

# Filing Replacement Tire Fee

## Using the Ohio Business Gateway

Beginning January 1, 2017, Replacement Tire Fee returns and Refund requests will be filed using the Ohio Business Gateway (OBG). Attached are instructions on how to use OBG to file your return, make a payment, or file for a refund.

### Contents

- Logging in ..... 2
- File a Return ..... 7
- Amend a Return ..... 15
- Make a Payment Only ..... 20
- Electronic Filing History ..... 26
- Electronic Payment History..... 28
- Refund Claims ..... 30
- Filing a Refund Claim..... 34
- Refund Claim eFiling History ..... 38

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

## Logging in

Navigate to the OBG Login Page at [ohiobusinessgateway.ohio.gov](http://ohiobusinessgateway.ohio.gov).

Ohio.gov WELCOME TO THE STATE OF OHIO

Home

### Ohio Business Gateway

Gateway Modernization Project  
[Stay informed on our efforts to update the Ohio Business Gateway.](#)

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**Existing Users**

Username:

Password:

By logging in, I agree to the [terms of service](#)

[Forgot your username or password?](#) [Having trouble logging in?](#) [Review System Requirements](#)

[For additional topics, please visit our Help and Support Page.](#)

For more information about the services available through the Ohio Business Gateway, please visit our [home page](#).

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.

If your company has never filed using OBG, click the Create an OBG Username. Additional instructions for registering a new account on OBG can be found on our website at [tax.ohio.gov](http://tax.ohio.gov).

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Home

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For more information about the services available through the Ohio Business Gateway, please visit our [home page](#).

From the Home Page, navigate to “Ohio Taxation – Replacement Tire Fee” in the “Start a Transaction” zone. Click the (+) button to see all of the available filing options.

The screenshot shows the Ohio.gov website interface. At the top left is the 'Ohio.gov' logo. To its right is a red banner with the text 'WELCOME TO THE STATE OF OHIO'. Below the banner is a black navigation bar with links for 'Home', 'History', 'Administration', and 'Logout'. Underneath is the heading 'Ohio Business Gateway Home'. The user's session information is displayed: 'ODT Tire Fee Test' and 'Company ID : \*\*\*\*\*5678'. The main content area features 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. A blue arrow points to the 'Ohio Taxation - Replacement Tire Fee' item, which has two sub-links: 'Replacement Tire Fee Return' and 'Replacement Tire Fee Refund Claim'. Other services listed include 'Opportunities for Ohioans with Disabilities - BSVI/BEP', 'Ohio Job & Family Services - UC Tax', 'Municipal Taxation - Net Profit Tax', 'Municipal Taxation - Withholding Tax', 'Ohio Deferred Compensation', 'Ohio Dept. of Commerce - Unclaimed Funds', 'Equal Opportunity Division', 'InvestOhio', 'Ohio Development Services Agency', 'Ohio Taxation - Cigarette Tax', 'Ohio Taxation - Commercial Activity Tax', 'Ohio Taxation - Employer Withholding', 'Ohio Taxation - Financial Institutions Tax', 'Ohio Taxation - Horse Racing Tax', 'Ohio Taxation - International Fuel Tax Agreement', 'Ohio Taxation - Kilowatt Hour Tax', 'Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser', 'Ohio Taxation - Natural Gas Distribution Tax', 'Ohio Taxation - New Account Registration and Fuel Permit', 'Ohio Taxation - Ohio Motor Fuel Tax', and 'Ohio Taxation - Other Tobacco Products Tax'.

From the expanded list you will see two available options: "Replacement Tire Fee Return" and "Replacement Tire Fee Refund Claim." Begin by selecting "Replacement Tire Fee Return."



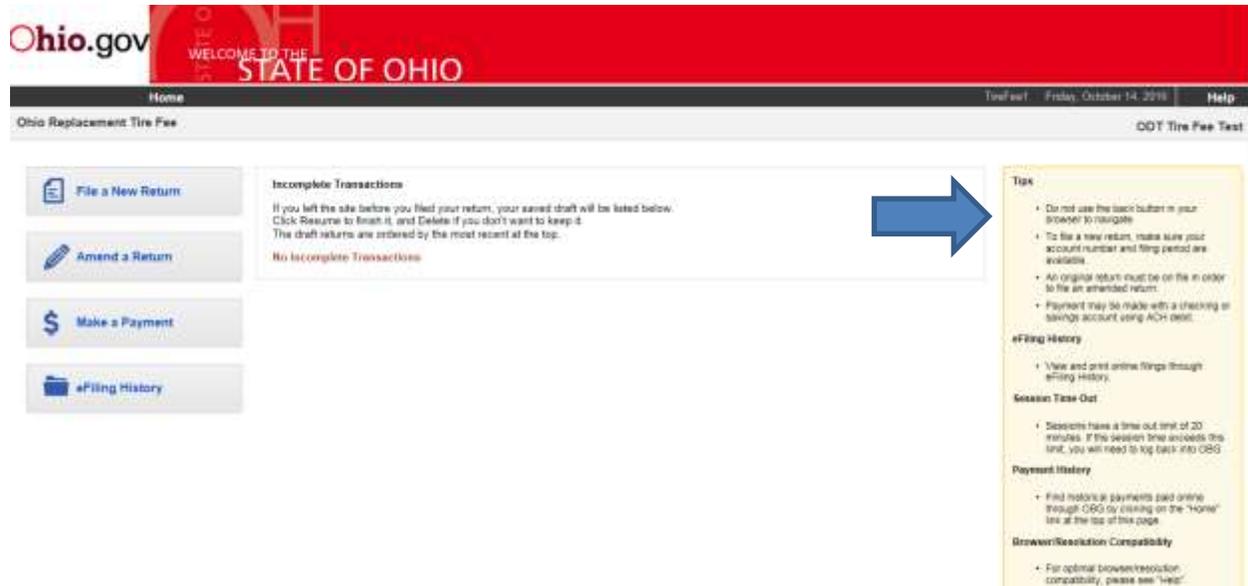
*Ohio Business Gateway Home*

ODT Tire Fee Test  
Company ID : \*\*\*\*\*5678

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none"><li>Opportunities for Ohioans with Disabilities - BSVI/BEP</li><li>Ohio Job &amp; Family Services - UC Tax</li><li>Municipal Taxation - Net Profit Tax</li><li>Municipal Taxation - Withholding Tax</li><li>Ohio Deferred Compensation</li><li>Ohio Dept. of Commerce - Unclaimed Funds</li><li>Equal Opportunity Division</li><li>InvestOhio</li><li>Ohio Development Services Agency</li><li>Ohio Taxation - Cigarette Tax</li><li>Ohio Taxation - Commercial Activity Tax</li><li>Ohio Taxation - Employer Withholding</li><li>Ohio Taxation - Financial Institutions Tax</li></ul>		<ul style="list-style-type: none"><li>Ohio Taxation - Horse Racing Tax</li><li>Ohio Taxation - International Fuel Tax Agreement</li><li>Ohio Taxation - Kilowatt Hour Tax</li><li>Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser</li><li>Ohio Taxation - Natural Gas Distribution Tax</li><li>Ohio Taxation - New Account Registration and Fuel Permit</li><li>Ohio Taxation - Ohio Motor Fuel Tax</li><li>Ohio Taxation - Other Tobacco Products Tax</li><li>Ohio Taxation - Petroleum Activity Tax</li><li>Ohio Taxation - Replacement Tire Fee<ul style="list-style-type: none"><li>➤ <a href="#">Replacement Tire Fee Return</a></li><li>➤ <a href="#">Replacement Tire Fee Refund Claim</a></li></ul></li></ul>

This is the Replacement Tire Fee landing 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



In addition, 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 you in your filing.

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

## **Replacement Tire Fee Return Filing Information**

**By the twentieth day of each month, each person required to pay the fee imposed by section 3734.904 of the Revised Code shall file with the tax commissioner a return as prescribed by the tax commissioner and shall make payment of the full amount of the fee due for the preceding month after deduction of any discount provided for.**

Pursuant to Administrative Rule 5703-39-01 Replacement Tire Fee returns must be filed electronically by using the Ohio Business Gateway or another electronic method authorized by the commissioner, unless the commissioner specifies a different method of filing. For filing, each person required to file a replacement tire fee return shall make a payment of the tax liability electronically by using the Ohio business gateway, another electronic method authorized by the commissioner, or in the manner prescribed by rules adopted by the treasurer of state under section 113.061 of the Revised Code. This payment shall be remitted to the commissioner with the report required by paragraph (A)(1) of this rule.

### **Return Information**

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

- 1.) Account number (8 digits)
- 2.) Filing period
- 3.) Number of Tires Sold

### **Payment Information**

Replacement tire fee payments may be made via ACH debit. In order to use this method on OBG, you will need the following information:

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

### **Additional Services**

Taxpayers may make a payment only to a specific filing period. PLEASE NOTE: You should not perform a Payment Only transaction unless you have already filed the corresponding return.

