Please refer to the Filing Confirmation Number when contacting the Excise and Energy Tax Division.

Filing Confirmation	268529238894	
Account Number		
Filing Period	01/01/2015 - 03/31/2015	Original
Total Tax Due	\$3,092.00	
Less Payment / Credits	\$0.00	
Interest	\$0.00	
Penalty	\$0.00	
Balance (Refund) Due as of 05/15/2015 *	\$3,092.00	

Payment Amount \$

* If you pay later than today, the balance may change to include any applicable interest and penalties.

Tips

- Record your Filing Confirmation number for your records.
- Use the Send to Checkout button to add your payment to the Checkout in OBG. You will be redirected to the OBG Home Page.
- Use the Exit button to pay later. You will be redirected to the OBG Home Page.
- You can print electronically filed returns from eFiling History.

If you selected "Send to Checkout", you will be prompted for your payment selections.

In "Step 1: How would you like to pay?" select the first radio button to "Make a payment online via the Ohio Business Gateway"

*Please note, this is the only option you will be allowed to select.

PMT-SLN Home History Administration Logout

Specify Payment Selections for Checkout

Natural Gas Distribution Tax Payment Only

03/31/2015

Company Name **MCF Test Acct**
Company ID *******4444**

Total Due	\$3,092.00
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If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment selections will be used during the checkout process. Please note that the agency being paid determines the payment options available.

Payment Notes

- The agency does not accept payments via mail.
- The agency does not accept offline ACH Credits for this report.
- The agency does not accept Credit Card payments for this report.
- The agency does not accept split payments for this report.
- The agency does not accept deferred payments for this report.
- A payment is required for this report.
- The agency associated with this report does not allow offline payment.

Step 1: How would you like to pay?

For the amount due, I will:

- Make a payment online, via the Ohio Business Gateway, as part of the checkout process. (RECOMMENDED)
- Make a payment, but NOT online via OBG. After I complete the checkout process on OBG, I will pay the amount due directly to the agency via an alternative payment method accepted by the agency, e.g. ACH credit or paper check. (Before choosing this option, please check with the agency being paid to insure the method is accepted.)
- I do not intend to make any payment for this transaction at this time. When I complete the checkout process, I want the transaction to be sent to the agency without payment. Failure to make timely payment may be subject to penalties and/or interest as per the agency's rules.

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment selections have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

If you need assistance with this page, please view our [help](#).

In "Step 2: When would you like your payment to be processed?" select the first radio button for "Immediately"

*Please note, this is the only option you will be allowed to select.

PMT-SLN Home History Administration Logout

Specify Payment Selections for Checkout Natural Gas Distribution Tax Payment Only 03/31/2015

Company Name **MCF Test Acct**
Company ID *******4444**

Total Due	\$3,092.00
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If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment selections will be used during the checkout process. Please note that the agency being paid determines the payment options available.

Payment Notes

- The agency does not accept payments via mail.
- The agency does not accept offline ACH Credits for this report.
- The agency does not accept Credit Card payments for this report.
- The agency does not accept split payments for this report.
- The agency does not accept deferred payments for this report.
- A payment is required for this report.
- The agency associated with this report does not allow offline payment.

Step 1: How would you like to pay? Selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

Step 2: When would you like your payment to be processed?

I would like the payment to be processed:

- Immediately, as soon as I have confirmed the transaction during checkout.
- At a future date, after I have confirmed the transaction during checkout. Future dating only applies to ACH Debit payments (not available for credit card payments). The ACH Debit payment will not be processed until the date I specify. In order to avoid penalties and/or interest, I understand that I must select a date on or before the payment due date as per the agency's rules for timely payment.

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment selections have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

If you need assistance with this page, please view our [help](#).

In "Step 3: What method will you use to pay?" select the first radio button for "ACH Debit"

*Please note, this is the only option you will be allowed to select.

PMT-SLN Home History Administration Logout

Specify Payment Selections for Checkout Natural Gas Distribution Tax Payment Only 03/31/2015

Company Name **MCF Test Acct**
Company ID *******4444**

Total Due	\$3,092.00
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If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment selections will be used during the checkout process. Please note that the agency being paid determines the payment options available.

Payment Notes

- The agency does not accept payments via mail.
- The agency does not accept offline ACH Credits for this report.
- The agency does not accept Credit Card payments for this report.
- The agency does not accept split payments for this report.
- The agency does not accept deferred payments for this report.
- A payment is required for this report.
- The agency associated with this report does not allow offline payment.

Step 1: How would you like to pay? Selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

Step 2: When would you like your payment to be processed? Selected: Immediately, as soon as I have confirmed the transaction during checkout.

Step 3: What method will you use to pay?

I would like to pay using:

- ACH Debit from a checking or savings account
- Credit Card
- Both ACH Debit and Credit Card (split payment)

Bank account number will be collected during the checkout process.

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment selections have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

If you need assistance with this page, please view our [help](#).

In "Step 4: How much would you like to pay?" you are given an option to alter the amount of the ACH Debit transaction that was pre-populated from your original filing transaction. After you have verified the amount of the payment, select the "Accept My Payment Selections" button.

PMT-SLN Home History Administration Logout



Specify Payment Selections for Checkout

Natural Gas Distribution Tax Payment Only

03/31/2015

Payment Selection

Company Name **MCF Test Acct**
Company ID *******4444**

Total Due	\$3,092.00
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If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment selections will be used during the checkout process. Please note that the agency being paid determines the payment options available.

Payment Notes

- The agency does not accept payments via mail.
- The agency does not accept offline ACH Credits for this report.
- The agency does not accept Credit Card payments for this report.
- The agency does not accept split payments for this report.
- The agency does not accept deferred payments for this report.
- A payment is required for this report.
- The agency associated with this report does not allow offline payment.

Step 1: How would you like to pay? Selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

Step 2: When would you like your payment to be processed? Selected: Immediately, as soon as I have confirmed the transaction during checkout.

Step 3: What method will you use to pay? Selected: ACH Debit from a checking or savings account.

Step 4: How much would you like to pay?

