



Deleting a Submission

Tutorials

Tutorials to provide assistance with functionality included within **myconneCT**

- > [How do I create a username?](#)
- > [How do I file a Sales Tax return?](#)
- > [More Tutorials](#)

File 1099-MISC

Submit bulk file for 1099-MISC and associated CT-1096.

- > [File 1099-MISC/CT-1096](#)
- > [Find a Submission](#)

Additional Links

Navigate to other relevant DRS Sites

- > [New Business/Need a CT Registration Number?](#)
- > [TSC Homepage](#)



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.

Once you are logged in to **myconneCT**, the Summary page is displayed.

You can access returns and payments you have submitted from the **More...** menu.

21422144000
800 MAPLE AVE
HARTFORD CT 06114-2322

You last logged in on Friday, Jan 10, 2020 11:17:49 AM

[Manage My Profile](#)

[Summary](#) [Action Center](#) ⁵ [Settings](#) [More...](#)

Filter

Sales & Use

NATURAL HEALTH LLC
800 MAPLE AVE
HARTFORD CT 06114-2322

Return Period Ending On 31-Dec-2020 > [View Submission](#)

Annual Filer

Status

Submitted

Account

CT Tax Reg No: 21422144000

Account ID: 0108824360

Balance

(\$1,434.00)

> [View/File Returns and View Period Detail](#)

> [Make a Payment](#)

Withholding

Payroll
NATURAL HEALTH LLC
800 MAPLE AVE
HARTFORD CT 06114-2322

Return Period Ending On 31-Dec-2020 > [File Now](#)

Quarterly - Payroll Filer

Due

31 Dec 2021

Locate the **Submissions** group and click the **Search Submissions** hyperlink.

NATURAL HEALTH LLC

21422144000
800 MAPLE AVE
HARTFORD CT 06114-2322

Welcome, Jane Smith

You last logged in on Friday, Jan 10, 2020 11:17:49 AM

[Manage My Profile](#)

[Summary](#) [Action Center](#) ⁵ [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](#)
- > [Close Accounts](#)



Correspondence

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

- > [View Messages](#)
- > [View Letters](#)
- > [Send a Message](#)



File 1099-MISC

Submit bulk file for 1099-MISC and associated CT-1096.



Access

Manage access of accounts I have access to.



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Submissions

NATURAL HEALTH LLC
21422144000

Submissions are items you can submit online for processing. Common examples include returns and payments.

Processed submissions older than 12 months can be found using the search.

Draft Pending Processed Deleted

Submissions

Date	Title	Account	ID	Period
10-Jan-2021	CT-941 Reconciliation of Withholding	Withholding	21422144000	31-Dec-2020

From here, you can view draft, pending, processed, and deleted submissions:

- *Draft*: Saved, but not submitted to the agency
- *Pending*: Submitted by you, but not processed by the agency
- *Processed*: Submitted by you and also processed by the agency
- *Deleted*: Drafts or pending submissions you have deleted

You can edit or delete *draft* and *pending* submissions. In this example, we will delete a pending submissions.

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Submissions

NATURAL HEALTH LLC
21422144000

Submissions are items you can submit online for processing. Common examples include returns and payments.

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Draft **Pending** Processed Deleted

Submissions

Date	Title	Account	ID	Period
10-Jan-2021	CT-941 Reconciliation of Withholding	Withholding	21422144000	31-Dec-2020

To delete a pending submission, click the **Pending** tab.

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Submissions

NATURAL HEALTH LLC
21422144000

Submissions are items you can submit online for processing. Common examples include returns and payments.

Processed submissions older than 12 months can be found using the search.

Draft **Pending** Processed Deleted

Submissions

Date	Title	Account	ID	Period
10-Jan-2021	OS-114 Tax Return	Sales & Use	21422144000	31-Dec-2020

Click the hyperlink for the submission you would like to delete.

Need to change your return? Click 'Continue Editing' to make your updates.

OS-114 Sales and Use Tax Return

31-Dec-2020
Sales & Use
21422144000
NATURAL HEALTH LLC

Submitted

Confirmation #
0-000-033-324

> [Continue Editing](#)

> [Delete Submission](#)

> [Print](#)

Click the **Delete Submissions** hyperlink.

OS-114 Sales and Use Tax Return **Payment**



Please Select Your Tax Rates

Connecticut has several different Sales and Use tax rates. Select all rates in which you have collected Sales and Use tax for. You will be guided to enter the applicable amounts at each rate.

- General Sales - 6.35% Tax Rate
- Meals - 7.35% Tax Rate
- Luxury - 7.75% Tax Rate
- Rental of Passenger Motor Vehicles - 9.35% Tax Rate

< Submissions

OS-114 Sales and Use Tax Return

31-Dec-2020

Sales & Use

21422144000

NATURAL HEALTH

Submitted

Confirmation #

0-000-033-324

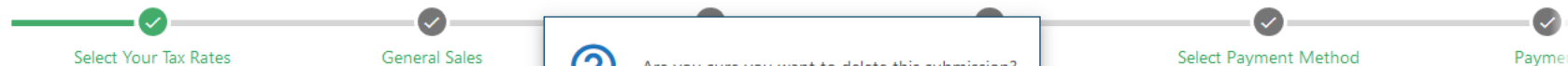
> Continue Editing


> Delete Submission

> Print

Click **Yes** to confirm you want to delete the submission.

OS-114 Sales and Use Tax Return **Payment**



 Are you sure you want to delete this submission?

Please Select Your Tax Rates

Connecticut has several different Sales and Use tax rates. Select all rates in which you have collected Sales and Use tax for. You will be guided to enter the applicable amounts at each rate.

- General Sales - 6.35% Tax Rate
- Meals - 7.35% Tax Rate
- Luxury - 7.75% Tax Rate
- Rental of Passenger Motor Vehicles - 9.35% Tax Rate

< Previous >

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Submissions

NATURAL HEALTH LLC
21422144000

Submissions are items you can submit online for processing. Common examples include returns and payments.

Processed submissions older than 12 months can be found using the search.

Draft Processed Deleted

Submissions

Date	Title	Account	ID	Period
10-Jan-2021	OS-114 Tax Return	Sales & Use	21422144000	31-Dec-2020
10-Jan-2021	CT-W3 Annual Reconciliation of Withholding	Withholding	21422144000	31-Dec-2020

When you return to the Submissions menu, the deleted submission will be available to view from the **Deleted** tab.

Once you have deleted a submission, you can reschedule a new payment or return.



[Click here](#) for more tutorials!