

1. To Opt out of the Advance Child Tax Credit using and irs.gov account, go to the following site to create an account and select “Create or view your account”

<https://www.irs.gov/payments/view-your-tax-account>

Home / File / Individuals / Your Information / View Your Tax Account

View Your Account Information

English | Español | 中文(简体) | 中文(繁體) | 한국어 | Русский | Tiếng Việt | Kreyòl Ayisyen

Individuals

- How to File
- When to File
- Where to File
- Your Information
 - Tax Record (Transcript)
 - Third Party Authorization
- Students
- Employees
- Parents
- Military
- Seniors & Retirees

Businesses and Self-Employed

Charities and Nonprofits

Online Account is an online system that allows you to securely access your individual account information.

Create or view your account

You can view:

- The amount you owe, updated for the current calendar day
- Your balance details by year
- Your payment history and any scheduled or pending payments
- Key information from your most recent tax return
- Payment plan details, if you have one
- Digital copies of select notices from the IRS
- Your Economic Impact Payments, if any
- Your address on file

You can also:

- Make a payment online
- See payment plan options and request a plan via Online Payment Agreement
- Access your tax records via Get Transcript

If you have questions about how to create an account, see [Secure Access: How to Register for Certain Online Self-Help Tools](#).

Please note:

- Your balance will update no more than once every 24 hours, usually overnight.
- Check or money order payments may take up to 3 weeks to appear in your account.

Related Information

- [Appeals](#)
- [Topic No. 653 IRS Notices and Bills, Penalties, and Interest Charges](#)

Need to Pay

See your [payment options](#).

What If I Don't Pay?

We can take certain actions to collect your unpaid taxes. [Learn about tax collection & your rights](#)

2. Select “Create Account”

IRS

Sign Up

Don't have an account? Create one now.

CREATE ACCOUNT >

Log In

Already have a username? Welcome back!

Username

LOG IN >

[Forgot Username](#)

PTIN and FIRE users need a separate account in this system

3. Select "Continue"



You will need to register in order to use this service

Registration is:

Fast: Signing up only takes about 15 minutes.

Secure: Only you will have access to your tax information.

Convenient: You will only need to verify your identity once.

Free: There is no charge to sign up (*Message and data rates may apply to send a security code to your mobile phone*).

Before we get started, we're going to ask you some simple questions to make sure you have everything you need.



CONTINUE >

[Help](#) | [IRS Privacy Policy](#) | [Security Code Terms and Conditions](#) | [Accessibility](#)

4. Review the list of items you will need to create the account and gather documents. Select "Yes"



You will need some information about yourself to register

Please have the following information and materials to complete registration:

- Full Name
- Email
- Birthdate
- Social Security Number (SSN) or Individual Tax Identification Number (ITIN)
- Tax filing status
- Current address

Do you have this information available?



YES >

NO

[Help](#) | [IRS Privacy Policy](#) | [Security Code Terms and Conditions](#) | [Accessibility](#)

5. Review the list of types of financial accounts that will verify your identity. You will only need to choose ONE option when registering. Gather document and select “Yes”.



You need a financial account to register

To verify your identity, we will need a number from ONE of your financial accounts. We can use any of the following:

- Last 8 digits of Visa, Mastercard, or Discover credit card OR
- Student loan OR
- Mortgage or home equity loan OR
- Home equity line of credit OR
- Auto loan

You will only need to provide the loan account number or a few digits from a credit card number. We only use this information to verify your identity. **You will not be charged any money and are not sharing any account balances or other financial information with us.**

We can't verify debit cards, corporate cards, American Express, Barclays, or some cards issued by banks in U.S. territories. Additionally, we can't verify student loans issued by Nelnet.

A soft inquiry will show up on your credit report to let you know that the IRS accessed your credit report information. This will not increase or decrease your credit score and lenders will not be able to see this.

Do you have this financial information available? (If you don't have the account information on hand, you should answer 'No'.)



