



State of Wyoming

DEPARTMENT OF REVENUE

EXCISE TAX DIVISION

122 West 25th Street, 2-West, Cheyenne, Wyoming 82002-0110
Telephone:(307) 777-5200 Web:<http://revenue.state.wy.us> E-mail:dor@wy.gov

WYIFS

WYOMING INTERNET FILING SERVICE

What is WYIFS?

The Wyoming Internet Filing Service (WYIFS) is a secure Internet web site for filing oil and gas mineral tax and sales/use tax reports electronically. Through WYIFS you can also submit or authorize severance tax and sales/use tax payments via ACH Debit transactions that work like an online 'check'.

To utilize this service, the taxpayer will complete and sign an Internet Filing Agreement and mail it to the Department. There is a separate application form for each tax type which covers the specifics of the filing agreement, identifies the authorized users, specifies bank account information for ACH payments, etc.

Once enrolled, the taxpayer will then use the secure web site to complete the tax return filing and payment each month or quarter. **No paper forms to mess with!** Plus the service is available evenings and weekends, a real convenience for those who can't do their paperwork during the workday.

Tax payments are a snap, too! Using our 'E-Check' feature, an enrolled taxpayer can fill out an electronic check, specify the payment amount and the date the payment transfer is authorized. The tax return can be completed early in the month, with the payment cleared for processing on the due date at the end of the month. **The check is FREE!** And did we mention there is **NO POSTAGE?**

Privacy and security is assured via Secure Sockets Layer (SSL) protocol which encrypts the information being passed between the web server and the taxpayer's computer. Unique user ids, passwords and PIN numbers are assigned to every authorized user, and separate roles can be assigned to multiple users within one account. For example, a larger company may wish to have one employee responsible only for completing the tax liability information while another is responsible only for authorizing payments.

Sales/Use Tax Filing:

You can file sales/use tax returns via WYIFS by completing WYIFS Web Forms for multiple location (Form 11) reports or for single location (Form 10) reports. Web forms are easy to use and are designed with built-in edits to insure the tax filing does not contain costly errors before it is submitted. Payments are easy to complete using our handy online 'Easy Check' form. The payment process allows the taxpayer to specify the amount and effective date of the payment, so the return can be completed any time during the month with the payment 'warehoused' until the due date. There is **no cost for the check or postage!**

History of past electronic filings are available online, and amended returns for previously electronic filings are also supported.

Confirmations are provided at the end of each transaction which can be printed and held as evidence of filing. We also utilize the WYIFS site to post news and bulletins related to tax policy or events.

Consider the benefits: Special notice deliveries and filing reminders via e-mail, printable online transaction confirmations, access to the service during business hours, evenings and weekends, no costs for checks and postage, the ability to schedule your tax payment to coincide with the due date while completing the return on your own schedule, all handled in a secure environment.

For more information about using WYIFS for sales/use tax electronic filing, please call the phone number listed below for the Wyoming County or State where your business is physically located:

Keri Wood, Region 1 Supervisor
(307) 777-5541
keri.wood@wy.gov

Service for the following counties:

Laramie, Sublette, Sweetwater, Uinta

Service for the following country, states or districts:

Alabama, Alaska, Arizona, Arkansas, Colorado, Connecticut,
Delaware, Dist of Columbia, Kansas, Texas

Tim Dryden, Region 2 Supervisor
(307) 777-5542
tim.dryden@wy.gov

Service for the following counties:

Big Horn, Campbell, Crook, Lincoln, Park, Teton, Weston

Service for the following country, states or districts:

Guam, Hawaii, Idaho, Kentucky, S. Dakota, Virginia, West Virginia

Jeanette Pearson, Region 3 Supervisor
(307) 777-5543
jeanette.pearson@wy.gov

Service for the following counties:

Albany, Carbon, Converse, Goshen, Natrona, Niobrara, Platte

Service for the following country, states or districts:

Florida, Georgia, Illinois, Indiana, Iowa, Louisiana, Maine,
Maryland, Nebraska, N. Dakota, New Jersey, Oklahoma, Rhode
Island, Tennessee, Wisconsin

Sharon Rehm, Region 4 Supervisor
(307) 777-5544
sharon.rehm@wy.gov

Service for the following counties:

Fremont, Hot Springs, Johnson, Sheridan, Washakie

Service for the following country, states or districts:

California, Canada, Massachusetts, Michigan, Minnesota,
Mississippi, Missouri, Montana, Nevada, New Hampshire, New
Mexico, New York, N. Carolina, Ohio, Oregon, Pennsylvania, S.
Carolina, Utah, Vermont, Washington