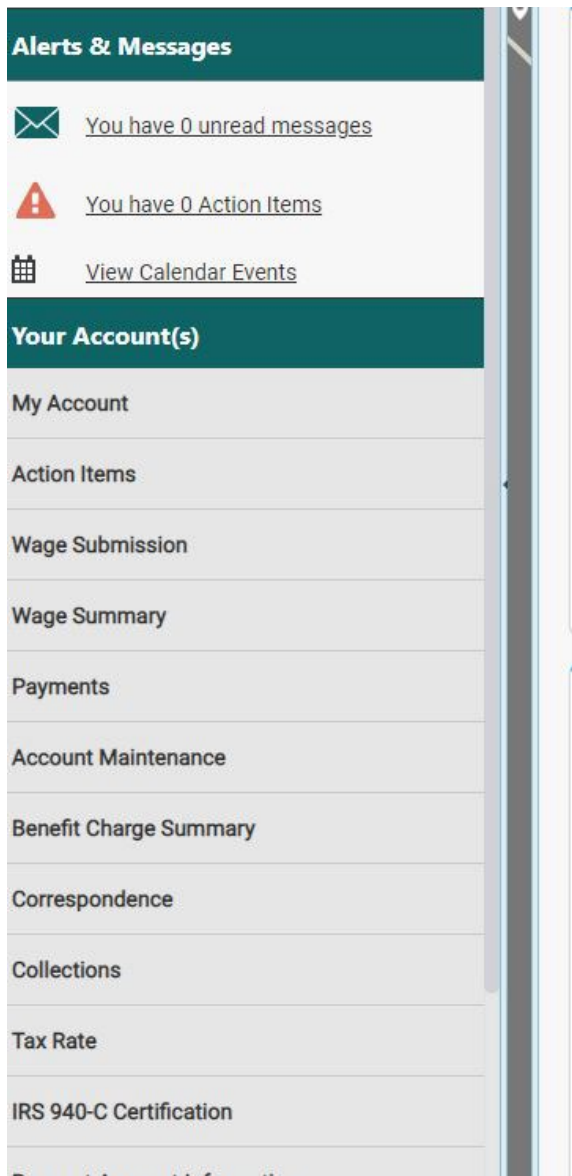


Login to your Ohio Unemployment Tax Account.








When you reach the employer screen, you will see the following choices on your left



Please select Account Maintenance

The next screen will have the following choices- please choose agent assignment

Employer Account

<p>Agent Assignment</p>  <p>Agent Assignment</p>	<p>Change Business Name</p>  <p>Change Business Name</p>	<p>Employer Maintenance</p>  <p>Employer Maintenance</p>	<p>Inactivate Employer Account</p>  <p>Inactivate Employer Account</p>
<p>Mail History</p>  <p>Mail History</p>	<p>Request For Good Standing Letter</p>  <p>Request For Good Standing Letter</p>	<p>Seasonal Employment</p>  <p>Seasonal Employment</p>	

Please enter the Agent ID below – 6000006763 to add Accupay











Agent Information

Agent Name: AccuPay, Inc.
 Agent ID: 6000006763

Authorization Document:

Assign Roles

Select the check box for each role that you want to assign or remove.
 To assign the agent's access, enter the first day of a quarter as the Access Begin Date. To remove the agent's access, enter the last day of a quarter as the Access End Date.

Select	Roles	Access Begin Date	Access End Date
<input type="checkbox"/>	Wage Submission (Original and Amended)	<input type="text"/> 	<input type="text"/> 
<input type="checkbox"/>	Payment Submission	<input type="text"/> 	<input type="text"/> 
<input type="checkbox"/>	Account Maintenance Updates	<input type="text"/> 	<input type="text"/> 
<input type="checkbox"/>	Appeals	<input type="text"/> 	<input type="text"/> 
<input type="checkbox"/>	Tax Rates	<input type="text"/> 	<input type="text"/> 

To assign roles – select all except Appeals