

How to Apply for State Business Taxes

Purpose: Use this guide to apply for Pennsylvania business tax accounts (e.g., Sales, Use, and Hotel Occupancy Tax, Corporate Net Income, Employer Withholding, Unemployment Compensation, etc.), using the Department of Revenue's myPATH system. **NOTE:** For additional assistance with signing up, filing returns/payments, and updating information in myPATH, visit the Department of Revenue's [myPATH Video Tutorials](https://my.path.pa.gov) webpage.

Step 1: Go to <https://my.path.pa.gov>.

The screenshot shows the myPATH Pennsylvania Tax Home website. At the top, there is a header with the myPATH logo and the text "PENNSYLVANIA TAX HOME". Below the header is a search bar with the placeholder text "What are you looking for?". The main content area is divided into three columns: Payments, Returns, and Registration. Each column has a title, a brief description, and a list of links. The Payments column includes links for "Make a Payment", "Track My Payments and Credits", and "Setup a Payment Plan". The Returns column includes links for "File a PA Personal Income Tax Return", "Presentar una declaración de impuestos sobre la renta personal de PA para 2022", "Presentar una declaración de impuestos sobre la renta personal de PA para 2021", "How to File Business Tax Returns", "File a Use Tax Return", and "Verify 1099-G or 1099-INT Amount". The Registration column includes links for "Pennsylvania Online Business Tax Registration" and "What's the Status of my Registration?". On the right side of the header, there is a login box with fields for "Username" and "Password", a "Log in" button, and links for "Forgot username or password?", "New to myPATH? Sign Up", and "Do I need to sign up?".

myPATH | PENNSYLVANIA TAX HOME

Username
Password

Log in

[Forgot username or password?](#)

New to myPATH?
Sign Up

[Do I need to sign up?](#)

What are you looking for?

Payments
Electronically pay a bill, submit estimated and extension payments, make a return payment, and more...

- > [Make a Payment](#)
- > [Track My Payments and Credits](#)
- > [Setup a Payment Plan](#)

Returns
File your returns

- > [File a PA Personal Income Tax Return](#)
- > [Presentar una declaración de impuestos sobre la renta personal de PA para 2022](#)
- > [Presentar una declaración de impuestos sobre la renta personal de PA para 2021](#)
- > [How to File Business Tax Returns](#)
- > [File a Use Tax Return](#)
- > [Verify 1099-G or 1099-INT Amount](#)

Registration
Register a new business entity or existing business entity new to PA for tax accounts and services online.

- > [Pennsylvania Online Business Tax Registration](#)
- > [What's the Status of my Registration?](#)

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Step 2: Determine if you should use the “Logged In,” or “Non-Logged In,” version of the registration. **NOTE:** You must use the correct version of the registration, based on the criteria below, or you will not be able to complete the registration.