### **Compatibility**

#### **Browser**

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 9.0.8, 10.0.9 & 11.0.9
- 2) Google Chrome version 48.0.2
- 3) Mozilla Firefox version 44.0.1

#### **Resolution**

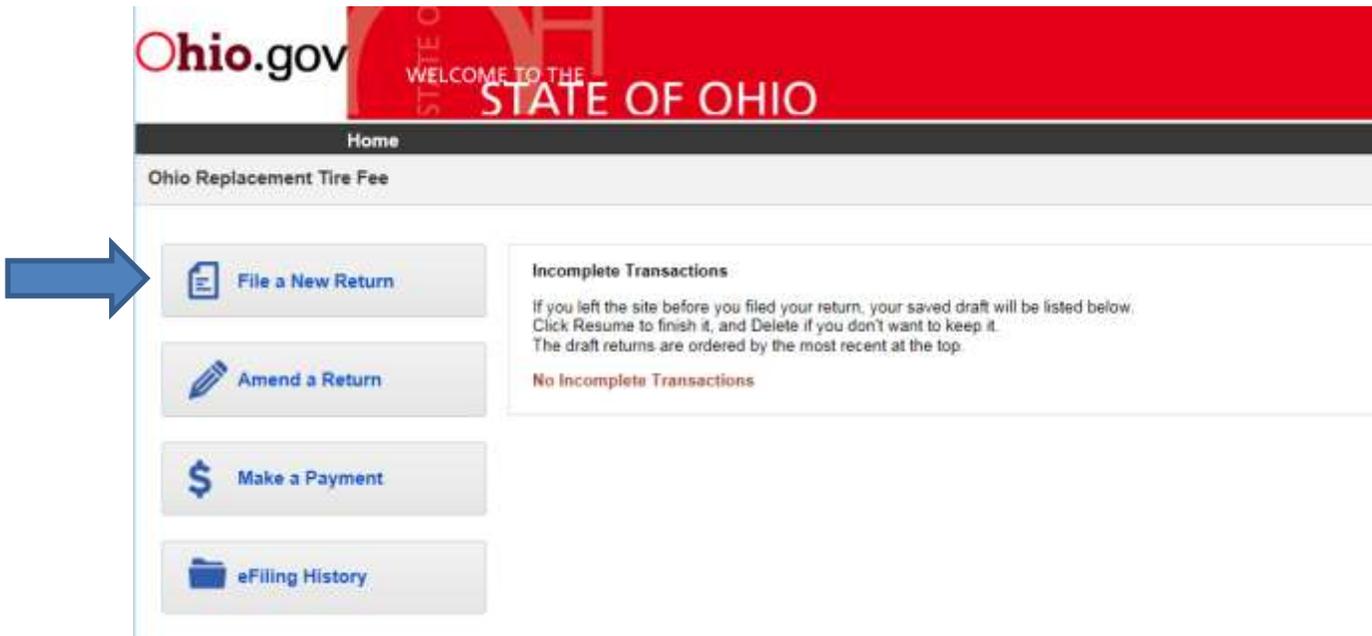
This user interface was developed to a resolution of 1024 x 768 dpi and above. If you are unable to view the full information throughout this site, please check your resolution.

#### **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](http://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.



Enter your Account Number as assigned by the Department, Filing Year, Filing Frequency, and Filing Month or Quarter depending on what you select for the Filing Frequency. The Type of Filing will always default to Original. Once the fields are completed, click “Next”.



Enter the number of Tires Sold into the box shown then click “Review.”

Ohio.gov WELCOME TO THE STATE OF OHIO

Home TiresFee2 Friday, October 14, 2016 Help

Ohio Replacement Tire Fee ODT Tire Fee Test

All fields are required

Account Number: 953

Filing Period: 09/01/2016 - 09/30/2016 Original

Tires Sold: 1000

If applicable, the on-line discount will be calculated and applied to the liability on the next page.

Back Review Save & Exit

**Tips**

- Use the Back button to return to the previous page.
- Use the Review button to proceed to the next 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**

- Number of tires sold

\*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. Please be advised that clicking this button does not file the return.

The Liability will automatically calculate based on the amount of Tires Sold that were entered on the previous screen. If the return is filed by the due date you will see the discount given in the “Less Discount if Applicable” field as well as the “Total Amount Due.”

Ohio.gov WELCOME TO THE STATE OF OHIO

Home TiresFee2 Friday, October 14, 2016 Help

Ohio Replacement Tire Fee ODT Tire Fee Test

All fields are required

Account Number: 953

Filing Period: 09/01/2016 - 09/30/2016 Original

Tires Sold	1,000
Liability	\$1,000.00
Less Discount if Applicable	\$40.00
<b>Total Amount Due</b>	<b>\$960.00</b>

Check to confirm the statement below before submitting the return (required)

I declare under penalty of perjury that this return or claim (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct, and complete return.

Back File Save & Exit

**Tips**

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

If any corrections need to be made, select the “Back” button.

After you have confirmed the return is correct, check the acknowledgement box, then click “File.”

Ohio.gov WELCOME TO THE STATE OF OHIO

Home TaxFee02 Friday, October 14, 2016 Help

Ohio Replacement Tire Fee ODT Tire Fee Test

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

\* All fields are required

Account Number 953  
Filing Period 09/01/2016 - 09/30/2016 Original

Tires Sold	1,000
Liability	\$1,000.00
Less Discount if Applicable	\$40.00
<b>Total Amount Due</b>	<b>\$960.00</b>

\* Check to confirm the statement below before submitting the return (required)

I declare under penalties of perjury that this return or claim (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct, and complete return.

Back File Back & Exit

**Tips**

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

**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.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home TaxFee02 Friday, October 14, 2016 Help

Ohio Replacement Tire Fee ODT Tire Fee Test

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

**Your return has been successfully received: Date and Time of Filing 10/14/2016 10:21 AM**

This confirmation acknowledges that your Ohio Replacement Tire Fee 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 & Energy Tax Division.

<b>Filing Confirmation</b>	<b>556812534655</b>
Account Number	953
Filing Period	09/01/2016 - 09/30/2016 Original
Total Amount Due	\$960.00
Less Payment / Credits	\$0.00
Interest	\$0.00
Penalty	\$0.00
<b>Total Balance Due as of 10/14/2016 *</b>	<b>\$960.00</b>

Payment Amount \$ 960.00 Send to Checkout Print View Exit

\* If paid 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 ODT. You will be redirected to the ODT Home page.
- Use the Exit button to pay later. You will be redirected to the ODT Home Page.
- You can print electronically filed returns from eFiling History.

If the return is filed late, the system will calculate interest and penalty and the amounts will be included in the "Total Balance 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".



Payment Amount	\$ <input type="text" value="960.00"/>	<input type="button" value="Send to Checkout"/>	<input type="button" value="Print View"/>	<input type="button" value="Exit"/>
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\* If paid later than today, the balance may change to include any applicable interest and penalties.

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"

OHIO.gov WELCOME TO THE STATE OF OHIO

PHOT SLID Home History Administration Logout

### Specify Payment Selections for Checkout

Replacement Tire Fee Return 953 09/30/2016

Company Name  
Company ID \*\*\*\*\*2016

Total Due	\$960.00
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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 Credit Card payments for this report.
- The agency does not accept split payments for this report.

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

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.

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

OHIO.gov WELCOME TO THE STATE OF OHIO

PMT-SLN Home History Administration Logout

### Specify Payment Selections for Checkout

Replacement Tire Fee Return 953 09/30/2016

Company Name  
Company ID \*\*\*\*\*2016

Total Due	\$960.00
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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 Credit Card payments for this report.
- The agency does not accept split payments for this report.

Step 1: How would you like to pay? ...  
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.

**Note:** Ensure that you know your payment due date. Payments deferred beyond the due date may incur interest and penalties.

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

Replacement Tire Fee Return 953 09/30/2016

Company Name  
Company ID \*\*\*\*\*2016

Total Due	\$960.00
-----------	----------

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 Credit Card payments for this report.
- The agency does not accept split payments for this report.

Step 1: How would you like to pay? ...  
Step 2: When would you like your payment to be processed? ...  
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.

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

PHOT SLN Home History Administration Logout

### Specify Payment Selections for Checkout

Replacement Tire Fee Return 953 09/30/2016

Company Name  
Company ID \*\*\*\*\*2016

<b>Total Due:</b>	<b>\$960.00</b>
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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 Credit Card payments for this report.
- The agency does not accept split payments for this report.

Step 1: How much would you like to pay? ...  
Step 2: Which method would you like your payment to be processed? ...  
Step 3: What method will you use to pay? ...  
**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: \$ 960.00  
Total to pay: \$960.00

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” zone. 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” zone. 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. This function will take you back through the payment selection screens.

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

Start a Transaction	In Progress (0)	Ready for Checkout (1)
<b>Transaction</b>	<b>Total Due</b>	<b>ACH</b> <b>Credit Card</b>
Please click on Transaction name, ACH, or Credit Card amount to make any changes.		
Ohio Department of Taxation - Replacement Tire Fee Return 953      09/30/2016	\$960.00	<u>\$960.00</u>
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 print copies of submitted transactions (including licenses, coupons, etc., as applicable) once the checkout process is complete. Please have your bank account number ready if you are filing any transactions that include an online payment.		<input type="button" value="Checkout (File and Pay)"/>

To exit (logoff) without submitting any transactions, click "Logout" at the top of the page.

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	C.C. Amount	Total Paying	
<input checked="" type="radio"/> Yes <input type="radio"/> No	Replacement Tire Fee Return 953	09/30/2016		\$960.00		\$960.00

Next, please complete the Payment Account Information by entering the Account Type, either the Company OR Individual Name, Routing Number, Account Number and Confirm Account Number. When completed, click "Continue".

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PHF-2MS Home History Administration Logout

### Payment Account Information

Company Name: [Redacted]  
Company ID: \*\*\*\*\*2016

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: Personal Checking

First Name: [Redacted]

Last Name: [Redacted]

Routing Number: 044000027

Bank Name: JP Morgan Chase Bank NA

Account Number: [Redacted]

Confirm Account Number: 123456789

Back Cancel **Continue** ←

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 acknowledgement checkbox and then click "Confirm Transactions".

