



Step by Step: How to make online Electronic Funds Transfer (EFT) tax payment

An Electronic Funds Transfer (EFT) is fast, simple and saves you time. EFT is the process of electronically moving funds from one bank account to another without the involvement of bank, postal, or unemployment insurance employees, cash, checks, envelope, or stamp. You do not need to wait for the postal service to deliver your payment, worry the payment will not be delivered, or be subject to the penalties if your payment is delivered untimely. You save time by immediately transferring your payment on the day you chose and receive confirmation your payment was received.

1. Tax payment during the regular online filings

1.1 Payment - single employer filing

If you would like to pay your state unemployment taxes using Electronic Funds Transfer (EFT), during the regular online filing, you will be asked to select Payment Method on "Select Payment Method" page by using the drop down box. After you choose to make your payment via an Electronic Funds Transfer (EFT) from your bank account, you will be prompted to submit your banking information before you can continue filing your tax report. If you don't want to make a payment immediately, you can select the "Pay Later" option. If you select the 'Pay Later' option, you will need to make sure you submit your payment online before the due date to avoid penalties and interest.

Unemployment Insurance and New Hire Reporting

Hello, [User Name]

Home Tax Payments New Hire Claims Registration Correspondence Admin Info Live Chat

Select Payment Method

Listed below are the reports you have selected to file. You can pay the amount due with an Electronic Funds Transfer (EFT). If you don't want to make a payment right now, you can select the "Pay Later" option. Please select a payment method, verify the amount to pay, and click Continue.

Important Message - Please Read!

We are no longer accepting coupon payments. You are now required to make your payment online. If you don't want to make a payment at this time, you can select the 'Pay Later' option. If you select the 'Pay Later' option, you will need to make sure you submit your payment online before the due date to avoid penalties and interest.

Future EFT Settlement Dates

Period	Employer	Total Due	Payment Method
2020 Q3	[Redacted] LLC (C)	\$138.89	[Dropdown Menu]

Back Continue

Unemployment Insurance and New Hire Reporting

Hello, [User Name]

Home Tax Payments New Hire Claims Registration Correspondence Admin Info Live Chat

Select Payment Method

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Future EFT Settlement Dates

Period	Employer	Total Due	Payment Method
2020 Q3	[Redacted] LLC (C)	\$138.89	[Dropdown Menu]

Back Continue

EFT

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1.2 Payment - multiple employers filing

If you would like to pay your state unemployment taxes during the regular online filing and you are filing more than one report, you have the option to pay for each filing separately or pay for all at once with one EFT transaction. If you select the 'Pay Later' option, you will need to make sure you submit your payment online before the due date to avoid penalties and interest.

Unemployment Insurance and New Hire Reporting Hello, [redacted]

Home Tax Payments New Hire Claims Registration Correspondence Admin Info Live Chat

Select Payment Method

Listed below are the reports you have selected to file. You can pay the amount due with an Electronic Funds Transfer (EFT). If you don't want to make a payment right now, you can select the "Pay Later" option. Because you are filing more than one report, you have the option to pay for each filing separately or pay for all at once with one EFT transaction. Please select a payment method, verify the amount to pay, and click Continue.

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How would you like to pay for these filings?

Pay separately Pay all with one EFT transaction Pay Later

Future EFT Settlement Dates

Period	Employer	Total Due	Payment Method
2020 Q3	[redacted] INC ([redacted])	\$51.04	[dropdown]
2020 Q3	[redacted] LLC (C [redacted])	\$136.89	[dropdown]
2020 Q3	[redacted] LLC (C [redacted])	\$57.56	[dropdown]
2020 Q3	[redacted] LLC (C [redacted])	\$462.58	[dropdown]

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Unemployment Insurance and New Hire Reporting Hello, [redacted]

Home Tax Payments New Hire Claims Registration Correspondence Admin Info Live Chat

Select Payment Method

Listed below are the reports you have selected to file. You can pay the amount due with an Electronic Funds Transfer (EFT). If you don't want to make a payment right now, you can select the "Pay Later" option. Because you are filing more than one report, you have the option to pay for each filing separately or pay for all at once with one EFT transaction. Please select a payment method, verify the amount to pay, and click Continue.

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How would you like to pay for these filings?

