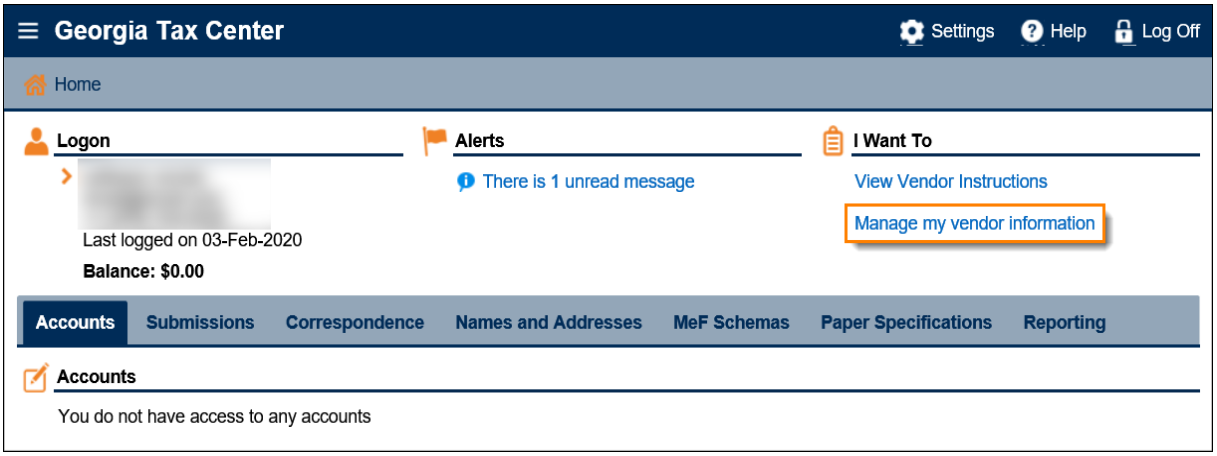
The following documentation provides information on the Product Registration process for MeF Certification via the Georgia Tax Center (GTC).

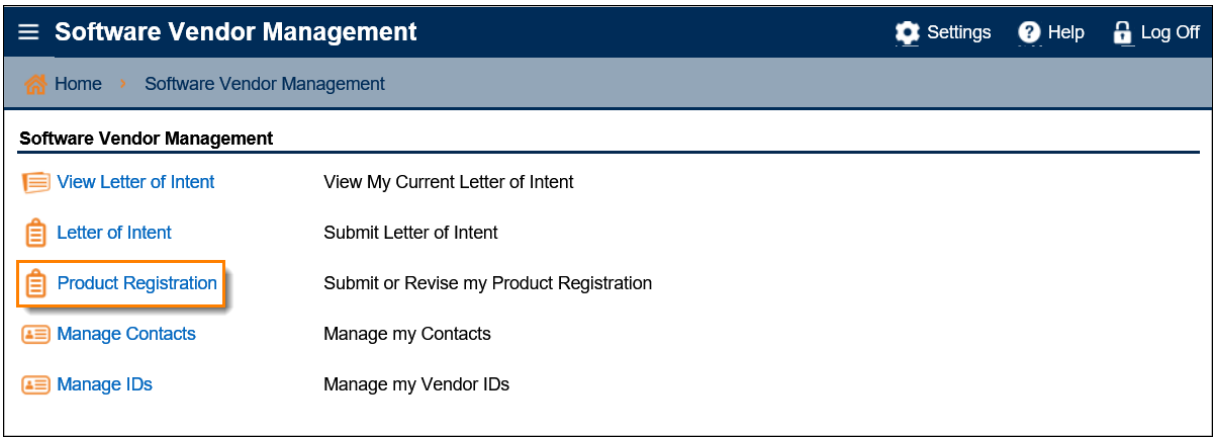
NOTE: Each MeF product must receive corresponding paper form approval before final MeF approval will be granted.