**Ohio.gov** WELCOME TO THE STATE OF OHIO

PHF-07M Home History Administration Logout

### Final Confirmation of Transactions

Company Name: [Redacted]  
Company ID: \*\*\*\*\*2016

Report	Defer Date	ACH	CC	CC Fee	Total
Ohio Department of Taxation					
Replacement Tire Fee Return 95.....	09/30/2016	N/A	\$960.00	N/A	\$960.00

**ACH Account Information**

Account Type: Personal Checking

First Name: [Redacted]

Last Name: [Redacted]

Routing Number: [Redacted]

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 as 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 acknowledgments.](#)

Back Cancel **Confirm Transactions** ↑

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

Your payment is now complete. You may print this page for your records, or you can always find this information in the History section of OBG.

## Amend a Return

From the Home Page, navigate to “Ohio Taxation – Replacement Tire Fee” in the “Start a Transaction” zone. Click the (+) button to see all of the available filing options. Next, select “Replacement Tire Fee Return.”

The screenshot shows the Ohio Business Gateway Home page. At the top left is the Ohio.gov logo. To its right is a red banner with the text "WELCOME TO THE STATE OF OHIO". Below the banner is a black navigation bar with links for "Home", "History", "Administration", and "Logout". Underneath is the heading "Ohio Business Gateway Home".

The main content area displays the user's session information: "ODT Tire Fee Test" and "Company ID : \*\*\*\*\*5678". Below this is a menu with 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, each with a plus icon to its left. A blue arrow points to the "Ohio Taxation - Replacement Tire Fee" item. Below this item are two sub-links: "Replacement Tire Fee Return" and "Replacement Tire Fee Refund Claim".

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none"><li>Opportunities for Ohioans with Disabilities - BSVI/BEP</li><li>Ohio Job &amp; Family Services - UC Tax</li><li>Municipal Taxation - Net Profit Tax</li><li>Municipal Taxation - Withholding Tax</li><li>Ohio Deferred Compensation</li><li>Ohio Dept. of Commerce - Unclaimed Funds</li><li>Equal Opportunity Division</li><li>InvestOhio</li><li>Ohio Development Services Agency</li><li>Ohio Taxation - Cigarette Tax</li><li>Ohio Taxation - Commercial Activity Tax</li><li>Ohio Taxation - Employer Withholding</li><li>Ohio Taxation - Financial Institutions Tax</li></ul>		<ul style="list-style-type: none"><li>Ohio Taxation - Horse Racing Tax</li><li>Ohio Taxation - International Fuel Tax Agreement</li><li>Ohio Taxation - Kilowatt Hour Tax</li><li>Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser</li><li>Ohio Taxation - Natural Gas Distribution Tax</li><li>Ohio Taxation - New Account Registration and Fuel Permit</li><li>Ohio Taxation - Ohio Motor Fuel Tax</li><li>Ohio Taxation - Other Tobacco Products Tax</li><li>Ohio Taxation - Petroleum Activity Tax</li><li>Ohio Taxation - Replacement Tire Fee<ul style="list-style-type: none"><li>Replacement Tire Fee Return</li><li>Replacement Tire Fee Refund Claim</li></ul></li></ul>

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

The screenshot shows the Ohio.gov website interface. 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, there is a navigation bar with "Home", "Taxes", "Friday, October 14, 2016", and "Help". The main content area is titled "Ohio Replacement Tire Fee" and "ODT Tire Fee Test". On the left side, there is a vertical menu with four buttons: "File a New Return", "Amend a Return", "Make a Payment", and "eFiling History". A blue arrow points to the "Amend a Return" button. In the center, there is a section titled "Incomplete Transactions" with a sub-section "No Incomplete Transactions". On the right side, there is a "Tips" section with several bullet points and sub-sections like "eFiling History", "Session Time-Out", "Payment History", and "Browser/Resolution Compatibility".

Enter your Account Number as assigned by the Department, Filing Year, Filing Frequency, and Filing Month or Quarter depending on what you select for the Filing Frequency. The Type of Filing will always default to Amended when you choose “Amend a Return” from the side menu. Once the fields are completed, click “Next”.

The screenshot shows the Ohio.gov website interface with the "Amend a Return" form. The form is titled "Ohio Replacement Tire Fee" and "ODT Tire Fee Test". On the left side, there is a vertical menu with four steps: "Select Filing Period", "Enter Information", "Review and File", and "Confirmation". The "Enter Information" step is active. The form fields are: "Account Number" (text input), "Filing Year" (text input with "2016" and "YYYY" placeholder), "Filing Frequency" (radio buttons for "Quarterly", "Monthly", and "Original", with "Monthly" selected), "Filing Month" (dropdown menu with "September" selected), and "Type of Filing" (radio buttons for "Original" and "Amended", with "Amended" selected). There are "Cancel" and "Next" buttons at the bottom of the form. On the right side, there is a "Tips" section with several bullet points and a "What You Will Need" section with a list of requirements: "8 Digit Account Number", "Filing Frequency", "Filing Period", and "Type of Filing".

Enter the amended figure in the “Tires Sold” box then select “Review.”

The screenshot shows the 'Ohio Replacement Tire Fee' filing interface. The top navigation bar includes 'Ohio.gov', 'WELCOME TO THE STATE OF OHIO', 'Home', 'TireFee2', 'Friday, October 14, 2016', and 'Help'. The main content area is titled 'Ohio Replacement Tire Fee' and 'DOT Tire Fee Test'. A sidebar on the left shows four steps: 1. Select Filing Period, 2. Enter Information, 3. Review and File, and 4. Confirmation. The 'Enter Information' step is active. The form displays 'Account Number' as '953', 'Filing Period' as '09/01/2016 - 09/30/2016' (marked as Amended), and 'Tires Sold' as '300'. A note states: 'If applicable, the on-time discount will be calculated and applied to the liability on the next page.' At the bottom, there are three buttons: 'Back', 'Review' (highlighted with a blue arrow), and 'Save & Exit'. A yellow 'Tip' box on the right provides instructions on using the 'Back', 'Review', and 'Save and Exit' buttons, and lists 'Number of tires sold' as 'What You Will Need'.

\*Reminder - 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. Please be advised that clicking this button does not file the return.

The Liability will automatically calculate based on the amount of Tires Sold that were entered on the previous screen. If the original return was filed by the due date you will see the discount given in the “Less Discount if Applicable” field as well as the “Total Amount Due.”

The screenshot shows the 'Ohio Replacement Tire Fee' filing interface at the 'Review and File' step. The top navigation bar is the same as in the previous screenshot. The sidebar on the left shows four steps: 1. Select Filing Period, 2. Enter Information, 3. Review and File, and 4. Confirmation. The 'Review and File' step is active. The form displays 'Account Number' as '953', 'Filing Period' as '09/01/2016 - 09/30/2016' (marked as Amended), 'Tires Sold' as '300', 'Liability' as '\$600.00', and 'Less Discount if Applicable' as '\$20.00'. The 'Total Amount Due' is highlighted in a grey box and is '\$480.00'. A blue arrow points to the 'Total Amount Due' field. Below the table, there is a section titled 'Check to confirm the statement below before submitting the return (required)'. It contains a checkbox and the text: 'I declare under penalties of perjury that this return or claim (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct, and complete return.' At the bottom, there are three buttons: 'Back', 'File', and 'Save & Exit'. A yellow 'Tip' box on the right provides instructions on using the 'Back', 'File Return', and 'Save and Exit' buttons, and lists 'Number of tires sold' as 'What You Will Need'.

Once you confirm that the return is accurate, check the acknowledgement box then select “File.”

**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 you previously submitted a payment with the original return it will show on the “Less Payment/Credits” line and be reflected in the “Total Balance Due” section.

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

If you still owe a balance and 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 still owe a balance and 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”

Payment Amount	\$	<input type="text" value="480.00"/>	<input type="button" value="Send to Checkout"/>	<input type="button" value="Print View"/>	<input type="button" value="Exit"/>
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## 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” zone on the Home page.

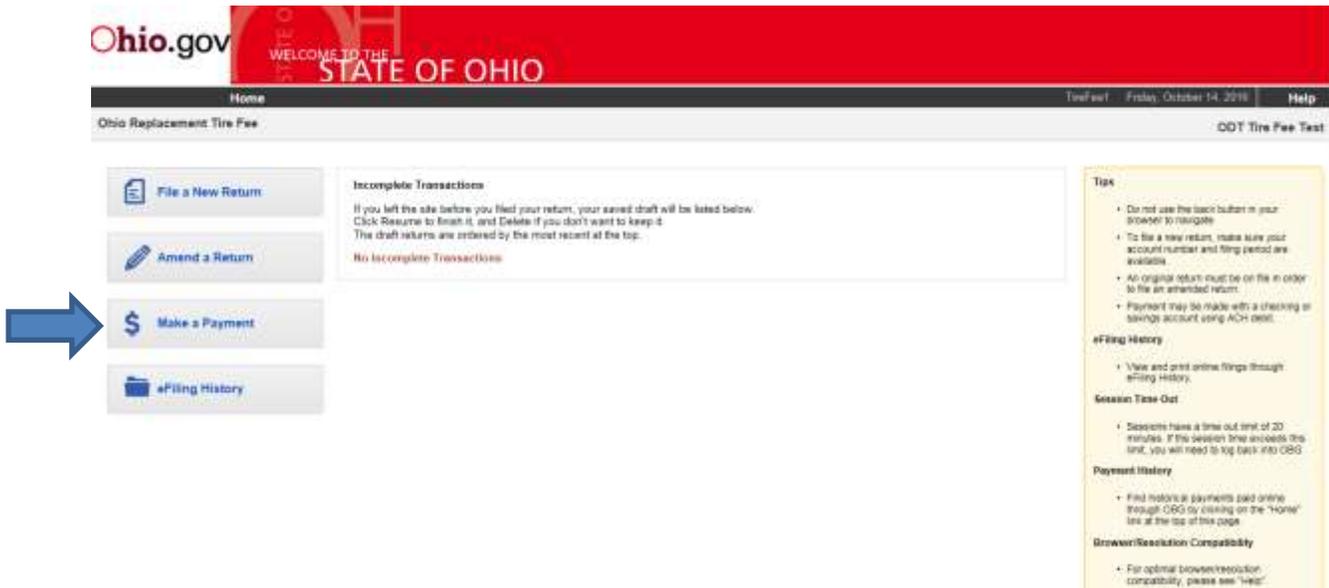
From the Home Page, navigate to “Ohio Taxation – Replacement Tire Fee” in the “Start a Transaction” zone. Click the (+) button to see all of the available filing options. Next, select “Replacement Tire Fee Return.”