I will pay the following amount. I understand that failure to make timely payment for the full amount due may be subject to penalties and/or interest as per the agency's rules.

ACH Amount: \$

Total to pay: \$3,092.00

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment selections have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

If you need assistance with this page, please view our [help](#).

You will be returned to the Home Page, where the payment is now in the “Ready for Checkout” tab. You must complete checkout in order for the payment to be submitted.

You have the ability to delete the payment from the “Ready for Checkout” tab by clicking on the red trash can. Note that the return has already been filed at this point, and payment will either need to be made using the “Payment Only” option through OBG or will need to be made via ACH Credit through the Ohio Treasurer of State’s office.

You also have the ability to edit the payment amount by clicking on the description of the item being paid. This function will take you back through the payment selection screens. Please note that this option will not allow you to increase a payment amount - only reduce the payment amount.

To complete the transaction, click the “Checkout (File and Pay) button”.

The screenshot shows the Ohio Business Gateway Home page. At the top left is the Ohio.gov logo. A red banner across the top contains the text "WELCOME TO THE STATE OF OHIO". Below the banner is a navigation bar with links for Home, History, Administration, and Logout. The main heading is "Ohio Business Gateway Home". Below this, it says "MCF Test Acct" and "Company ID : *****1912".

The main content area features a tabbed interface with three tabs: "Start a Transaction", "In Progress (0)", and "Ready for Checkout (1)". The "Ready for Checkout (1)" tab is active. Below the tabs is a table with the following columns: "Transaction", "Total Due", "ACH", and "Credit Card".

Transaction	Total Due	ACH	Credit Card
Ohio Department of Taxation - Natural Gas Distribution Tax Payment Only , 03/31/2015	\$3,092.00	\$3,092.00	

Below the table, there is a red trash can icon next to the transaction description. A blue arrow points from the trash can icon to a button labeled "Checkout (File and Pay)".

Below the table, there is a note: "Click 'Checkout' to submit any or all transactions that are ready for checkout. You will be able to select the transactions to submit and then preview the details of submitted transactions (including licenses, coupons, etc., as applicable) once the checkout process is complete. Please have all information ready if you are filing any transactions that include an online payment."

Select the radio button by “Yes” to select the transactions for which you would like to make a payment. You must select either “Yes” or “No” for each transaction listed on this screen to proceed. Once all of the selections are made, click “Continue”.

Specify Transactions for Checkout

To include a transaction as part of this checkout:

- Select “Yes” by the transaction.
- If the transaction includes an online payment, you will be asked for bank and/or credit card account information on the following screen.
- You will be able to view/print a copy of the transaction(s) after you have provided final confirmation of the transaction(s) and any payment(s).

If you do not want to include a transaction/report as part of this checkout:

- Select “No” by the transaction.
- Transaction will be kept saved in the “Ready for Checkout” area for future checkout or editing.

Ready for Checkout (Ready to File and Pay)					
Ohio Department of Taxation					
Checkout?	Transaction	Defer Date	ACH	CC Amount	Total Paying
<input checked="" type="radio"/> Yes <input type="radio"/> No	Natural Gas Distribution Tax Payment Only 03/31/2015		\$3,092.00		\$3,092.00

Next, please complete the Payment Account Information by entering the Company Name, Routing Number, Account Number and Account Number twice. When completed, click “Continue”.

Payment Account Information

Company Name **MCF Test Acct**
Company ID *******4444**

The following error(s) have occurred:

- The Confirm Account Number must be a numeric value with a maximum of 17 digits.

Please complete the account details based on your selections.

For transactions with a payment, you may enter information for only **ONE** checking account and/or **ONE** credit card account per checkout. If you want to make payments for certain transactions from different checking or credit card accounts, you must submit those transactions on separate checkouts.

ACH Account Information

Account Type:

Company Name: (omit special characters)

Routing Number:

Bank Name:

Account Number:

Confirm Account Number:

If you need assistance with this page, please view our [help](#).

Please review the information on this page. After you have confirmed that all items are correct, click the checkbox and then click "Confirm Transactions".

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-CFM Home History Administration Logout

Final Confirmation of Transactions

Company Name **MCF Test Acct**
Company ID *******4444**

Report	Defer Date	ACH	CC	CC Fee	Total
Ohio Department of Taxation					
Natural Gas Distribution Tax Payment Only	, 03/31/2015	N/A	\$3,092.00	N/A	\$3,092.00

ACH Account Information

Account Type: Business Checking
Company Name: MCF Test Account
Routing Number:
Account Number: *****6789

To make any changes to transactions or payment instructions, select "CANCEL" to return to the home page.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements. Please insure you have sufficient funds in your account(s).

By confirming the transaction(s), you are authorizing the agency (or agencies) being paid to initiate debit entries or charges to your account (s) as per your instructions above. Once confirmed, OBG can not alter, delete, or stop a payment instruction. Additionally, you are indicating that you are authorized to submit the transaction(s) and that you acknowledge OBG and agency-specific terms of service, including penalties of perjury as applicable. [Click here to view acknowledgements.](#)

If you need assistance with this page, please view our [help](#).

Your payment is now complete.

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-RCT Home History Administration Logout

Transaction Confirmation and Receipt

Company Name **MCF Test Acct**
Company ID *******4444**

The following transactions will be sent to the respective agency that administers the service. Please note the session confirmation number when calling the OBG Help Desk (866-644-6468).

If your transaction(s) includes payment, please note that this confirmation acknowledges that payment instructions have been received, but it does not acknowledge that funds have been transferred from your account. Payment instructions may not be processed for reasons that include insufficient funds and prohibited or blocked payments. You should review your account statement to insure that funds have been transferred (settled). For ACH debit payments, settlement is projected to be two business days after the date of this confirmation (or the selected deferred payment date, if applicable). If the date falls on a weekend or holiday, settlement is projected to be two business days after the next business day. The actual settlement date is dependent upon the processing timelines of the agency and their bank.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements.

