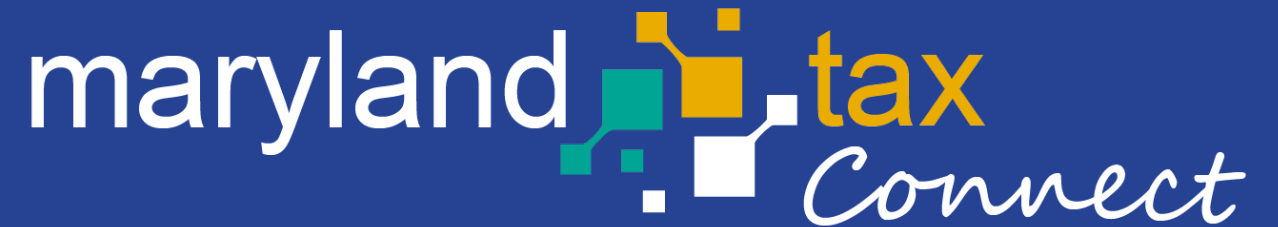


Maryland Tax Connect

File a Form As A Guest Guide



September 2023

File a Form As A Guest

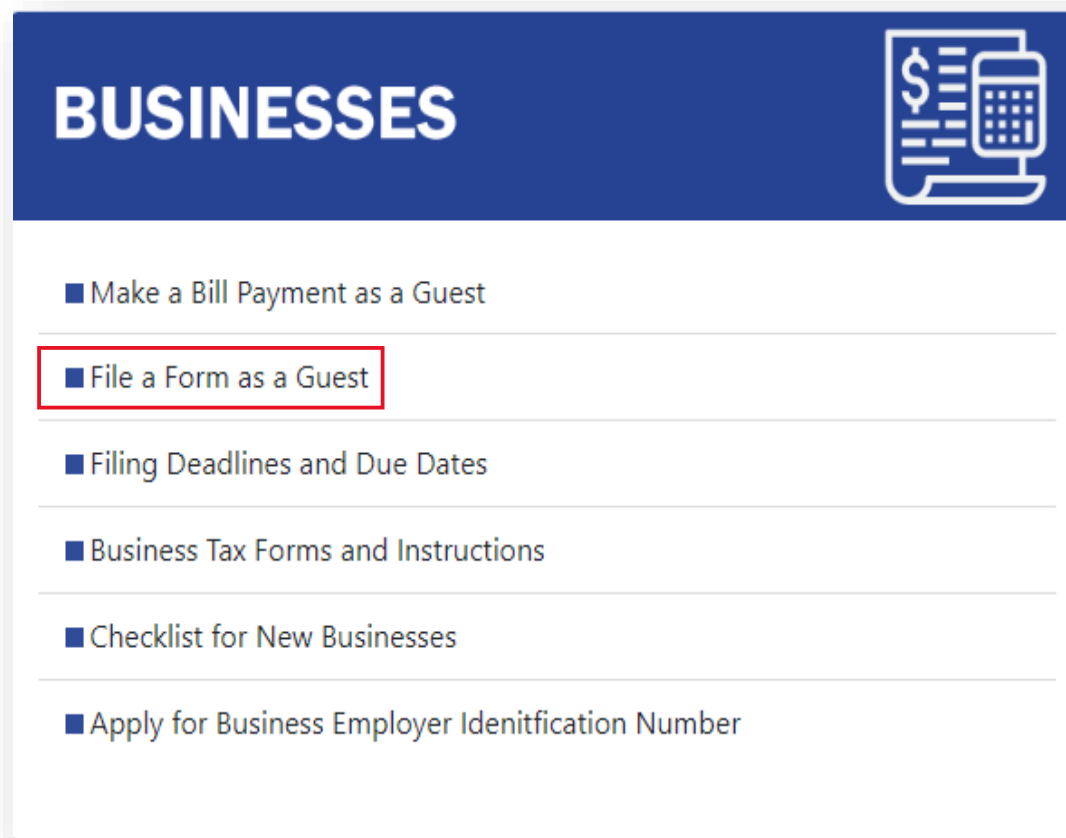
The following pages outline the steps for filing a **Form As A Guest** on Maryland Tax Connect. Guest Users can file a Form for the following Maryland tax types: **Sales and Use, Admissions and Amusement, and Withholding.**

You do not need a Maryland Tax Connect account to File a Form as a Guest, but it's recommended for viewing and managing your Tax Accounts.