The screenshot shows the Ohio Business Gateway Home page. At the top left is the Ohio.gov logo. Below it is a red banner with the text "WELCOME TO THE STATE OF OHIO". Underneath the banner is a black navigation bar with links for Home, History, Administration, and Logout. The main heading is "Ohio Business Gateway Home". Below this, it says "ODT Tire Fee Test" and "Company ID : \*\*\*\*\*5678".

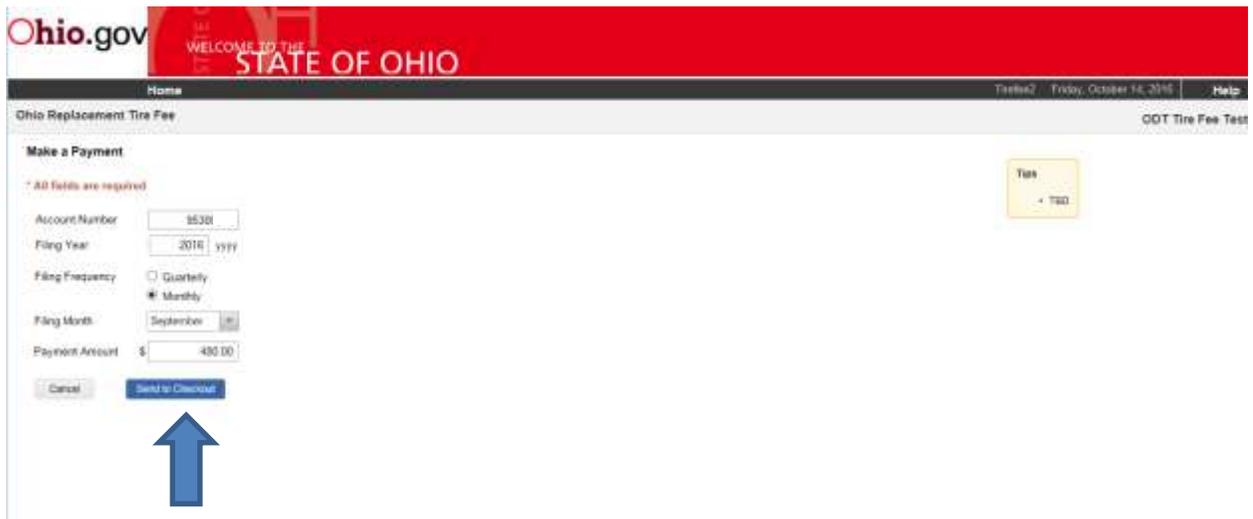
The main content area is divided into three tabs: "Start a Transaction", "In Progress (0)", and "Ready for Checkout (0)". The "Start a Transaction" tab is active and contains a list of filing options. A blue arrow points to the "Replacement Tire Fee Return" option.

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none"><li>Opportunities for Ohioans with Disabilities - BSVI/BEP</li><li>Ohio Job &amp; Family Services - UC Tax</li><li>Municipal Taxation - Net Profit Tax</li><li>Municipal Taxation - Withholding Tax</li><li>Ohio Deferred Compensation</li><li>Ohio Dept. of Commerce - Unclaimed Funds</li><li>Equal Opportunity Division</li><li>InvestOhio</li><li>Ohio Development Services Agency</li><li>Ohio Taxation - Cigarette Tax</li><li>Ohio Taxation - Commercial Activity Tax</li><li>Ohio Taxation - Employer Withholding</li><li>Ohio Taxation - Financial Institutions Tax</li></ul>		<ul style="list-style-type: none"><li>Ohio Taxation - Horse Racing Tax</li><li>Ohio Taxation - International Fuel Tax Agreement</li><li>Ohio Taxation - Kilowatt Hour Tax</li><li>Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser</li><li>Ohio Taxation - Natural Gas Distribution Tax</li><li>Ohio Taxation - New Account Registration and Fuel Permit</li><li>Ohio Taxation - Ohio Motor Fuel Tax</li><li>Ohio Taxation - Other Tobacco Products Tax</li><li>Ohio Taxation - Petroleum Activity Tax</li><li>Ohio Taxation - Replacement Tire Fee<ul style="list-style-type: none"><li>Replacement Tire Fee Return</li><li>Replacement Tire Fee Refund Claim</li></ul></li></ul>

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



Enter your Account Number as assigned by the Department, Filing Year, Filing Frequency, Filing Month or Quarter, and Payment Amount. Once the fields are completed, click "Send to Checkout".



Once you select "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”

OHIO.gov WELCOME TO THE STATE OF OHIO

PMT-5LN Home History Administration Logout

### Specify Payment Selections for Checkout

Replacement Tire Fee Return 953 09/30/2016

Company Name  
Company ID \*\*\*\*\*2016

Total Due	\$960.00
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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 Credit Card payments for this report.
- The agency does not accept split payments for this report.

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

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.

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

OHIO.gov WELCOME TO THE STATE OF OHIO

PMT-5LN Home History Administration Logout

### Specify Payment Selections for Checkout

Replacement Tire Fee Return 953 09/30/2016

Company Name  
Company ID \*\*\*\*\*2016

Total Due	\$960.00
-----------	----------

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 Credit Card payments for this report.
- The agency does not accept split payments for this report.

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

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.

**Note:** Ensure that you know your payment due date. Payments deferred beyond the due date may incur interest and penalties.

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

Replacement Tire Fee Return 953 09/30/2016

Company Name  
Company ID \*\*\*\*\*2016

**Total Due** \$960.00

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 Credit Card payments for this report.
- The agency does not accept split payments for this report.

Step 1: How would you like to pay?  
Step 2: When would you like your payment to be processed?  
**Step 3: What method will you use to pay?**  
Step 4: How much would you like 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.

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 the Payment Amount you entered on the previous screen. 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

Replacement Tire Fee Return 953 09/30/2016

Company Name  
Company ID \*\*\*\*\*2016

**Total Due** \$960.00

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 Credit Card payments for this report.
- The agency does not accept split payments for this report.

Step 1: How would you like to pay?  
Step 2: When would you like your payment to be processed?  
Step 3: What method will you use to pay?  
**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: \$ 960.00  
Total to pay: \$960.00

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” zone. 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” zone.

You also have the ability to “Edit” the Payment amount. This function will take you back through the payment selection screens.

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

Start a Transaction	In Progress (0)	Ready for Checkout (1)
<b>Transaction</b>		<b>Total Due</b> <b>ACH</b> <b>Credit Card</b>
Please click on Transaction name, ACH, or Credit Card amount to make any changes.		
Ohio Department of Taxation - Replacement Tire Fee Return 953      09/30/2016		\$960.00 <u>\$960.00</u>
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 print copies of submitted transactions (including licenses, coupons, etc., as applicable) once the checkout process is complete. Please have your bank account number ready if you are filing any transactions that include an online payment.		<b>Checkout (File and Pay)</b>

To exit (logoff) without submitting any transactions, click "Logout" at the top of the page.

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 the 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	Replacement Tire Fee Return	09/30/2016	\$960.00		\$960.00	

Next, complete the Payment Account Information by entering the Account Type, either the Company OR Individual Name, Routing Number, Account Number and Confirm Account Number. When completed, click "Continue".

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-DBS Home History Administration Logout

### Payment Account Information

Company Name \_\_\_\_\_  
Company ID \*\*\*\*\*2016

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 check-out. 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: Personal Checking

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Routing Number: 044000037

Bank Name: JP Morgan Chase Bank, NA

Account Number: \_\_\_\_\_

Confirm Account Number: 123456789

Back Cancel **Continue**

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 acknowledgement checkbox and then click "Confirm Transactions".

Ohio.gov WELCOME TO THE STATE OF OHIO

PMT-OTM Home History Administration Logout

### Final Confirmation of Transactions

Company Name \_\_\_\_\_  
Company ID \*\*\*\*\*2016

Report	Defer Date	ACH	CC	CC Fee	Total
Ohio Department of Taxation					
Replacement Tire Fee Return	09/30/2016	N/A	\$960.00	N/A	\$960.00

**ACH Account Information**

Account Type: Personal Checking

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Routing Number: 044000037

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 as 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 acknowledgments.](#)

Back Cancel **Confirm Transactions**

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

Your payment is now complete. You may print this page for your records, or you can always find this information in the History section of OBG.

## Electronic Filing History

Your filing history is retained on the OBG. From the Home Page, navigate to “Ohio Taxation – Replacement Tire Fee” in the “Start a Transaction” zone. Click the (+) button to see all of the available filing options. Next, select “Replacement Tire Fee Return.”

The screenshot shows the Ohio.gov website interface. At the top, there is a red banner with 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 content area is titled "Ohio Business Gateway Home" and displays "ODT Tire Fee Test" with a "Company ID : \*\*\*\*\*5678". A tabbed interface is visible with 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. A blue arrow points to the "Replacement Tire Fee Return" link in the list.