Date/Time	5/15/2015 9:39 AM
Confirmation #	41350355
Receipt #	15061820
ACH Routing	
ACH Account #	*****6789

Transaction	Defer Date	Payment Type	Amount	Fee
Natural Gas Distribution Tax Payment Only	, 03/31/2015	N/A	ACHDebit	\$3,092.00
				N/A

If you need assistance with this page, please view our [help](#).

Amend a Return

The Home Page will automatically take you to the “Start a Transaction” tab. From there select “Ohio Taxation – Natural Gas Distribution Tax”.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home History Administration Logout

Ohio Business Gateway Home

MCF Test Acct
Company ID : *****1912

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none">Opportunities for Ohioans with Disabilities - BSVI/BEPOhio Taxation - Sales and Use TaxOhio Taxation - Commercial Activity TaxOhio Taxation - Severance TaxOhio Taxation - Petroleum Activity TaxMunicipal Taxation - Net Profit TaxMunicipal Taxation - Withholding TaxOhio Deferred CompensationEqual Opportunity DivisionOhio Development Services AgencyOhio Taxation – International Fuel Tax AgreementOhio Taxation - Kilowatt Hour Tax - Self-Assessing PurchaserOhio Taxation – Natural Gas Distribution Tax		<ul style="list-style-type: none">Ohio Taxation - New Account Registration and Fuel PermitOhio Taxation - Employer WithholdingOhio Taxation - Wireless 911 ChargesOhio Taxation - Financial Institutions TaxOhio Job & Family Services - UC TaxOhioMeansJobsOhio Bureau of Worker's CompOhio Dept. of Commerce - Unclaimed FundsInvestOhioOhio Taxation – Horse Racing TaxOhio Taxation – Gross Casino Revenue TaxOhio Taxation - Kilowatt Hour TaxOhio Taxation – Ohio Motor Fuel Tax

Next, click on the smaller option displayed in red that reads “Natural Gas Distribution Tax”.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home History Administration Logout

Ohio Business Gateway Home

MCF Test Acct
Company ID : *****1912

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none">Opportunities for Ohioans with Disabilities - BSVI/BEPOhio Taxation - Sales and Use TaxOhio Taxation - Commercial Activity TaxOhio Taxation - Severance TaxOhio Taxation - Petroleum Activity TaxMunicipal Taxation - Net Profit TaxMunicipal Taxation - Withholding TaxOhio Deferred CompensationEqual Opportunity DivisionOhio Development Services AgencyOhio Taxation – International Fuel Tax AgreementOhio Taxation - Kilowatt Hour Tax - Self-Assessing PurchaserOhio Taxation – Natural Gas Distribution Tax<ul style="list-style-type: none">Natural Gas Distribution Tax		<ul style="list-style-type: none">Ohio Taxation - New Account Registration and Fuel PermitOhio Taxation - Employer WithholdingOhio Taxation - Wireless 911 ChargesOhio Taxation - Financial Institutions TaxOhio Job & Family Services - UC TaxOhioMeansJobsOhio Bureau of Worker's CompOhio Dept. of Commerce - Unclaimed FundsInvestOhioOhio Taxation – Horse Racing TaxOhio Taxation – Gross Casino Revenue TaxOhio Taxation - Kilowatt Hour TaxOhio Taxation – Ohio Motor Fuel Tax

Click on “Amend a Return” on the left side of the page.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

File a New Return

Amend a Return

Make a Payment

eFiling History

Incomplete Transactions

If you left the site before you filed your return, your saved draft will be listed below. Click Resume to finish it, and Delete if you don't want to keep it. The draft returns are ordered by the most recent at the top.

No Incomplete Transactions

Tips

- Do not use the back button in your browser to navigate.
- To file a new return, make sure your account number and filing period are available.
- An original return must be on file in order to file an amended return.
- Payment may be made with a checking or savings account using ACH debit or through the Treasurer of State using ACH credit.

eFiling History

- View and print online filings through eFiling History.

Session Time Out

- Sessions have a time out limit of 20 minutes. If the session time exceeds this limit, you will need to log back into OBG.

Payment History

- Find historical payments paid online through OBG by clicking on the Home page and then History.

Browser Compatibility

- For optimal browser compatibility, please see "Help".

Contact Us

Enter your Account Number (MCF assigned number 914000XXX), Filing Year, select the corresponding Period and the Type of Filing. The Type of Filing will always default to Original. Once the fields are completed, click “Next”.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

1 Select Filing Period

2 Enter Information

3 Review and File

4 Confirmation

* All fields are required

Account Number

Filing Year YYYY

Period Q1 Jan-Mar
 Q2 Apr-Jun
 Q3 Jul-Sep
 Q4 Oct-Dec

Type of Filing Original
 Amended

Cancel Next

Tips

- Corrections to the account number and filing period ending can be made here prior to filing the return.
- The Cancel button will return you to the previous page and no data entered will be saved.
- Use the Next button to proceed to the next page.

What You Will Need

- 9 Digit Account Number
- Filing Period End Date
- MCFs distributed for each rate tier, if qualifying aggregate filer, total MCFs distributed

Enter the amended financials for MCF to report and click "Review".

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

1 Select Filing Period
2 Enter Information
3 Review and File
4 Confirmation

Account Number
Filing Period Ending 03/31/2015 Amended

MCFs Distributed

Tax Rate Tier	MCFs Distributed	Tax Due
Tier 1 (1-100 MCF)	300	\$ 48
Tier 2 (101 - 2000 MCF)	5700	\$ 500
Tier 3 (2001 and greater MCF)	54646	\$ 2246
MCF to Flex Customers	0	\$ 0



Tips

- When entering currency values, do not use decimals. Use whole values only.
- Use the Back button to return to the previous page.
- Use the Review button to proceed to the Review page.
- Use the Save and Exit button if you want to save the data entered, but are not ready to submit your return.

What You Will Need

- 9 Digit Account Number
- Filing Period End Date
- MCF's distributed for each rate tier; if qualifying aggregate filer, total MCF's distributed

A complete summary of your amended filing will be displayed.

If any of the financials are incorrect, you can use the “Back” button to edit the figures previously entered.

