

Belmont Headquarters: 1200 Sixth Avenue, Suite 102 Belmont, CA 94002 Nashville Office: 615 Main Street, Suite B15 Nashville, TN 37206

## **INDIVIDUAL ESTIMATES - FTB**

- 1. Go to the following webpage provided by the California Franchise Tax Board: <u>FTB Web Pay Individual Link</u>
  - If you are unable to access the link directly, go to ftb.ca.gov → Pay → Bank Account → Use Web Pay Personal
- 2. In order to login, you will need to enter the following information:
  - Social Security Number
  - Last Name
  - Characters from the provided CAPTCHA picture if applicable
- 3. Upon clicking Login, you will be brought to the Name & Address Information page where you will need to enter the following information
  - First Name
  - Middle Initial (Optional)
  - Last Name
  - Street Address
  - City
  - State
  - ZIP Code
- 4. After entering the information above, click Continue. You will be directed to the Payment Type page where you'll be prompted to select a payment type. In order to pay tax estimates, you will need to select Estimated Tax Payment (Form 540 ES) and click Continue.
- 5. You will be directed to the Payment Information page where you'll need to select the tax year and indicate whether this is a joint tax payment or not. After that, you will need to click Add an estimated tax payment and enter the Payment Amount as well as the Payment Date (MM/DD/YYYY). Click Continue to return to the Payment Information page and click Continue again.
- 6. You should now be on the Bank Information page. Here, you will need to indicate whether the account type is a checking or savings account. Following that, you will need to enter the following information:
  - Routing Number
  - Account Number
  - A re-entry of the account number



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- 7. Upon completing the step above, click Continue. You will be brought to the Review Your Request page where you will be asked to review your Web Pay request and make changes if necessary. If you wish to receive confirmation that your payment request has been received, you may enter your email address and phone number under "Email & Phone Information."
- 8. Before clicking submit, carefully review the Payment Authorization terms and then check the box below to verify that you agree with the Payment Authorization terms.
- 9. Submit.



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