MAINE REVENUE SERVICES
EFT Unit, Maine Revenue Services, 24 State House Station, Augusta, ME 04333-0024
Tel: (207) 287-8276 Fax: (207) 287-6975 Email: ***efunds.transfer@maine.gov***
Visit Maine Revenue Services at *www.maine.gov/revenue*

SECTION 12 - ELECTRONIC FUNDS TRANSFER

READ THIS FIRST: **You *do not* need to complete and submit "Section 12 - Electronic Funds Transfer Application" to pay sales/use tax, income tax withholding, unemployment compensation tax or individual income tax when you file on the Internet using *I-File*.** Simply go to the MRS web site at ***www.maine.gov/revenue***, choose *Electronic Services*, select the appropriate Internet option, and follow the screen prompts.

Only applicants who intend to use either the MRS **ACH Teledebit** telephone payment option, **ACH Credit** payment option, or **TELEFILE** for Sales/Use and Service Provider taxes need to submit this application. If you are applying for TELEFILE and will be making payments with paper checks, complete only Sections 73, 74 and 78. If you have questions concerning TELEFILE, please contact the Sales Tax Division at (207) 624-9693.

73. APPLICATION TYPE: Indicate option(s) for which you are applying.

☐ **ACH TELEDEBIT** (Telephone Payment Method)
☐ **ACH CREDIT**
☐ **TELEFILE** Sales/Use and Service Provider Tax

74. APPLICATION INFORMATION:

Legal Name(s): _____
Business Trade Name: _____
Employer Identification Number: _____ Contact Person's Name: _____
Social Security Number*: _____ Contact Phone Number: _____
Mailing Address: _____ Business Fax Number: _____
_____ Email Address: _____
_____
*Only sole proprietors should provide a social security number.

75. ACH TELEDEBIT APPLICANTS ONLY: (*NOTE: You must provide a voided check or a letter from your bank certifying its RTN and your account number.)*

Type of account: ☐ **Checking** ☐ **Savings** Bank Routing Number (RTN) _____ Account Number_____

Are you a service bureau, tax preparer, or business that remits taxes on behalf of other companies?..... ☐ **Yes*** ☐ **No**
*If you checked "Yes" and funds will be withdrawn from your bank account rather than your client's bank account, you are not eligible for this payment system. You must use the ACH Credit Method (see below).
ACH Teledebit instructions will be provided by the Electronic Funds Transfer Unit.

76. ACH CREDIT APPLICANTS ONLY:

Are you a service bureau, a tax preparer, a third party withholder, or do you remit taxes for other companies?..... ☐ **Yes*** ☐ **No**
*If you checked "Yes" because you remit taxes for others to Maine Revenue Services, you only need to fill out one EFT application.
Persons applying for ACH Credit must be capable of initiating ACH credits in the required CCD+ and TXP formats.
ACH Credit instructions will be provided by the Electronic Funds Transfer Unit.

77. TAX PAYMENT TYPE: Electronic Funds Transfers are requested for the following:

Tax Payment Type	Tax Account ID Number

Attach a separate sheet if additional space is needed.

Office Use Only	

78. SIGNATURE: I certify that the information contained on this application is true, correct and complete to the best of my knowledge and belief. If I have completed the ACH Teledebit block 75 above, I authorize Maine Revenue Services to present debit entries to the bank account stated above upon the express authorization of this taxpayer for payments made to Maine Revenue Services.
This application must be signed by an owner, director, partner, officer or responsible party.

_____ _____ _____ _____
Signature Title Date Phone

_____
Please print or type your name

Please keep a copy of this application for your records.