Once you confirm that the return is accurate, click “File Return”.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

- Select Filing Period
- Enter Information
- Review and File
- Confirmation

Account Number
Filing Period Ending 01/01/2015 - 03/31/2015 Amended

MCFs Distributed

Tax Rate Tier	MCFs Distributed	Tax Due
Tier 1 (1-100 MCF)	300	\$48
Tier 2 (101-2000 MCF)	5,700	\$500
Tier 3 (2001-and greater MCF)	54,646	\$2,246
MCF to Flex Customers	0	\$0
Total Tax Due		\$2,794.00

Back File Return Save & Exit

Tips

- Use the Back button to return to the previous page to make any needed corrections.
- Use the File button to submit your completed return.
- Use the Save and Exit button to save your return without filing and return to OBG.

At this time, the return is being submitted. As long as the gray bar under Total Tax Due is moving, the return is being processed.

Total Tax Due \$2,794.00

Back File Return Save & Exit

Once the screen below is displayed, your return has been filed. If you have any questions regarding your return, please reference the “Filing Confirmation” number when contacting the Department.

If the return is filed late, the system will calculate penalty and interest, and the amounts will be displayed and included in the “Balance (Refund) Due”.

If an additional amount is due, please either click “Exit” to make your payment through ACH Credit via the Treasurer of State’s Office; or click “Send to Checkout” to make your payment ACH Debit through the OBG.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

1 Select Filing Period
2 Enter Information
3 Review and File
4 Confirmation

✔ Your return has been successfully filed. Date and Time of Filing : 05/15/2015 09:43 AM

This confirmation acknowledges that your Natural Gas Distribution Tax return for the period stated below has been filed with the Ohio Department of Taxation.
Please refer to the Filing Confirmation Number when contacting the Excise and Energy Tax Division.

Filing Confirmation	268529235382
Account Number	
Filing Period	01/01/2015 - 03/31/2015 Amended
Total Tax Due	\$2,794.00
Less Payment / Credits	\$0.00
Interest	\$0.00
Penalty	\$0.00
Balance (Refund) Due	\$2,794.00
as of 05/15/2015 *	

Payment Amount \$ 2,794.00 **Send to Checkout** Exit

* If you pay later than today, the balance may change to include any applicable interest and penalties.

Tips

- Record your Filing Confirmation number for your records.
- Use the Send to Checkout button to add your payment to the Checkout in OBG. You will be redirected to the OBG Home Page.
- Use the Exit button to pay later. You will be redirected to the OBG Home Page.
- You can print electronically filed returns from eFiling History.

Make a Payment Only

This option should only be used if you are making payments ACH Debit through the OBG, the return has already been filed, and the correct payment amount is not in the “Ready for Checkout” tab on the Home page.

The Home Page will automatically take you to the “Start a Transaction” tab. From there select “Ohio Taxation – Natural Gas Distribution Tax”.

The screenshot shows the Ohio Business Gateway Home page. At the top left is the Ohio.gov logo. A red banner contains the text 'WELCOME TO THE STATE OF OHIO'. Below the banner is a navigation bar with links for Home, History, Administration, and Logout. The main heading is 'Ohio Business Gateway Home'. Below this, it shows 'MCF Test Acct' and 'Company ID : *****1912'. The main content area has three tabs: 'Start a Transaction' (which is selected and highlighted with a blue border), 'In Progress (0)', and 'Ready for Checkout (0)'. Under the 'Start a Transaction' tab, there are two columns of links, each starting with a small square icon. The first column includes links for 'Opportunities for Ohioans with Disabilities - BSVI/BEP', 'Ohio Taxation - Sales and Use Tax', 'Ohio Taxation - Commercial Activity Tax', 'Ohio Taxation - Severance Tax', 'Ohio Taxation - Petroleum Activity Tax', 'Municipal Taxation - Net Profit Tax', 'Municipal Taxation - Withholding Tax', 'Ohio Deferred Compensation', 'Equal Opportunity Division', 'Ohio Development Services Agency', 'Ohio Taxation - International Fuel Tax Agreement', 'Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser', and 'Ohio Taxation - Natural Gas Distribution Tax' (which is highlighted with a blue border). The second column includes links for 'Ohio Taxation - New Account Registration and Fuel Permit', 'Ohio Taxation - Employer Withholding', 'Ohio Taxation - Wireless 911 Charges', 'Ohio Taxation - Financial Institutions Tax', 'Ohio Job & Family Services - UC Tax', 'OhioMeansJobs', 'Ohio Bureau of Worker's Comp', 'Ohio Dept. of Commerce - Unclaimed Funds', 'InvestOhio', 'Ohio Taxation - Horse Racing Tax', 'Ohio Taxation - Gross Casino Revenue Tax', 'Ohio Taxation - Kilowatt Hour Tax', and 'Ohio Taxation - Ohio Motor Fuel Tax'.

Next, click on the smaller option displayed in red that reads "Natural Gas Distribution Tax".

Ohio.gov WELCOME TO THE STATE OF OHIO

Home History Administration Logout

Ohio Business Gateway Home

MCF Test Acct
Company ID : *****1912

Start a Transaction In Progress (0) Ready for Checkout (0)

- Opportunities for Ohioans with Disabilities - BSVI/BEP
- Ohio Taxation - Sales and Use Tax
- Ohio Taxation - Commercial Activity Tax
- Ohio Taxation - Severance Tax
- Ohio Taxation - Petroleum Activity Tax
- Municipal Taxation - Net Profit Tax
- Municipal Taxation - Withholding Tax
- Ohio Deferred Compensation
- Equal Opportunity Division
- Ohio Development Services Agency
- Ohio Taxation - International Fuel Tax Agreement
- Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser
- Ohio Taxation - Natural Gas Distribution Tax**
 - Natural Gas Distribution Tax
- Ohio Taxation - New Account Registration and Fuel Permit
- Ohio Taxation - Employer Withholding
- Ohio Taxation - Wireless 911 Charges
- Ohio Taxation - Financial Institutions Tax
- Ohio Job & Family Services - UC Tax
- OhioMeansJobs
- Ohio Bureau of Worker's Comp
- Ohio Dept. of Commerce - Unclaimed Funds
- InvestOhio
- Ohio Taxation - Horse Racing Tax
- Ohio Taxation - Gross Casino Revenue Tax
- Ohio Taxation - Kilowatt Hour Tax
- Ohio Taxation - Ohio Motor Fuel Tax

Select "Make a Payment" from the left side of the page.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home n Jones 1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

File a New Return

Amend a Return

Make a Payment

eFiling History

Incomplete Transactions

If you left the site before you filed your return, your saved draft will be listed below. Click Resume to finish it, and Delete if you don't want to keep it. The draft returns are ordered by the most recent at the top.