File a Form as a Guest

On the Portal homepage select **File a Form as a Guest** from the Businesses box.



Terms and Conditions

Maryland Tax Connect Users must agree to the Portal Terms and Conditions. Review and select the checkbox stating you agree to the Terms & Conditions. Check the **"I'm not a robot"** box and complete reCAPTCHA. Click **Next** to continue.

Please review the terms and conditions for guest payments. If you agree, please scroll to the bottom of the terms and conditions and select the check box. Then select the Next button at the bottom of the page. If you do not agree to the terms and conditions, please select the Cancel button at the bottom of the page.

* indicates required field

Terms and Conditions

c. If that appointment is based on you holding a certain qualification (for example, as a registered tax agent), you must currently hold that qualification that qualification must not currently be suspended or cancelled.

Privacy Protection
COM is committed to respecting users' privacy and security. Please see our Privacy Policy for further information about browsing, security, e-mail use, cookies and more.

Data Policy
By using data made available through Portal, the user agrees to all the conditions stated in the Data Policy.

Modification or Termination of Service
COM reserves the right to modify, discontinue, suspend or terminate access to Portal and to modify these TOU at any time. You will be notified of such changes by through Portal or a notice sent to the contact point listed in your user information. COM will not be liable for any such modification, discontinuation, suspension or termination. You can review the most current version of the TOU on our website at any time.

Acceptance of Terms of Use
You may accept and agree to these TOU of Portal on behalf of a business, organization, agency or yourself by checking "I Agree" below. By checking the "I Agree" Box below you affirm that you have read these TOU, that you have the authority to agree to these TOU on behalf of your business, organization, agency or yourself and that the business, organization, agency or yourself will be bound by these TOU. Before you check the "I Agree" box, please carefully read the terms and conditions contained in this TOU.

* I agree to the above Terms & Conditions

Cancel Next



Contact Information

Personal data is required to track your documents and to receive electronic communications. Complete all mandatory fields, then click **Next** to continue.

You must provide the contact information for the individual filing this return. The individual must be authorized to discuss the confidential information provided in the return.

Contact Information * indicates required field

* First Name:	<input type="text" value="First name"/>	* Daytime Phone:	<input type="text" value="xxx xxx xxx"/>
* Last Name:	<input type="text" value="Last name"/>	Extension:	<input type="text"/>
Title:	<input type="text"/>	Mobile Phone:	<input type="text" value="xxx xxx xxx"/>
		* Email:	<input type="text" value="emailID@email.com"/>
		* Confirm Email:	<input type="text" value="emailID@email.com"/>



Authentication

Demographic information is needed to authenticate the business. Complete all mandatory fields, then click **Next** to continue.

File a Tax Return ⓘ

* indicates required field

Authentication

* ID Type: FEIN

* Taxpayer ID: 012051451

* Business Name: Rabbit Farm LLC

* Account Type:

- ADMISSION AND AMUSEMENT TAX
- SALES AND USE TAX
- WITHHOLDING


Cancel

Next



File A Form

Form data will prepopulate based on **Account** and **Form Type** selected (ex: Admission and Amusement). Select a period from the drop-down menu, then click **Next** to continue.

File a Form 

Confirm the summary below is correct based on the information you entered and click NEXT to provide your electronic signature.

Return Information

* indicates required field

* Name:	RABBIT FARM LLC
* Account:	ADMISSION AND AMUSEMENT TAX
* Account ID:	CRN:34022140 LEGAL: RABBIT FARM LLC
* Form Type:	ADMISSION AND AMUSEMENT TAX REPORT
* Return Type:	ORIGINAL RETURN
* Filing Method:	DATA ENTRY
* Period End Date:	11/1/2023 - 11/30/2023

Cancel Next



Form Header

Review Form Header and verify **Taxpayer** and **Form Information**. Then click **Next** to move to the subsequent tab.

