

myconne CT









Logging in for the first time?

Forgot Username or Password?

Create a Username



Registering a New Business

Register a new business, file returns and make payments without creating a myconneCT username. Available forms to file non-logged on include: Attorney Occupational Tax, Estate and Gift Tax, and Controlling Interest Tax. For other returns and filing options, login with your Connecticut Registration Number.

- > New Business/Need a CT Registration Number?
- Make a Bill Payment
- > Apply/Renew Tax Exemption Form
- > File Returns/Extension

Individuals can make payments and file certain forms without logging in. Click on a link below for more options. DRS recommends you create a username for all filing transactions.

- > Make a Payment or Estimated Payment
- File Returns/Taxes
- > File an Extension
- > Where's my Refund?
- > What's My 1099-G Amount?
- > Upload Earned Income Tax Credit (EITC) Documents
- > File your Earned Income Tax Credit (EITC) Protest
- View Tax Calculators

Shortcuts to other DRS resources

- Make a Warrant Payment
- myCTREC Connecticut Real Estate Conveyance Tax Electronic Filing Portal
- > Earned Income Tax Credit Information (EITC)
- > DRS Publications
- > New Businesses Portal
- > Individual Income Tax Information
- > Third Party Bulk Filers Information







The data you see in this tutorial is completely fictitious. It was made for instructional purposes only. Any resemblance to a real person or business is completely coincidental.





















Businesses

Register a new business, file returns and make payments without creating a myconneCT username. Available forms to file non-logged on include: Attorney Occupational Tax, Estate and Gift Tax, and Controlling Interest Tax. For other returns and filing options, login with your Connecticut Registration Number.

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Individuals

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Additional Resources

Shortcuts to other DRS resources

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< Home

Register a Business



Overview

When should I register?

If you already have a Connecticut Tax Registration number, please use **myconneCT** to manage your accounts.

If you do not have a Connecticut Tax Registration number, use this service to register for the following business account types with the Connecticut Department of Revenue Services:

- · Alcoholic Beverages Tax
- Bottle Deposit Tax
- Cable Satellite Video
- Certified Competetive Video
- Cigarette Licenses/Tax
- · Community Antenna Tax
- · Corporation Business Tax
- Dry Cleaning Establishment Surcharge
- Dues Tax
- Electric Distribution Company
- Electronic Cigarette Products Tax
- · Heating Fuels Distributor

What do I need to register?

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

The Federal Employer Identification Number (FEIN) of the business or the Social Security Number (SSN) of the sole proprietor. If your business does not have an FEIN (and you are not a sole proprietor), you need to apply for an FEIN with the IRS. Apply for an FEIN.

The legal name of the business or the sole-proprietor's name

The business name (DBA), if applicable

The business address

Banking information to pay permit/license fees (if applicable) **The application fees once submitted are not refundable.**

The names and Social Security Numbers of responsible owners/officers

Note: If you would like to save this REG-1 application and will return to complete it at a later time, select the 'Save Draft' button. Your application will be saved for 30 business days.

Carefully read all sections of the Registration Overview.

- · Nursing Home User Fee
- · Pass-Through Entity Tax
- · Petroleum Products Gross Earnings Tax
- Prepaid Wireless E 9-1-1 Fee
- Railroad Company
- Rental Surcharge
- Room Occupancy Tax
- Sales and Use Tax / Business Use Tax
- · Second Hospital User Fee
- Solid Waste Assessment
- Tobacco Products Tax

anage your account.

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- · Alcoholic Beverages Tax
- Bottle Deposit Tax
- Cable Satellite Video
- Certified Competetive Video
- Cigarette Licenses/Tax
- Community Antenna Tax
- Corporation Business Tax
- Dry Cleaning Establishment Surcharge
- Dues Tax
- Electric Distribution Company
- Electronic Cigarette Products Tax
- Heating Fuels Distributor
- Highway Use Fee
- Income Tax Trust and Estate
- Income Tax Withholding
- Intermediate Care User Fee
- Motor Vehicle Fuels Tax

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The names and Social Security Numbers of responsible owners/officers

Note: If you would like to save this REG-1 application and will return to complete it at a later time, select the 'Save Draft' button. Your application will be saved for 30 business days.

Click **Next** to begin registering your business.

- Rental Surcharge
- Room Occupancy Tax
- Sales and Use Tax / Business Use Tax
- Second Hospital User Fee
- Solid Waste Assessment
- Tobacco Products Tax
- Tourism Surcharge
- Transportation Network Companies
- Truck Fuel Decals (IFTA and CT Motor Carrier Decals)
- Unrelated Business Income Tax

You will also be asked to create a username and password to manage your business tax accounts in myconneCT. After applying, you'll receive a confirmation email. You will need to login to your **myconneCT** account to view your Connecticut Tax Registration number and your registered accounts.

Cancel

Save Draft

< Previous

Next

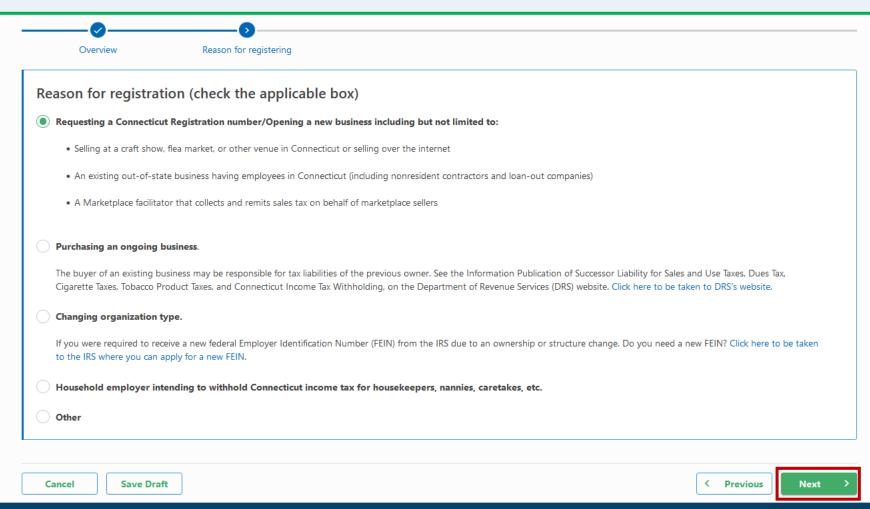








Please select one of the registration reasons listed, then click **Next**.



