TN Department of Revenue

Marriage License

Spring 2020

What is TNTAP?

TNTAP = Tennessee Taxpayer Access Point

- Website for filing returns and making payments
- Access your Sales Auto/Boat returns

Marriage License will be available on May 4, 2020

- If you have a TNTAP logon, gain access to your account after May 4th
- If you would like a TNTAP logon, please call 615-253-0704 or email **revenue.support@TN.gov**
- The website for TNTAP is https://tntap.tn.gov/EServices

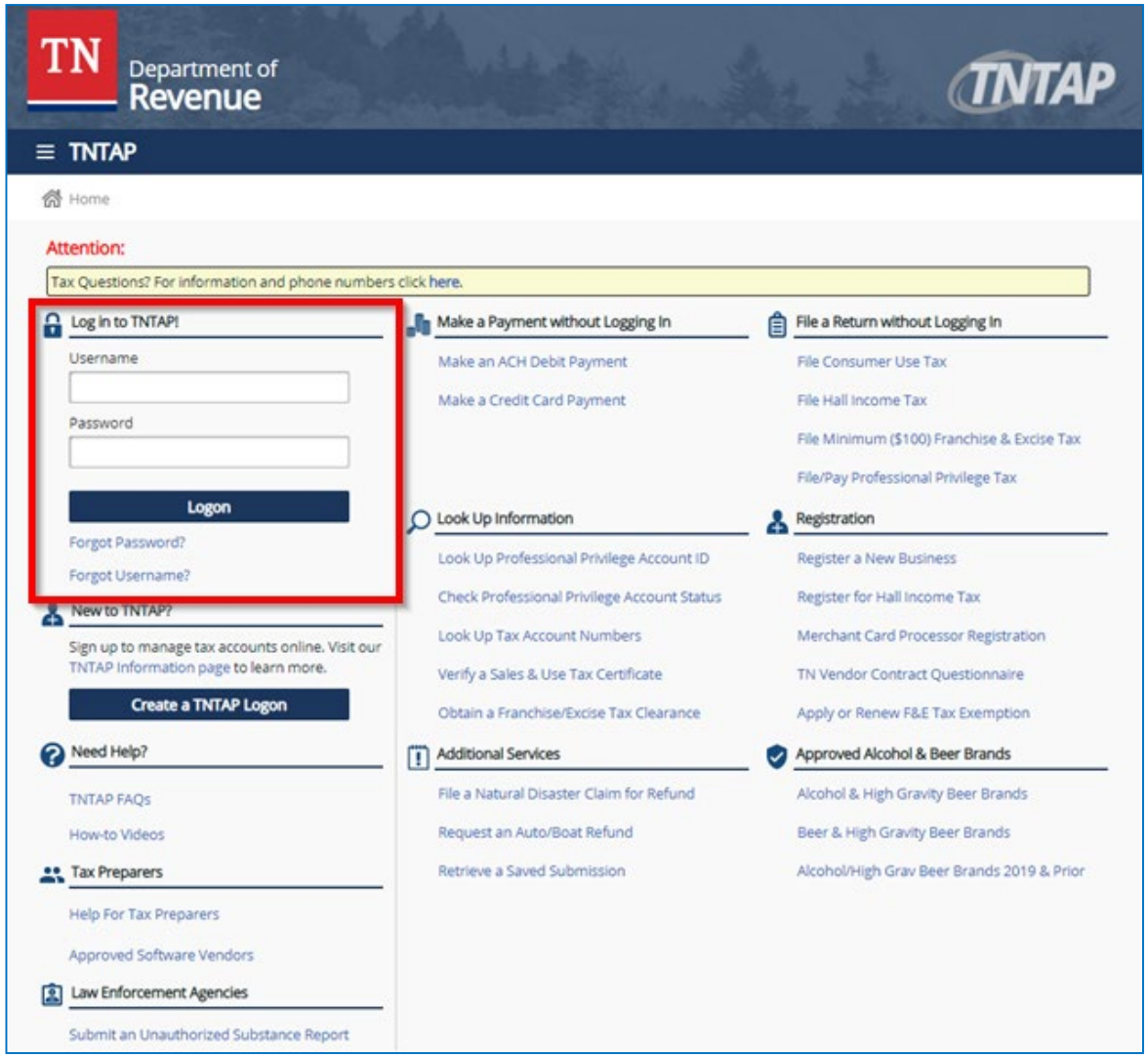
Keep reading for more information about TNTAP