Complete the Form ⓘ

Complete the form. Confirm all information is correct and click **Validate**. When you are ready, click **Submit**.

The address has been corrected to match mailing standards. Click edit to correct address or continue to proceed with the corrected address.

* indicates required field

Instructions

Form Header ADMISSIONS AND AMUSEMENT TAX REPORT ADMISSIONS AND AMUSEMENT SUMMARY

Taxpayer Information Form Information


Name:	RABBIT FARM LLC	Form Type:	ADMISSION AND AMUSEMENT TAX REPORT
Account:	ADMISSION AND AMUSEMENT TAX	Period Begin Date:	11/01/2023
Account ID:	CRN:34022140	Period End Date:	11/30/2023
Address:	45 CALVERT ST ANNAPOLIS, MD 21401-1994 UNITED STATES		

Next



Complete the Form

Begin entering data for the **Form Type** selected. Then click **Validate** to allow Form to auto-calculate. The **Instructions** button provides specific Form requirements. **Note:** *Form requirements vary across tax types.*


Complete the Form 

Complete the form. Confirm all information is correct and click **Validate**. When you are ready, click **Submit**.

* indicates required field

Instructions

Form Header **ADMISSIONS AND AMUSEMENT TAX REPORT** **ADMISSIONS AND AMUSEMENT SUMMARY**

Subdivision	Activity	Gross Receipts	Tax Rate	Tax	
0400 - BALTIMORE CITY	001 - AMUSEMENT PARKS	\$ 1,800.00	10.000000	\$ 180.00	

Add Row

Back **Next**

Print **Validate** **Submit**



Complete the Form

Select the **Form** summary tab to view auto-calculations from previous tab. If information is accurate click **Submit** or use the **Back** button to modify entries. **Note:** *tabs are based on Form Type selected.*

Complete the form. Confirm all information is correct and click **Validate**. When you are ready, click **Submit**.

* indicates required field

Instructions

Form Header ADMISSIONS AND AMUSEMENT TAX REPORT **ADMISSIONS AND AMUSEMENT SUMMARY**

Line #	Line Item	
	Total Tax	\$ 180.00
	Interest (claimed)	\$ 0.00
	Penalty (claimed)	\$ 0.00
	Total balance due (claimed)	\$ 180.00

Back

Print Validate **Submit**



Summary Information

Confirm information populated on summary page is accurate, then click **Next** to continue. Use the **Print** button to generate a PDF of the completed Form.

Summary Information

Confirm the summary below is correct based on the information you entered and click NEXT to provide your electronic signature.

Total Tax:	\$180.00
Penalty Amount Due:	\$18.00
Interest Amount Due:	\$2.85
Total Amount Due:	\$200.85
Form Type:	ADMISSION AND AMUSEMENT TAX REPORT
Period End Date:	11/30/2023
Please Note:	Allow a minimum of 72 hours for updates to be reflected on your Maryland Tax Connect account balance.

Penalty and Interest is calculated as of 24-Jan-2024.

 Back

Print

Next



PDF View

You can use the print button to generate a copy of the completed **Form**.

ADMISSIONS AND AMUSEMENT TAX REPORT

QUESTIONS? CONTACT TAXPAYER SERVICE AT:
 (410) 260-7980, OR TOLL-FREE AT 1-800-638-2937
 If you have discontinued or sold your business or changed its name, address or telephone number, enter changed information or purchaser's name and address below.

Name	RABBIT FARM LLC		
Address	45 CALVERT ST		
City, County	ANNAPOLIS	MD	21401-1994
State, Zip Code			
Telephone No. ()	.4102607980		

Discontinued business Dates from _____ to _____

INSTRUCTIONS

Additional Activities and/or Subdivisions: If you were involved in activities or operated in subdivisions other than those printed on this return, you must enter the information in the appropriate area on the blank lines. Each additional activity and/or subdivision must be entered on a separate line. See list of activities and codes below.