[Help](#) | [IRS Privacy Policy](#) | [Security Code Terms and Conditions](#) | [Accessibility](#)

6. You will need a cell number OR a verified address. To expediate the process, choose cell number. The verification code will be received in the U.S. Mail if you choose to verify by address. Select “Continue”.



You need a phone number or a verified address

We'll need one more way to verify your identity. The easiest way is to send a code to your phone by text message (SMS). Your phone must be a U.S.-based mobile phone number associated with your name.

You can also complete identity verification by receiving a letter in the mail. If you choose this method, you'll either need a U.S.-based phone number OR an iPhone, iPad, or Android device to complete registration.



[Exit Registration](#)

[Help](#) | [IRS Privacy Policy](#) | [Security Code Terms and Conditions](#) | [Accessibility](#)

7. Enter the required information and select "Send Code". A code will be emailed to your account.



Let's Get Started!

It sounds like you have all the necessary information available and can begin.

First Name (as it appears on your most recent tax return)

Last Name (as it appears on your most recent tax return)

Email Address

Confirm Email Address

A confirmation code will be sent to your email address. You will need to get the code and enter it on the next screen.



SEND CODE >

CANCEL

[Help](#) | [IRS Privacy Policy](#) | [Security Code Terms and Conditions](#) | [Accessibility](#)

8. Enter the code into the box and select "Continue".



Check Your Email

We just sent a confirmation code to **monkeytree512@hotmail.com**. This code is valid for 24 hours. Open your email in a new window to get your confirmation code.

IMPORTANT: Keep this window open to avoid having to start over.

Enter the one-time code we emailed you:



Didn't receive the code? [Resend the email](#).



CONTINUE >

CANCEL

[Help](#) | [IRS Privacy Policy](#) | [Security Code Terms and Conditions](#) | [Accessibility](#)

9. Next you will need to verify your identity by entering your Date of Birth, Social Security Number, Filing Status and Address. Select "Continue".



Help us verify your identity with some basic information

If we are not able to match the information you enter with our records, you will not be able to use this online service but [other options are available to you.](#)

Personal Information

All information should match your latest tax return.

First Name

Jane [Edit](#)

Last Name

Doe [Edit](#)

Date of Birth

Month Day Year

Social Security Number (SSN) or Individual Tax ID Number (ITIN)

- -

Filing Status

- I have filed a tax return in the past seven years
- I have not filed a tax return in the past seven years

Address Information

Your address must match your most recently filed tax return. [Address Help](#)

Address Line 1

Address Line 2 (Optional)

City

State / Territory

ZIP Code

Country

United States

 [CONTINUE >](#)
[CANCEL](#)

10. You will be asked to verify your financial account number. Choose ONE option and then select “Continue”.



Verify your financial account number

To prevent identity theft and protect the security of your tax information, you will need to verify your identity.

Provide one of the following active account numbers:

- Last 8 digits of Visa, Mastercard, or Discover credit card

(We can't verify debit cards, corporate cards, Barclays, or some cards issued by banks in U.S. territories)
- Student loan account number

(We can't verify Nelnet student loans)
- Auto loan account number
- Mortgage or home equity loan account number
- Home equity line of credit account number
- I don't have a current credit card, student loan, auto loan, home equity loan, or mortgage

By providing financial account information, I authorize the IRS to access my credit report for the purpose of verifying my identity.

 [CONTINUE >](#)

Financial account information

We will only use this information to verify your identity. You will not be charged any money and are not sharing any account balances with us.

A soft inquiry will show up on your credit report to let you know that the IRS accessed your credit report information. This will not increase or decrease your credit score and lenders will not be able to see this.

If you have a credit freeze, you authorize us to bypass that freeze to verify your identity.

If you do not wish to or cannot provide the information, you will not be able to register but other [options are available to you](#).

11. To Verify you phone number, enter your CELL number into the box. You will receive a code. If you do not have a cell number, you will need to select the link to receive the code by mail. Select “Send Message”.