How to Register MeF Products

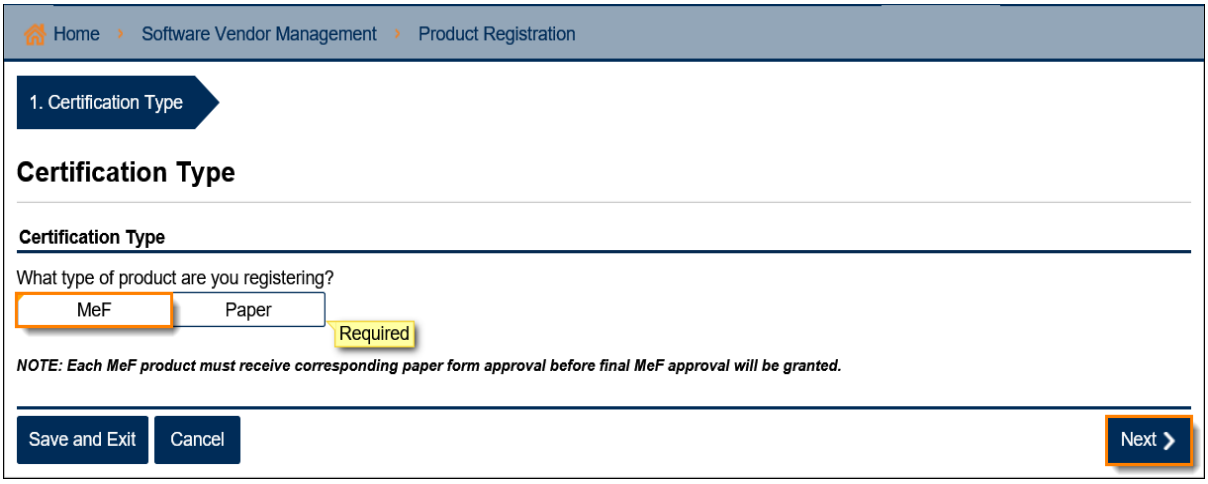
1. Log into the GTC website (https://gtc.dor.ga.gov/).
2. Under the **I Want To** section, click **Manage my vendor information**.



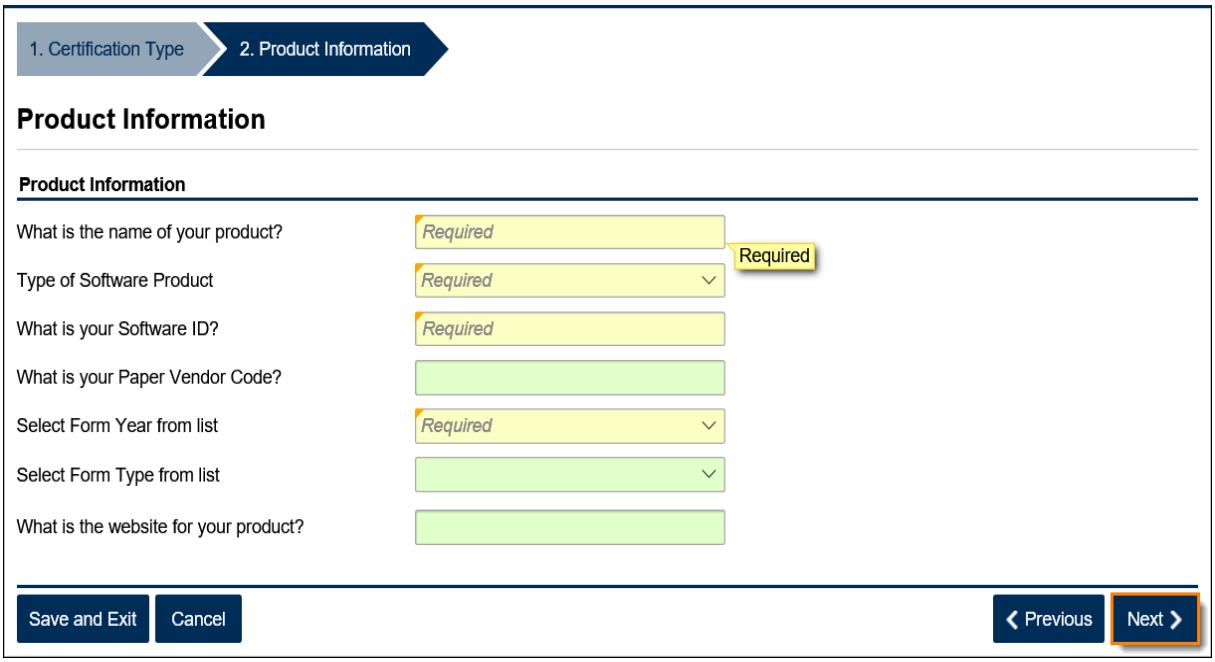
3. Click **Product Registration**.



