


Illinois Letter ID Steps

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Illinois Letter ID Steps

- Step 1:
 - Go to:
https://mytax.illinois.gov/_//



MyTax Illinois IDOR Home | IDES Home | Help | Contact | Privacy Policy

Menu Login

LOGIN INDIVIDUALS BUSINESSES IFTA REGISTRATION

MyTax Illinois will be unavailable at 8:00 a.m. on Saturday, December 16, for approximately 8 hours for scheduled maintenance. Please plan accordingly.

Quick Links (No login needed)

- Start your IL-1040
- Make an Individual Income Tax payment
- Retrieve a return, application, or payment

Login to MyTax Illinois

Username
chicagohope [Forgot?](#)

Password
..... [Forgot?](#)

Not already signed up?

[Sign up Now!](#) [Log in](#)

Authentication Guide for activating a MyTax Illinois account

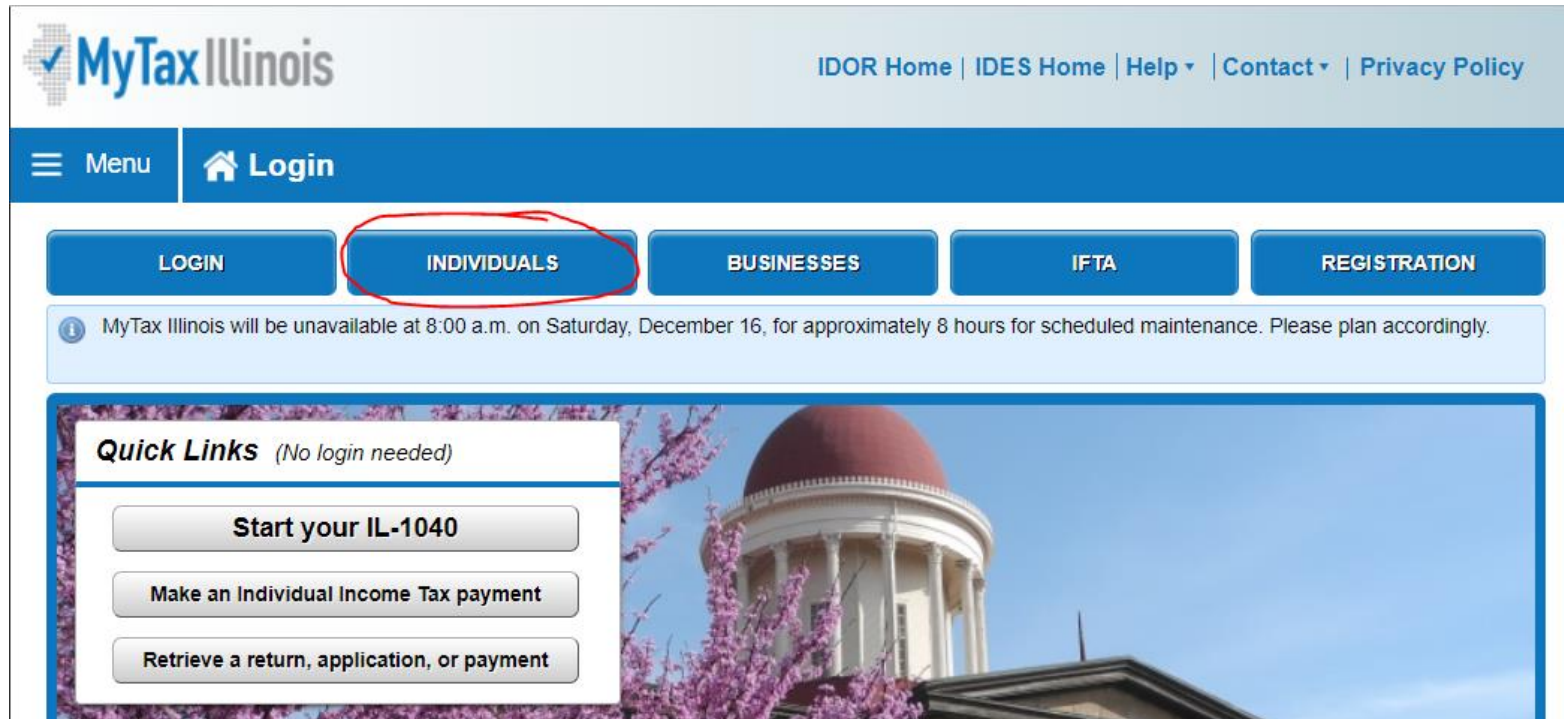
Photo courtesy of Illinois Historic Preservation Agency

WARNING: As a security feature, this application will timeout after 30 minutes of inactivity. Your information will NOT be saved after the timeout. We will be performing scheduled maintenance each Sunday between the hours of 3:00 AM and 6:00 AM CST. You may experience slow response times while accessing the site while maintenance is being performed.