Verify your phone number

We need to verify that your personal information matches the subscriber information for your US-based mobile phone account. By continuing, you authorize your wireless carrier to disclose information to the IRS and its third-party service providers about your account, such as subscriber status, device details and plan type, if available, to support identity verification and fraud prevention. See our Privacy Policy for how we treat your data.

We may not be able to verify all mobile phone numbers. We can't verify landlines, some prepaid phones, or virtual phone numbers like Google Voice.

Enter your mobile phone number:

 [SEND MESSAGE >](#)

[CANCEL](#)


By continuing, you opt-in to receive a one-time code via text message or phone call each time you log in. Message and data rates may apply. [We won't use your phone number for any other communication.](#)

Don't have a mobile phone or can't verify your phone number? Try these alternative options.

[Receive an activation code by postal mail \(5-10 business days\)](#). Selecting this option will allow you to create your username and password, but you won't be able to access the online service today. You'll need to come back to activate your account after you receive the activation code in the mail.

[Review alternatives to using this online service](#). These options will not allow you to complete registration for this online service.

12. Enter the verification number into the box and select "Continue".



We sent an activation code text message to your phone

The message contains a 6-digit activation code. Please enter the code below.

6-digit activation code [Try again](#)

CONTINUE >

CANCEL

[Help](#) | [IRS Privacy Policy](#) | [Security Code Terms and Conditions](#) | [Accessibility](#)

13. Create a Username and password. Select a site phrase that you will recognize and a site image. Select "Continue".

Create Your User Profile

We've been able to confirm your identity. Now you will create a user profile. This is the last step in the process.

Create a Username and Password

Username

Password

Re-enter Password

Enter a username of your choice. The username should be 8-64 characters and cannot be an email address, SSN, or contain a space, or a special character (!@#%&*).

Password Rules:

- Between 8 and 32 characters long.
- Must contain at least one numeric and one special character (!@#%&*).
- At least one uppercase and at least one lowercase letter.
- Matching password must be re-entered.

Email [Edit](#)

Choose a Site Phrase

Create a phrase that you will recognize when you login

Choose a Site Image

Select an image that you will recognize when you login



[Choose Your Site Image](#)

CONTINUE >


CANCEL

14. At the Success screen, select "Continue"



Success!

You've successfully verified your identity and created a secure user profile.

 [CONTINUE >](#)

[Help](#) | [IRS Privacy Policy](#) | [Security Code Terms and Conditions](#) | [Accessibility](#)

