Tax2290.com - Full Service Instructions

Follow the simple steps below and you are done with your tax filing.

(i) Fill the Full Service template with the following details:
- Tax Year and Month First Used
- Taxable Vehicle Information
- Prior Year Suspended Vehicle Information
- Credits on sold/ destroyed or stolen vehicle and Low Mileage vehicle
- Third Party Designee
- Payment Option
- Product or Service Payment Option

(ii) Send the completed Excel Template to our support specialists through Email.
 support@taxexcise.com

(iii) We will complete your return with the details furnished in the excel template and mail you the Generated Form 8879- Ex (IRS efile signature authorization form. Form 720, 2290 and 8849)

(iv) You have to sign in the taxpayer's section of Form 8879- Ex, as this will help complete the filing Process. Once you have signed, choose any of the following ways to send the signed form 8879- Ex, to us:

- Email: support@taxexcise.com
- Fax: 1-866-256-9859
- Mail to: Think Trade, Inc. 233 Wilson Pike Cir, Ste 2B, Brentwood, TN – 37027

(v) Your return is now complete and it is ready to be filed.

Business Information

A business owner must pay the taxes for the business owned to the IRS. Detailed information will be obtained through a series of questions regarding the business in order to correctly fill out and file the return. This includes the business profile, signing authority details and the business address details which are very important for any correspondence from the IRS.

Business Profile

Business Name :		EIN :	
Business Type :		Tax Month End :	

Business Address Information

Address Line - 1 :		Address Line – 2 :	
City :		State :	
Zip :		Country :	
Phone Number :		Check [If address has changed from last filling]	

Signing Authority

Name :		Title :	
Day Time Phone :			

Tax Year and Month used first

Form 2290 must be filed for each month when a taxable vehicle is first used on public highways during the tax period. Form 2290 must be filed by the last day of the month following the month of first use. The filing rules apply both for paying the tax and reporting suspension of the tax.

Tax Year :	
Month First Used :	

Check here ☐ to mark the return as 'Final' if you no longer have any vehicles to report on.

Third Party Designee

You can authorize a third person to discuss your tax returns with the IRS. You will be asked to enter the designee's name, phone number and a five digit personalized number that will be used as their PIN.

Designee's Name :			
Designee's Phone :		Designee's PIN :	

Vehicle Information

Form 2290 [HVUT] is used to file tax on Heavy Highway Motor Vehicles. Highway motor vehicles that have a taxable gross weight of 55,000 pounds or more are taxable. This includes vehicles which are used for transporting harvested products to and from the forest (Logging Vehicles) and vehicles exclusively used for farming purposes (Agricultural Vehicles). Each vehicle is identified by its VIN. When filing with us, we require that you have the VIN, Taxable Gross Weight and the type of filing you will be completing on the vehicle that was used.

VIN	Gross Weight	Is Logging Vehicle	Is Vehicle Suspended	Is Agriculture Vehicle

*Add additional sheets to list more VIN#

Suspended Vehicle Information

A suspended vehicle is a registered highway motor vehicle which has been used 5,000 miles or less (7,500 miles or less for agricultural vehicles) on public highways within the 12 month filing period. If the mileage use limit has not been exceeded, it is still considered a suspended vehicle for the previous filed tax period. We will need the suspended vehicle's VIN, mileage use, buyer's name and date if it was sold or transferred.

VIN	Was the public highway mileage limit exceeded in the prior year for the suspended vehicle?	Is Suspended Vehicle Sold or Transferred	Buyer Name	Sold or Transferred Date

*Add additional sheets to list more VIN#

Sold, Destroyed or stolen vehicle credit

You can claim a credit for tax paid on a vehicle that was either sold, destroyed or stolen before June 1 and not used during the remainder of the tax period. A vehicle is destroyed when it is damaged by accident or other casualty to such an extent that it is not economical to rebuild.

VIN	Taxable gross weight	Is Logging Vehicle	Type of Loss	Prior First Used Month	Sold, Destroyed or stolen Date

*Add additional sheets to list more VIN#

Low Mileage vehicle credit

You can claim a credit for tax paid on a vehicle that was either sold, destroyed or stolen before June 1 and not used during the remainder of the tax period. A vehicle is destroyed when it is damaged by accident or other casualty to such an extent that it is not economical to rebuild.

VIN	Taxable gross weight	Is Logging Vehicle	Prior Field Date

*Add additional sheets to list more VIN#

Tax Pay Option

Check any one of the following ways to make your tax payment to the IRS.

☐	Direct Debit From a Bank Account

You can pay the tax due by authorizing the IRS to directly debit your bank account.
This is the fastest way to send the tax due to the IRS.

Bank Name :	
Account Type :	
Bank Account Number :	
Routing Transit Number :	

☐	EFTPS - Electronic Federal Tax Payment System

You can pay the tax due electronically to the IRS by visiting www.EFTPS.gov
If you already have an account with EFTPS.GOV, it only takes minutes to pay the taxes. If you do not have an account with EFTPS.GOV, it will take about 15 business days to set one up.

☐	Check or Money Order

Mail a check or Money Order to the IRS with Form 2290 - payment voucher

- **Complete all the above information and send it across to us.**
- **We will complete your 2290 for you.**
- **IRS stamped Schedule 1 copy will be available in few minutes.**

Any questions please call our Help Desk @ 1-866-245-3918