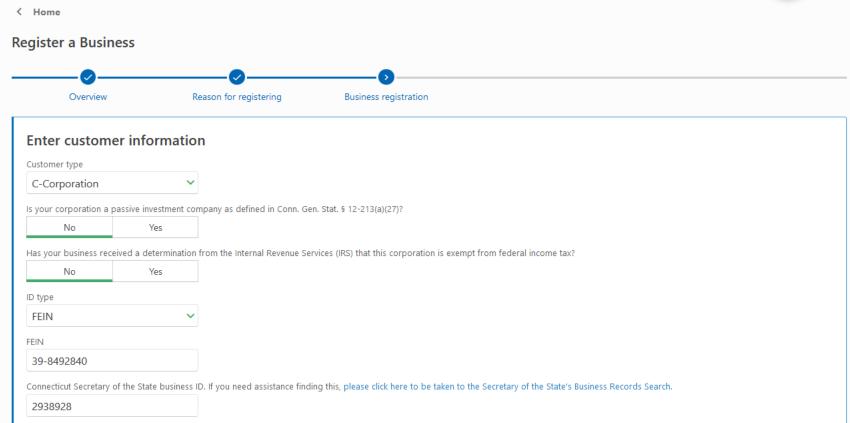
DRS Home CT.gov Home CT.gov | Business





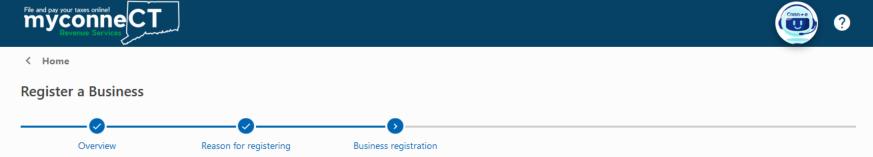






Select how your company should be registered. Depending on your customer type, you may be required to provide additional information about your business. Select the applicable ID type and enter your ID.





To exit the registration application without saving, click **Cancel**.

Use the **Previou**s and **Next** buttons to navigate backwards and forwards through the application.

To save the registration application and finish it later, click **Save Draft**. You only need to provide an email address and a confirmation number to retrieve the application later.

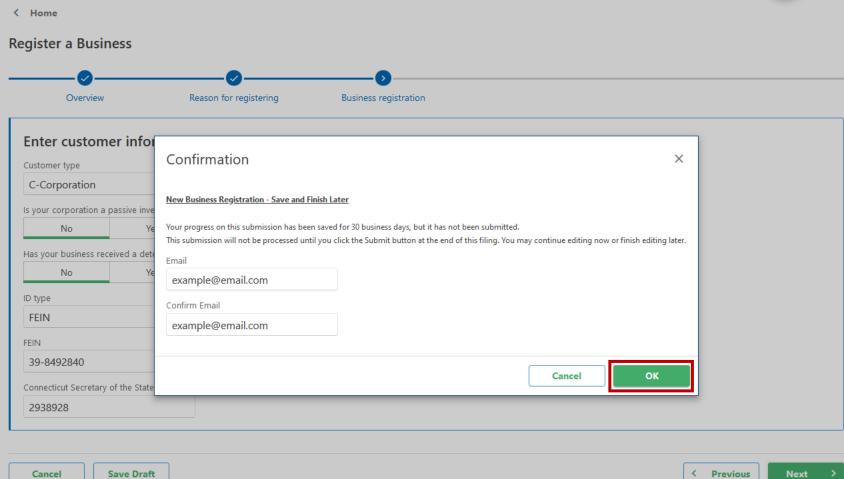












Enter and confirm your email address, then click **OK**.









< Home

Register a Business

Confirmation

Confirmation Your submission for Register a Business has been saved for 30 business days. To access this submission in the future, go to the myconneCT home page, click on "Find a Submission", and use email: example@email.com and confirmation code: s538j7. Continue Editing Finish Later

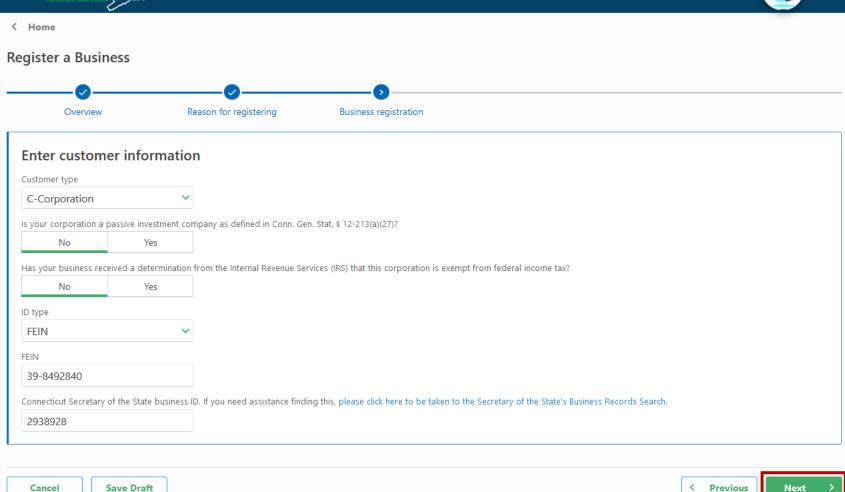
You will be provided with a confirmation code. To access this submission in the future, go to the myconneCT home page and click the "Find a Submission" hyperlink from the Submissions panel. Use the email address provided and the confirmation code provided to retrieve the submission.

To continue editing the Registration, click Continue Editing.









Click **Next** to continue the registration application.



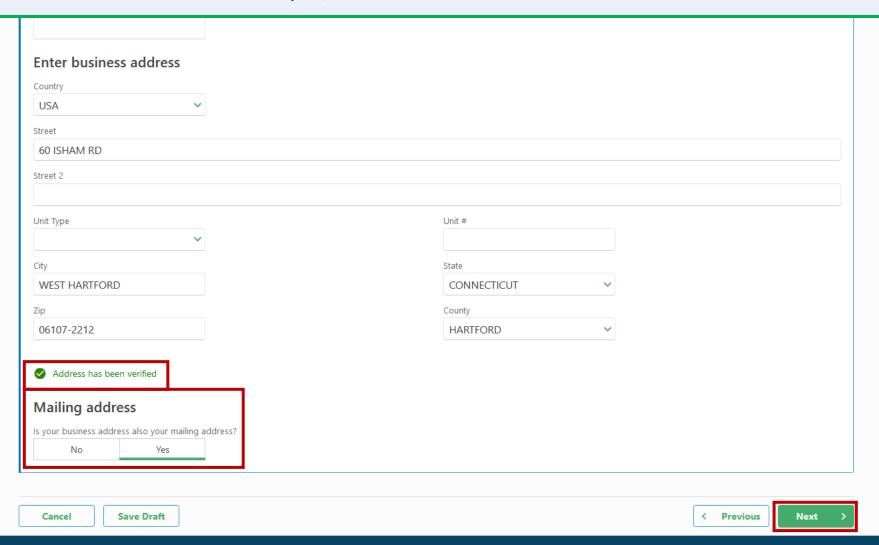




Next, provide name and address information for your business. Address information must be verified. Click the **Verify Address** hyperlink to verify your address.