Forms filed using this website are authorized as outlined under the tax or fee Act imposing the tax or fee for which the form is filed. Disclosure of the information is required. Failure to provide information may result in the form not being processed and may result in a penalty.

Illinois Letter ID Steps

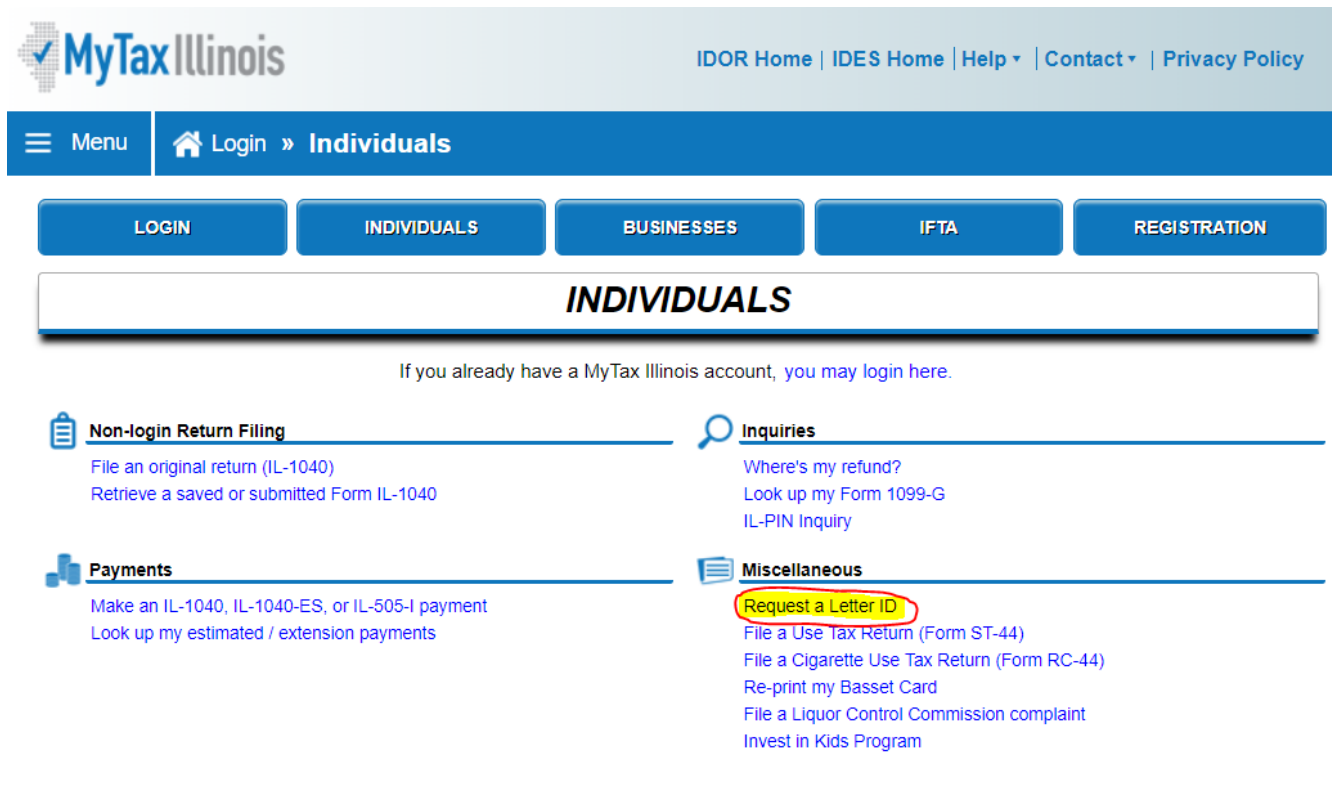
- Step 2:
 - Select “Individuals” tab



The screenshot displays the MyTax Illinois website interface. At the top left is the MyTax Illinois logo. To the right of the logo are links for IDOR Home, IDES Home, Help, Contact, and Privacy Policy. Below the logo is a blue navigation bar with a 'Menu' icon and a 'Login' button. Underneath the navigation bar is a row of five blue buttons: LOGIN, INDIVIDUALS, BUSINESSES, IFTA, and REGISTRATION. The 'INDIVIDUALS' button is circled in red. Below the buttons is a light blue banner with an information icon and a message: 'MyTax Illinois will be unavailable at 8:00 a.m. on Saturday, December 16, for approximately 8 hours for scheduled maintenance. Please plan accordingly.' Below the banner is a 'Quick Links' section with the subtext '(No login needed)'. This section contains three buttons: 'Start your IL-1040', 'Make an Individual Income Tax payment', and 'Retrieve a return, application, or payment'. The background of the Quick Links section features a photograph of the Illinois State Capitol building with a red dome and pink cherry blossoms in the foreground.

Illinois Letter ID Steps

- Step 3:
 - Select “Request a Letter ID” link



The screenshot shows the MyTax Illinois website interface. At the top, there is a navigation bar with the MyTax Illinois logo on the left and links for IDOR Home, IDES Home, Help, Contact, and Privacy Policy on the right. Below this is a blue header with a menu icon, a home icon, and the text 'Login » Individuals'. A secondary navigation bar contains five buttons: LOGIN, INDIVIDUALS, BUSINESSES, IFTA, and REGISTRATION. The main content area is titled 'INDIVIDUALS' and includes a link for users with existing accounts. It is divided into four sections: Non-login Return Filing, Inquiries, Payments, and Miscellaneous. The 'Request a Letter ID' link in the Miscellaneous section is highlighted with a yellow circle.

MyTax Illinois IDOR Home | IDES Home | Help ▾ | Contact ▾ | Privacy Policy