TN

Log in to TNTAP

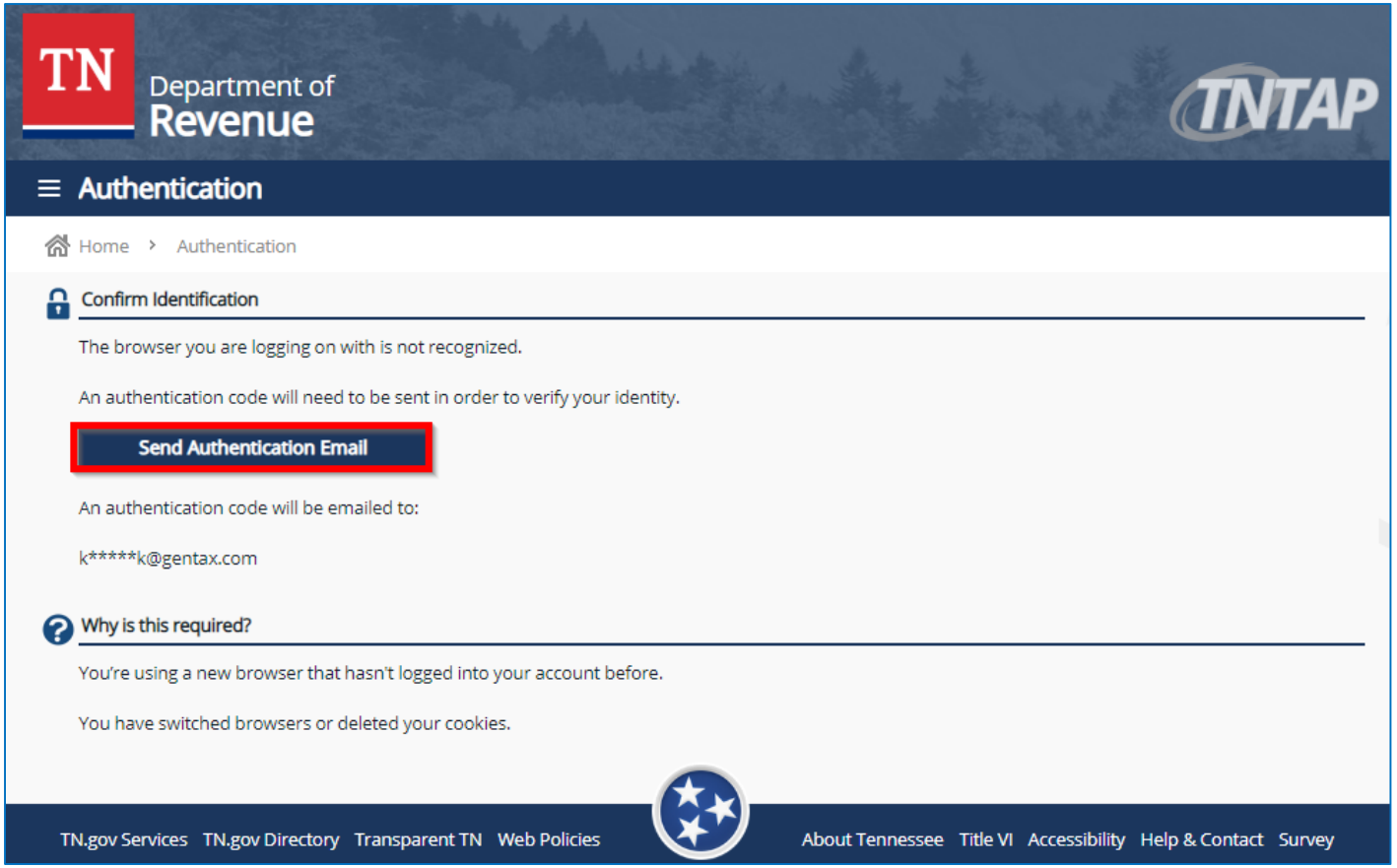
Enter the logon details here and click **Logon**.

Don't have a logon? Contact Taxpayers Services for one at 615-253-0704 or revenue.support@tn.gov



Authentication

- To keep your account secure an authentication code will be sent to the email or cell phone number you provided.
- Click the **Send Authentication Email** button and TNTAP will send the code to your email or phone.



