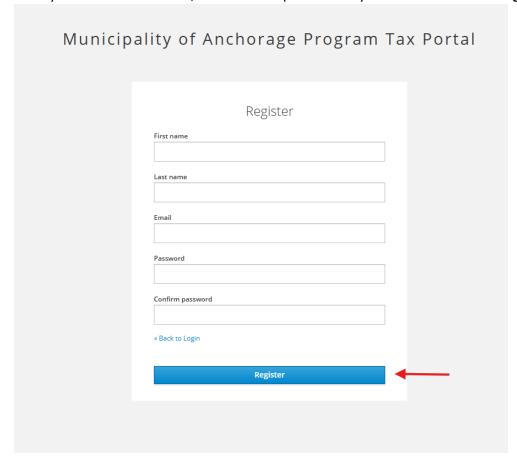
eGov Registration

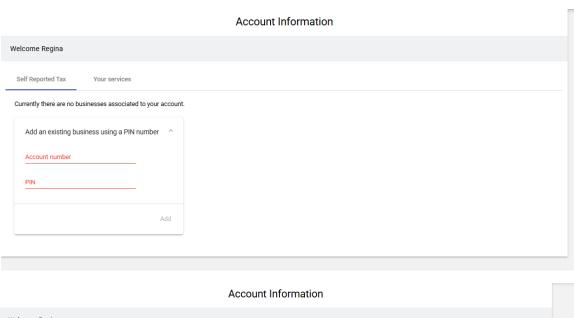
- **1.** Navigate to the following website: https://srt.muni.org/account
- 2. Click on New user? Register

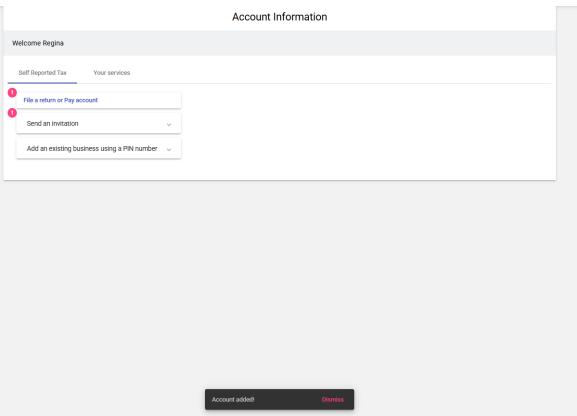
Municipa	ality of Anchora	ge Program Ta	ax Portal
	LOg Email Password	In	
	☐ Remember me	Forgot Password?	
	New user?	Register -	

3. Enter your first and last name, email and the password of your choice. Then click Register



4. Enter your 11-digit Account Number including the (-) and Pin Number as it appears on the notice received from the MOA. Then click **Add.** The Dashboard will refresh showing the following options **File a return or Pay account, Send an invitation,** and **Add an existing business using a PIN number**. If another account needs to be added this can be done by repeating **Step 4**.



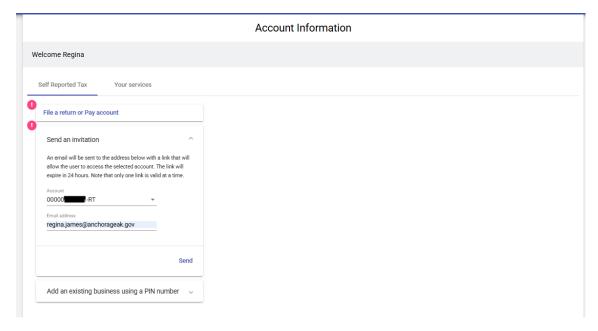


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eGov Registration

5. If there is an agent filing on behalf of a business, click **Send an invitation**. Select the Account and enter the email address of the agent that will be filing and click **Send**. The agent will receive an email with a link to accept the invitation.

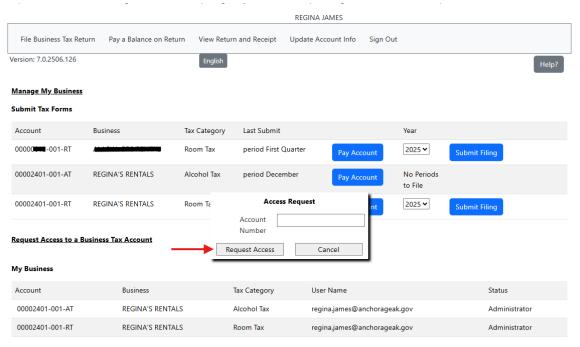
Note: The agent must have a log in and password to accept the invitation.



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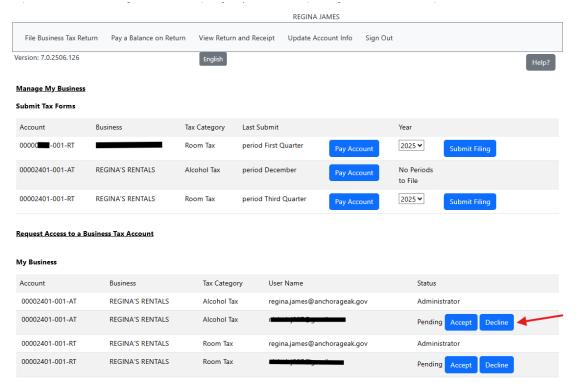
eGov Registration

6. An agent for the business can request access to an account by clicking Request Access to a Business Tax Account. Enter the 11-digit tax account number including the dash and click Request Access. The Web Administrator (Web Admin) is the main email address on the account who receives the Web PIN and will receive an email notification regarding the request. Repeat Step 6 requesting access to multiple business tax accounts.



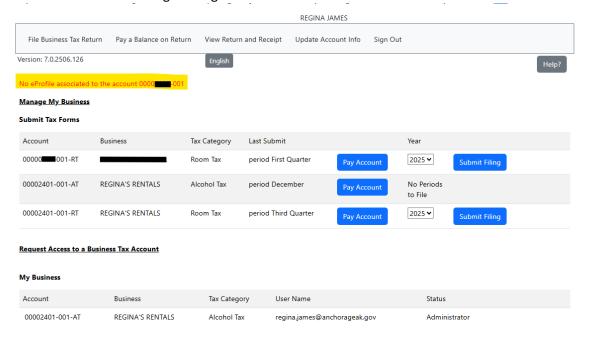
Register Your Business Tax Account

7. The Web Administrator's home page now has the request for access, which they can Accept or Decline:

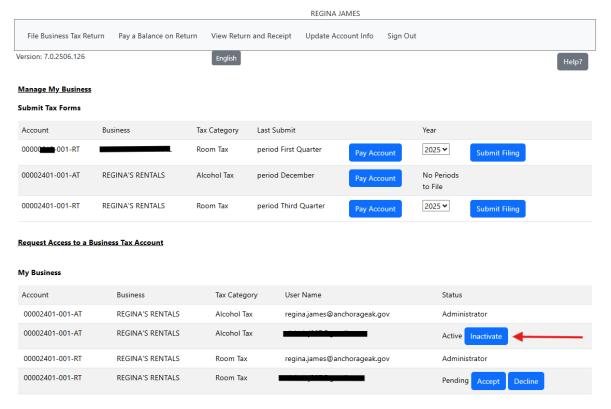


Register Your Business Tax Account

Note: If the Web Admin eProfile Account has not yet been created for the Business, the requesting user will receive the following message:



8. If the request is accepted by the Web Admin eProfile User, the form changes to indicate the eProfile User is active on the account and will also allow the Web Admin to inactive the user at their convenience.



Register Your Business Tax Account