Legal name of entity	
NEW BUSINESS, INC	
DBA name	
Futon business address	
Enter business address	
Country USA	
Street	
60 ISHAM RD	
Street 2	
Unit Type	Unit #
	Unit #
Unit Type	Unit # State
Unit Type	
Unit Type City	State
Unit Type City WEST HARTFORD	State CONNECTICUT
Unit Type City WEST HARTFORD Zip	State CONNECTICUT County
Unit Type City WEST HARTFORD Zip	State CONNECTICUT County

Once the address has been verified, select whether the mailing address is the same as the business address. In this example, we have selected **Yes**. Click **Next** to continue.

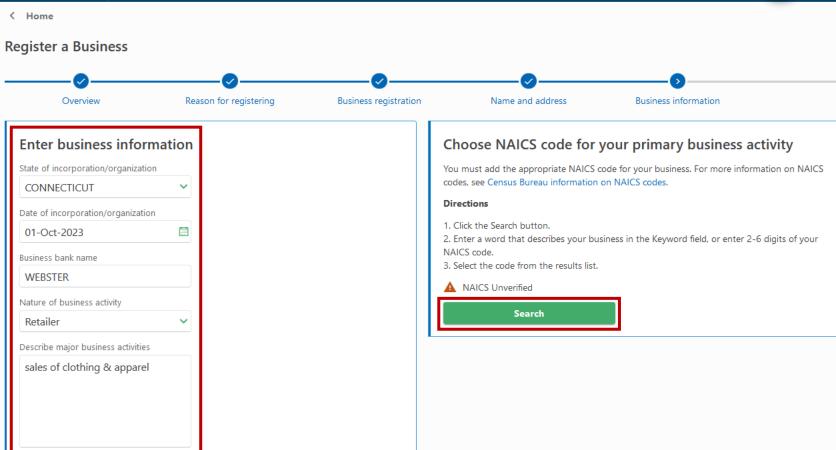












Next, provide information about your business. Complete all required fields. You must also add the appropriate NAICS code for your business. Click the **Search** button.







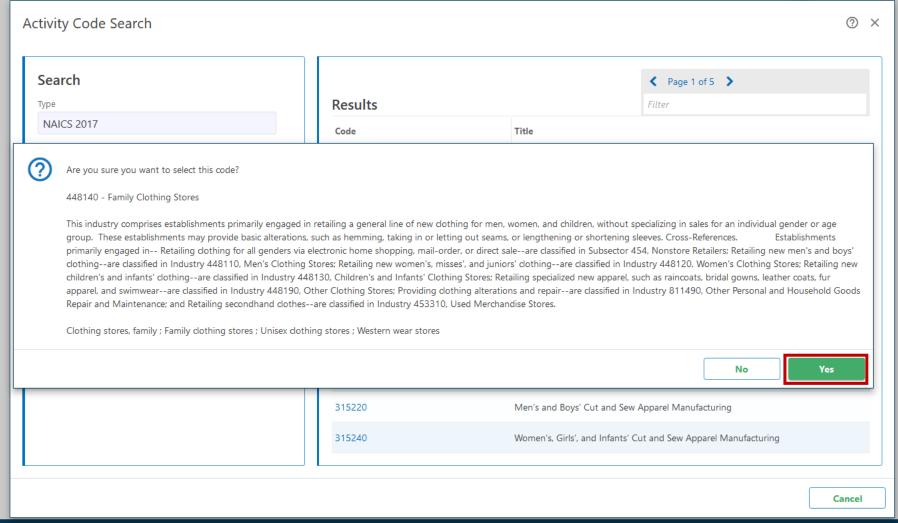
Activity Code Search		②
Search Type	Results	✓ Page 1 of 5 Filter
NAICS 2017	Code	Title
Keyword clothing	424320	Men's and Boys' Clothing and Furnishings Merchant Wholesalers
Search	424330	Women's, Children's, and Infants' Clothing and Accessories Merchant Wholesalers
	448110	Men's Clothing Stores
	448120	Women's Clothing Stores
	448130	Children's and Infants' Clothing Stores
	448140	Family Clothing Stores
	448150	Clothing Accessories Stores
	448190	Other Clothing Stores
	315220	Men's and Boys' Cut and Sew Apparel Manufacturing
	315240	Women's, Girls', and Infants' Cut and Sew Apparel Manufacturing

Enter a word that describes your business in the Keyword field, or enter 2-6 digits of your NAICS code. Click the **Search** button, then select the code from the results that best fits your business.





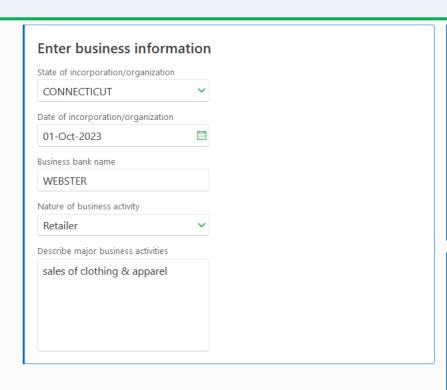




Review the description and confirm your selection. Click Yes.

Register a Business

Click **Next** to continue.



Choose NAICS code for your primary business activity

You must add the appropriate NAICS code for your business. For more information on NAICS codes, see Census Bureau information on NAICS codes.

Directions

- 1. Click the Search button.
- Enter a word that describes your business in the Keyword field, or enter 2-6 digits of your NAICS code.
- 3. Select the code from the results list.