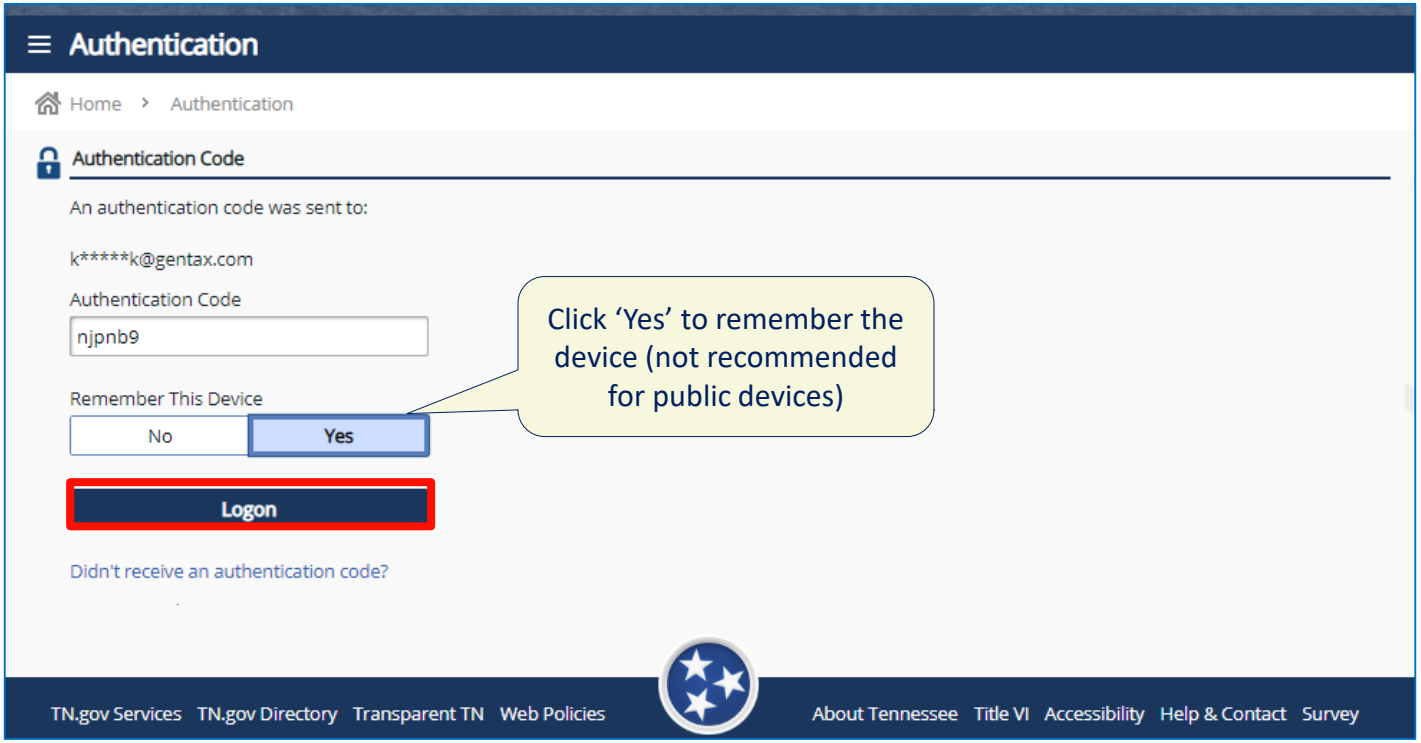
Email

- The email will look like the image below.
- If you did not receive the email, check your **Spam** folder.

TIP: If your TNTAP session is still open, copy the code from your email.

Authentication

- Return to your open TNTAP session, and enter the code from the email.
- Click **Logon** to continue.

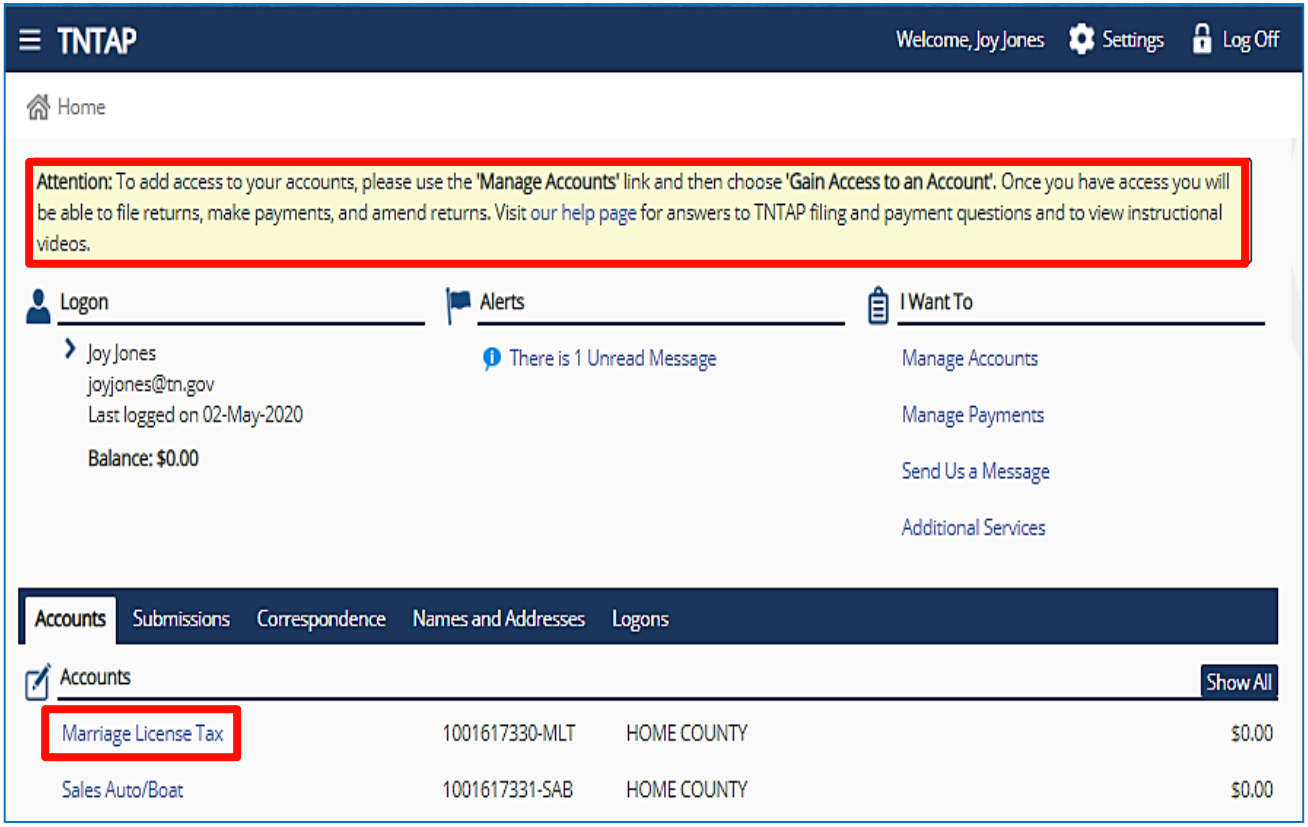


Still having trouble? Call 615-253-0704 for assistance.

