The following documentation provides information for businesses on how to create a Georgia Tax Center (GTC) account. GTC is the online system for Georgia taxpayers to file, pay and/or manage their tax accounts with the Georgia Department of Revenue (the "Department").

NOTE: You must already have a filed a tax return, registered a tax account, or registered a license with the Department of Revenue. To register your business and account(s) with the Department, follow the instructions at https://dor.georgia.gov/register-business-quick-instructions..

How to Sign Up for Online Access (Business Taxpayers):

1. Go to the GTC website at https://gtc.dor.ga.gov/. Under the **Log in** button, click the **Sign up** hyperlink.

2. Review the information on the **Request Details** screen. Click the **Next** button.

3. Select an account type from the **Account Type** drop-down list. Click the **Next** button.

   NOTE: Once your GTC account is created, you will be able to set up access to any additional accounts you may have registered with the Department.

4. Provide the requested account information. The information required depends on the account type selected on the previous screen. Click the **Next** button.

5. The **Extra Validation** screen will request additional account information such as the zip code of the account's location and/or the payment amount for a specified period. Provide the requested information and click the **Next** button.

6. Enter a **Login**, **Password**, **Secret Question & Answer**, and **Contact Information** for the person who will be using the GTC account. Click the **Next** button.

7. Select **Yes** or **No** for the question under the **Sign up for E-Correspondence** section. Click the **Submit** button.

8. Click **OK** to confirm you want to submit the request.

   A confirmation page will appear with the confirmation number. Write down or print off your confirmation number then click **OK**.

   You will also receive a confirmation email from NoReply@dor.ga.gov to the email address provided in the web request.