Column A-Gross Receipts: Enter the gross receipts for each activity and subdivision on the appropriate line. Gross receipts must not include tax. If you have included tax in your price, you must deduct the tax amount before entering your gross receipts on this return.

Column B-Rate: The rates applicable to you are set by the subdivision in which you do business. The current rate has been printed in this column for each activity and subdivision that you previously reported. If you are reporting for additional activities or subdivisions, call Taxpayer Service.

Column C-Tax: Multiply the gross receipts in Column A by rate in Column B to determine the tax due.

Current Account Balance Due (+) or Credit (-): If you have a current Statement of Account which shows a balance due which you have not yet paid, enter the amount due on this line and show it as additional amounts due by entering a plus sign (+) inside the brackets. If your Statement of Account shows a credit due from a previous overpayment (identified by "CR" next to the amount shown as Balance or Credit Due), enter this amount on this line and show it as a reduction of the amounts due with this return by entering a minus sign (-) inside the brackets.

Payment Due with This Report: Combine Total Taxes, Interest and Penalty (See www.marylandtaxes.gov for current rates), and Current Account Balance and enter the total on this line.

YOU MUST FILE THIS RETURN EVEN IF NO TAX IS DUE

ACTIVITY CODES

001 Amusement Parks 002 Athletic Events 003 Auto, Motorcycle Races 004 Circuses 005 Horse Racing 006 Motion Pictures 007 Shows, Exhibits 008 Theatres, Operas, Concerts 009 Beaches/Swimming Pools 010 Sales with Entertainment with Alcohol 011 Athletic Facilities 012 Equipment Rental-Athletic Facilities 013 Billiards, Pool (Non-Coin Operated) 014 Bingo	015 Boat Rides, Excursions 016 Rental of Boats 017 Coin-Op Amusement Devices 018 Coin-Op Movies 019 Non Coin-Op Amusement Devices 020 Concessions 021 Amusement Rides 022 Golf, Green Fees 023 Golf Courses 024 Miscellaneous 025 Private Ranges 026 Golf Academies 027 Hiking Rentals 028 Skating	029 Shoe Rentals 030 Ski Slopes 031 Ski Rentals 032 Admissions, Cover Charges At Any Place Where Entertainment is Furnished 033 Sales of Refreshments, Service or Merchandise At Any Place Where Entertainment is Furnished w/o alcohol 034 Miscellaneous 035 Passes @ 5 Cents 036 Passes @ 10 Cents 037 Passes @ 15 Cents
--	---	--

Tear off at perforations and return only the lower section of this form, unless you have a change in ownership or in names and addresses.

STATE OF MARYLAND - COMPTROLLER OF MARYLAND - ANNAPOLIS, MD 21411-0001

ADMISSIONS AND AMUSEMENT TAX REPORT

SUBDIVISION	CODE	ACTIVITY	CODE	(A)GROSS RECEIPTS	(B)% RATE	(C)TAX	
0400		001		1800.00	10.000000	180.00	
ENTER TAX FROM SUPPLEMENTAL SCHEDULE HERE							
TAX ACCOUNT							
FOR 11/30/2023							
TOTAL TAXES (COMBINE THE TAX ON THE LINES ABOVE)						180.00	
IF LATE	INTEREST					+	0.00
ADD	PENALTY					+	0.00
CURRENT ACCOUNT: BALANCE DUE(+) OR CREDIT(-)						()	0.00
PAYMENT DUE WITH THIS REPORT						180.00	

MAKE PAYABLE TO: COMPTROLLER OF MARYLAND

Signatory

Review the Maryland Tax Connect User Acknowledgement Statement. Select **Yes** to continue or **No** to return to previous page.

Signature

Upon knowledge of a possible penalty being incurred, I acknowledge that I am authorized to file a form for the taxpayer represented in the tax form now being submitted online. Please select the "Yes" button if you agree. Select the "No" button to cancel the submission and go back to the form. Once you select Yes, you cannot change the submitted form. The only way to correct errors or update information is to file an amended return.