TNTAP Home

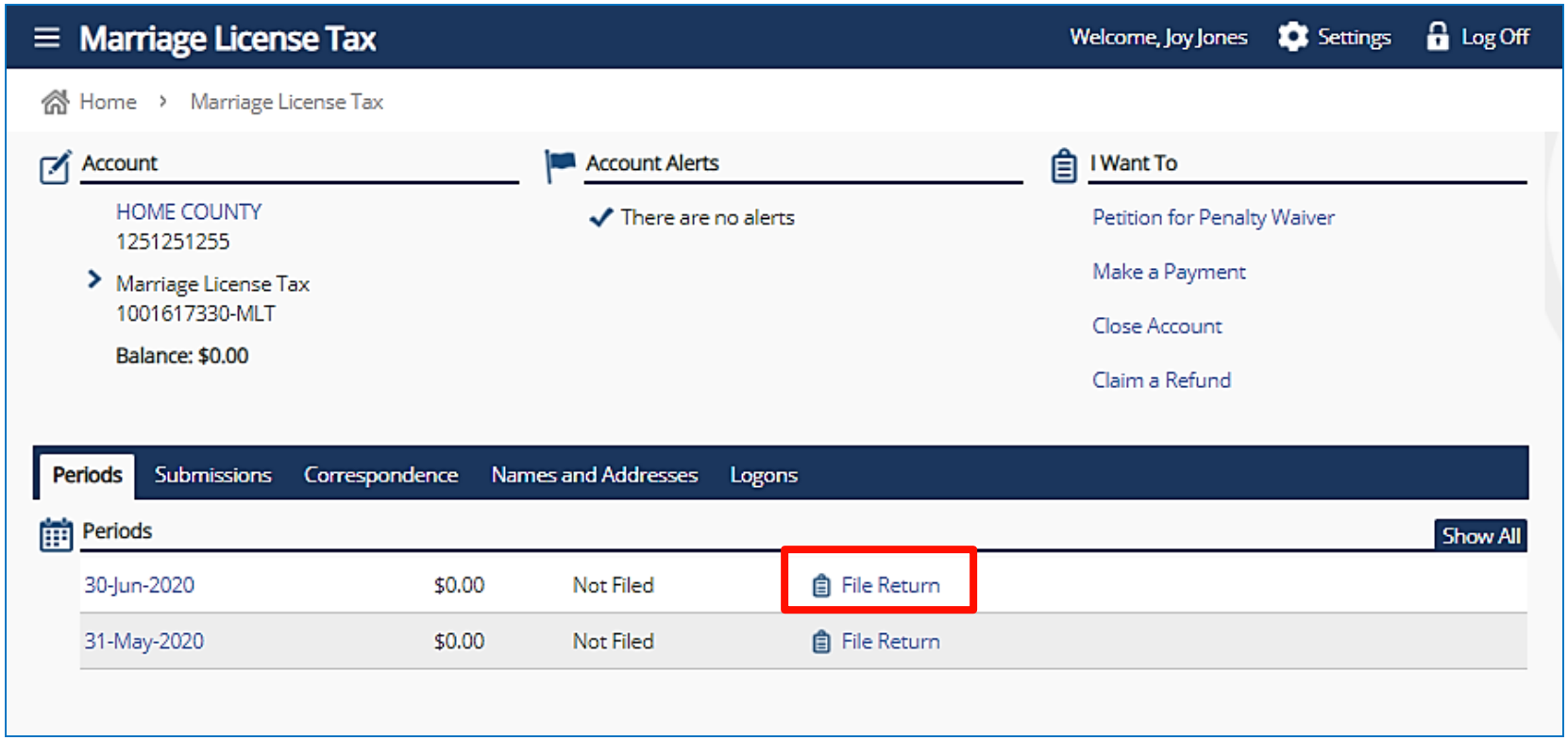
To gain access to your Marriage License account, follow the instructions.

Click on the **Marriage License Tax** link to see more information about your account.



