Delaware Taxpayer Portal – Make a Payment

The following pages outline the steps required to make a payment in the Portal.

In order to make a payment, you must be a Registered User on the Portal, and linked to the tax account(s) you will be paying for either as an Administrator or Authorized User.

The current payment options in the Portal are Debit/Credit Card Payment and ACH Payment. To make a payment via Debit/Credit Card, follow the steps in section 3. To make a payment via ACH, follow the steps in section 4.
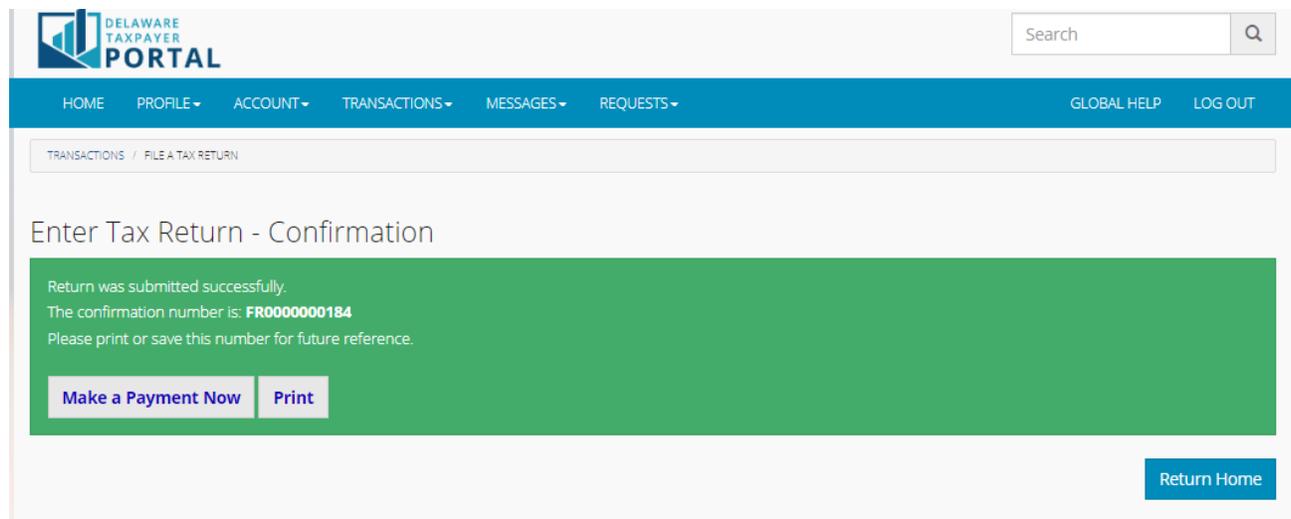
There are two ways to make a payment in the Portal. To make a payment immediately after filing a return, follow the steps in section 1. This is the recommended way to make a payment, as it is easiest and quickest to complete. To make a payment at any other time, follow the steps in section 2.