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none"><li>Opportunities for Ohioans with Disabilities - BSVI/BEP</li><li>Ohio Job &amp; Family Services - UC Tax</li><li>Municipal Taxation - Net Profit Tax</li><li>Municipal Taxation - Withholding Tax</li><li>Ohio Deferred Compensation</li><li>Ohio Dept. of Commerce - Unclaimed Funds</li><li>Equal Opportunity Division</li><li>InvestOhio</li><li>Ohio Development Services Agency</li><li>Ohio Taxation - Cigarette Tax</li><li>Ohio Taxation - Commercial Activity Tax</li><li>Ohio Taxation - Employer Withholding</li><li>Ohio Taxation - Financial Institutions Tax</li></ul>		<ul style="list-style-type: none"><li>Ohio Taxation - Horse Racing Tax</li><li>Ohio Taxation - International Fuel Tax Agreement</li><li>Ohio Taxation - Kilowatt Hour Tax</li><li>Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser</li><li>Ohio Taxation - Natural Gas Distribution Tax</li><li>Ohio Taxation - New Account Registration and Fuel Permit</li><li>Ohio Taxation - Ohio Motor Fuel Tax</li><li>Ohio Taxation - Other Tobacco Products Tax</li><li>Ohio Taxation - Petroleum Activity Tax</li><li>Ohio Taxation - Replacement Tire Fee<ul style="list-style-type: none"><li>Replacement Tire Fee Return</li><li>Replacement Tire Fee Refund Claim</li></ul></li></ul>

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

The screenshot shows the Ohio.gov website interface. At the top, there is a red banner with 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 content area is titled "Ohio Replacement Tire Fee" and displays "ODT Tire Fee Test" with a "Company ID : \*\*\*\*\*5678". A sidebar on the left contains four buttons: "File a New Return", "Amend a Return", "Make a Payment", and "eFiling History". A blue arrow points to the "eFiling History" button. The main content area also displays "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." and "No Incomplete Transactions".

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.

**eFiling History**

Date Time Filed	Account	Type	Form	Filing Period Start	Filing Period End	Filing Conf #	
10/14/2016 12:00 PM		Amended	Monthly	09/01/2016	09/30/2016	556	<a href="#">View</a>
10/14/2016 11:27 AM		Original	Monthly	08/01/2016	08/31/2016	556	<a href="#">View</a>
10/14/2016 10:21 AM		Original	Monthly	09/01/2016	09/30/2016	556	<a href="#">View</a>

Showing 1 to 3 of 3 entries

Previous **3** Next

[Return to Main Menu](#)

**Tip**

- This page lists only the returns filed through OIG. 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 Replacement Tire Fee Amended Return

Company Name: ODT Tire Fee Test

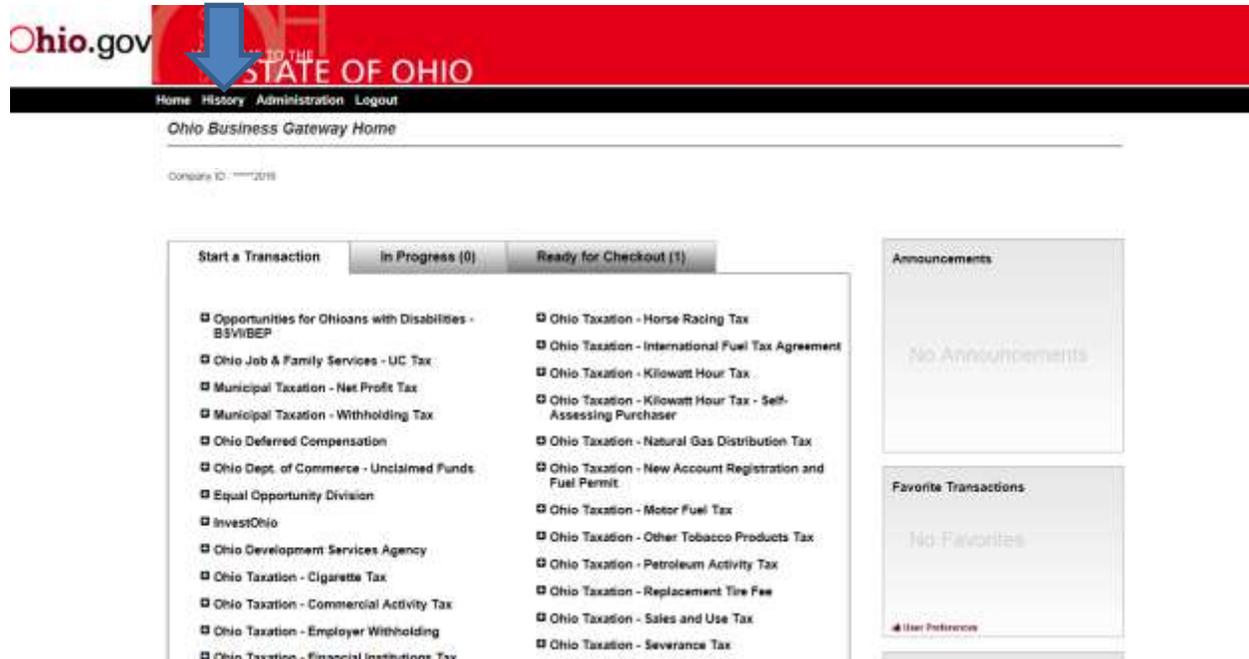
*Please print this page for your records.*

Account Number: -----  
 Date Filed: 10/14/2016  
 Filed By: Tirefee2  
 Confirmation Number: 5568  
 Filing Period: 09/01/2016 to 09/30/2016  
 Type of Filing: Amended  
 Total Amount Due: \$480.00  
 Less Payment/Credits: \$0.00  
 Interest: \$0.00  
 Penalty: \$0.00  
 Total Balance Due: \$480.00

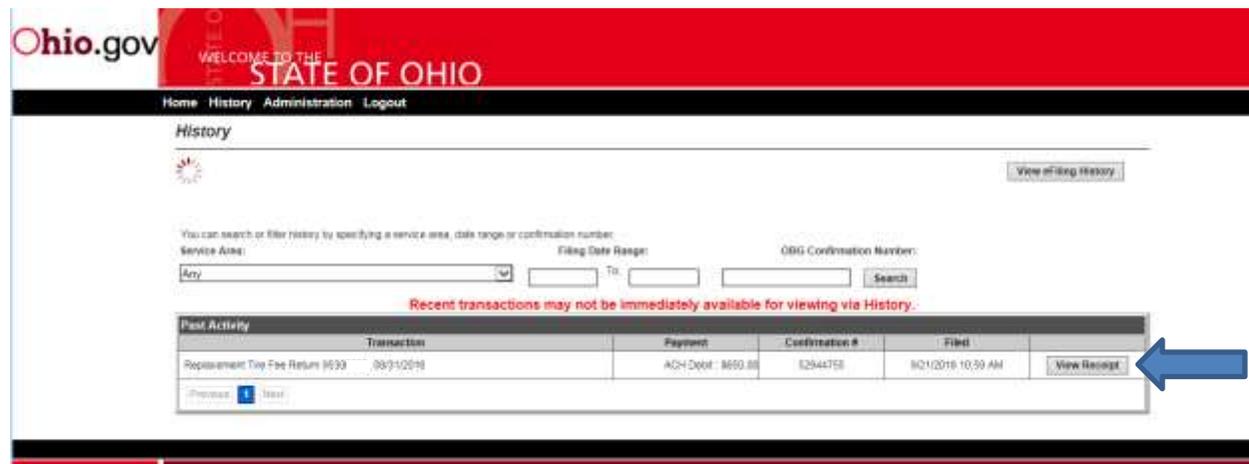
Tax Return Detail	
Line Name	Amount
Tires Sold	500
Liability	\$500.00
Discount	\$20.00
<b>Total Amount Due</b>	<b>\$480.00</b>

## 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.



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.



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

**Ohio.gov** WELCOME TO THE STATE OF OHIO

Home History Administration Logout

### Ohio Business Gateway Transaction Confirmation and Receipt

Company Name  
Company ID \*\*\*\*\*2016

The following transactions will be sent to the respective agency that administers the service. Please note the session confirmation number when calling the Ohio Business Gateway 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	9/21/2016 10:59 AM
Confirmation #	52944755
Receipt #	19515594
ACH Routing	044000037
ACH Account #	*****6789

Transaction	Defer Date	Payment Type	Amount	Fee	
Replacement Tire Fee Return, 08/31/2016	N/A	ACHDebit	\$650.00	N/A	<a href="#">View</a>

The below page will display with additional information that can be saved as a PDF or printed out for your records.

**Ohio.gov** WELCOME TO THE STATE OF OHIO

Home History Administration Logout

### Transaction Confirmation and Receipt

Company Name  
Company ID \*\*\*\*\*2016

#### Replacement Tire Fee Tax Summary

Account Number :  
Session Confirmation ID : 52944755  
Date Report Filed : 09/21/2016  
Report Filed By :  
Filing Period : 08/31/2016  
Account Type : Ohio Replacement Tire Fee  
Total Amount Due : \$650.00

[Print](#) [Done](#) [Save as PDF](#)

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

## Refund Claims

Refund claims for both a regular account and a refund direct account can now be requested through OBG. The below instructions will walk you through the process.

From the Home Page, navigate to “Ohio Taxation – Replacement Tire Fee” in the “Start a Transaction” zone. Click the (+) button to see all of the available filing options.