15. Select "Continue".



Online Security Information

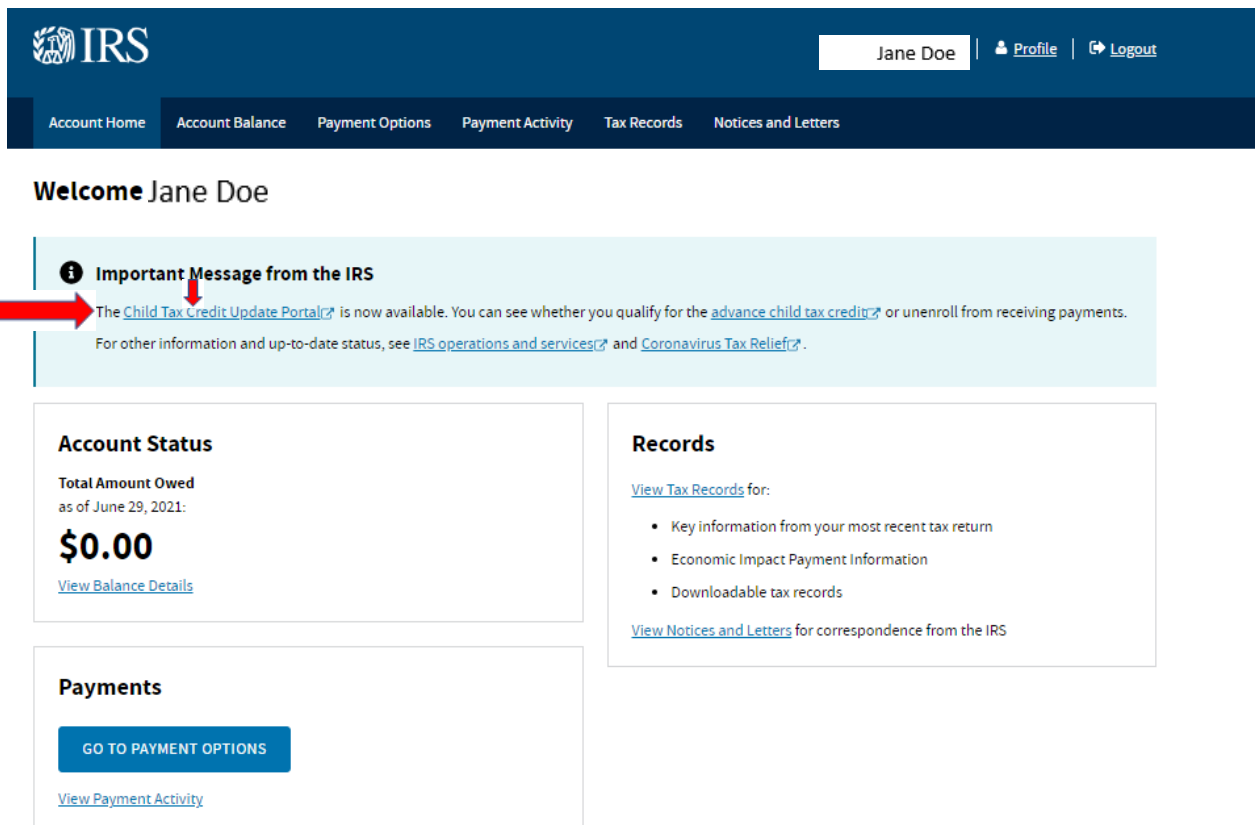
Security Announcement

The IRS will send email notifications to confirm registration and profile changes, but will never send unsolicited emails

 [CONTINUE >](#)

[Help](#) | [IRS Privacy Policy](#) | [Security Code Terms and Conditions](#) | [Accessibility](#)

16. You will be routed to the home screen of your account. In the blue box, select "Child Tax Credit Update Portal" to opt-out of the Advance Child Tax Credit.



The screenshot shows the IRS account home screen for Jane Doe. At the top, there is a navigation bar with the IRS logo, the user name "Jane Doe", and links for "Profile" and "Logout". Below this is a secondary navigation bar with links for "Account Home", "Account Balance", "Payment Options", "Payment Activity", "Tax Records", and "Notices and Letters". The main content area starts with a "Welcome Jane Doe" message. Below that is a light blue box containing an "Important Message from the IRS" with an information icon. A red arrow points to the "Child Tax Credit Update Portal" link in the message. The message text states: "The [Child Tax Credit Update Portal](#) is now available. You can see whether you qualify for the [advance child tax credits](#) or unenroll from receiving payments. For other information and up-to-date status, see [IRS operations and services](#) and [Coronavirus Tax Relief](#)." Below the message are three main sections: "Account Status" showing a total amount owed of \$0.00 as of June 29, 2021, with a "View Balance Details" link; "Records" with a "View Tax Records" link and a list of record types: "Key information from your most recent tax return", "Economic Impact Payment Information", and "Downloadable tax records"; and "Payments" with a "GO TO PAYMENT OPTIONS" button and a "View Payment Activity" link.

17. You will be directed to the Child Tax Credit Update Portal. Select “Unenroll from Payments”.

IRS Jane Doe | Profile | Logout

Child Tax Credit Update Portal

Welcome Jane Doe

Manage Your Advance Payments of the Child Tax Credit

Find out if you're eligible to receive advance payments of the [Child Tax Credit](#), authorized by the American Rescue Plan Act. Half the total credit amount estimated for 2021 will be paid in advance through monthly payments, and you will get the other half when you file your 2021 income tax return.