4. On the **Certification Type** step, select *MeF*. Click **Next**.

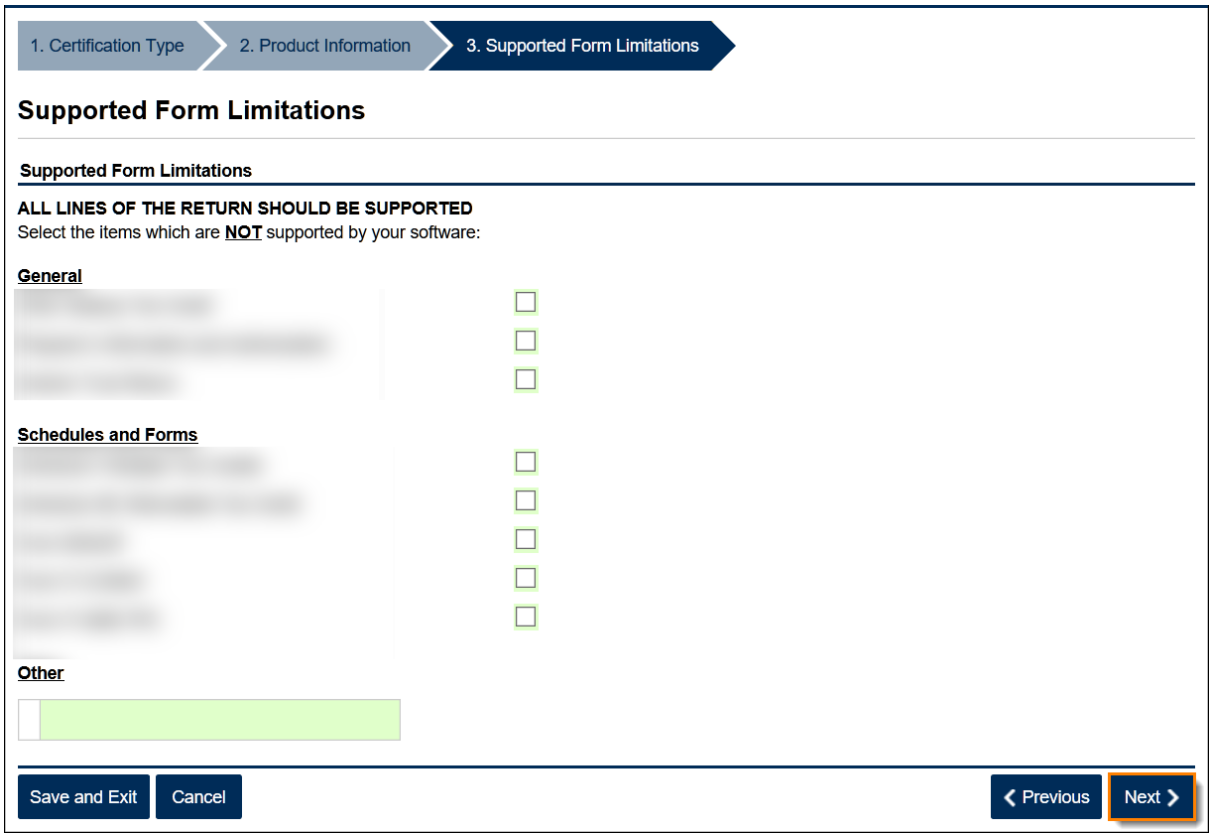


5. Complete the **Product Information** step. Click **Next**.

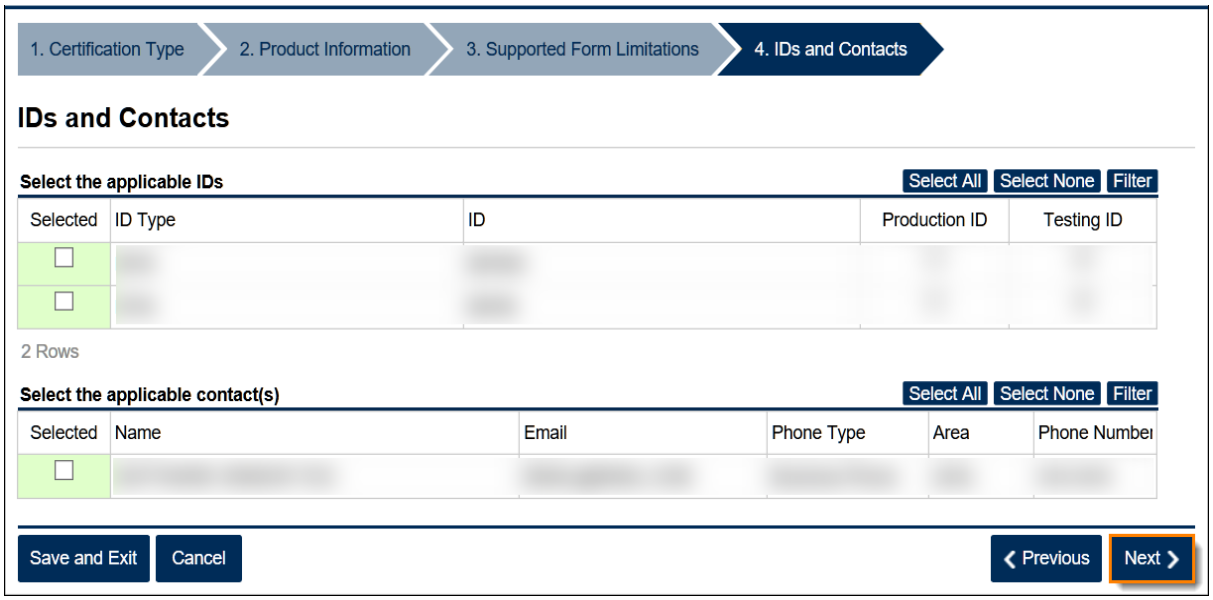


For form years 2018 and forward, an additional question will appear under Product Information: "Will you support unlinked returns?"

