

Philly Bev Tax

Website Instructions

Section 3:

File and Pay your taxes

File your taxes for your most recent Filing Period

Step 1

- Start at your dashboard
- Select File & Pay

Dashboard

Philly Bev Tax Accounts - March 2019 [+ Register an Account](#)

MISSING RETURNS ¹

My Philadelphia Busi...
[Manage Team](#)
PBT # 1596253
[FILE & PAY](#)
[ACCOUNT HISTORY](#)

Step 2

- Enter your return information in each box.
- See your updated Balance Due in the top right box.
- Check the box certifying your return is correct.
- Select File & Proceed to Payment

Philadelphia Beverage Tax Account

File - My Philadelphia Business
PBT # 1596253
Filing Period: March 2019
Due Date: April 20, 2019

Total Taxable Ounces	0
Tax Due @ \$.015/Ounce	\$ 0.00
Balance Due	\$ 0.00

Taxable Ounces Sold

1. Sugar Sweetened Beverage (Regular)
*(not from syrup, powder or other concentrate)**
 Ounces

2. Non-Caloric Sweetened Beverage (Diet)
*(not from syrup, powder or other concentrate)**
 Ounces

3. Sugar Sweetened Beverage made from syrup, powder or other concentrate (Regular)
 Ounces

4. Non-Caloric Sweetened Beverage made from syrup, powder or other concentrate (Diet)
 Ounces

By checking this box, I certify that I have examined this return and it is correct to the best of my knowledge.

[File & Proceed to Payment](#) [Cancel](#)

Step 3

- To Download a PDF of your return, select Download Return
- To Amend your return, select Amend Return
- To pay your balance due, select Pay Now

Your March 2019 Philadelphia Beverage Tax return for My Philadelphia Business has been filed.

Balance Due
\$105.00

You must continue to payment to complete this transaction. Your payment will be processed via Official Payment Corp (OPC) payment portal.

Once your payment has been processed in the OPC portal, click Continue to return to the Phila. Tax Services. Please do not exit the webpage until the process has been completed.

Pay Now

Download Return

Amend Return

Step 4

- You will be redirected to the Phila.gov payment center
- Enter your Email Address
- Confirm your Email Address
- Select Pay Now

phila.gov / [Pay](#) / Philadelphia Beverage Tax

Please Note: The Payment Center will be offline for a scheduled maintenance on Sunday, March 8th, between 10:00 AM and 11:00 AM.

PHILADELPHIA BEVERAGE TAX

Payer's Email Address

Confirm Email Address

PAY NOW

Official Payments Corp., the official payment processing agent for the City of Philadelphia, charges a User's Fee to process on-line credit and debit card payments. This fee is paid directly to Official Payments Corporation and is not refundable. The City of Philadelphia does not receive any portion of this fee. Electronic Checks (eCheck) payments are free and have no User Fee charged. Official Payments will display the User Fee prior to entering credit card/bank account information.

YOUR STATEMENT

YOUR STATEMENT

CONTACT INFORMATION

CUSTOMER(S)
JOHN DOE

ADDRESS
1401 JOHN F KENNEDY BLVD
PHILADELPHIA, PA 19102

PHONE NUMBER
123-123-1234

BILLING INFORMATION

TOTAL DUE
\$105.00

DUE DATE
04-18-2019

ACCOUNT NUMBER
1596253

STATEMENT NUMBER
ER00021229

BILLING DATE
04-18-2019

Date	Description	Credits	Charges
04-18-2019	PBT Payment	\$.00	\$105.00

Step 5

- Select your payment type and select Continue
- Do not use your browser's Back button. Instead, navigate using the buttons at the bottom of the page.

Payment Center
CITY OF PHILADELPHIA
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Back to Philadelphia, City of - Tax Revenue Department | Make A Payment | Payment Verification | Help | En Español

Make A Payment

Philadelphia, City of - Tax Revenue Department, PA
Philadelphia Beverage Tax

Enter your Payment Amount, including any penalties or interest, select Payment Option, then click "Continue" to proceed with the payment process.

- Your convenience fee will be calculated and presented on the next page, if applicable.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

*Payment Amount \$ 105 .00

Payment Options:

- Debit Card
- Debit Card
- E-Check
- Credit Card

VISA, MasterCard, Discover, American Express

Cancel Continue

Step 6

- Read the Official Payments Terms and Conditions
- Select Accept

Payment Center
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Make A Payment

Philadelphia, City of - Tax Revenue Department, PA
Philadelphia Beverage Tax

This payment service is offered by Official Payments Corporation as authorized by the entity to which you are making a payment. Please confirm your payment amount, convenience fee and total (if applicable). Review the Terms and Conditions below and click "Accept" to proceed with your payment. Click "Back" button to change any of the information fields. Click "Decline" button to return to the beginning of the payment process.

- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payment Type:	Philadelphia Beverage Tax
Payment Amount:	\$105.00
Service Fee:	\$2.10
Total Payment:	\$107.10

Official Payments Terms and Conditions:

Official Payments Corporation charges a service fee to use this service to make the payment outlined above. This fee is separate from the primary obligation you are paying. The service fee is included in the "Total Payment" line above.

Completion of a payment transaction is contingent upon both the authorization of payment by your card company and acceptance of your payment by the entity you are paying. In the event that your payment is unable to be processed, Official Payments will attempt to notify you at least once using the contact information you have provided. In the event your payment is not processed or authorized by your card company or the applicable entity you are seeking to pay fails to accept your payment your payment liability shall remain outstanding and unpaid and you will be subject to all applicable penalties, late fees and interest charges assessed by the relevant entity thereon, all of which obligations remain your sole responsibility.

Card Authorization Agreement

Printer Friendly

Back Decline Accept

Step 7

- Enter your Payer Information
- Choose your Payment Options
- Select Continue

**Payment Center**
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[Back to Philadelphia, City of - Tax Revenue Department](#) | [Make A Payment](#) | [Payment Verification](#) | [Help](#)

Make A Payment

**Philadelphia, City of - Tax Revenue Department, PA**
Philadelphia Beverage Tax

To continue this payment, please fill out the form below.

- Note that the [*] fields are required.
- All information is kept confidential.
- You will receive a printable digital receipt with a confirmation number and an email confirmation once your payment is authorized.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payer Information

(Information for the person making the payment.)

*Country:

*First Name:

Middle Name:

*Last Name:

Suffix: (Jr., Sr. etc.)

*Street Address:

*Town/City:

*State:

*Zip Code:

(Use this field for APO, FPO, AA, AE or AP codes.)

*Daytime Phone: () -

*E-mail Address:

(Required for an e-mail confirmation and online verification.)

*Re-enter E-mail Address:

Account Number: 1596253
Payment Number: ER00021229
Tax Year: 0319
Tax Period: 190418

Payment Option

(May differ from the person owing the tax, bill, or fee.)

*Card Type:    

*Card Number:

*Expiration Date: / (mm/yy)

Payment Information

Payment Type:	Philadelphia Beverage Tax
Payment Amount:	\$105.00
Convenience Fee:	\$2.10
Total Payment:	\$107.10

**CITY OF PHILADELPHIA**
DEPARTMENT OF REVENUE

Step 8

- Review the information you provided and select "Submit" to authorize payment of the "Total Payment" amount displayed.
- Select Edit to correct any of the information displayed
- Only partial credit card information is displayed
- You will receive a printable digital receipt with a confirmation number and an email confirmation once your payment is authorized.
- Select Submit

Payment Center
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Make A Payment

Philadelphia, City of - Tax Revenue Department, PA
Philadelphia Beverage Tax

Please carefully check the information you have provided below and click "Submit" to authorize payment of the "Total Payment" amount displayed.

- Click the "Edit" button to correct any of the information displayed.
- To preserve confidentiality, only partial credit card information is displayed.
- You will receive a printable digital receipt with a confirmation number and an email confirmation once your payment is authorized.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payer Information

First Name:	John
Middle Name:	
Last Name:	Doe
Suffix:	
Street Address:	1401 John F Kennedy blvd
Town/City:	Philadelphia
State:	PA
Zip Code:	19102
Country:	United States
Daytime Phone Number:	(123) 123 - 1234
E-mail Address:	chris.hazle-cary@phila.gov
Account Number:	1596253
Payment Number:	ER00021229
Tax Year:	0319
Tax Period:	190418

Payment Option

Card Type:	Visa
Card Number:	*****1111
Expiration Date:	11/2035

Payment Information

Payment Type:	Philadelphia Beverage Tax
Payment Amount:	\$105.00
Convenience Fee:	\$2.10
Total Payment:	\$107.10

Edit | Cancel | Submit

Step 9

- Print or write down your payment confirmation number for your records
- Select Continue
- You're finished!

Payment Center
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Make A Payment

Philadelphia, City of - Tax Revenue Department, PA
Philadelphia Beverage Tax

Your payment has been completed successfully.