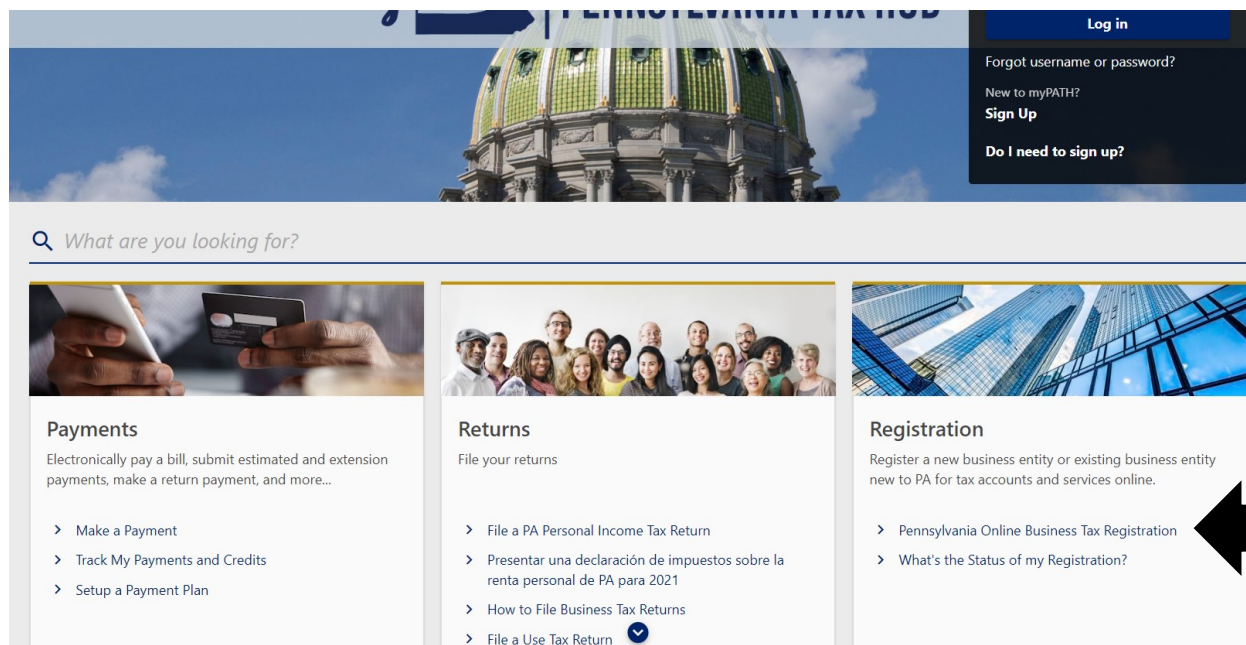


REGISTERING FOR STATE BUSINESS TAXES

- Logged in version:
 - Individuals who’ve filed a PA personal income tax return **AND** registering as a sole proprietorship.
 - Businesses with existing PA business tax accounts.
- Non-logged in version:
 - Individuals who’ve never filed a PA personal income tax return.
 - Businesses without existing PA business tax accounts.

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Step 3: For the non-logged in version, scroll down and click *Pennsylvania Online Business Tax Registration* in the Registration panel.



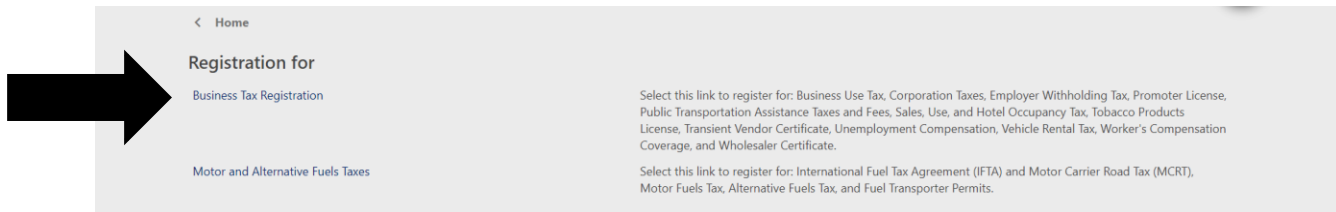
Step 3: For the logged in version, sign in with your existing username and password, or click *Sign Up* to create a new myPATH account. **NOTE:** When signing up for a new account, individuals and businesses with existing tax accounts will need to verify their information using a valid ID number (SSN, FEIN, PATH ID, Revenue ID) and one of the following:

1. A return line-item amount on the specified tax type. The return must be one of the last 5 returns in the last 2 years; or,
2. A payment amount on the specified tax type. The payment must be one of the last 5 payments in the last 2 years, excluding payments newer than 15 days; or,
3. PATH Letter ID; or,
4. Online Business Registration Confirmation Code.

Once logged in, click *More...* in the menu options and then click *Register New Business Tax Accounts*.

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Step 4: Click *Business Tax Registration*.



< Home

Registration for

Business Tax Registration

Motor and Alternative Fuels Taxes

Select this link to register for: Business Use Tax, Corporation Taxes, Employer Withholding Tax, Promoter License, Public Transportation Assistance Taxes and Fees, Sales, Use, and Hotel Occupancy Tax, Tobacco Products License, Transient Vendor Certificate, Unemployment Compensation, Vehicle Rental Tax, Worker's Compensation Coverage, and Wholesaler Certificate.