Eligibility

Your eligibility status is based on your 2020 tax return on file. For details about eligibility, see [Questions and Answers](#).

Eligible	Yes
Status	Enrolled in advance payments

Payments

If you're eligible, find advance Child Tax Credit payments for 2021 in the Processed Payments section.

Payment amounts may change. For more details about how payments amounts are figured, see [Questions and Answers](#).

[+ Processed Payments](#)

For more details about advance Child Tax Credit payments, see [Questions and Answers](#).

You can choose to unenroll from receiving the payments. To decide if unenrolling is best for you, see [Questions and Answers](#).

To stop advance payments, you must unenroll 3 days before the first Thursday of next month by 11:59 p.m. Eastern Time. For more details, see [Questions and Answers](#).

UNENROLL FROM PAYMENTS

18. Verify that you are choosing to opt-out from receiving advance Child Tax Credit Payments by selecting “I Understand And Want to Proceed”.

IRS Jane Doe | Profile | Logout

Unenroll From Receiving Advance Child Tax Credit Payments

1 Unenroll — 2 Review & Submit — 3 Confirmation

You're Choosing to Unenroll From Receiving These Payments

By choosing to unenroll, you're telling us you don't want to receive advance Child Tax Credit payments.

If your most recently filed tax return was a joint tax return, your spouse will also need to unenroll, if appropriate. Unenrolling is an individual action. If your spouse does not unenroll, they will receive payments for their portion of the advance Child Tax Credit.

For more details about unenrolling from payments, see [Questions and Answers](#).

[CANCEL AND RETURN](#) **I UNDERSTAND AND WANT TO PROCEED**

19. Select the box "I agree to unenroll, and I understand I can't enroll again".

IRS

Jane Doe | Profile | Logout

Unenroll From Receiving Advance Child Tax Credit Payments

1 Unenroll 2 **Review & Submit** 3 Confirmation

All fields with an asterisk (*) are required.

Yes, I Would Like to Unenroll, and I Understand I Can't Enroll Again

You're agreeing to **not** receive advance Child Tax Credit payments. You will **not** be able to re-enroll.

For more details about unenrolling from the advance payments, see [Questions and Answers](#).

I agree to unenroll, and I understand I can't enroll again.*

BACK SUBMIT

20. You will receive a notice if your request was successful. Select "Return Home".

IRS

Jane Doe | Profile | Logout

Unenroll From Receiving Advance Child Tax Credit Payments

1 Unenroll 2 Review & Submit 3 **Confirmation**

You've Successfully Submitted Your Request to Unenroll.

It may take up to 7 days to process your unenrollment request. You do not need to take any action.

For more details about the advance payments, see [Questions and Answers](#).

Request Submitted
Jun 29, 2021

RETURN HOME

21. You will be redirected to your home page in the Child Tax Credit Portal. You will notice your “Status” in the Eligibility section is “Unenrollment Processing”. You can log back in at anytime to view your status.



Jane Doe

[Profile](#) | [Logout](#)

Child Tax Credit Update Portal

Welcome Jane Doe

Manage Your Advance Payments of the Child Tax Credit

Find out if you're eligible to receive advance payments of the [Child Tax Credit](#), authorized by the American Rescue Plan Act. Half the total credit amount estimated for 2021 will be paid in advance through monthly payments, and you will get the other half when you file your 2021 income tax return.

Eligibility

Your eligibility status is based on your 2020 tax return on file. It may take up to 7 days to process your unenrollment request. For details about eligibility, see [Questions and Answers](#).

Eligible	Yes
Status	Unenrollment processing. Check back in the next few days to confirm your unenrollment was successful. Submitted Jun 29, 2021



Payments

If you're eligible, find advance Child Tax Credit payments for 2021 in the Processed Payments section.

Payment amounts may change. For more details about how payments amounts are figured, see [Questions and Answers](#).

[+ Processed Payments](#)

For more details about advance Child Tax Credit payments, see [Questions and Answers](#).