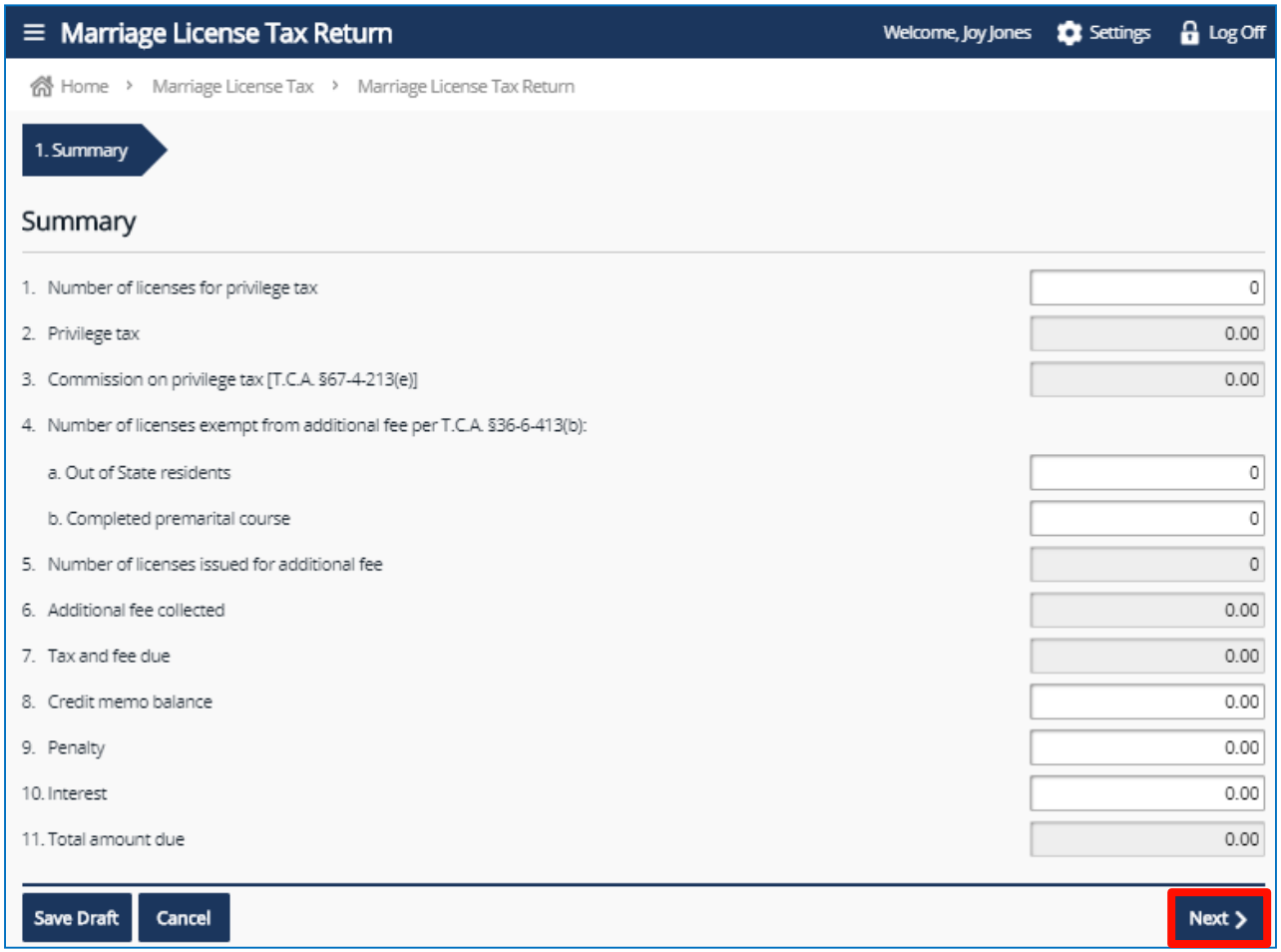
File a Return

- Each tab (Submissions, Correspondence, etc.) displays information specific to that topic.
- All text in blue can be clicked to display more information.
- Click **File Return** to submit your return for that period.



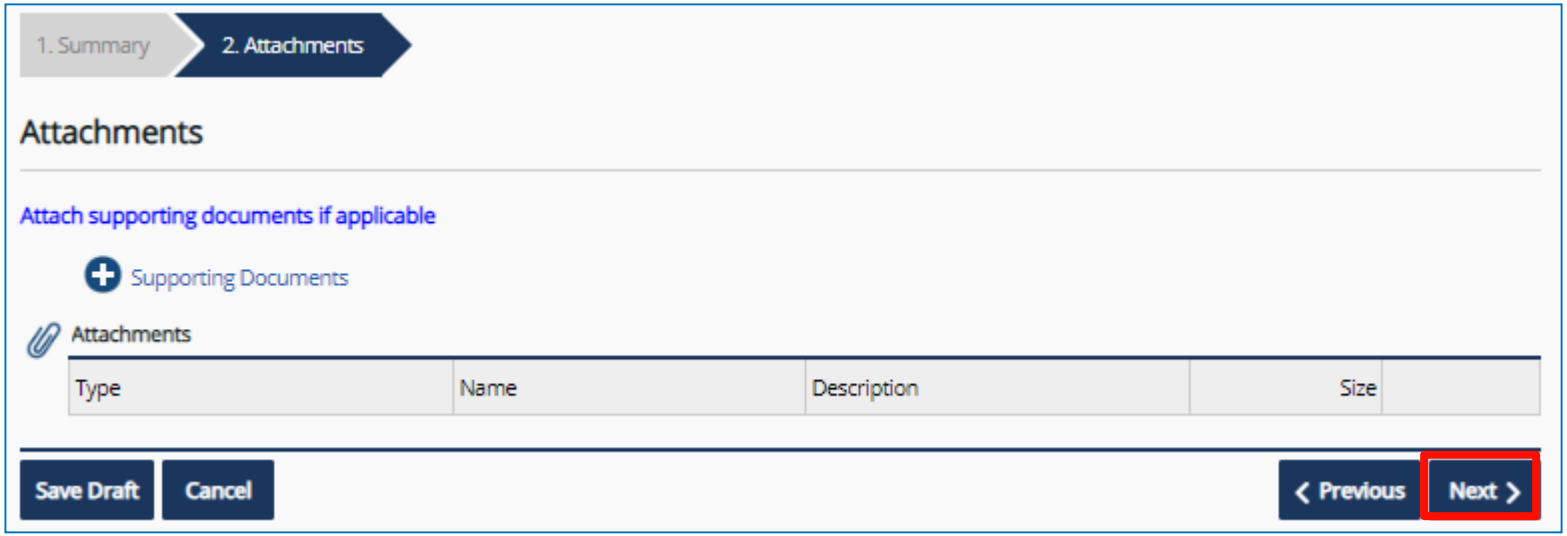
Marriage License Tax Return

- To file the return, enter the information line-by-line.
- As information is entered in the white fields, TNTAP calculates the numbers in the gray fields.
- Click **Next** to continue.