Make a Payment Immediately After Filing a Return

1   From the return confirmation page, select "Make a Payment Now"

Once you have successfully filed your return, select the "Make a Payment Now" button to begin the payment process.
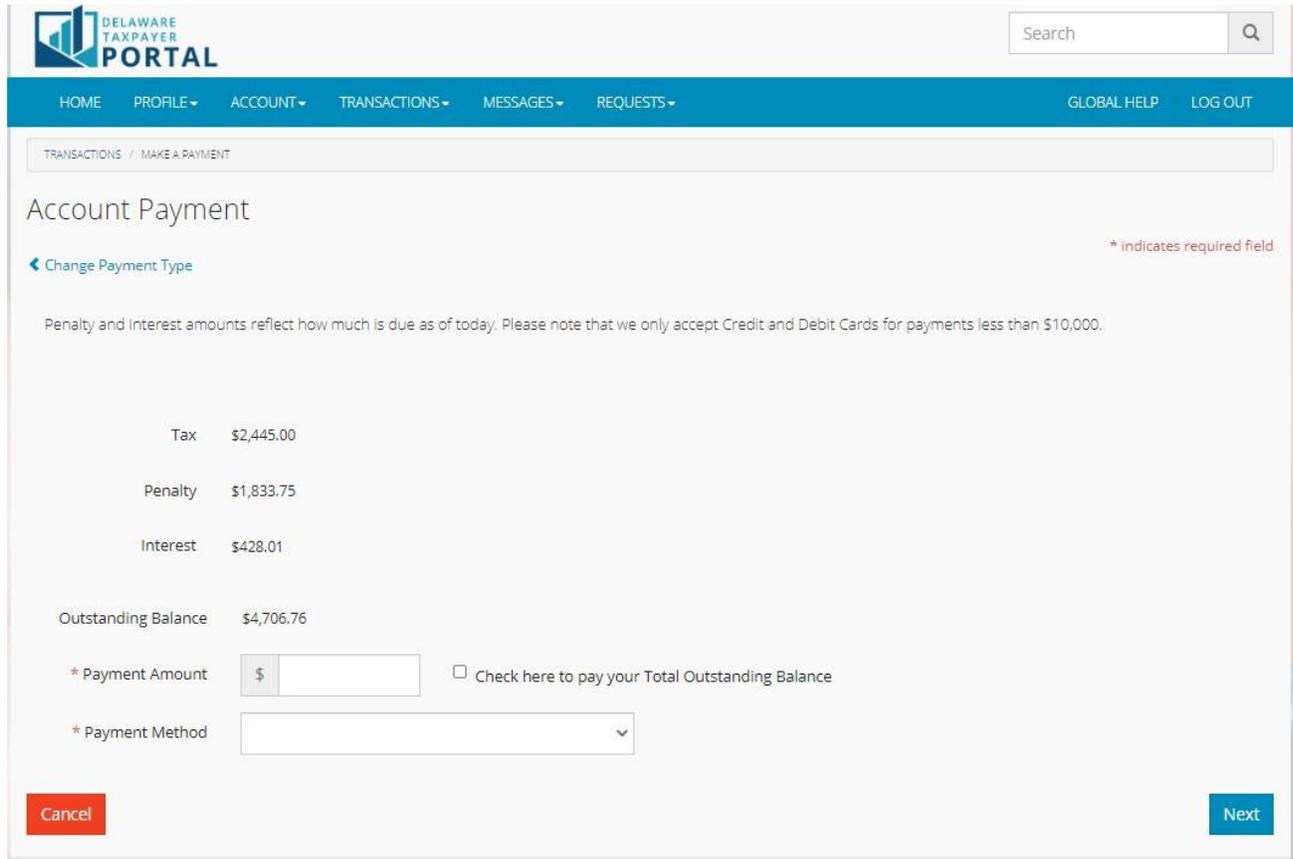
For guidance on how to file a return, review the Filing Original and Amended Returns Guide.

2 Select payment amount and payment method

Enter your payment amount and payment method (ACH or Credit/Debit). You may also select the checkbox to pay the total outstanding balance. Checking this box will automatically populate the full balance on the period in the Payment Amount field. Select "Next" to continue.

3   Secure Transfer to Payment Provider

On the next screen, you will see a warning message that you are being redirected to another site to complete the payment. Select "Continue" to begin the redirect.
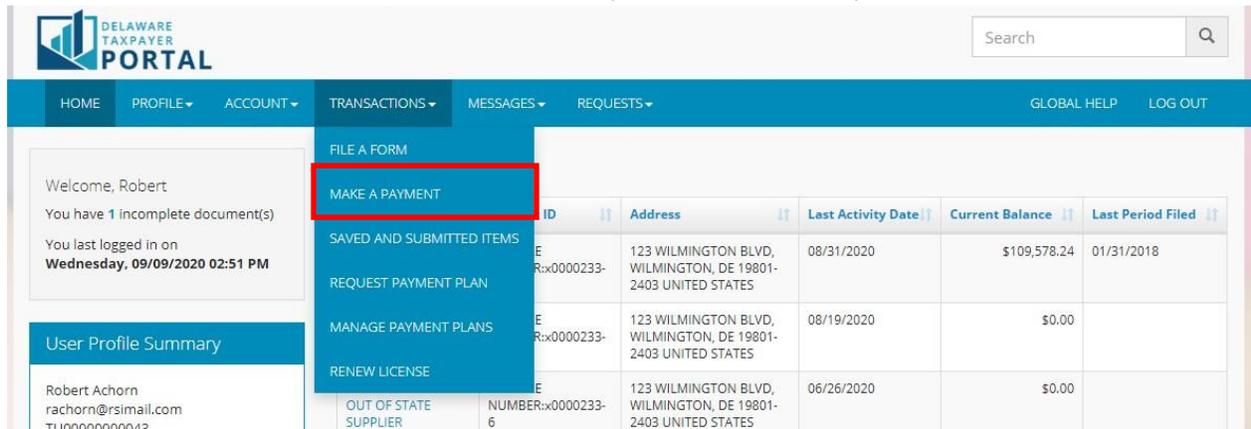
Make a Payment Any Other Time

1 From the home page, select "Make Payment"

From the "Transactions" header, select "Make a Payment" from the drop-down menu.