Search

448140 - Family Clothing Stores

This industry comprises establishments primarily engaged in retailing a general line of new clothing for men, women, and children, without specializing in sales for an individual gender or age group. These establishments may provide basic alterations, such as hemming, taking in or letting out seams, or lengthening or shortening sleeves. Cross-References. Establishments primarily engaged in-- Retailing clothing for all genders via electronic home shopping, mailorder, or direct sale--are classified in Subsector 454, Nonstore Retailers; Retailing new men's and boys' clothing--are classified in Industry 448110, Men's Clothing Stores; Retailing new women's, misses', and juniors' clothing--are classified in Industry 448120, Women's Clothing Stores; Retailing new children's and infants' clothing--are classified in Industry 448130, Children's and Infants' Clothing Stores; Retailing specialized new apparel, such as raincoats, bridal gowns, leather coats, fur apparel, and swimwear--are classified in Industry 448190, Other Clothing Stores; Providing clothing alterations and repair--are classified in Industry 811490, Other Personal and Household Goods Repair and Maintenance; and Retailing secondhand clothes--are classified in Industry 453310, Used Merchandise Stores.

Clothing stores, family; Family clothing stores; Unisex clothing stores; Western wear stores

Cancel

Save Draft

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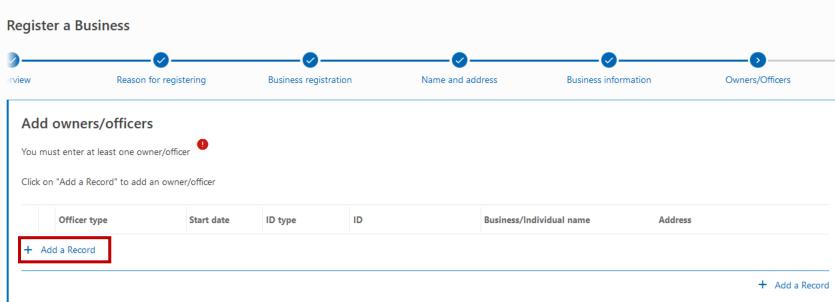
Next



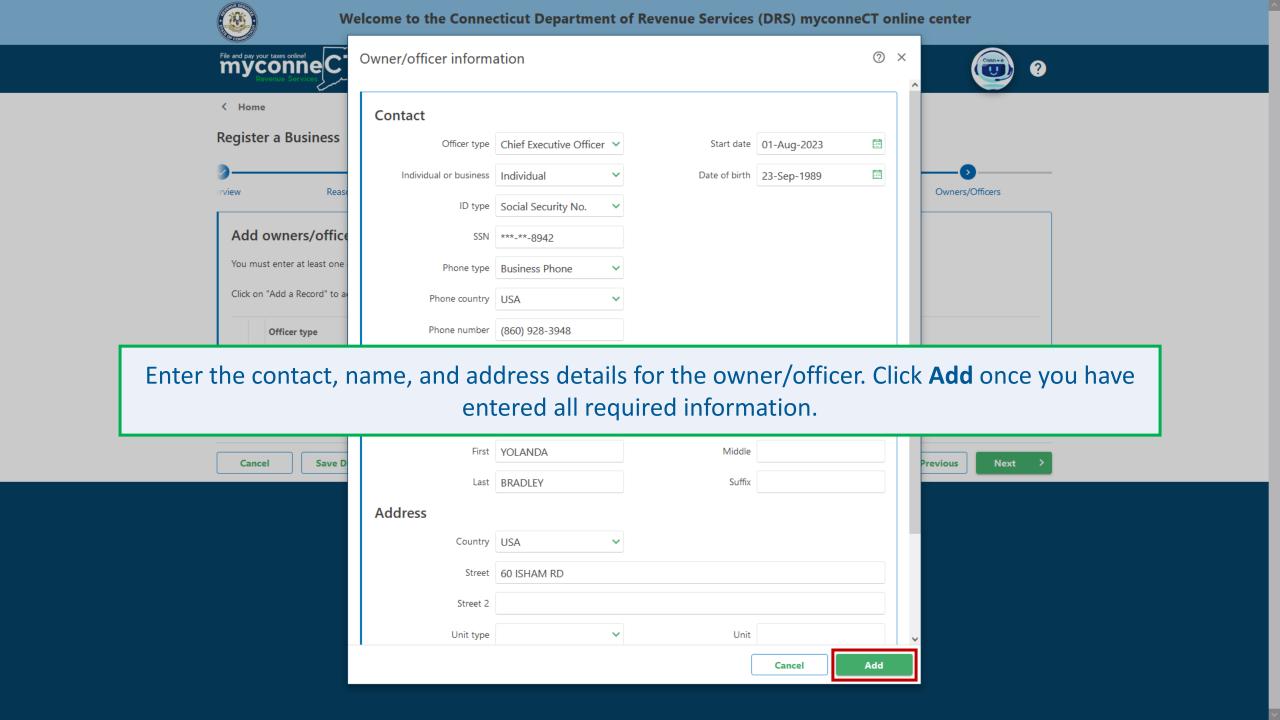




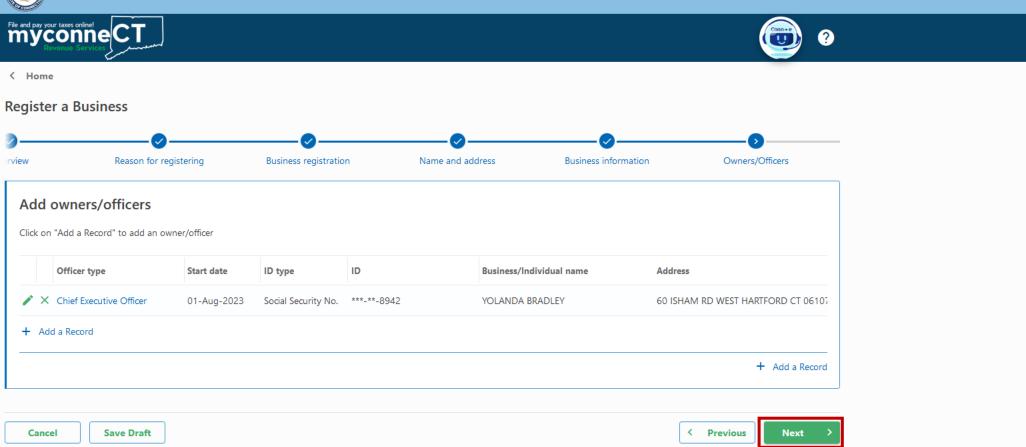




You must also add owner/officer information. Note that you must provide more than one owner/officer. Click **Add a Record** to begin.

