图用 Service Areas →巨 Transaction Types 🤰 User Authorization →巨 Service Area Access Management 📵 Account Access Requests

Available Service Areas		Authorized Service Areas	
Cigarette Tax	•	Employer Withholding	
Commercial Activity Tax	•	Kilowatt Hour Tax	
Department of Public Safety	•	Kilowatt Hour Tax - Self Assessing Purchaser	
Division of Financial Institutions	•	Municipal Taxation Withholding Tax	

Click Lock in top right corner

Select Service Areas

Select Municipal Taxation W/H tax under Available Service Areas

Hit the ① icon - This will move the item to Authorized Service Areas

Available Transaction Types

Sales and Use Tax Consumer's Use Tax Registration Out-of-State Sellers Registration

- · Select Transaction Types
- Municipal Tax W/H Tax Will
 be available under
 Available Transaction Types
- · Hit the (+) Icon next to Withhold Returns & Payments This will move that link under the Authorized Transaction Types

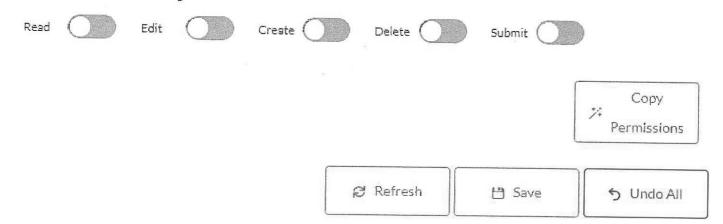
Authorized Transaction Types

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Employer Withholding					
Maintain Ohio School District List					
Ohio IT 501 Return for Income Tax Withheld					
Ohio IT 941 Annual Reconciliation of Income Tax Withheld					
Municipal Taxation Withholding Tax					
Withholding Returns & Payments					

2 User Authorization → Service Area Access Management Account Access Requests

nd you do not see it here, press the Refresh button.

Permission Template



Click on User Authorization
Select all 5 toggles and click on Copy Permissions, then Save.

Go back to Home Select Withholding Payments & Returns Add the cities you wish to pay.