2 Select the type of payment

Select the Type of Payment from the drop-down.

Most often, "Account Payment" will be selected. A complete list of the payment types, and their uses include:

- **Account Payment:** Select account payment when you want to make a payment for a tax period where you have an amount due. You will only be able to make an account payment when you have an amount due on a tax period.
- **Bill Payment:** Select bill payment when you have received a bill notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Collections Payment:** Select collections payment when you have received a collection notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Estimated Payment:** Select estimated payment when you want to pay your quarterly estimated tax.
- **Multiple Accounts Payment:** Select multiple accounts payment when you want to make a payment for several tax account periods where you have an amount due. The Delaware Taxpayer Portal will show you all your outstanding debt and allow you to select the debt you want to pay.
- **Outstanding License Payment:** Select outstanding license payment when you have an amount due for a license account.

HOME	PROFILE ▾	ACCOUNT ▾	TRANSACTIONS ▾	MESSAGES ▾	REQUESTS ▾		GLOBAL HELP	LOG OUT

TRANSACTIONS / MAKE A PAYMENT

Make a Payment ⍰

You may make a payment by selecting the type of payment in the dropdown labeled Type of Payment below. The Delaware Taxpayer Portal offers the following types of payments:

- **Account Payment:** Select account payment when you want to make a payment for a tax period where you have an amount due. You will only be able to make an account payment when you have an amount due on a tax period.
- **Bill Payment:** Select bill payment when you have received a bill notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Collections Payment:** Select collections payment when you have received a collection notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Estimated Payment:** Select estimated payment when you want to pay your quarterly estimated tax.
- **Multiple Accounts Payment:** Select multiple accounts payment when you want to make a payment for several tax account periods where you have an amount due. The Delaware Taxpayer Portal will show you all your outstanding debt and allow you to select the debt you want to pay.
- **Outstanding License Payment:** Select outstanding license payment when you have an amount due for a license account.

Payments can be made using a credit/debit card ($10,000 per transaction limit) or via ACH payment. If you are planning to make an ACH payment, you will need your bank routing and account number.**Please note that you will not be able to cancel a payment that is scheduled for the current day. For future dated payments, you have up to the day before your scheduled date to cancel your payment. If you are having trouble canceling your payment, please contact public service at 302-577-8200.**
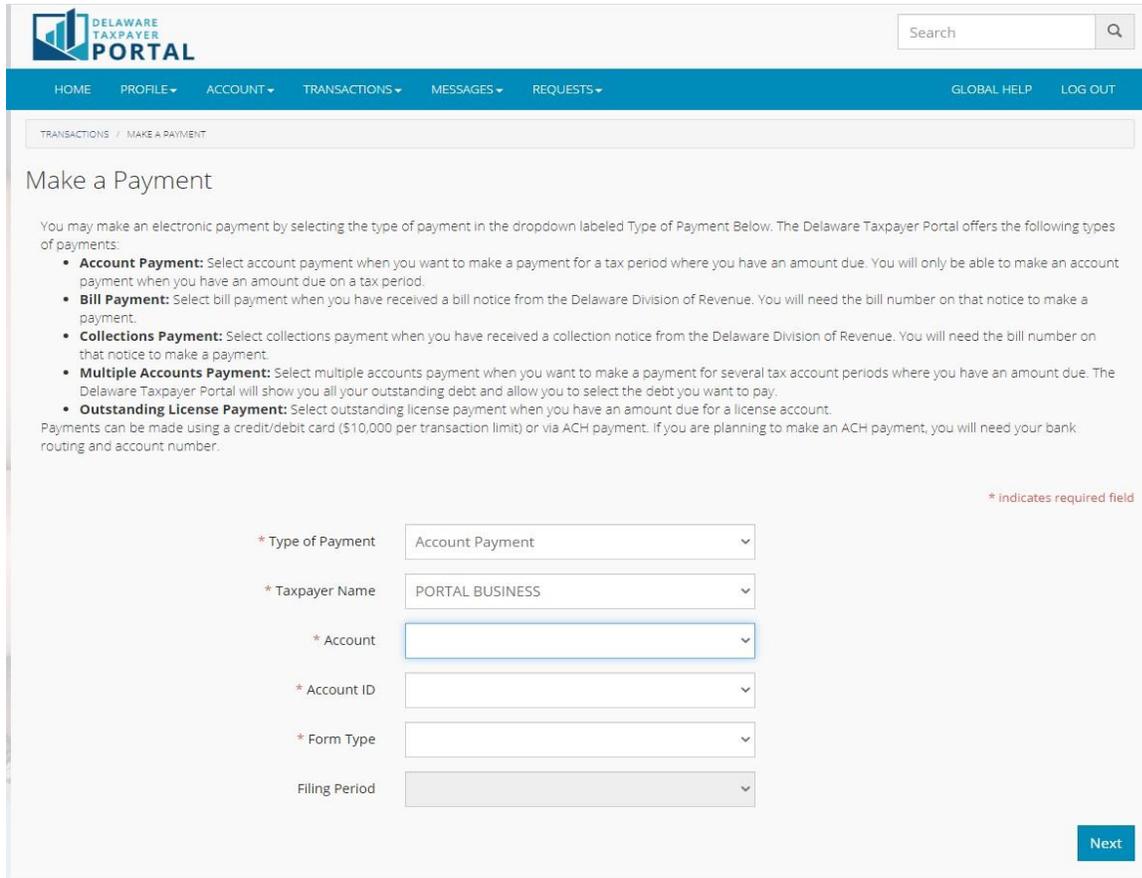
* indicates required field