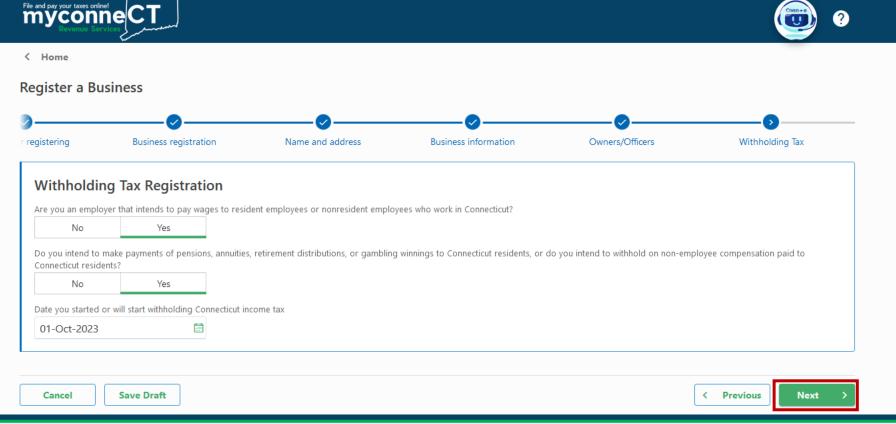






Repeat the previous steps until all owner/officer information has been successfully added. To edit an entry, click the pencil icon. To remove an entry, click the green X.

Once all owner/officer has been added, click Next.

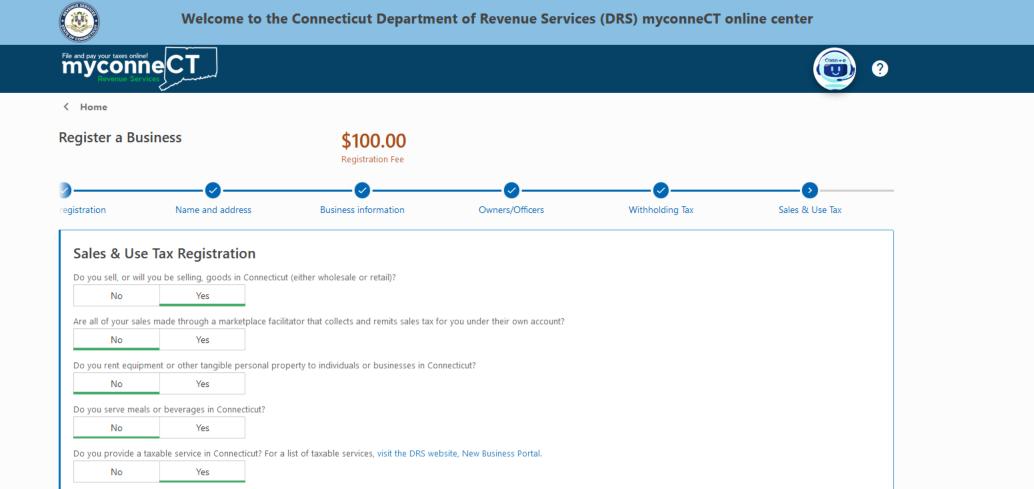


Answer the **Withholding Tax Registration** questions as they apply to your business. In this example, the business owner will be registered for Withholding tax. Click **Next**.

Answer the Sales & Use Tax Registration questions as they apply to your business. In this example, the taxpayer will be registered for Sales & Use Tax. Notice a \$100.00 Registration Fee has been assessed.

Date you started or will start selling or leasing goods or taxable services

01-Oct-2023

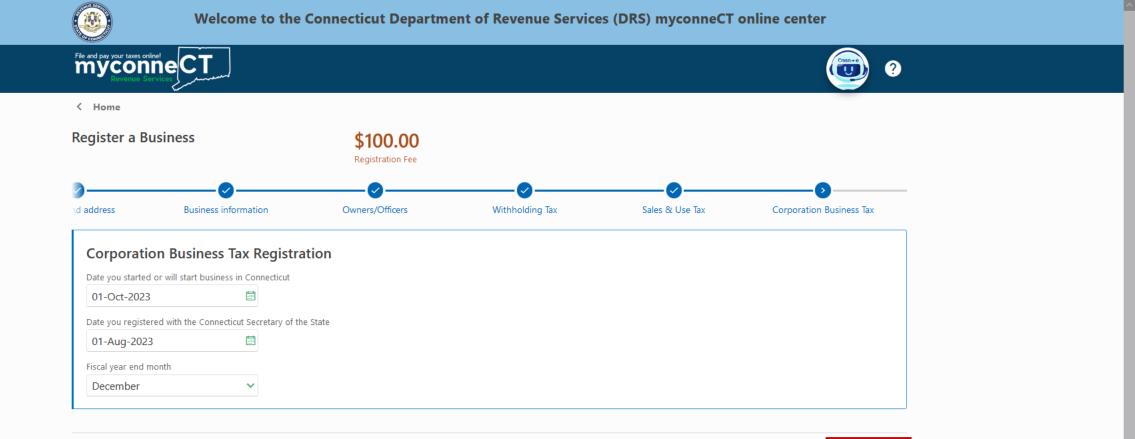


Cancel Save Draft Aprevious Next

Date you started or will start selling or leasing goods or taxable services

01-Oct-2023

Click Next to continue.



< Previous

Enter Corporation Business Tax Registration information, if applicable, then click Next.