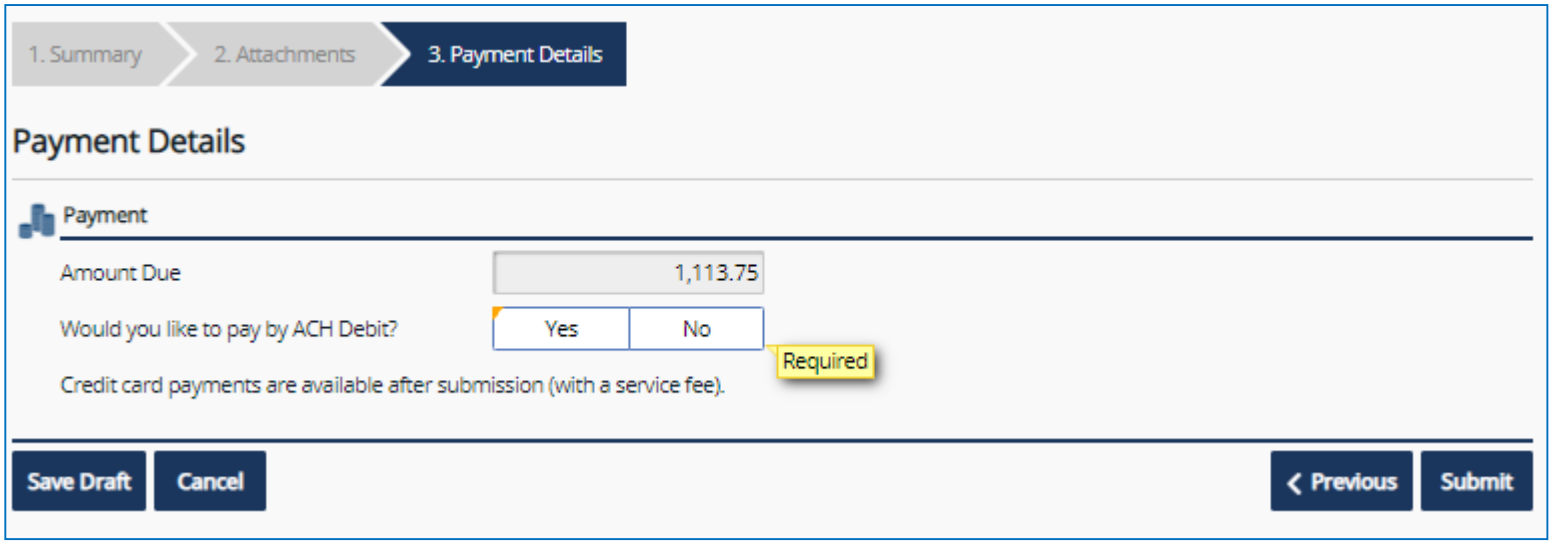
Attachments

- There are no required supporting documents.
- Click **Supporting Documents** if you have something to add.
- Click **Next** to continue.



Payment Details

- Payment can be made by ACH Debit or credit card.
- To pay by ACH Debit, click **Yes**.
- Follow the instructions on the expanded screen.



ACH Debit Payment

Payment Details

Payment

Amount Due: 1,113.75

Would you like to pay by ACH Debit? Yes | No

Credit card payments are available after submission (with a service fee).

Payment Channel

Type: ACH Debit

Bank Account Type: Required

Required

Routing Number: Required

Bank Account Number: Required

Confirm Bank Account Number: Required

Save this payment channel for future use: No | Yes

Payment

Filing Period: 30-Jun-2020

Payment Date: 02-May-2020

Amount: 1,113.75

Confirm Amount: Required

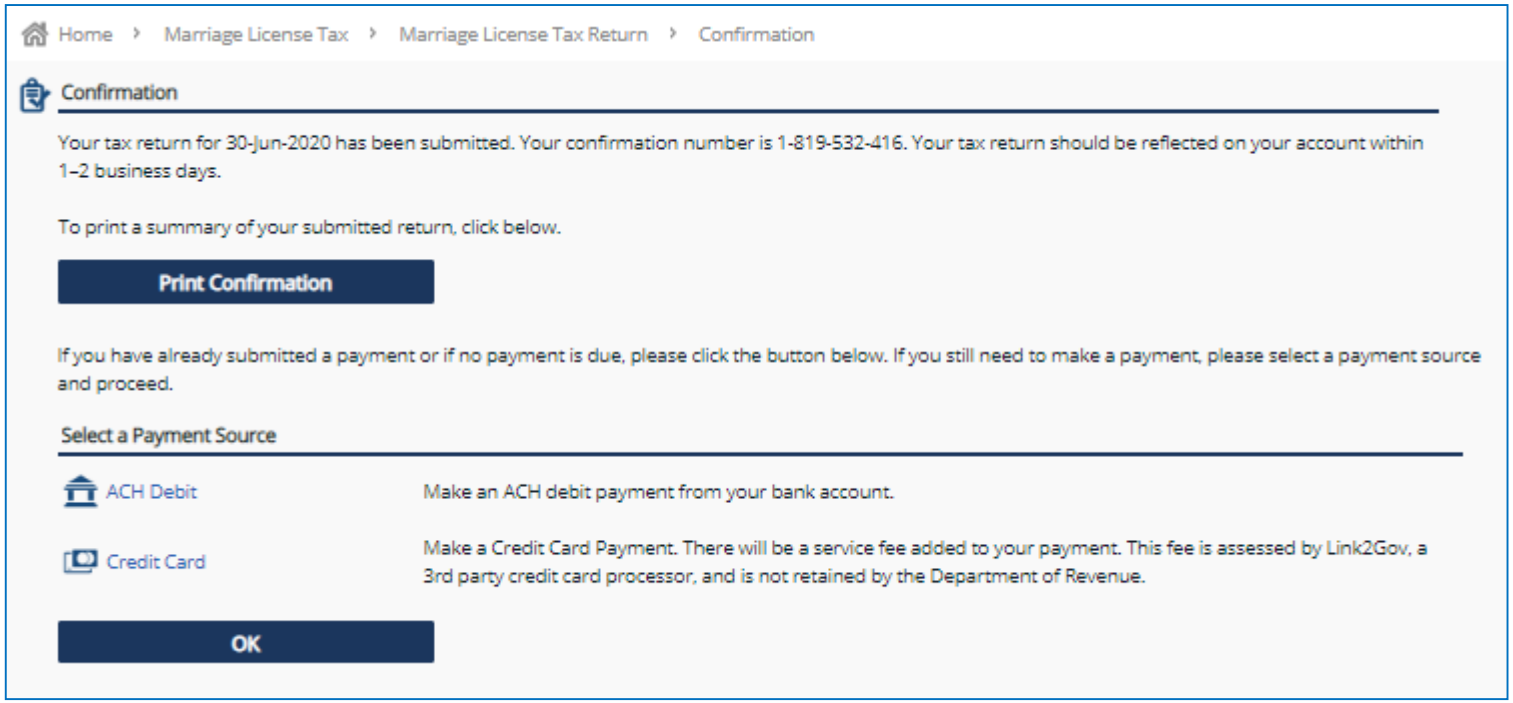
By clicking this box, you certify that you have contacted your financial institution and authorized payment originating from the state of Tennessee company ID W626001445