* Type of Payment   [⌄]

Next

3 Complete the "Make a Payment" screen

Based on the type of payment selected, complete the drop-down fields provided. Ensure you select the proper Taxpayer Entity, Tax Account, and Account ID (if required) prior to continuing. Select "Next".

4   Select payment amount and payment method

Enter your payment amount and payment method (ACH or Credit/Debit). You may also select the checkbox to pay the total outstanding balance. Checking this box will automatically populate the full balance on the period in the "Payment Amount" field. Select "Next" to continue.
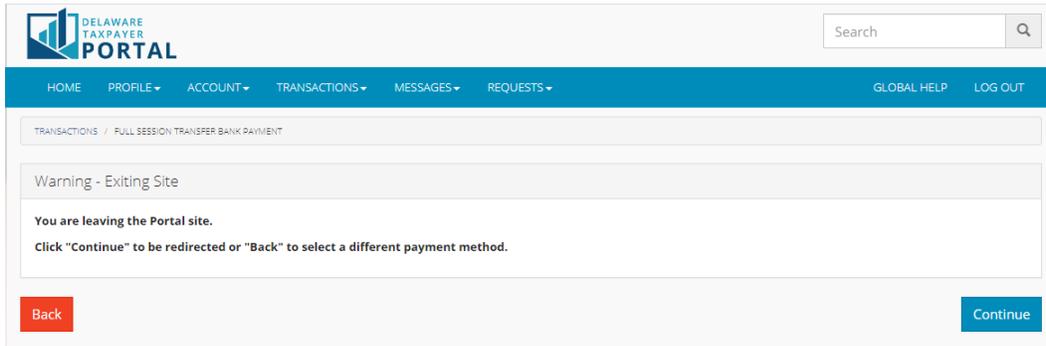
Pay with Credit Card

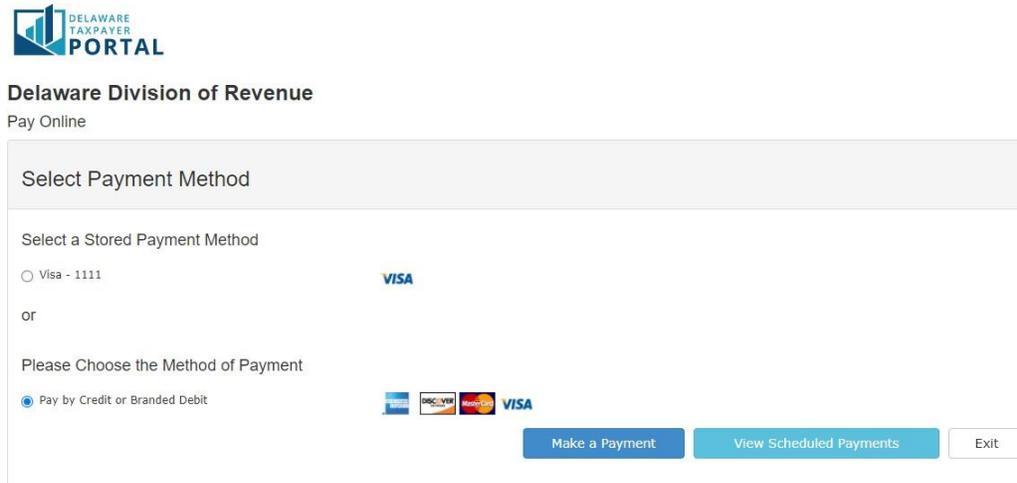## 1 Secure Transfer to Payment Provider

On the next screen, you will see a warning message that you are being redirected to another site to complete the payment. Select "Continue" to begin the redirect.