Select this link to register for: International Fuel Tax Agreement (IFTA) and Motor Carrier Road Tax (MCRT), Motor Fuels Tax, Alternative Fuels Tax, and Fuel Transporter Permits.

Step 5: Review the tax accounts listed on the page to determine if you are required to register. Click *Next*. **NOTE:** If you do **NOT** need any of the tax accounts listed you do **NOT** need to complete this form.

When should I register?

A new entity that is not registered with the Department of Revenue should use this service to register for the following taxes. **Important:** This includes a new entity that is acquiring all or part of an existing entity or an existing entity that has been assigned a new EIN by the Internal Revenue Service.

If the business entity or individual are already registered to use myPATH, login to myPATH and use the add a tax feature. This includes individuals registered for myPATH for personal income tax purposes looking to register a business as a sole proprietorship for business taxes.

- Business Use Tax
- Consumer Fireworks Tax
- Corporation Taxes
- Employer Withholding Tax, Other Withholding
- Promoter License
- Public Transportation Assistance Taxes and Fees
- Sales, Use, & Hotel Occupancy Tax
- Tobacco Products License
- Transient Vendor Certificate
- Unemployment Compensation
- Vehicle Rental Tax
- Wholesaler Certificate
- Wine Excise Tax
- Workers Compensation Coverage

Registering corporations must also contact the [PA Department of State](#) to secure corporate name clearance and register for corporation tax purposes. You must provide an EIN to the Department of State during registration in order to be registered to file and pay Corporate Taxes. Associations and individuals desiring to do business in Pennsylvania may have to apply to the Secretary of the Commonwealth for authority to conduct business, incorporate, organize or file an assumed or fictitious name through the Bureau of Corporations and Charitable Organizations of the Department of State. For more information, visit the [Department of State](#). To register with the PA Department of State, use [PENN File](#).

What do I need to register?

In order to complete this business tax registration, you will need:

- The legal name of the business
- The name by which the business is doing business as (commonly known as, trading as, also known as), if applicable
- The Employer Identification number (EIN) issued by the Internal Revenue Service, if applicable. Additional information on obtaining an EIN can be found at [IRS.gov](#)
- Department of State Entity Number, if applicable
- The business addresses and contact information
- Banking information for Tobacco Products License fees, if applicable
- The name(s), home address(es) and Social Security Number or Individual Taxpayer Identification Number of the owners/officers/other responsible parties.

Note: if you would like to save this registration and will return to complete it at a later time, select the Save Draft. Your application will be saved for 30 business days.

What to expect once my application is submitted.

You will be able to file and pay taxes online once the application is processed.

If you already have an Unemployment Compensation tax account, and are attempting to register to file and pay UC taxes electronically via the internet, please visit the Department of Labor & Industry's UCMS homepage.

Although the PA Department of Revenue and the PA Department of Labor & Industry share this application, Unemployment Compensation accounts are issued and administered by the PA Department of Labor & Industry.

- To check on the status of your Unemployment Compensation account, contact the Department of Labor and Industry by calling (866) 403-6163 or by e-mail at UC-News@pa.gov.
- For information on Workers' Compensation, contact the DLI by calling (717) 783-5421 or by e-mail at ra-li-bwc-helpline@pa.gov.

How do I add additional taxes, reactivate taxes or services, add establishments and make demographic updates to an existing customer?

Existing customers can access these services by logging into myPATH.

Resources

[Revenue Home](#)
[PA Business One Stop Shop](#)
[PA Department of Labor & Industry](#)
[PA Department of State](#)

Cancel Save Draft

< Previous **Next** >

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Step 6: Complete the required fields and click *Next* to proceed through the form until completion. **NOTE:** Required fields are denoted by a red asterisk (*).

< New Business Registration Options

Pennsylvania Online Business Tax Registration \$0.00
Amount Due

Pennsylvania Online Business Tax Registration

Overview Demographics

Business Entity Information

Legal form *
Required

Is the business entity organized for profit or non-profit? *

Has your business received a determination from the Internal Revenue Services (IRS) that this corporation is exempt from federal income tax? *

ID type *
Required

ID *
Required

Pennsylvania Department of State Entity ID

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