Menu Login » **Individuals**

LOGIN INDIVIDUALS BUSINESSES IFTA REGISTRATION

INDIVIDUALS

If you already have a MyTax Illinois account, [you may login here.](#)

Non-login Return Filing

- [File an original return \(IL-1040\)](#)
- [Retrieve a saved or submitted Form IL-1040](#)

Inquiries

- [Where's my refund?](#)
- [Look up my Form 1099-G](#)
- [IL-PIN Inquiry](#)

Payments

- [Make an IL-1040, IL-1040-ES, or IL-505-I payment](#)
- [Look up my estimated / extension payments](#)

Miscellaneous

- [Request a Letter ID](#)**
- [File a Use Tax Return \(Form ST-44\)](#)
- [File a Cigarette Use Tax Return \(Form RC-44\)](#)
- [Re-print my Basset Card](#)
- [File a Liquor Control Commission complaint](#)
- [Invest in Kids Program](#)

Illinois Letter ID Steps

- Step 4:
 - Enter in your SSN

MyTax Illinois IDOR Home | IDES Home | Help ▾ | Contact ▾ | Privacy Policy

Menu Login » Individuals » Request

Submit Cancel

IIT Letter ID Request

Complete the information below to request your Letter ID and click submit. The Department will send a notice with your Letter ID to the address filed on your most currently filed IL-1040 tax return. If your address has changed since filing your return and has not been updated with the Department, you will not be able to create a MyTax Illinois account using the "Request a Letter ID" option. If you want to file your IL-1040 using MyTax Illinois, you can file [here](#).

Note: You will not receive your letter Id to activate a MyTax Illinois account if you do not have a valid mailing address on file with us.

1. Social Security Number Required
Format: 999-99-9999

Illinois Letter ID Steps

- Step 5:
 - Select “Illinois Drivers License Number” option

MyTax Illinois IDOR Home | IDES Home | Help ▾ | Contact ▾ | Privacy Policy

Menu Login » Individuals » Request

Submit Cancel

IIT Letter ID Request

Complete the information below to request your Letter ID and click submit. The Department will send a notice with your Letter ID to the address filed on your most currently filed IL-1040 tax return. If your address has changed since filing your return and has not been updated with the Department, you will not be able to create a MyTax Illinois account using the “Request a Letter ID” option. If you want to file your IL-1040 using MyTax Illinois, you can file [here](#).