No Incomplete Transactions

Tips

- Do not use the back button in your browser to navigate.
- To file a new return, make sure your account number and filing period are available.
- An original return must be on file in order to file an amended return.
- Payment may be made with a checking or savings account using ACH debit or through the Treasurer of State using ACH credit.

eFiling History

- View and print online filings through eFiling History.

Session Time Out

- Sessions have a time out limit of 20 minutes. If the session time exceeds this limit, you will need to log back into OBG.

Payment History

- Find historical payments paid online through OBG by clicking on the Home page and then History.

Browser Compatibility

- For optimal browser compatibility, please see "Help".

Enter your Account Number (MCF assigned number 914000XXX), Filing Year, select the corresponding Period and the Type of Filing. The Type of Filing will always default to Original. Once the fields are completed, click "Next".

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

Make a Payment

* All fields are required

Account Number

Filing Year yyyy

Period Q1 Jan-Mar
 Q2 Apr-Jun
 Q3 Jul-Sep
 Q4 Oct-Dec

Payment Amount

Payment History

- Find historical payments paid online through OBG by clicking on the Home link at the top of this page.
- Payments may be made with a checking or savings account using ACH debit or through the Treasurer of State using ACH credit.
- Use the Cancel button if you intended to file an amended return instead of a new return. The Cancel button will return you to the previous page.
- Use the Send to Checkout button to add your payment to the Checkout in OBG. You will be redirected to the OBG Home Page.

In "Step 1: How would you like to pay?" select the first radio button to "Make a payment online via the Ohio Business Gateway"

*Please note, this is the only option you will be allowed to select.

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-SLN Home History Administration Logout

Specify Payment Selections for Checkout

Natural Gas Distribution Tax Payment Only

03/31/2015

Company Name MCF Dist Test Acct
Company ID *****4444

Total Due	\$150.00
------------------	-----------------

If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment selections will be used during the checkout process. Please note that the agency being paid determines the payment options available.

Payment Notes

- The agency does not accept payments via mail.
- The agency does not accept offline ACH Credits for this report.
- The agency does not accept Credit Card payments for this report.
- The agency does not accept split payments for this report.
- The agency does not accept deferred payments for this report.
- A payment is required for this report.
- The agency associated with this report does not allow offline payment.

Step 1: How would you like to pay?

For the amount due, I will:

- Make a payment online, via the Ohio Business Gateway, as part of the checkout process. (RECOMMENDED)
- Make a payment, but NOT online via OBG. After I complete the checkout process on OBG, I will pay the amount due directly to the agency via an alternative payment method accepted by the agency, e.g. ACH credit or paper check. (Before choosing this option, please check with the agency being paid to insure the method is accepted.)
- I do not intend to make any payment for this transaction at this time. When I complete the checkout process, I want the transaction to be sent to the agency without payment. Failure to make timely payment may be subject to penalties and/or interest as per the agency's rules.

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment selections have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

[Decide My Payment Selections Later](#) [Accept My Payment Selections](#)

In "Step 2: When would you like your payment to be processed?" select the first radio button for "Immediately"

*Please note, this is the only option you will be allowed to select.

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-SLN Home History Administration Logout

Specify Payment Selections for Checkout

Natural Gas Distribution Tax Payment Only

03/31/2015

Company Name MCF Dist Test Acct
Company ID *****4444

Total Due	\$150.00
------------------	-----------------

If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment selections will be used during the checkout process. Please note that the agency being paid determines the payment options available.

Payment Notes

- The agency does not accept payments via mail.
- The agency does not accept offline ACH Credits for this report.
- The agency does not accept Credit Card payments for this report.
- The agency does not accept split payments for this report.
- The agency does not accept deferred payments for this report.
- A payment is required for this report.
- The agency associated with this report does not allow offline payment.

Step 1: How would you like to pay? selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

Step 2: When would you like your payment to be processed?

I would like the payment to be processed:

- Immediately, as soon as I have confirmed the transaction during checkout.
- At a future date, after I have confirmed the transaction during checkout. Future dating only applies to ACH Debit payments (not available for credit card payments). The ACH Debit payment will not be processed until the date I specify. In order to avoid penalties and/or interest, I understand that I must select a date on or before the payment due date as per the agency's rules for timely payment.

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment selections have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

[Decide My Payment Selections Later](#) [Accept My Payment Selections](#)

In "Step 3: What method will you use to pay?" select the first radio button for "ACH Debit"

*Please note, this is the only option you will be allowed to select.

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-SLN Home History Administration Logout

Specify Payment Selections for Checkout

Natural Gas Distribution Tax Payment Only 03/31/2015

Company Name MCF Dist Test Acct
Company ID *****4444

Total Due	\$150.00
------------------	-----------------

If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment selections will be used during the checkout process. Please note that the agency being paid determines the payment options available.

Payment Notes

- The agency does not accept payments via mail.
- The agency does not accept offline ACH Credits for this report.
- The agency does not accept Credit Card payments for this report.
- The agency does not accept split payments for this report.
- The agency does not accept deferred payments for this report.
- A payment is required for this report.
- The agency associated with this report does not allow offline payment.

Step 1: How would you like to pay? Selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

Step 2: When would you like your payment to be processed? Selected: Immediately, as soon as I have confirmed the transaction during checkout.

Step 3: What method will you use to pay?

I would like to pay using:

ACH Debit from a checking or savings account Bank account number will be collected during the checkout process.