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 this is a black navigation bar with links for Home, History, Administration, and Logout. The main heading is "Ohio Business Gateway Home". Below that, it displays "ODT Tire Fee Test" and "Company ID : \*\*\*\*\*5678".

The main content area features 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. A blue arrow points to the "Ohio Taxation - Replacement Tire Fee" item, which has two sub-options: "Replacement Tire Fee Return" and "Replacement Tire Fee Refund Claim".

Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none"><li>Opportunities for Ohioans with Disabilities - BSVI/BEP</li><li>Ohio Job &amp; Family Services - UC Tax</li><li>Municipal Taxation - Net Profit Tax</li><li>Municipal Taxation - Withholding Tax</li><li>Ohio Deferred Compensation</li><li>Ohio Dept. of Commerce - Unclaimed Funds</li><li>Equal Opportunity Division</li><li>InvestOhio</li><li>Ohio Development Services Agency</li><li>Ohio Taxation - Cigarette Tax</li><li>Ohio Taxation - Commercial Activity Tax</li><li>Ohio Taxation - Employer Withholding</li><li>Ohio Taxation - Financial Institutions Tax</li></ul>		<ul style="list-style-type: none"><li>Ohio Taxation - Horse Racing Tax</li><li>Ohio Taxation - International Fuel Tax Agreement</li><li>Ohio Taxation - Kilowatt Hour Tax</li><li>Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser</li><li>Ohio Taxation - Natural Gas Distribution Tax</li><li>Ohio Taxation - New Account Registration and Fuel Permit</li><li>Ohio Taxation - Ohio Motor Fuel Tax</li><li>Ohio Taxation - Other Tobacco Products Tax</li><li>Ohio Taxation - Petroleum Activity Tax</li><li>Ohio Taxation - Replacement Tire Fee<ul style="list-style-type: none"><li>Replacement Tire Fee Return</li><li>Replacement Tire Fee Refund Claim</li></ul></li></ul>

From the expanded list you will see two available options: "Replacement Tire Fee Return" and "Replacement Tire Fee Refund Claim." Begin by selecting "Replacement Tire Fee Refund Claim."

**Ohio Business Gateway Home**

ODT Tire Fee Test  
Company ID : \*\*\*\*\*5678

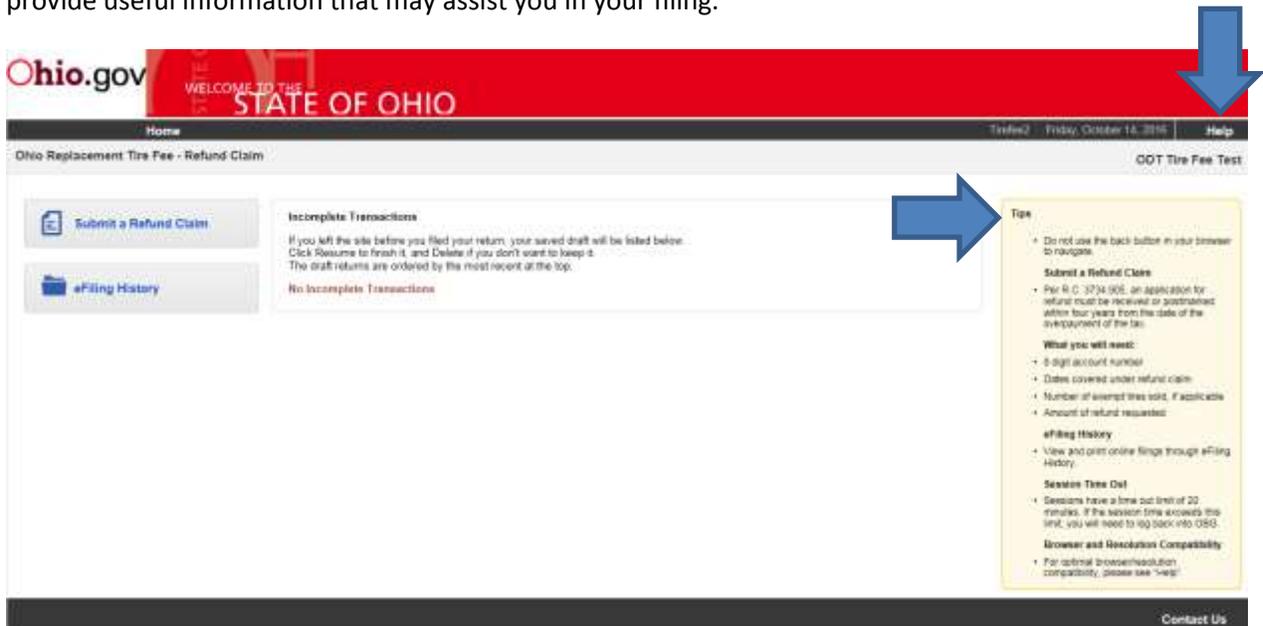
Start a Transaction	In Progress (0)	Ready for Checkout (0)
<ul style="list-style-type: none"><li>❑ Opportunities for Ohioans with Disabilities - BSVI/BEP</li><li>❑ Ohio Job &amp; Family Services - UC Tax</li><li>❑ Municipal Taxation - Net Profit Tax</li><li>❑ Municipal Taxation - Withholding Tax</li><li>❑ Ohio Deferred Compensation</li><li>❑ Ohio Dept. of Commerce - Unclaimed Funds</li><li>❑ Equal Opportunity Division</li><li>❑ InvestOhio</li><li>❑ Ohio Development Services Agency</li><li>❑ Ohio Taxation - Cigarette Tax</li><li>❑ Ohio Taxation - Commercial Activity Tax</li><li>❑ Ohio Taxation - Employer Withholding</li><li>❑ Ohio Taxation - Financial Institutions Tax</li></ul>		<ul style="list-style-type: none"><li>❑ Ohio Taxation - Horse Racing Tax</li><li>❑ Ohio Taxation - International Fuel Tax Agreement</li><li>❑ Ohio Taxation - Kilowatt Hour Tax</li><li>❑ Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser</li><li>❑ Ohio Taxation - Natural Gas Distribution Tax</li><li>❑ Ohio Taxation - New Account Registration and Fuel Permit</li><li>❑ Ohio Taxation - Ohio Motor Fuel Tax</li><li>❑ Ohio Taxation - Other Tobacco Products Tax</li><li>❑ Ohio Taxation - Petroleum Activity Tax</li><li>❑ Ohio Taxation - Replacement Tire Fee<ul style="list-style-type: none"><li>➤ <a href="#">Replacement Tire Fee Return</a></li><li>➤ <a href="#">Replacement Tire Fee Refund Claim</a></li></ul></li></ul>



This is the Replacement Tire Fee – Refund Claim landing page where you will begin all of your Refund Claim filings (this includes the option for Refund Direct Accounts.) On the left side, you will see there are several filing options available:

- Submit a Refund Claim
- eFiling History

In addition, 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 you in your filing.



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

## **Replacement Tire Fee Refund Help**

This application must be filed within four years from the date of the erroneous or illegal payment of the fee.

To the extent that a refund is granted on this application, either in whole or in part, the Department of Taxation will calculate and include the appropriate amount of interest in the refund payment made to the applicant. The applicant should **not** include such interest in the "total amount of refund claimed."

### **Compatibility**

#### **Browser**

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 9.0.8, 10.0.9 & 11.0.9
- 2) Google Chrome version 48.0.2
- 3) Mozilla Firefox version 44.0.1

#### **Resolution**

This user interface was developed to a resolution of 1024 x 768 dpi and above. If you are unable to view the full information throughout this site, please check your resolution.

#### **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](http://tax.ohio.gov), contains information on all taxes administered by the Department or you may call 1-855-466-3921.

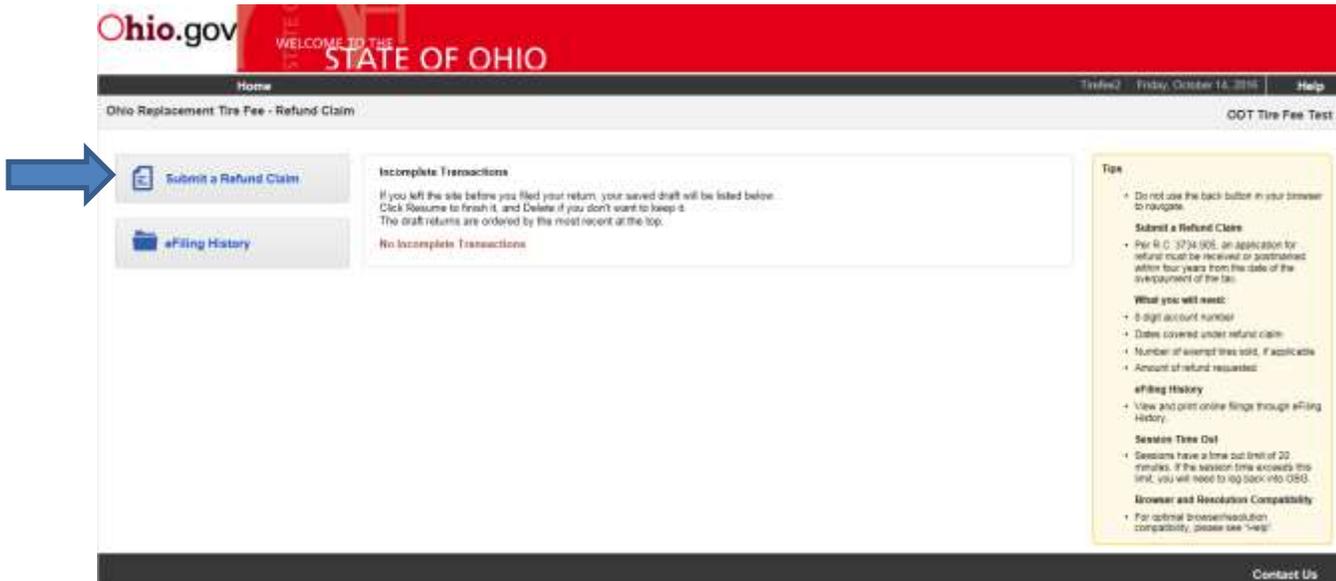
## Filing a Refund Claim

There are two types of Refund Claims – Regular Refund Claims and Refund Direct Account Claims.