Note: You will not receive your letter ID to activate a MyTax Illinois account if you do not have a valid mailing address on file with us.

1. Social Security Number
2. Please enter ONE of the following:
 - IL-PIN Required
 - Prior Year Adjusted Gross Income:
 - Illinois Drivers License Number:
 - Illinois State Identification Number:

Illinois Letter ID Steps

- Step 6:
 - Enter your Driver's License

2. Please enter ONE of the following:

- IL-PIN
- Prior Year Adjusted Gross Income:
- Illinois Drivers License Number:
- Illinois State Identification Number:

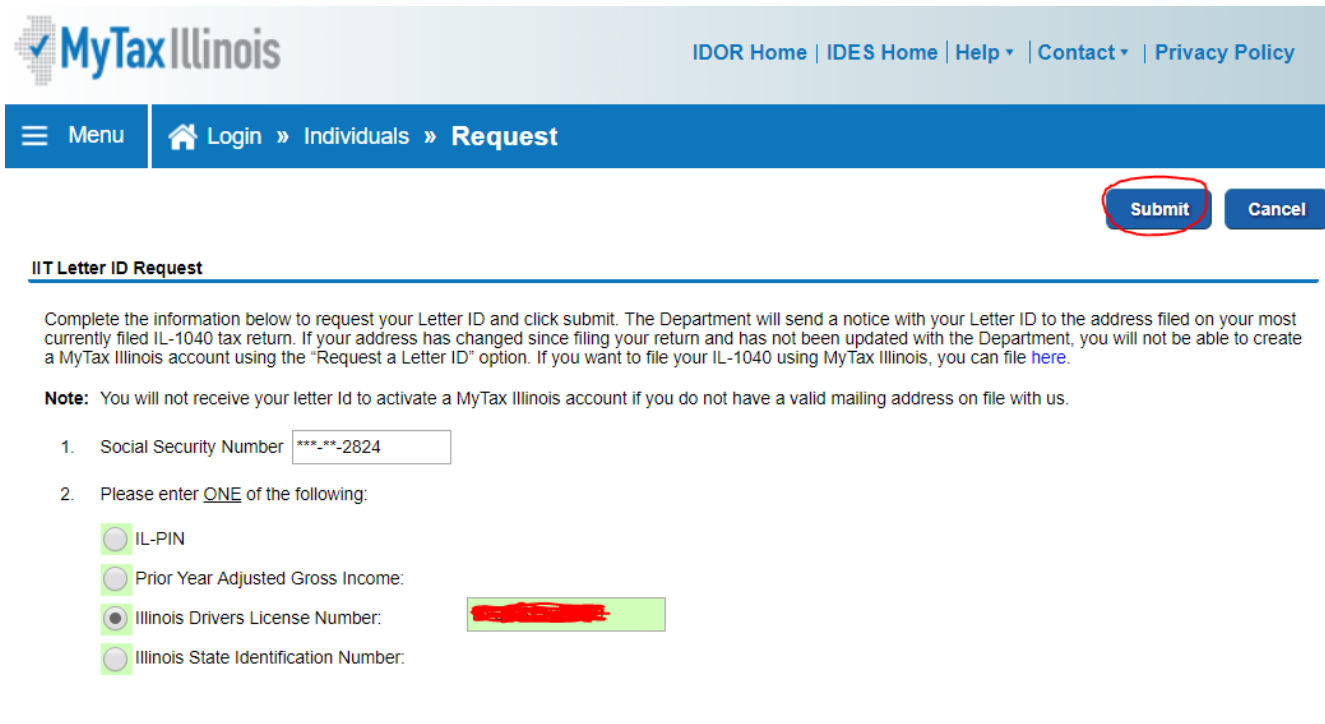
Required

Required

Format: ?999-9999-9999

Illinois Letter ID Steps

- Step 7
 - Select “Submit” tab



MyTax Illinois IDOR Home | IDES Home | Help ▾ | Contact ▾ | Privacy Policy

Menu Login » Individuals » Request

Submit **Cancel**

IIT Letter ID Request

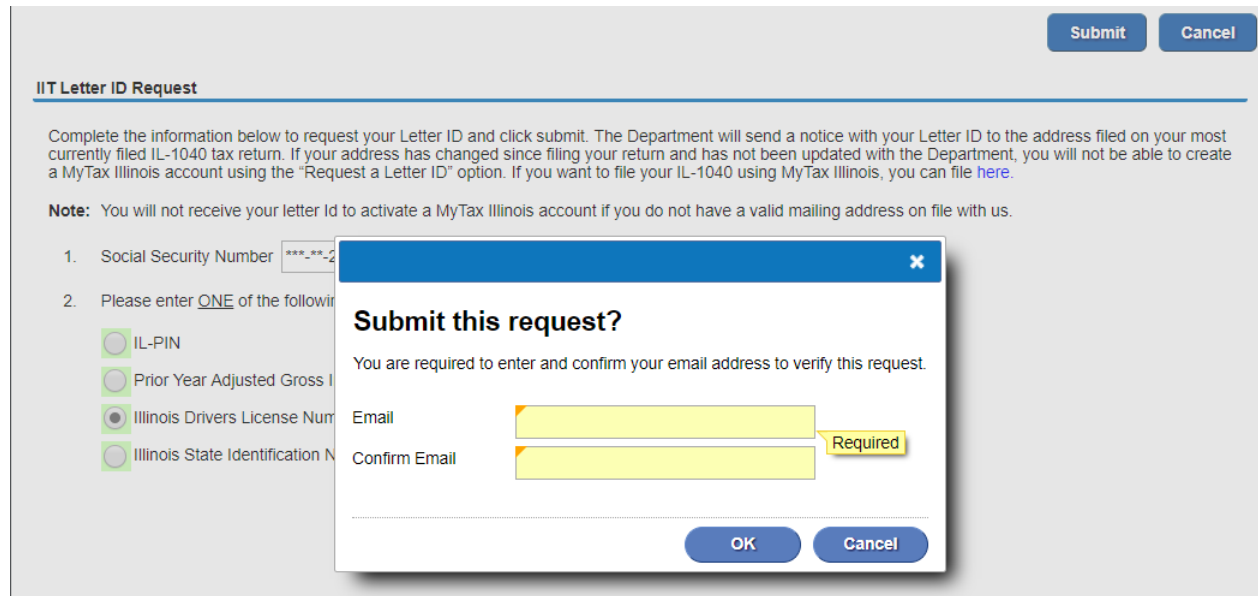
Complete the information below to request your Letter ID and click submit. The Department will send a notice with your Letter ID to the address filed on your most currently filed IL-1040 tax return. If your address has changed since filing your return and has not been updated with the Department, you will not be able to create a MyTax Illinois account using the “Request a Letter ID” option. If you want to file your IL-1040 using MyTax Illinois, you can file [here](#).

Note: You will not receive your letter Id to activate a MyTax Illinois account if you do not have a valid mailing address on file with us.

1. Social Security Number
2. Please enter ONE of the following:
 - IL-PIN
 - Prior Year Adjusted Gross Income:
 - Illinois Drivers License Number:
 - Illinois State Identification Number:

Illinois Letter ID Steps

- Step 8
 - Input your E-Mail address



The screenshot shows a web form titled "IIT Letter ID Request". At the top right are "Submit" and "Cancel" buttons. The form contains a paragraph of instructions and a "Note" about mailing addresses. Below this is a list of options for verification, with "Illinois Drivers License Number" selected. A modal dialog box titled "Submit this request?" is overlaid on the form, asking for email confirmation. The dialog has two input fields for "Email" and "Confirm Email", both marked as "Required", and "OK" and "Cancel" buttons at the bottom.

IIT Letter ID Request

Complete the information below to request your Letter ID and click submit. The Department will send a notice with your Letter ID to the address filed on your most currently filed IL-1040 tax return. If your address has changed since filing your return and has not been updated with the Department, you will not be able to create a MyTax Illinois account using the "Request a Letter ID" option. If you want to file your IL-1040 using MyTax Illinois, you can file [here](#).

Note: You will not receive your letter Id to activate a MyTax Illinois account if you do not have a valid mailing address on file with us.