Confirmation Number: 123456
Payment Date: Thursday, April 18, 2019
Payment Time: 03:44PM ET

 Print Confirmation

- Please print or write down your payment confirmation number for your records.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payer Information

Name:	John Doe
Street Address:	1401 John F Kennedy blvd Philadelphia, PA 19102 United States
Daytime Phone Number:	(123) 123 - 1234
E-mail Address:	chris.hazle-cary@phila.gov
Account Number:	1596253
Payment Number:	ER00021229
Tax Year:	0319
Tax Period:	190418

Thank you for using Official Payments Center to make your payment. Please print this receipt for your records. Click the "Continue" button to return to the City of Philadelphia Payment Center.

Payment Option

Card Type:	Visa
Card Number:	*****1111

Payment Information

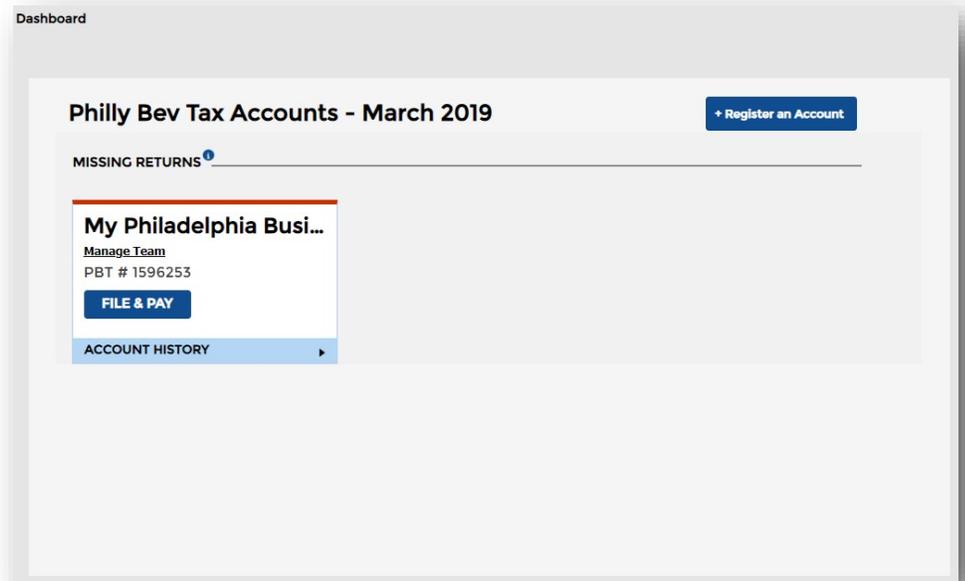
Payment Type:	Philadelphia Beverage Tax
Payment Amount:	\$105.00
Convenience Fee:	\$2.10
Total Payment:	\$107.10

Continue

File your taxes for another Filing Period

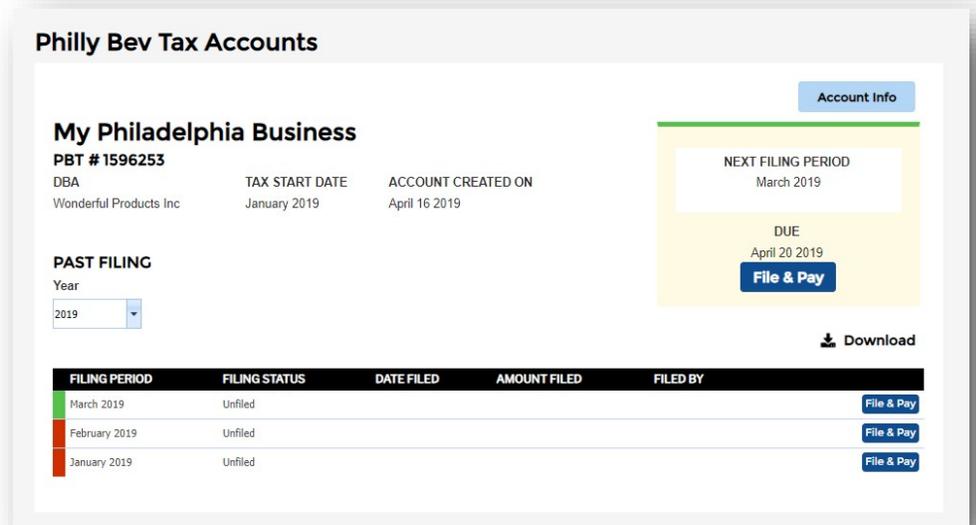
Step 1

- Start at your dashboard
- Select Account History



Step 2

- Select the Filing Period you want to file for
- Select File & Pay



Step 3

- Enter your return information in each box.
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Pay Now

Download Return Amend Return

Step 5

- You will be redirected to the Phila.gov payment center
- See pages 3 through 6 of this guide for more information about the payment process.

phila.gov / Pay / Philadelphia Beverage Tax

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PHILADELPHIA BEVERAGE TAX

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