The Regular Refund Claim is used when a Registered Tire Fee Distributor sends an erroneous payment to the Department due to fees being paid on an illegal or erroneous assessment, tires sold out of state, or when tires have been sold to entities that are Registered Distributors with the Department and have already paid the tax. This claim type should be used when you are requesting a refund based upon a return that has been filed.

Refund Direct Account holders are NOT Registered Tire Fee Distributors and have accounts assigned to them starting with 955. These taxpayers do not file monthly reports with us, but send in Refund Claims as needed when they have been charged the Tire Fee erroneously.

To begin, select the “Submit a Refund Claim” button on the left side of the page.



The screenshot displays the Ohio.gov website interface for the 'Ohio Replacement Tire Fee - Refund Claim' page. The page header includes the Ohio.gov logo, a 'WELCOME TO THE STATE OF OHIO' banner, and navigation links for 'Home', 'Taxfile2', 'Friday, October 16, 2015', and 'Help'. The main content area is titled 'Ohio Replacement Tire Fee - Refund Claim' and 'DOT Tire Fee Test'. On the left side, there are two buttons: 'Submit a Refund Claim' (highlighted with a blue arrow) and 'eFiling History'. The central area contains a section for 'Incomplete Transactions' with instructions on how to handle draft returns. On the right side, there is a 'Tips' section with various instructions and links.

**Ohio.gov** WELCOME TO THE STATE OF OHIO

Home Taxfile2 Friday, October 16, 2015 Help

Ohio Replacement Tire Fee - Refund Claim DOT Tire Fee Test

**Submit a Refund Claim**

**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.

**Submit a Refund Claim**

- Per R.C. 3034.905, an application for refund must be received or postmarked within four years from the date of the overpayment of the tax.

**What you will need:**

- 8 digit account number
- Dates covered under refund claim
- Number of exempt tires sold, if applicable
- Amount of refund requested

**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 ODS.

**Browser and Resolution Compatibility**

- For optimal browser/resolution compatibility, please see "help".

Contact Us

The first question asks you if this is a Refund Direct Account. Select Yes or No. If you select no you will need to enter the account number assigned by the Department, the claim year, the filing frequency, and finally, the period for which the refund is being requested.

If you select Yes you will be asked to enter a Claim period start date and a Claim Period end date. These periods CAN span across multiple periods, however the claim cannot overlap a pre-existing refund claim period.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home Tuesday, Friday, October 14, 2016 Help

Ohio Replacement Tire Fee - Refund Claim ODT Tire Fee Test

1 Select Claim Period

2 Enter Information

3 Review and Submit

4 Confirmation

\* All fields are required

\* Is this a Replacement Tire Fee Refund Direct Account?

Yes

No

\* Account Number

\* Claim Year  yyyy

\* Filing Frequency  Quarterly  Monthly

\* Filing Month

Cancel Next

Tip

What is a refund direct account?

- A refund direct account holder is not a registered tire fee distributor.
- A refund direct account number begins with 855.

Account Number

- Account numbers are 6 digits in length.

Claim Dates

- For a refund direct account, the claim cannot overlap a pre-existing refund claim period.
- For a registered tire fee distributor account, the claim can only be filed for a previously filed return period.

Navigation:

- Do not use the back button in your browser to navigate.
- The Cancel button will return you to the previous page and data entered will not be saved.
- Use the Next button to proceed to the next page.

\*Please note – For Regular Refund Claims there MUST be a previously filed return on file or the request cannot be processed.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home Tuesday, Friday, October 14, 2016 Help

Ohio Replacement Tire Fee - Refund Claim ODT Tire Fee Test

1 Select Claim Period

2 Enter Information

3 Review and Submit

4 Confirmation

\* All fields are required

\* Is this a Replacement Tire Fee Refund Direct Account?

Yes

No

\* Account Number

\* Claim Period Start Date  mm/dd/yyyy

\* Claim Period End Date  mm/dd/yyyy

Cancel Next

Tip

What is a refund direct account?

- A refund direct account holder is not a registered tire fee distributor.
- A refund direct account number begins with 855.

Account Number

- Account numbers are 6 digits in length.

Claim Dates

- For a refund direct account, the claim cannot overlap a pre-existing refund claim period.
- For a registered tire fee distributor account, the claim can only be filed for a previously filed return period.

Navigation:

- Do not use the back button in your browser to navigate.
- The Cancel button will return you to the previous page and data entered will not be saved.
- Use the Next button to proceed to the next page.

Once complete, click the “Next” button.

On the next screen, enter the Refund Amount Requested and the Reason for Refund, then click “Review.”

Ohio.gov WELCOME TO THE STATE OF OHIO

Home Tuesday, Friday, October 16, 2016 Help

Ohio Replacement Tire Fee - Refund Claim OOT Tire Fee Test

1 Select Claim Period  
2 Enter Information  
3 Review and Submit  
4 Confirmation

Account Number 9530  
Claim Period 09/01/2016 to 09/30/2016

Refund Amount Requested \$ 100  
Reason for Refund  
If your explanation is longer than 400 characters, you can attach a file to your claim on the next page.  
text  
396 characters remaining.

Back Review Save & Exit

**Tips**

**Exempt Tires Sold (If Applicable)**

- Enter the quantity of tires on which the fee was previously paid that were then sold out of state.

**Refund Amount Requested**

- Enter the total amount of refund requested for the claim period selected.
- This amount should be equal to the Exempt Tires Sold multiplied by \$1.

**Reason for Refund**

- State the full and complete reason for the refund claim. You will be required to attach supporting documentation on the next page.

**Navigation:**

- The Back button will return you to the previous page and the data entered will not be saved.
- The Review button will allow you to proceed to the next page.
- The Save & Exit button will save the data entered and return you to the OSD home page.

\*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. Please be advised that clicking this button does not file the refund claim.

The review and submit page will be displayed. You MUST check one of the documentation options for the Refund Claim to be processed.

Ohio.gov WELCOME TO THE STATE OF OHIO

Home Tuesday, Friday, October 16, 2016 Help

Ohio Replacement Tire Fee - Refund Claim OOT Tire Fee Test

1 Select Claim Period  
2 Enter Information  
3 Review and Submit  
4 Confirmation

Account Number 953  
Claim Period 09/01/2016 to 09/30/2016

Refund Amount Requested \$100.00  
Reason for Refund  
text

**Choose One Option for Submitting Supporting Documentation**

Please complete one of the following options:

**Option 1: No Documentation Required**

I have no documentation to add.

**Option 2: File Upload**

To upload supporting documentation, click Browse to search for the file(s). Maximum upload is 6 files with a maximum of 5,120 KB (5 MB) each. Click Submit when all files are loaded.

Browse

File Name	Size	Action
No Files Selected		

If you click "Back" or close the window before clicking "Submit", the uploaded files will not be saved.

**Tips**

**Supporting Documentation**

- Supporting documentation is required for refund direct accounts for the claim to be reviewed.
- Supporting documentation may be submitted electronically or by mail.
- Only pdf file formats will be accepted for upload.
- Each file uploaded cannot exceed 5,120 KB (5 MB) in size. Files larger than this must be split into parts to reduce file size.

**Navigation:**

- The Back button will return you to the previous page and the data entered will not be saved.
- The Submit button will process the refund claim.
- The Exit button will not save any files uploaded and will return you to the OSD home page.

Option 1: No Documentation Required is only valid for regular refund claims. After review of your claim, the Department may still contact you to obtain additional information if it is deemed necessary.

Option 2: File Upload will allow you to upload the supporting documentation in PDF format to support your refund claim

Option 3: Send Documentation by Mail will prompt you to send the documentation, along with your transaction confirmation to our office.

\*Please note that supporting documentation is REQUIRED if you are submitting a Refund Direct Claim.

Once the documentation selection is made and the claim request is correct, click the disclaimer checkbox and the click Submit.

**Choose One Option for Submitting Supporting Documentation**

Please complete one of the following options:

**Option 1: No Documentation Required**

I have no documentation to add.

**Option 2: File Upload**

To upload supporting documentation, click Browse to search for the file(s). Maximum upload is 6 files with a maximum of 5,120 KB (5 MB) each. Click Submit when all files are loaded.

Browse

File Name	Size	Action
No Files Selected		

If you click "Back" or close the window before clicking "Submit", the uploaded files will not be saved.

**Option 3: Send Documentation by Mail**

Select the box below if you wish to mail your documentation.

I will mail the documentation.

Please print and provide a copy of your Transaction Confirmation page with any documentation submitted.  
Please send all documentation to:  
Excise and Energy Tax Division, P.O. Box 530, Columbus, OH 43216-0530

\* Check to confirm the statement below before submitting the claim

I declare under penalties of perjury that this return or claim (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct, and complete return.

Back Submit Exit

\*Please note – The exit button will not save any files uploaded and will return you to the OBG home page.

**Once the screen below is displayed, your Refund Claim has been filed.** If you have any questions regarding the processing of your refund, please refer to the Confirmation Number when contacting the Department.

From here you can return to the main menu, print, or exit.