Cancel

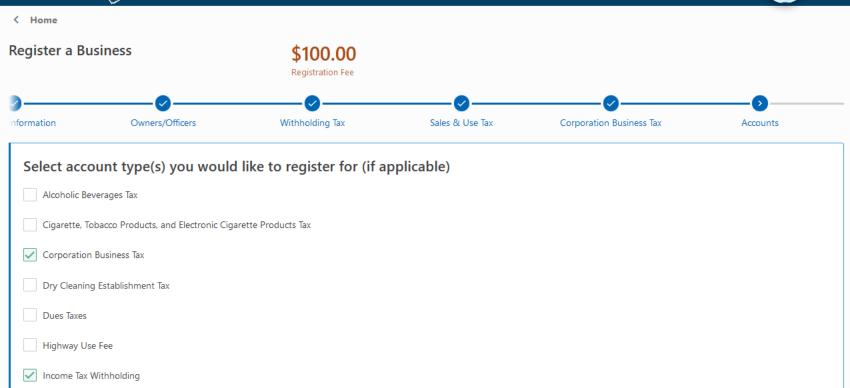
Save Draft









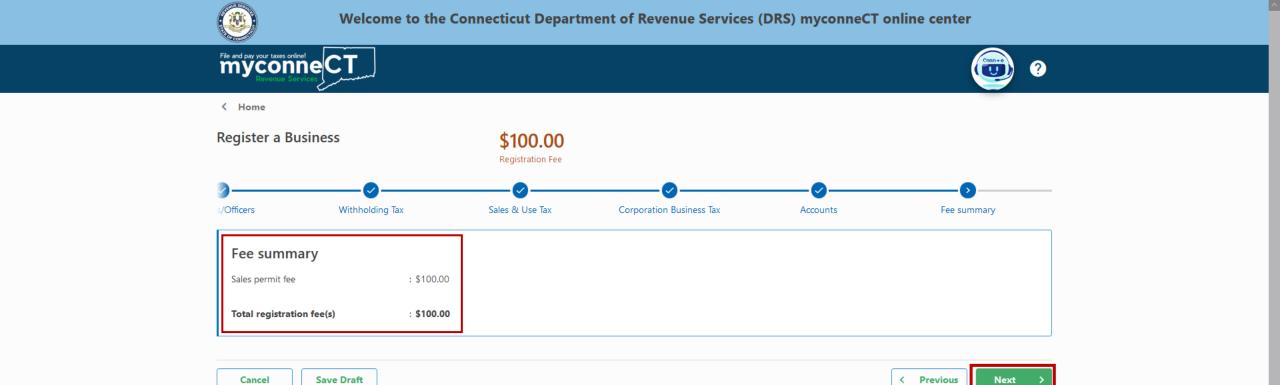


In this example, the business owner is registered for Corporation Business Tax, Income Tax Withholding, and Sales & Use Tax. If applicable, you can register for additional tax types by clicking the appropriate check boxes.

✓ Sales & Use Tax
Tourism Surcharge
Truck Fuel Decals (IFTA / Motor Carrier)
Other/Addendum E Accounts (Bottle Deposit Tax, Certified Competitive Video, Community Antenna Tax, Intermediate Care Facility User Fee, Nursing Home User Fee, Railroad Companies, Second Hospital User Fee, Solid Waste Assessment, Transportation Networks Company, Electric Distribution Company, Participating Municipal Electric Utility, Gas Company, & Suppliers of Natural Gas)

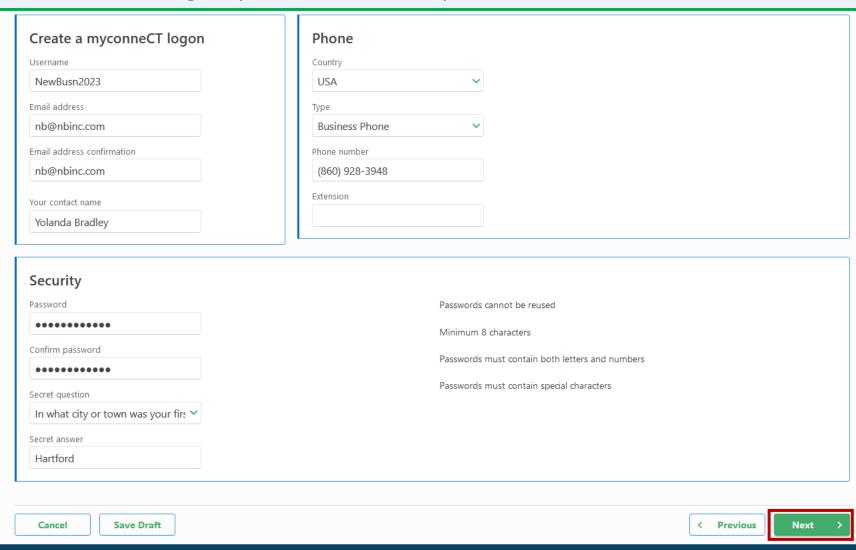
Click **Next** to continue with the registration application.

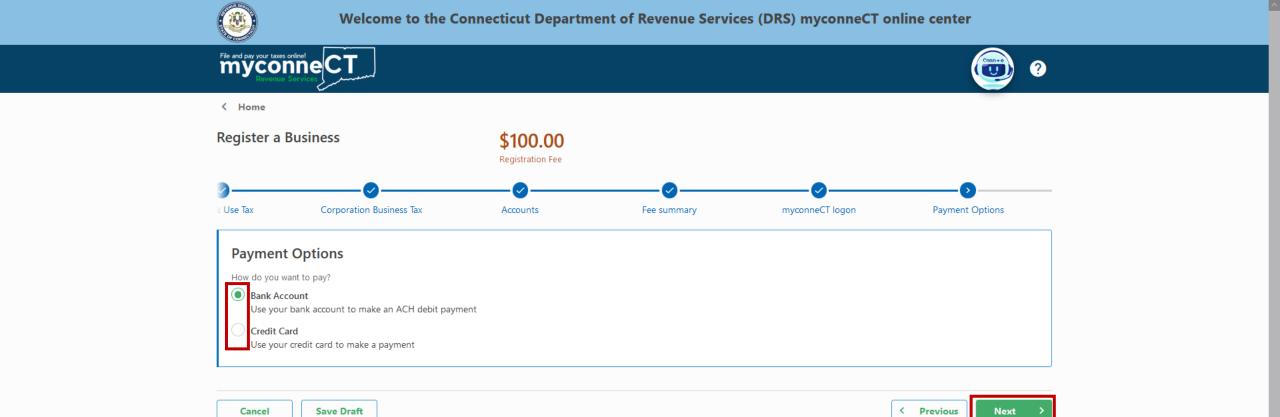
Select account type(s) you would like to register for (if applicable)		
Alcoholic Beverages Tax		
Cigarette, Tobacco Products, and Electronic Cigarette Products Tax		
✓ Corporation Business Tax		
Dry Cleaning Establishment Tax		
Dues Taxes		
Highway Use Fee		
✓ Income Tax Withholding		
Motor Vehicle Fuels Tax, Heating Fuels Distributor, and Petroleum Products Gross Earnings Tax		
Prepaid Wireless E-911		
Rental Surcharge		
Room Occupancy Tax		
✓ Sales & Use Tax		
Tourism Surcharge		
Truck Fuel Decals (IFTA / Motor Carrier)		
Other/Addendum E Accounts (Bottle Deposit Tax, Certified Competitive Video, Community Antenna Tax, Intermediate Care Facility User Fee, Nursing Home User Fee, Railroad Companies, Second Hospital User Fee, Solid Waste Assessment, Transportation Networks Company, Electric Distribution Company, Participating Municipal Electric Utility, Gas Company, & Suppliers of Natural Gas)		
Cancel Save Draft < Previous Next >		



In this example, a registration application fee of \$100.00 has been assessed, and payment must be submitted with the registration.