Pay separately Pay all with one EFT transaction Pay Later

Account Type: [dropdown] Routing #: [input] Account #: [input] Re-Enter Acct #: [input] Account Holder Name: [input] Authorized By: [input] Amount: [input]

Total Amount Due: \$708.07

Future EFT Settlement Dates

Period	Employer	Total Due	Payment Method
2020 Q3	[redacted] INC (C [redacted])	\$51.04	See Payment Above
2020 Q3	[redacted] LLC (C [redacted])	\$136.89	See Payment Above
2020 Q3	[redacted] LLC (C [redacted])	\$57.56	See Payment Above
2020 Q3	[redacted] LLC (C [redacted])	\$462.58	See Payment Above

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2. Tax payment only (Amount Due/Pending to Pay)

If you would like to pay your pending state unemployment taxes (after taxes are already filed), you can select “Payments” on the home page or use “Payments” tab at the top of the page, and click on “Make Payment on One or More Accounts”. You will be able to see and select employers with amount due. You may pay for more than one employer at a time. However, contributory and reimbursable employers cannot be mixed in the same transaction.

Unemployment Insurance and New Hire Reporting

Hello, [Redacted]

Home Tax **Payments** New Hire Claims Registration Correspondence Admin Info Live Chat

System Message

- In light of COVID-19 and to increase the security and timely processing of your payment, all payments must be made online effective October 1, 2020. Follow the links in the Payments section below for safe and secure online payment. Electronic Funds Transfer (EFT) is an easy, secure, and efficient way to transfer money online. For assistance with online pay, call (801) 526-9235.
- CARES Act Reimbursable Employer Benefit Information
- New to Online Filing? Please click here
- The latest Employer Advisor is now available. Please click here to read it.

Tax Reporting +

File Tax Report

Payments -

Accounts With Amount Due – 25 Total

Employer	Amt Due
[Redacted] (C [Redacted]-0)	\$12.49
[Redacted] (C [Redacted]-0)	\$57.57
[Redacted] (C [Redacted]-0)	\$50.55

View all accounts with amount due

Other Options

- View/edit EFT payments
- View all payment options

Make a Payment

New Hire Reporting -

File a New Hire Report

Unfinished New Hire Reports

You have 2 New Hire reports that you started and did not complete. Click here to view these incomplete reports.

Other Options

- View past new hire reports
- View all new hire options

File New Hire Report

Claims +

Account Admin -

- View account profile
- Rate notice (Form 45)
- Update address information
- File an appeal
- Information for appeals
- Post a Job

Other Options

- View all account admin options

Info Links +

Correspondence +

Business Registration +

View My To Do List

Unemployment Insurance and New Hire Reporting

Hello, [Redacted]

Home Tax Payments **Payments** New Hire Claims Registration Correspondence Admin Info Live Chat

Select Employers With An Amount Due/Pending to Pay

The employers listed below have an amount due or an amount pending. You may pay for more than one employer at a time. However, contributory and reimbursable employers cannot be mixed in the same transaction. Check the employers that you would like to make a payment for and click Continue.

Employer	Balance Due	<input type="checkbox"/> Select All Contributory	<input type="checkbox"/> Select All Reimbursable
[Redacted] LLC (C [Redacted]-0)	\$13,406.55	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] (C [Redacted]-0)	\$2,523.93	<input type="checkbox"/>	Print Pending
[Redacted] (C [Redacted]-0)	\$72.14	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] LLC (C [Redacted]-2)	\$2,873.15	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] LLC (C 6-[Redacted]-0)	\$235.23	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted], L.L.C. (C [Redacted]-0)	\$25.00	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] (R [Redacted]-0)	\$664.00	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] (C [Redacted]-0)	\$1,257.66	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] (R [Redacted]-0)	\$1,281.20	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] LLC (C [Redacted]-0)	\$162.74	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] LLC (C [Redacted]-0)	\$903.65	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] LLC (C [Redacted]-0)	\$37.85	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] (R 6-[Redacted]-0)	\$71,643.32	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] LLC (C [Redacted]-0)	\$25.00	<input type="checkbox"/>	<input type="checkbox"/>

Continue

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3. Making a Payment Without Signing In

Unemployment tax payment can be completed on Unemployment Insurance and New Hire Reporting web site (<https://jobs.utah.gov/ui/employer/employerhome.aspx>) without signing in.

On the bottom left hand side of the page find the Payments box and select “Make a payment without signing in”. Follow the instructions on the payment screen to complete your EFT transaction.

Unemployment Insurance and New Hire Reporting

Hello. Click here to sign in.