No

Yes



Confirmation Page

Successful submissions will generate a **Confirmation Number**. Print or retain number for future reference. Then select the **Make a payment Now** button to pay liability or **Logout** to return home. **Note:** *if you log-out you will not be able to return to the confirmation page to make a payment.*

Confirmation

Your form was submitted successfully.

The confirmation number is: **FR000001725**

Print your completed tax form or save the confirmation number for future reference.

Make a Payment Now

Print

Logout and Return Home



Payment

Review Taxpayer details, enter Payment amount, and Payment method. Then click **Next** to continue. **Note:** Partial payments can be entered.

Taxpayer Name	RABBIT FARM LLC	Period End Date	11/30/2023
Account	ADMISSION AND AMUSEMENT TAX	Amount Due:	\$200.85
Account ID	CRN:34022140	Return Confirmation #	FR0000001725

Penalty and Interest is calculated as of 24-Jan-2024.

Total Tax: \$180.00
Penalty Amount Due: \$18.00
Interest Amount Due: \$2.85
Total Amount Due: \$200.85

Form Type: ADMISSION AND AMUSEMENT TAX REPORT
Period End Date: 11/30/2023

Please Note: Allow a minimum of 72 hours for updates to be reflected on your Maryland Tax Connect account balance.

*** Payment Amount:** \$ Check here to pay Total Outstanding Balance

*** Payment Method:**



Schedule Electronic Payment

Banking details are required for **ACH Direct Debit** payments. Complete mandatory fields and Scroll down.

Schedule Electronic Payment ?

* indicates required field

Make an electronic payment directly from your bank account. This MUST be a US Bank or Financial Institution (credit union, mutual fund, brokerage firm etc.) If the Date Of Withdraw falls on a weekend or bank holiday then the transaction will take place on the next business day.

Additional Penalty and Interest may accrue if payment is not made as of 24-Jan-2024.

Taxpayer Name: RABBIT FARM LLC

Payment Amount: \$200.85

* Bank Routing Number:	<input type="text" value="000125366"/>
* Bank Account Number:	<input type="text" value="789654123123"/>
* Confirm Bank Account Number:	<input type="text" value="789654123123"/>
* Bank Account Type:	<input type="text" value="BUSINESS/CORPORATE SAVINGS"/>
* Bank Account Holder Name:	<input type="text" value="Jane Doe"/>
* Phone:	<input type="text" value="4102607980"/>



Schedule Electronic Payment

Continue entering demographic data in required * fields and check box to authorize **ACH/Direct Debit** withdrawal. Then click **Submit** to continue.

Billing Address

* Street Address 1:

Street Address 2:

* City:

* State:

* Zip Code:

* Country:

* Effective Date:

* I hereby authorize the withdrawal of funds as specified above for tax payments.



Confirm Your Payment

Review payment amount and payment method. If the information is accurate, click **Confirm** to continue. Click the **Back** button to make changes before submission.

Businesses / Schedule Electronic Payment

Confirm Your Payment ?

Payment Amount: \$200.85
Payment Method: BUSINESS/CORPORATE SAVINGS

[← Back](#) [Confirm](#)



Payment Confirmation

Successful payments will be redirected to the confirmation page. Review transaction information and payment details for accuracy. Then click **Logout** to exit page.

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

[Logout and Return Home](#)

Transaction Information

Confirmation #: FR0000001725
Status: IN PROCESS

Cancel By Date: Wednesday, 01/24/2024
Cancel By Time: 11:59 PM

Payment Information

Taxpayer Name: RABBIT FARM LLC
Document Type: ADMISSION AND AMUSEMENT TAX REPORT
Amount Paid: \$200.85
Payment Amount: \$200.85
Fee Amount: \$0.00

Effective Date: Wednesday, 01/24/2024
Period Covered: 11/30/2023

ACH DIRECT DEBIT Information

Bank Nickname: N/A
Bank Account Type: BUSINESS/CORPORATE SAVINGS

Routing Number: XXXXX5366
Account Number: XXXXXXXX3123

Payment Details

Account Type	Identifier	Filing Period	Payment Amount
ADMISSION AND AMUSEMENT TAX	CRN:34022140	11/30/2023	\$200.85