Before you complete your registration, you will also be required to create a **myconneCT** logon so you can obtain your Connecticut Tax Registration Number and manage your taxes online. Once you have entered all required logon, phone, and security information, click **Next**.





Select the preferred payment method, then click **Next**. In this example, we have selected Bank Account.









Enter the payment amount, then confirm the payment amount and date. Select the payment type. Most will select *Direct Payment*.

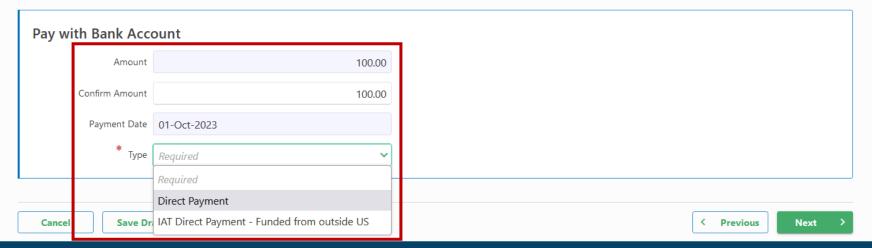
The application fees once submitted are not refundable.

If the funds for this payment come from an account outside the United States, choose 'IAT Direct Payment' as the payment channel type.

Debit Block Codes:

A debit block is when you have notified your bank or financial institution to reject all debit requests against your account unless you have provided a specific "debit block code". For more information and a listing of debit block codes, click here

If this is the first payment using this bank account through myconneCT, an account validation will be sent to the bank. The payment withdrawal from your bank may take up to five (5) business days. Once the payment has been processed from your bank, the original payment date will be honored.





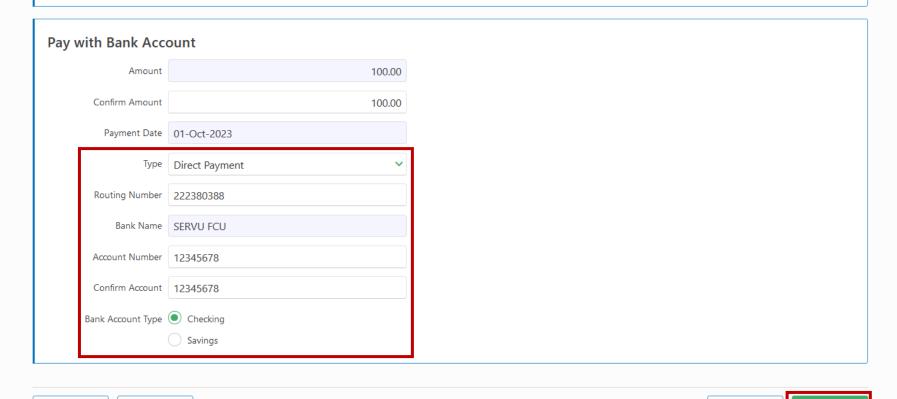
The application fees once submitted are not refundable.

Save Draft

Cancel

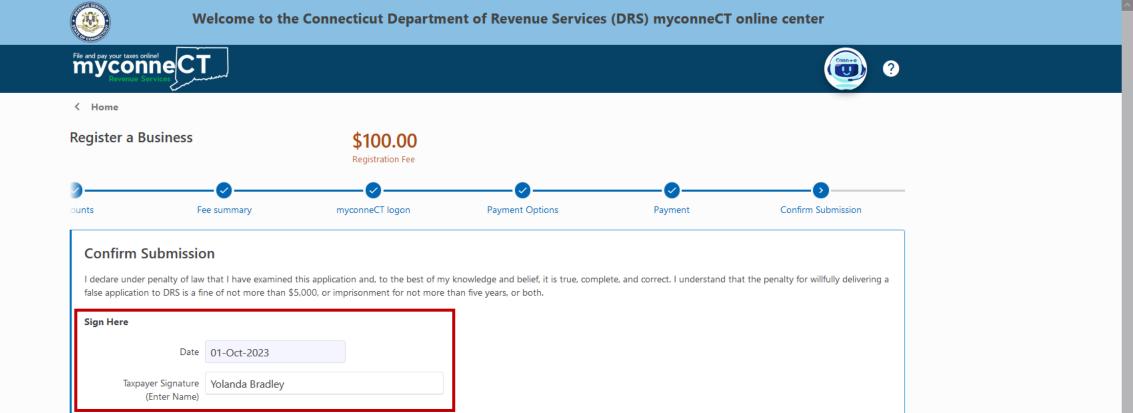
Once you have entered all required payment information, click Next.

If this is the first payment using this bank account through **myconneCT**, an account validation will be sent to the bank. The payment withdrawal from your bank may take **up to five (5) business days**. Once the payment has been processed from your bank, the original payment date will be honored.



< Previous

Next



Submit

< Previous

Enter your electronic signature, then click **Submit**.

Cancel

Save Draft









< Home

Confirmation

Thank you for registering with the Connecticut Department of Revenue Services.

Your submission to Register a Business has been received. Upon approval, you will be informed via the email address you supplied.

Please print this page and save the confirmation code below for your records.

• Confirmation Code: m92wcb

• Submitted Date and Time: 10/1/2023 11:07:19 AM

• Legal Name: NEW BUSINESS, INC

Username: NewBusn2023
Amount Paid: \$100.00
Payment Date: 10/1/2023

Upon successful submission of your registration, you will be directed to a Confirmation page.

Click the **Printable View** button to view and print a copy of your temporary permit.

Printable View
OK

DRS Home CT.gov Home CT.gov | Business







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REG-1, Business Taxes Registration Application

Do NOT mail to the Department of Revenue Services

You can use the browser tools to print a copy of your temporary permit.

Important: Do not mail this confirmation page to the agency. Mailing in this confirmation page could result in delayed processing of your registration.

Temporary Permit

This temporary permit must be displayed for customers to see and is not assignable or transferable.

Confirmation Code: m92wcb

Date Submitted: 10/01/2023 10:04 AM
Legal Name: NEW BUSINESS, INC
Business Trade Name: NEW BUSINESS, INC

Business Address: 60 ISHAM RD WEST HARTFORD CT 06107-2212

This temporary permit/license will expire on 10/22/2023.

This confirmation code will act as your temporary Permit/License. It will be replaced when you receive your official Permit/License in the mail.