2 Select a Payment Method

Select a stored payment method or select a new method of payment. Select "Make a Payment" to continue.

3   Payment Details

Enter the required information for the payment method. When complete, select "Continue".

Delaware Division of Revenue
Pay Online

Payment Information

Cardholder's Name*

Card Number*

Signature Panel Code*

Expiration Date*
MM   YYYY

Address Line 1*

Address Line 2

Country*
United States

ZIP Code*

City

State
--Select One--

Payment Date*
03/19/2021

Receipt Email Address*

Text Receipt Phone Number
###-###-####

Bill/Invoice Information

Amount
$ 159.37

⊞ Bill/Invoice Details

☐ Please check here to store the payment method for future use.

☐ By clicking this box, you are agreeing to allow Delaware Division of Revenue to process this payment.

Continue   Exit

4   Payment Confirmation

Verify the payment details and select "Confirm" to continue.

Delaware Division of Revenue

Pay Online

Payment Confirmation

Payment Information		Bill/Invoice Information	
Cardholder's Name:	Ima Person	Amount:	$156.76
Card Type:	VISA		
Card Number:	************0009		
Signature Panel Code:	****		
Expiration Date:	12/2035		
Payment Date:	03/19/2021		
Address Line 1:	9 smith st		
Country:	United States		
City:	WILMINGTON		
State:	Massachusetts		
ZIP Code:	01887		
Email Address:	imaperson@mail.com		
Text Receipt Phone Number:	N/A		

[Confirm] [Modify] [Exit]

5   Payment Processing

Once confirmed your payment is submitted for processing.

Do not leave this screen or press the back button until payment processing is completed.

Delaware Division of Revenue

Pay Online

Please wait while your payment is being processed.
DO NOT PRESS THE BACK BUTTON ON YOUR BROWSER

If your browser fails to reload shortly, click here

Pay with ACH

1   Select Existing Bank Account

Select a stored bank account if listed in the top section of the screen.

2   Select New Bank Account

Enter the required bank account information. Enter a Nickname for the account if you wish to use it for future payments.

3   Payment Date and Authorization

Enter a payment effective date to future date the payment and check the authorization box, then select "Submit."

Enter Payment Effective Date and Authorization	
* Effective Date	Friday, 08/12/2022 📅
	☐ * I hereby authorize the withdrawal of funds as specified above for tax payments.

Cancel   Submit

4   Confirm Payment

Verify the payment details and select "Confirm" to continue.

DELAWARE TAXPAYER PORTAL   Search 🔍

HOME   PROFILE▾   ACCOUNT▾   TRANSACTIONS▾   MESSAGES▾   REQUESTS▾   GLOBAL HELP   LOG OUT

TRANSACTIONS / MAKE A PAYMENT

Confirm Payment ❓

Please confirm the below payment to submit for processing
Payment Amount $100.00
Payment Method   Personal/Consumer Checking

◀ Back   Confirm

5   Payment Confirmation

Once confirmed your payment is submitted for processing and can be cancelled any time before the Transaction Date and Time shown.

Payment Confirmation ❓

Please see information about your payment below.

The payment has been accepted. The confirmation number and payment details can be found below.

Return Home

Transaction Information

Confirmation #	
Status	In Process

Transaction Date	Thursday, 08/11/2022
Transaction Time	11:59 PM

Payment Information

Taxpayer Name	
Document Type	Estimated Payment Voucher
Amount Paid	$100.00
Payment Amount	$100.00
Fee Amount	$0.00

Effective Date	Friday, 08/12/2022
Period Covered	12/31/2022
Account Type	PERSONAL INCOME TAX

ACH Payment Information

Bank Nickname	N/A
Bank Account Type	Personal/Consumer Checking

Routing Number	XXXXX
Account Number	XXXXX

Payment Details

Account Type	Identifier	Filing Period	Payment Amount
			$100.00

Showing 1 to 1 of 1 entries

|◀ ◀ **1** ▶ ▶|