1. Social Security Number

2. Please enter ONE of the following:

- IL-PIN
- Prior Year Adjusted Gross Income
- Illinois Drivers License Number
- Illinois State Identification Number

Submit this request?

You are required to enter and confirm your email address to verify this request.

Email

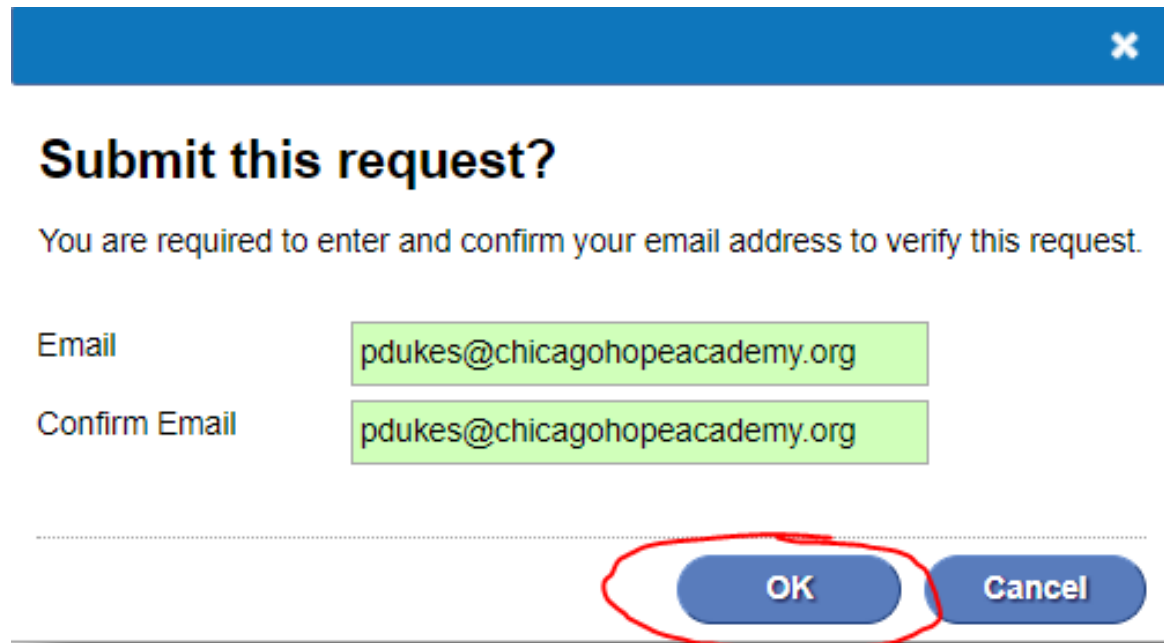
Confirm Email

Required

OK Cancel

Illinois Letter ID Steps

- Step 9
 - Once email is input, select “OK”



The image shows a confirmation dialog box with a blue header bar containing a close button (X). The main title is "Submit this request?". Below the title is a message: "You are required to enter and confirm your email address to verify this request." There are two input fields: "Email" and "Confirm Email", both containing the text "pdukes@chicagohopeacademy.org". At the bottom, there are two buttons: "OK" and "Cancel". The "OK" button is circled in red.

Submit this request?

You are required to enter and confirm your email address to verify this request.

Email

Confirm Email

Illinois Letter ID Steps

- Step 10
 - Print your confirmation and wait to receive your Illinois Letter ID



[IDOR Home](#) | [IDES Home](#) | [Help](#) ▾ | [Contact](#) ▾ | [Privacy Policy](#)

☰ Menu

🏠 Login » Individuals » Request » **Confirmation**



Confirmation

Congratulations! You have submitted your Letter ID request. Please note that your request may take several days to process. You should receive your letter by U.S. Postal Service in 7 to 10 days.

Your confirmation number is **1-747-780-640**.

Submitted On: 12/8/2017 10:56:52 AM (Central Time)
Request Type: IIT Letter ID Request

You may print this page for your records. This confirmation screen will not be accessible once you navigate away from this page. However, the Department will maintain a record of this request.

If you have questions, please visit our website at tax.illinois.gov or call us at **1 800 732-8866**. Reference the confirmation number provided above.

Printable Confirmation

OK