Save Draft | Cancel | Previous | Submit

TN

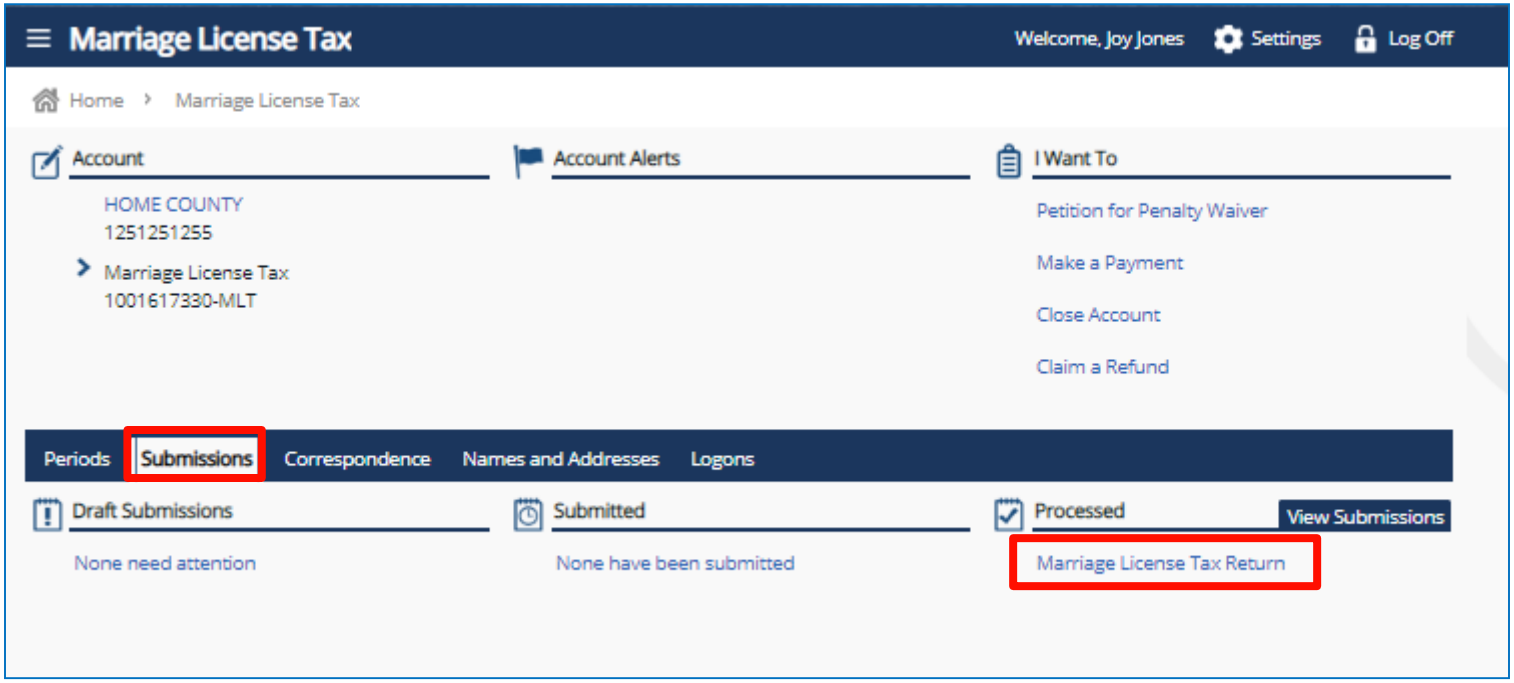
Confirmation

- When the submission is complete you will see a confirmation page.
- Click **Print Confirmation** to print a copy of the return.
- Click **Ok** to continue.