If you have questions or concerns, please "Send a Message" using the "Messages" feature within the **myconneCT** application.









< Home

Confirmation Thank you for registering with the Connecticut Department of Revenue Services. Your submission to Register a Business has been received. Upon approval, you will be informed via the email address you supplied. Please print this page and save the confirmation code below for your records. Confirmation Code: m92wcb • Submitted Date and Time: 10/1/2023 11:07:19 AM • Legal Name: NEW BUSINESS, INC • Username: NewBusn2023 • Amount Paid: \$100.00 • Payment Date: 10/1/2023 Please log in to your myconneCT account to view your CT Registration number and maintain your account(s). To access this submission in the future, please use email: nb@nbinc.com and confirmation code: m92wcb. If you have any questions or concerns, please "Send a Message" using the "Messages" feature within the myconneCT application. Connecticut Department of Revenue Services reserves the right to require verification of any information that was entered and may request certain information from you at a later **Printable View** OK

Click **OK** to return to the myconneCT homepage.



File and pay your taxes online! The property of the property







DRS will send your official registration Tax Permit/License (if applicable) in the mail.

You can obtain a copy of the Tax Permit/License (if applicable) from your **myconneCT** online account once the registration application and payment have been processed.

- > Make a Bill Payment
- > Apply/Renew Tax Exemption Form
- > File Returns/Extension

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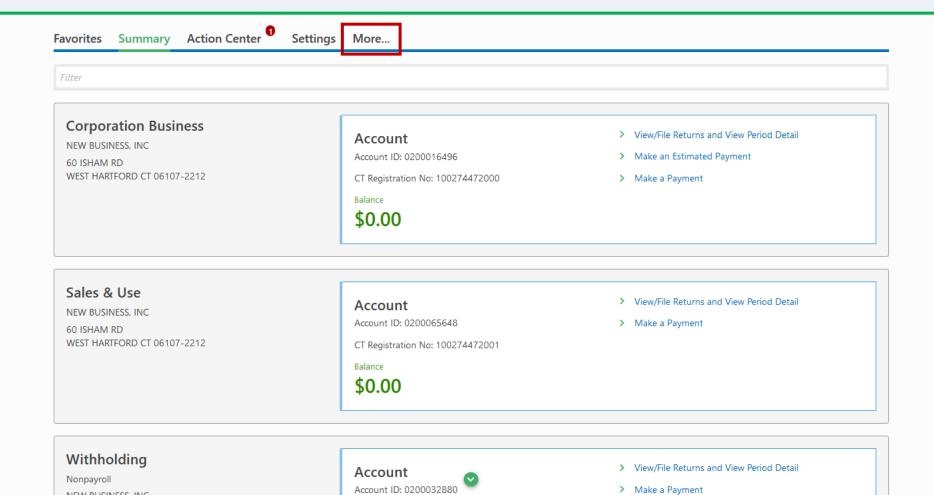






Not seeing what you're looking for? Click the 'More...' tab for other options such as updating names, addresses, and viewing correspondence.

To obtain a copy of your permit, click the **More...** menu.













Not seeing what you're looking for? Click the 'More...' tab for other options such as updating names, addresses, and viewing correspondence.

Locate the Correspondence group and select the View Letters hyperlink.

Favorites Summary Action Center

Settings More...



Submissions

Submissions are items you have submitted online for processing. Common examples include returns and payments.

- Search Submissions
- > Manage Payments & Returns



Taxpayer Updates

Update my taxpayer information.

- > Manage Names & Addresses
- > Add Additional Accounts and Locations
- Close Accounts
- Add/Update Officers
- Reopen Accounts



Correspondence

View electronic messages or letters I've received from the agency.

- View Messages
- > View Letters
- > Send a Message
- > Request Dissolution Letter
- > Request Status Letter Business Taxes



File 1099-MISC

Submit 1099-MISC or 1099-NEC and associated CT-1096.



Penalty Waiver

Penalty Waiver





Power of Attorney Forms

Submit Forms LGL-001 or LGL-003 for Power of Attorney









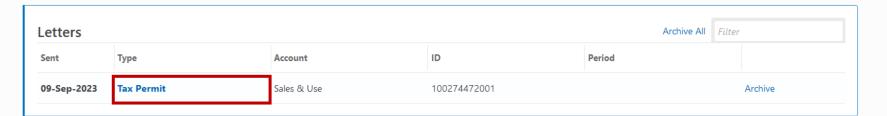
< NEW BUSINESS, INC

Letters

Letters older than 12 months can be found using the search.

NEW BUSINESS, INC 100274472000

Inbox Archived Search



Click the **Tax Permit** hyperlink.



Attached is your Sales & Use tax permit. Please display it conspicuously for your customers to see. Any permit previously issued by the Connecticut Department of Revenue Services (DRS) for the specific location noted on this permit is now void and should be destroyed.

Any change in ownership or form of organization requires a new permit. If your business is sold, transferred, or discontinued, return this permit at once to:

Department of Revenue Services 450 Columbus Blvd. Suite 1 Hartford, CT 06103

Enter the last day of business and the name of the successor, if applicable, on the back of the permit. Sign the permit as indicated.

Business and individual taxpayers can use **myconneCT** to file a variety of tax returns, update account information, and make payments online.

A copy of the permit is displayed. Use the browser setting to print a copy.

You may not assign or transfer this permit. Display this permit conspicuously for your customers to see.

Department of Revenue Services State of Connecticut 450 Columbus Blvd. Suite 1

Hartford, CT 06103

Sales & Use Tax Permit

The person named below is licensed under the Sales & Use Tax Act.
This permit is good **only** for the named permittee and at the location shown.

This permit is good only for the named permittee and at the location shown. If there is any change in ownership, the permit is null and void.

Date Issued Expiration Date Business Start Connecticut Tax

 Date Issued
 Expiration Date
 Business Start Date
 Connecticut Tax Registration Number

 09/09/2023
 09/30/2025
 10/01/2023
 100274472-001

Use only at this location: NEW BUSINESS, INC 60 ISHAM RD WEST HARTFORD CT 06107-2212

NEW BUSINESS, INC 60 ISHAM RD

WEST HARTFORD CT 06107-2212

This license may not be transferred or assigned.



Mark D. Boughton Commissioner of Revenue Services



myconne CT









Click here for more tutorials!

- > Apply/Renew Tax Exemption Form
- > File Returns/Extension

- where s my kelunu:
- > What's My 1099-G Amount?
- > Upload Earned Income Tax Credit (EITC) Documents
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