**Ohio.gov** WELCOME TO THE STATE OF OHIO

Home | Tuesday, Friday, October 14, 2016 | Help

Ohio Replacement Tire Fee - Refund Claim

**Your refund claim has been received.**

Please refer to the Confirmation Number listed below when contacting the Excise and Energy Tax Division.

Date and Time of Claim Submission	10/14/2016 03:28 PM
<b>Confirmation Number</b>	<b>664812</b>
Account Number	6633
Claim Period	09/01/06 - 09/30/06
Refund Amount Requested	\$100.00
Documentation Submission	To Be Mailed

If you are mailing in documentation, please print and include a copy of this page. Please send all documentation to: Excise and Energy Tax Division, P.O. Box 533, Columbus, OH 43216-0533

Return to Main Menu | Print This Page | Exit

**Tips**

- Print this page and attach it to any additional documentation submitted to mail.
- Once processed, refund claims can be viewed in filing history.

**Navigation:**

- The Return to Main Menu button will return you to the refund claim home page.
- The Print Page button will allow you to view and print the refund confirmation page.
- The Exit button will return you to the OBG home page.

## Refund Claim eFiling History

Your refund claim filing history is retained on the OBG. From the Home Page, navigate to “Ohio Taxation – Replacement Tire Fee” in the “Start a Transaction” zone. Click the (+) button to see all of the available filing options. Next, select “Replacement Tire Fee Refund Claim.”

**Ohio.gov** WELCOME TO THE STATE OF OHIO

Home | History | Administration | Logout

Ohio Business Gateway Home

OOT Tire Fee Test

Category ID: \*\*\*\*\*

Start a Transaction	In Progress (7)	Ready for Checkout (2)
<ul style="list-style-type: none"> <li>Opportunities for Ohioans with Disabilities - BSYBEP</li> <li>Ohio Job &amp; Family Services - UC Tax</li> <li>Municipal Taxation - Net Profit Tax</li> <li>Municipal Taxation - Withholding Tax</li> <li>Ohio Deferred Compensation</li> <li>Ohio Dept. of Commerce - Unclaimed Funds</li> <li>Equal Opportunity Division</li> <li>InvestOhio</li> <li>Ohio Development Services Agency</li> <li>Ohio Taxation - Cigarette Tax</li> <li>Ohio Taxation - Commercial Activity Tax</li> <li>Ohio Taxation - Employer Withholding</li> <li>Ohio Taxation - Financial Institutions</li> <li>Ohio Taxation - Gross Casino Revenue Tax</li> </ul>		<ul style="list-style-type: none"> <li>Ohio Taxation - Horse Racing Tax</li> <li>Ohio Taxation - International Fuel Tax Agreement</li> <li>Ohio Taxation - Kilowatt Hour Tax</li> <li>Ohio Taxation - Kilowatt Hour Tax - Self-Assessing Purchaser</li> <li>Ohio Taxation - Natural Gas Distribution Tax</li> <li>Ohio Taxation - New Account Registration and Fuel Permit</li> <li>Ohio Taxation - Ohio Motor Fuel Tax</li> <li>Ohio Taxation - Other Tobacco Products Tax</li> <li>Ohio Taxation - Petroleum Activity Tax</li> <li>Ohio Taxation - Replacement Tire Fee                             <ul style="list-style-type: none"> <li>Replacement Tire Fee Return</li> <li><b>Replacement Tire Fee Refund Claim</b></li> </ul> </li> </ul>

**Announcements**

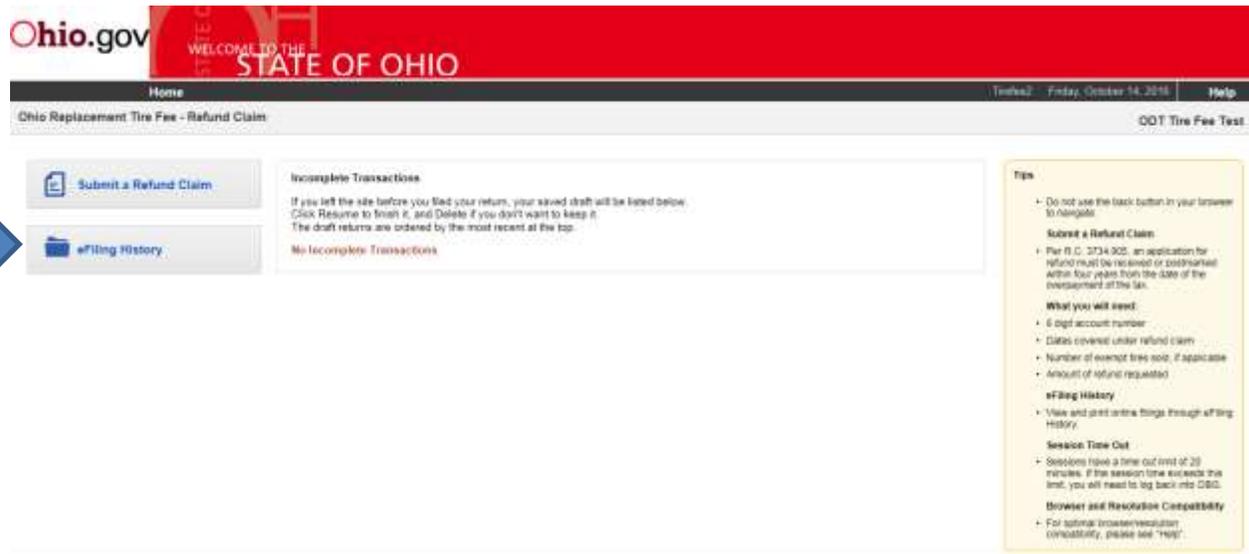
No Announcements

**Favorite Transactions**

No Favorites

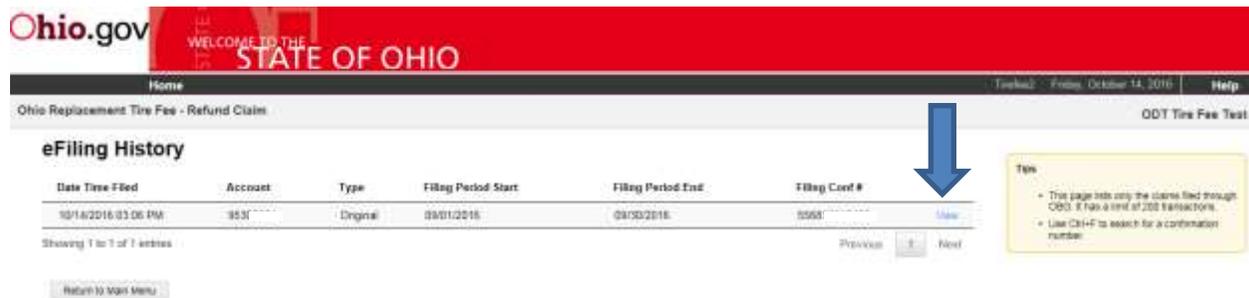
Use Pathways

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



The screenshot shows the Ohio.gov website interface. 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, there is a navigation bar with "Home", "Timed2: Friday, October 14, 2016", and "Help". The main content area is titled "Ohio Replacement Tire Fee - Refund Claim" and "ODT Tire Fee Test". On the left side, there are two buttons: "Submit a Refund Claim" and "eFiling History". A blue arrow points to the "eFiling History" button. 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. No Incomplete Transactions". On the right side, there is a "Tips" section with several bullet points: "Do not use the back button in your browser to navigate.", "Submit a Refund Claim: Per R.C. 3734.005, an application for refund must be received or postmarked within four years from the date of the assessment of the fee.", "What you will need: 6 digit account number, Dates covered under refund claim, Number of exempt tires sold, if applicable, Amount of refund requested.", "eFiling History: View and print on-line filings through eFiling History.", "Session Time Out: Sessions have a time out limit of 20 minutes. If the session time exceeds the limit, you will need to log back into ODO.", "Browser and Resolution Compatibility: For optimal browser/resolution 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.



The screenshot shows the Ohio.gov website interface. 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, there is a navigation bar with "Home", "Timed2: Friday, October 14, 2016", and "Help". The main content area is titled "Ohio Replacement Tire Fee - Refund Claim" and "ODT Tire Fee Test". The "eFiling History" section is displayed as a table with the following columns: "Date Time Filed", "Account", "Type", "Filing Period Start", "Filing Period End", and "Filing Conf #". A blue arrow points to the "View" link next to the first row. The table contains one row of data: "10/14/2016 03:06 PM", "853", "Original", "09/01/2016", "09/30/2016", "8568". Below the table, there is a "Return to Main Menu" button and a "Showing 1 of 1 of 7 entries" indicator. On the right side, there is a "Tips" section with two bullet points: "This page lists only the claims filed through ODO. It has a limit of 200 transactions.", "Use Ctrl-F to search for a confirmation number."

A new window will pop up with the refund claim summary



**State of Ohio  
Replacement Tire Fee  
Refund Claim**

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**Company Name:** ODT Tire Fee Test

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*Please print this page for your records.*

Account Number: 953  
Date Filed: 10/14/2016  
Filed By: Tirefee2  
Confirmation Number: 5568  
Claim Period: 09/01/2016 to 09/30/2016  
Total Refund Amount Claimed: \$100.00  
Supporting Documentation Submission: To Be Mailed

Please print and provide a copy of this page with your receipts. Please send all documentation to:  
Excise & Energy Tax Division, P.O. Box 530, Columbus, OH 43216-0530

Refund Claim Details
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<b>Full and complete reason for requested refund claim:</b> test
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Please contact the Excise and Energy Tax Division at (855) 466-3921 with any additional questions or concerns.