Home Tax Payments New Hire Claims Registration Correspondence Admin Info Live Chat

System Message

- In light of COVID-19 and to increase the security and timely processing of your payment, all payments must be made online effective October 1, 2020. Follow the links in the Payments section below for safe and secure online payment. Electronic Funds Transfer (EFT) is an easy, secure, and efficient way to transfer money online. For assistance with online pay, call (801) 526-9235.
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- New to Online Filing? Please click here
- The latest Employer Advisor is now available. Please click here to read it.

Tax Reporting

Oct 31 Current Filing Qtr: 2020 Q3 Due: October 31, 2020

Other Options

- View or amend past reports
- Get employer account PIN
- File Form 794
- View all tax reporting options

File Tax Report

New Hire Reporting

File a New Hire Report

Other Options

- View past new hire reports
- View all new hire options

File New Hire Report

Claims

File a Form 606 (eResponse)

File a Wage Audit (613)

Other Options

- View history of 613 responses
- View all claims options

Account Admin

- View account profile
- Rate notice (Form 45)
- Update address information
- File an appeal
- Information for appeals
- Post a Job

Other Options

- View all account admin options

Correspondence

View Correspondence

Other Options

- View all correspondence options

Business Registration

Create a New UI Account For a Business

Other Options

- Add an existing business to my user account
- Enter registration code

Info Links

- Role of Unemployment Insurance Video
- Employer Training/Presentation Materials

Payments

Other Options

- View/edit EFT payments
- Make a payment without signing in
- View all payment options

Make a Payment

Unemployment Insurance and New Hire Reporting

Hello. Click here to sign in.

Home Tax Payments New Hire Claims Registration Correspondence Admin Info Live Chat

Make A Payment

This page allows you to make a payment on an account. Please enter your Employer ID and FEIN, and then select the year and quarter below. **This page is not used to file tax reports.**

For additional options, please sign in here to make your payment.

* Utah Employer ID:

* FEIN:

* Qtr / Year: 1 / 2020

* Payment Amount: \$

Account Type: Routing #: Account #: Re-Enter Acct #: Account Holder Name: Authorized By:

Continue

4. Making a Prepayment on an Account

If you would like to make a EFT pre-payment on an account, you can select “Make a Prepayment on an Account” payment option on the bottom left hand side of the “Payments” page.

Unemployment Insurance and New Hire Reporting

Hello, [Redacted]

Home Tax Payments New Hire Claims Registration Correspondence Admin Info Live Chat

Payments

[Make Payment on One or More Accounts](#)

Accounts With Amount Due or Amount Pending – 29 Total

Employer	Balance Due	Action
[Redacted]	\$87.34	Pay Now
[Redacted]	\$25.00	Pay Now
[Redacted]	\$31.22	Pay Now
[Redacted]	\$127.73	Pay Now
[Redacted]	\$25.00	Pay Now
[Redacted]	\$10.26	Pmt Pending

[View all accounts with amount due or amount pending](#)

Payment Options

- [View/Edit EFT Payments](#)
- [Make a Prepayment on an Account](#)
- [Manage EFT Bank Account](#)
- [Payment History](#)

Payments Help

Payment FAQs

- Can I change a settlement date for an EFT payment?
- Can I modify or delete an EFT payment?
- [View All FAQs](#)

Helpful Payment Links

- [Employer Handbook](#)
- [Wage Reporting Schedule](#)
- [View All Info Links](#)

[View My To Do List](#)

DEPARTMENT OF WORKFORCE SERVICES

Home About Divisions Partners Welcome [Redacted]

Job Seekers Employers Assistance Economic Data

Unemployment Insurance and New Hire Reporting

Hello, [Redacted]

Home Tax Payments New Hire Claims Registration Correspondence Admin Info Live Chat

Payments / Make A Pre-Payment

Make A Pre-Payment

This page allows you to make a pre-payment on an account. Please choose the employer, and then select the year and quarter.

Please Note: This screen is not used to file tax reports. If you need to file a tax report, please click [here](#).

Employer: [Redacted] (C [Redacted]) [Add Employer...](#)

Qtr / Year: 1 / 2020

Payment Amount: [Input Field]

Account Type: [Dropdown] Routing #: [Input Field] Account #: [Input Field] Re-Enter Acct #: [Input Field] Account Holder Name: [Input Field] Authorized By: [Input Field]

Save this information for future use.

[Continue](#)