Credit Card

Both ACH Debit and Credit Card (split payment)

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment selections have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

[Decide My Payment Selections Later](#) [Accept My Payment Selections](#)

In "Step 4: How much would you like to pay?" you are given an option to alter the amount of the ACH Debit transaction that was pre-populated from your original filing transaction. After you have verified the amount of the payment, select the "Accept My Payment Selections" button.

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-SLN Home History Administration Logout

Specify Payment Selections for Checkout

Natural Gas Distribution Tax Payment Only 03/31/2015

Company Name MCF Dist Test Acct
Company ID *****4444

Total Due	\$150.00
------------------	-----------------

If your transaction includes an amount due, please specify how you intend to make payment to the agency. The payment selections will be used during the checkout process. Please note that the agency being paid determines the payment options available.

Payment Notes

- The agency does not accept payments via mail.
- The agency does not accept offline ACH Credits for this report.
- The agency does not accept Credit Card payments for this report.
- The agency does not accept split payments for this report.
- The agency does not accept deferred payments for this report.
- A payment is required for this report.
- The agency associated with this report does not allow offline payment.

Step 1: How would you like to pay? Selected: Make a payment online, via the Ohio Business Gateway, as part of the checkout process.

Step 2: When would you like your payment to be processed? Selected: Immediately, as soon as I have confirmed the transaction during checkout.

Step 3: What method will you use to pay? Selected: ACH Debit from a checking or savings account

Step 4: How much would you like to pay?

I will pay the following amount. I understand that failure to make timely payment for the full amount due may be subject to penalties and/or interest as per the agency's rules.

ACH Amount: \$

Total to pay: \$150.00

The transaction will not be submitted to the agency until you have completed the checkout process. Once payment selections have been provided and accepted, the transaction will be in the "Ready for Checkout" area on the home page.

[Decide My Payment Selections Later](#) [Accept My Payment Selections](#)

You will be returned to the Home Page, where the payment is now in the “Ready for Checkout” tab. You must complete checkout in order for the payment to be submitted.

You have the ability to delete the payment from the “Ready for Checkout” tab by clicking on the red trash can. Note that the return has already been filed at this point, and payment will either need to be made using the “Payment Only” option through OBG or will need to be made via ACH Credit through the Ohio Treasurer of State’s office.

You also have the ability to edit the payment amount by clicking on the description of the item being paid. This function will take you back through the payment selection screens. Please note that this option will not allow you to increase a payment amount - only reduce the payment amount.

To complete the transaction, click the “Checkout (File and Pay) button”.

The screenshot shows the Ohio Business Gateway Home page. At the top, there is a red banner with the Ohio.gov logo and the text "WELCOME TO THE STATE OF OHIO". Below the banner is a navigation bar with links for Home, History, Administration, and Logout. The main heading is "Ohio Business Gateway Home". Underneath, it displays "MCF Test Acct" and "Company ID : *****1912".

The main content area features a tabbed interface with three tabs: "Start a Transaction", "In Progress (0)", and "Ready for Checkout (1)". The "Ready for Checkout (1)" tab is active, showing a table of transactions. The table has columns for "Transaction", "Total Due", "ACH", and "Credit Card".

Transaction	Total Due	ACH	Credit Card
Ohio Department of Taxation - Natural Gas Distribution Tax Payment Only, 03/31/2015	\$3,092.00	\$3,092.00	

Below the table, there is a blue arrow pointing to a "Checkout (File and Pay)" button. A small red trash can icon is visible next to the transaction row. A note at the bottom of the table area reads: "Click 'Checkout' to submit any or all transactions that are ready for checkout. You will be able to select the transactions to submit and then preview of submitted transactions (including licenses, coupons, etc., as applicable) once the checkout process is complete. Please h... ready if you are filing any transactions that include an online payment."

Select the radio button by “Yes” to select the transactions for which you would like to make a payment. You must select either “Yes” or “No” for each transaction listed on this screen to proceed. Once all of the selections are made, click “Continue”.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home History Administration Logout

Specify Transactions for Checkout

To include a transaction as part of this checkout:

- Select "Yes" by the transaction.
- If the transaction includes an online payment, you will be asked for bank and/or credit card account information on the following screen.
- You will be able to view/print a copy of the transaction(s) after you have provided final confirmation of the transaction(s) and any payment(s).

If you do not want to include a transaction/report as part of this checkout:

- Select "No" by the transaction.
- Transaction will be kept saved in the "Ready for Checkout" area for future checkout or editing.

Ready for Checkout (Ready to File and Pay)

Ohio Department of Taxation					
Checkout?	Transaction	Defer Date	ACH	CC Amount	Total Paying
<input checked="" type="radio"/> Yes <input type="radio"/> No	Natural Gas Distribution Tax Payment Only 03/31/2015		\$150.00		\$150.00

Cancel Continue

Next, please complete the Payment Account Information by entering the Company Name, Routing Number, Account Number and Account Number twice. When completed, click “Continue”.

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-INS Home History Administration Logout

Payment Account Information

Company Name **MCF Dist Test Acct**
Company ID *******4444**

Please complete the account details based on your selections.

For transactions with a payment, you may enter information for only **ONE** checking account and/or **ONE** credit card account per checkout. If you want to make payments for certain transactions from different checking or credit card accounts, you must submit those transactions on separate checkouts.

ACH Account Information

Account Type:

Company Name:

(omit special characters)

Routing Number:

Account Number:

Confirm Account Number:

Any A. Cashholder
201 N. Walnut St.
Akron, OH 44301

DATE OF CHECK: 10/1

FOR DEPOSIT TO: First USA

My Bank USA
Akron, OH

9876543210 **23456789** **101**

The routing number The checking account number The check number
In some cases, the checking account number and the check number may be reversed.

Back Cancel Continue

If you need assistance with this page, please view our [help](#).

Please review your information on this page. After you have confirmed that all items are correct, click the checkbox and then click "Confirm Transactions".