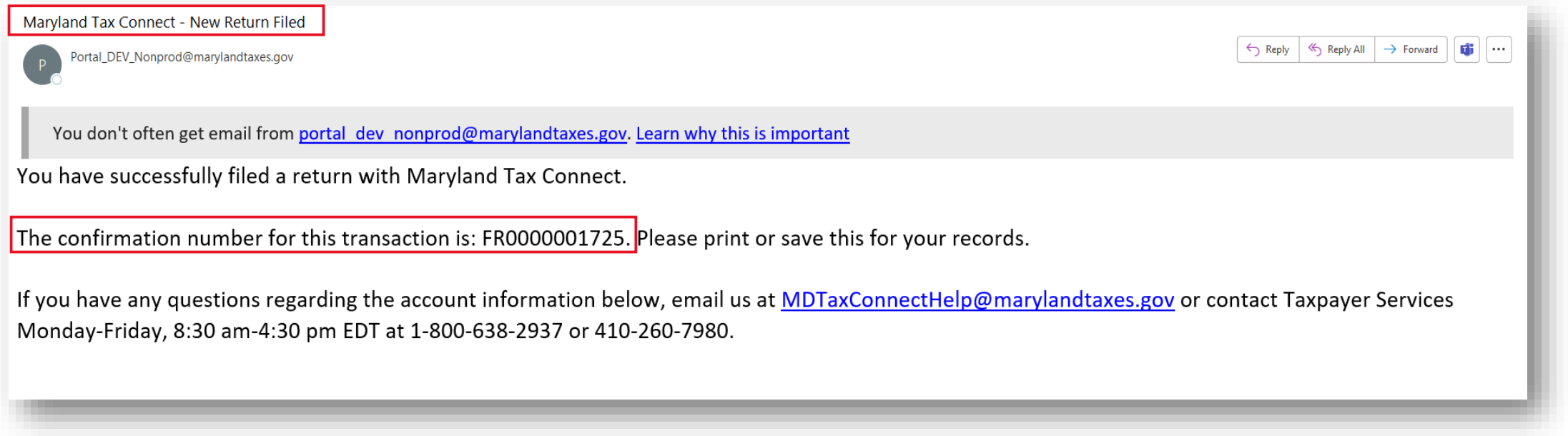
Showing 1 to 1 of 1 entries

◀ 1 ▶



Confirmation Email-New Return Filed

After your **Form** is successfully submitted you will receive an acknowledgement email with the subject "**Maryland Tax Connect-New Return Filed**" and your **Confirmation Number**.



Confirmation Email-Payment Received

After your **Payment** is successfully submitted you will receive an acknowledgement email with the subject "**Maryland Tax Connect-Payment Received**" and your **Confirmation Number**.



The screenshot shows an email interface. At the top, the subject line "Maryland Tax Connect - Payment Received" is highlighted with a red box. Below it, the sender's name "Portal_DEV_Nonprod@marylandtaxes.gov" is shown next to a circular profile picture with the letter 'P'. To the right of the sender information are buttons for "Reply", "Reply All", "Forward", and a share icon. A grey warning banner below the sender information reads: "You don't often get email from portal_dev_nonprod@marylandtaxes.gov. [Learn why this is important](#)". The main body of the email contains the text: "Thank you for submitting a payment online to Maryland Tax Connect." Below this, the confirmation number "FR0000001725" is highlighted with a red box, followed by the text "Please print or save this for your records." At the bottom, there is a paragraph: "If you have any questions regarding the account information below, email us at MDTaxConnectHelp@marylandtaxes.gov or contact Taxpayer Services Monday-Friday, 8:30 am-4:30 pm EDT at 1-800-638-2937 or 410-260-7980."



WELCOME TO MARYLAND TAX CONNECT!

You have now successfully Filed a Form as a Guest

For additional assistance email us at

MDTAXCONNECTHELP@marylandtaxes.gov

or contact Taxpayer Services Monday-Friday, 8:30am-4:30pm. EDT
at 1-800-638-2937 or 410-260-7980.