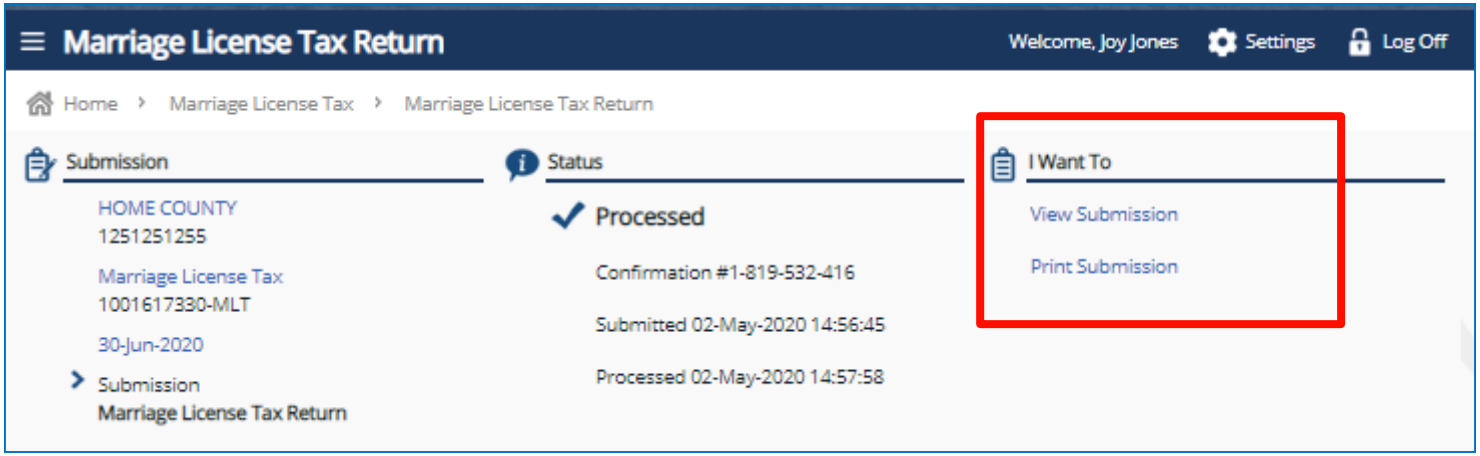
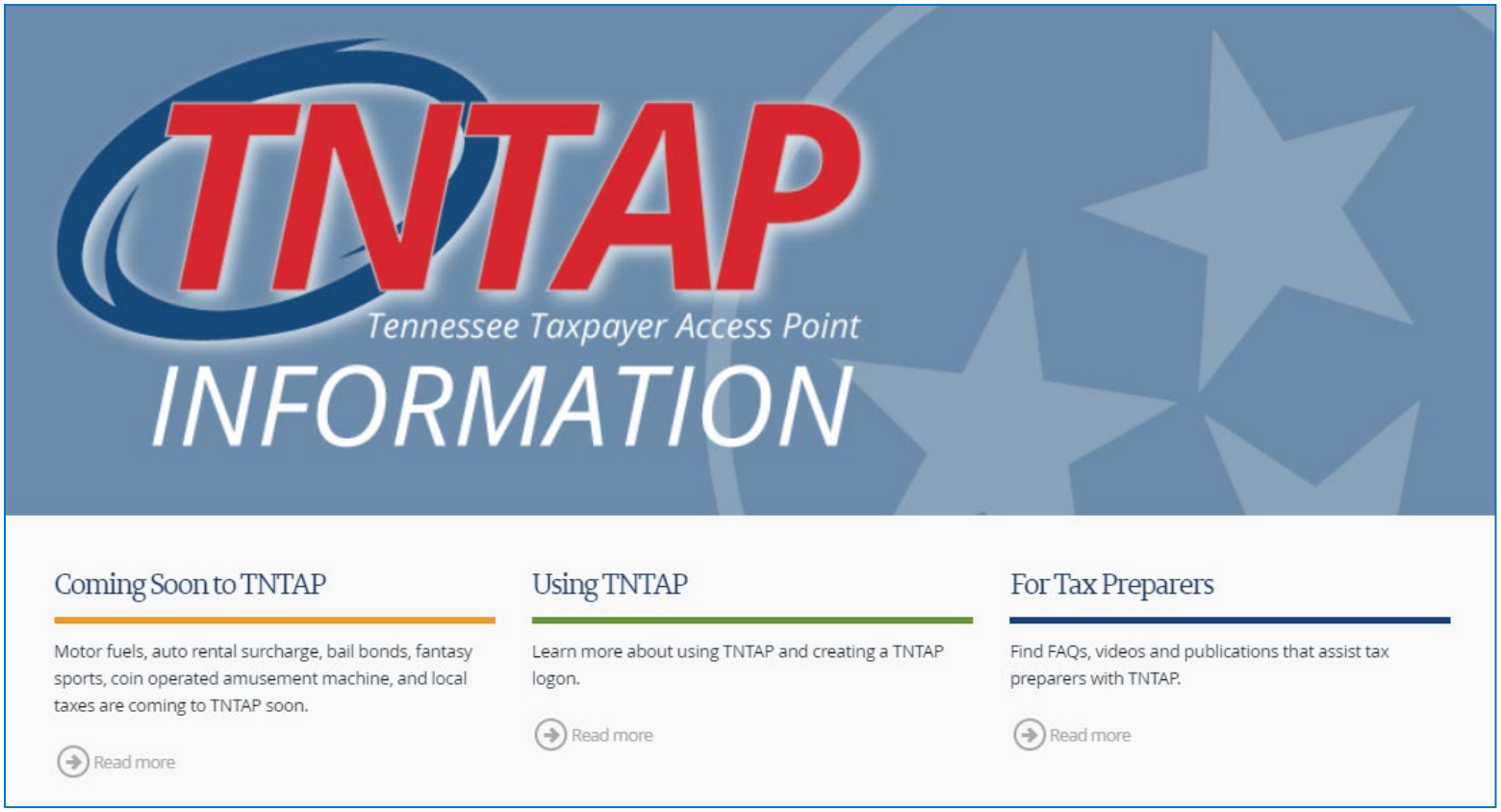
Retrieving Submissions

- To view your submission, click on the **Submissions** tab on the account screen.
- Click on the submission hyperlink to view more details.



Retrieving Submissions

- The **I Want To** section in the Submission tab displays available actions.



For more information, please visit:
www.tn.gov/revenue/e-file-and-pay/tntap-information