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-CFM Home History Administration Logout

Final Confirmation of Transactions

Company Name **MCF Dist Test Acct**
Company ID *******4444**

Report	Defer Date	ACH	CC	CC Fee	Total
Ohio Department of Taxation					
Natural Gas Distribution Tax Payment Only	03/31/2015	N/A	\$150.00	N/A	\$150.00

ACH Account Information

Account Type: Business Checking
Company Name: MCF Dist Test
Routing Number:
Account Number: *****6789

To make any changes to transactions or payment instructions, select "CANCEL" to return to the home page.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements. Please insure you have sufficient funds in your account(s).

By confirming the transaction(s), you are authorizing the agency (or agencies) being paid to initiate debit entries or charges to your account(s) as per your instructions above. Once confirmed, OBG can not alter, delete, or stop a payment instruction. Additionally, you are indicating that you are authorized to submit the transaction(s) and that you acknowledge OBG and agency-specific terms of service, including penalties of perjury as applicable. [Click here to view acknowledgements.](#)

If you need assistance with this page, please view our [help](#).

Your payment is now complete.

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-RCT Home History Administration Logout

Transaction Confirmation and Receipt

Company Name **MCF Dist Test Acct**
Company ID *******4444**

The following transactions will be sent to the respective agency that administers the service. Please note the session confirmation number when calling the OBG Help Desk (866-644-6468).

If your transaction(s) includes payment, please note that this confirmation acknowledges that payment instructions have been received, but it does not acknowledge that funds have been transferred from your account. Payment instructions may not be processed for reasons that include insufficient funds and prohibited or blocked payments. You should review your account statement to insure that funds have been transferred (settled). For ACH debit payments, settlement is projected to be two business days after the date of this confirmation (or the selected deferred payment date, if applicable). If the date falls on a weekend or holiday, settlement is projected to be two business days after the next business day. The actual settlement date is dependent upon the processing timeliness of the agency and their bank.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements.

Date/Time	5/18/2015 11:41 AM
Confirmation #	41358418
Receipt #	15069764
ACH Routing	*****
ACH Account #	*****6789

Transaction	Defer Date	Payment Type	Amount	Fee	
Natural Gas Distribution Tax Payment Only	03/31/2015	ACHDebit	\$150.00	N/A	View

[Home](#) [Print This Page](#)

If you need assistance with this page, please view our [help](#).

Electronic Filing History

Your return filing history is retained on the OBG. The Home Page will automatically take you to the “Start a Transaction” tab. From there select “Ohio Taxation – Natural Gas Distribution Tax”.

The screenshot shows the Ohio Business Gateway Home page. At the top, there is a red banner with the Ohio state logo and the text "WELCOME TO THE STATE OF OHIO". Below the banner is a navigation bar with links for "Home", "History", "Administration", and "Logout". The main heading is "Ohio Business Gateway Home". Below this, the user's account information is displayed: "MCF Test Acct" and "Company ID : *****1912".

The main content area is divided into three tabs: "Start a Transaction", "In Progress (0)", and "Ready for Checkout (0)". The "Start a Transaction" tab is active and contains a list of services. The service "Ohio Taxation – Natural Gas Distribution Tax" is highlighted in red. Other services listed include:

- Opportunities for Ohioans with Disabilities - BSVI/BEP
- Ohio Taxation - Sales and Use Tax
- Ohio Taxation - Commercial Activity Tax
- Ohio Taxation - Severance Tax
- Ohio Taxation - Petroleum Activity Tax
- Municipal Taxation - Net Profit Tax
- Municipal Taxation - Withholding Tax
- Ohio Deferred Compensation
- Equal Opportunity Division
- Ohio Development Services Agency
- Ohio Taxation – International Fuel Tax Agreement
- Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser
- Ohio Taxation - New Account Registration and Fuel Permit
- Ohio Taxation - Employer Withholding
- Ohio Taxation - Wireless 911 Charges
- Ohio Taxation - Financial Institutions Tax
- Ohio Job & Family Services - UC Tax
- OhioMeansJobs
- Ohio Bureau of Worker's Comp
- Ohio Dept. of Commerce - Unclaimed Funds
- InvestOhio
- Ohio Taxation – Horse Racing Tax
- Ohio Taxation – Gross Casino Revenue Tax
- Ohio Taxation - Kilowatt Hour Tax
- Ohio Taxation – Ohio Motor Fuel Tax

Next, click on the smaller option displayed in red that reads “Natural Gas Distribution Tax”.

This screenshot is identical to the one above, showing the Ohio Business Gateway Home page. The "Start a Transaction" tab is active, and the list of services is displayed. A blue arrow points to the "Ohio Taxation – Natural Gas Distribution Tax" option, which is highlighted in red. Below this option, a smaller red link labeled "Natural Gas Distribution Tax" is visible.

Click on “eFiling History” located on the left of the screen.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

File a New Return

Amend a Return

Make a Payment

eFiling History

Incomplete Transactions

If you left the site before you filed your return, your saved draft will be listed below. Click Resume to finish it, and Delete if you don't want to keep it. The draft returns are ordered by the most recent at the top.

No Incomplete Transactions

Tips

- Do not use the back button in your browser to navigate.
- To file a new return, make sure your account number and filing period are available.
- An original return must be on file in order to file an amended return.
- Payment may be made with a checking or savings account using ACH debit or through the Treasurer of State using ACH credit.

eFiling History

- View and print online filings through eFiling History.

Session Time Out

- Sessions have a time out limit of 20 minutes. If the session time exceeds this limit, you will need to log back into OBG.

Payment History

- Find historical payments paid online through OBG by clicking on the Home page and then History.

Browser Compatibility

- For optimal browser compatibility, please see "Help".

A list of the most recent 200 transactions will be available for review. Click on the “View” link to the right to view more detail.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home njones1234 Friday, May 15, 2015 Help

Natural Gas Distribution Tax MCF Test Acct

eFiling History

Date Time Filed	Account	Type	Filing Period Start	Filing Period End	Filing Conf #	
05/15/2015 09:43 AM		Amended	01/01/2015	03/31/2015		View
05/15/2015 09:31 AM		Original	01/01/2015	03/31/2015	268529238894	View

Showing 1 to 2 of 2 entries

Previous 1 Next

Back

Tips

- This page lists only the returns filed through OBG. It has a limit of 200 transactions.
- To view payment history, click the "Home" link at the top of this screen.
- Use Ctrl + F to search for a confirmation number.

A new window will pop up with the return summary.

State of Ohio		
Natural Gas Distribution Tax		
Tax Return		
		
<hr/> Company Name: MCF Test Acct <hr/>		
Please print this page for your records		
Account Number:		
Date Filed:	05/15/2015	
Filed By:	-	
Filing Confirmation:	268529238894	
Filing Period:	01/01/2015 to 03/31/2015	
Filing Type:	Original	
<hr/>		
Tax Due (Credit):	\$3,092.00	
Less Payment/Credits:	\$0.00	
Interest:	\$0.00	
Penalty:	\$0.00	
Balance Due:	\$3,092.00	
<hr/>		
Taxable Tier	Number of MCF's	Tax Due
Tier 1	300	\$48.00
Tier 2	5,700	\$500.00
Tier 3	54,610	\$2,244.00
Flex Customers	15,011	\$300.00

Electronic Payment History

To view the history of payments that have been submitted through the OBG, click the “History” link at the top of the Home page.

Ohio.gov WELCOME TO THE STATE OF OHIO

History Administration Logout

Ohio Business Gateway Home

MCF Test Acct
Company ID : *****1912

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none"> <input type="checkbox"/> Opportunities for Ohioans with Disabilities - BSVI/BEP <input type="checkbox"/> Ohio Taxation - Sales and Use Tax <input type="checkbox"/> Ohio Taxation - Commercial Activity Tax <input type="checkbox"/> Ohio Taxation - Severance Tax <input type="checkbox"/> Ohio Taxation - Petroleum Activity Tax <input type="checkbox"/> Municipal Taxation - Net Profit Tax <input type="checkbox"/> Municipal Taxation - Withholding Tax <input type="checkbox"/> Ohio Deferred Compensation <input type="checkbox"/> Equal Opportunity Division <input type="checkbox"/> Ohio Development Services Agency <input type="checkbox"/> Ohio Taxation - International Fuel Tax Agreement <input type="checkbox"/> Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser <input type="checkbox"/> Ohio Taxation - Natural Gas Distribution Tax 		<ul style="list-style-type: none"> <input type="checkbox"/> Ohio Taxation - New Account Registration and Fuel Permit <input type="checkbox"/> Ohio Taxation - Employer Withholding <input type="checkbox"/> Ohio Taxation - Wireless 911 Charges <input type="checkbox"/> Ohio Taxation - Financial Institutions Tax <input type="checkbox"/> Ohio Job & Family Services - UC Tax <input type="checkbox"/> OhioMeansJobs <input type="checkbox"/> Ohio Bureau of Worker's Comp <input type="checkbox"/> Ohio Dept. of Commerce - Unclaimed Funds <input type="checkbox"/> InvestOhio <input type="checkbox"/> Ohio Taxation - Horse Racing Tax <input type="checkbox"/> Ohio Taxation - Gross Casino Revenue Tax <input type="checkbox"/> Ohio Taxation - Kilowatt Hour Tax <input type="checkbox"/> Ohio Taxation - Ohio Motor Fuel Tax

This will display the payments made through the OBG. You have the ability to filter the information displayed by Service Area (tax type), Date Range, and/or OBG Confirmation Number. Click on View Receipt to see the confirmation and receipt.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home History Administration Logout

History

MCF Test Acct
Company ID : *****4444

You can search or filter history by specifying a service area, date range or confirmation number.

Service Area: Filing Date Range: To: OBG Confirmation Number:

Recent transactions may not be immediately available for viewing via History.

Past Activity				
Transaction	Payment	Confirmation #	Filed	
Natural Gas Distribution Tax Payment Only	03/31/2015	ACH Debit: \$3,092.00	41350355	<input type="button" value="View Receipt"/>
Kilowatt Hour Tax - Self-Assessing Purchaser Payment Only	04/30/2015	ACH Debit: \$11,594.00	41347719	5/13/2015 4:41 PM <input type="button" value="View Receipt"/>

Previous **1** Next

You can obtain further details of the confirmation, by clicking "View."

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-RCT Home History Administration Logout

Transaction Confirmation and Receipt

Company Name **MCF Test Acct**
Company ID *******4444**

The following transactions will be sent to the respective agency that administers the service. Please note the session confirmation number when calling the OBG Help Desk (866-644-6468).

If your transaction(s) includes payment, please note that this confirmation acknowledges that payment instructions have been received, but it does not acknowledge that funds have been transferred from your account. Payment instructions may not be processed for reasons that include insufficient funds and prohibited or blocked payments. You should review your account statement to insure that funds have been transferred (settled). For ACH debit payments, settlement is projected to be two business days after the date of this confirmation (or the selected deferred payment date, if applicable). If the date falls on a weekend or holiday, settlement is projected to be two business days after the next business day. The actual settlement date is dependent upon the processing timelines of the agency and their bank.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements.

Date/Time	5/15/2015 9:39 AM
Confirmation #	41350355
Receipt #	15061820
ACH Routing	
ACH Account #	*****6789

Transaction	Defer Date	Payment Type	Amount	Fee	
Natural Gas Distribution Tax Payment Only	, 03/31/2015	N/A		N/A	View

Home Print This Page

If you need assistance with this page, please view our [help](#).

The below screen is displayed.

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-RCT Home History Administration Logout

Transaction Confirmation and Receipt

Company Name **MCF Test Acct**
Company ID *******4444**

Natural Gas Distribution Tax Summary

Account Number :

Session Confirmation ID : 41350355

Date Report Filed : 05/15/2015

Report Filed By : |

Filing Period : 03/31/2015

Account Type : Natural Gas Distribution Tax

Total Amount Due : \$3,092.00

Print Done Save as PDF

If you need assistance with this page, please view our [help](#).

Please contact the Excise and Energy Tax Division at (855) 466-3921 with any additional questions or concerns.