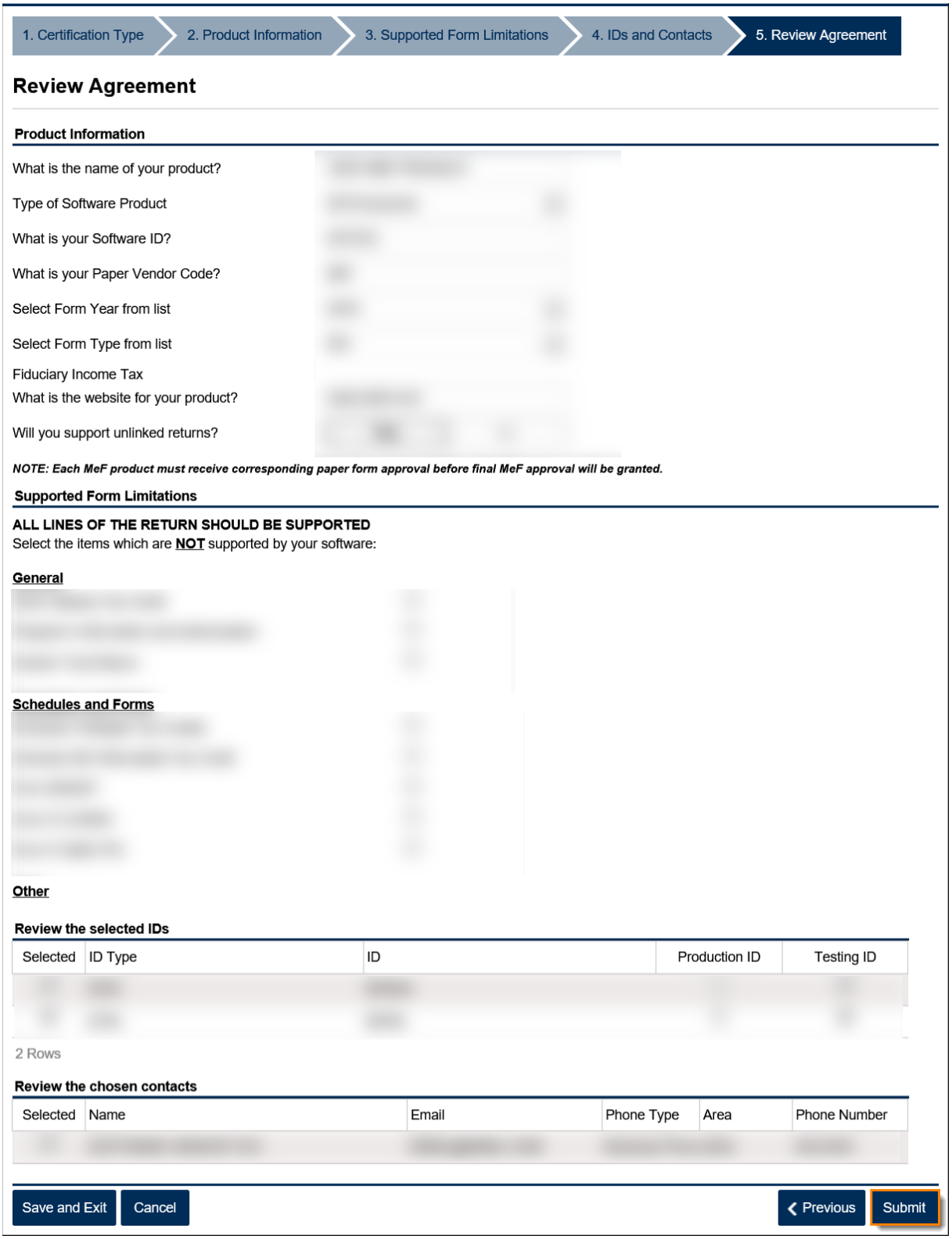
6. Complete the **Supported Form Limitations** step based off the form type selected in the previous step. Click **Next**.



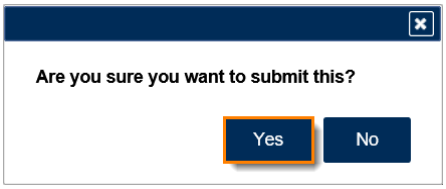
7. Select the applicable IDs and the applicable contact(s) from the list. Click **Next**.



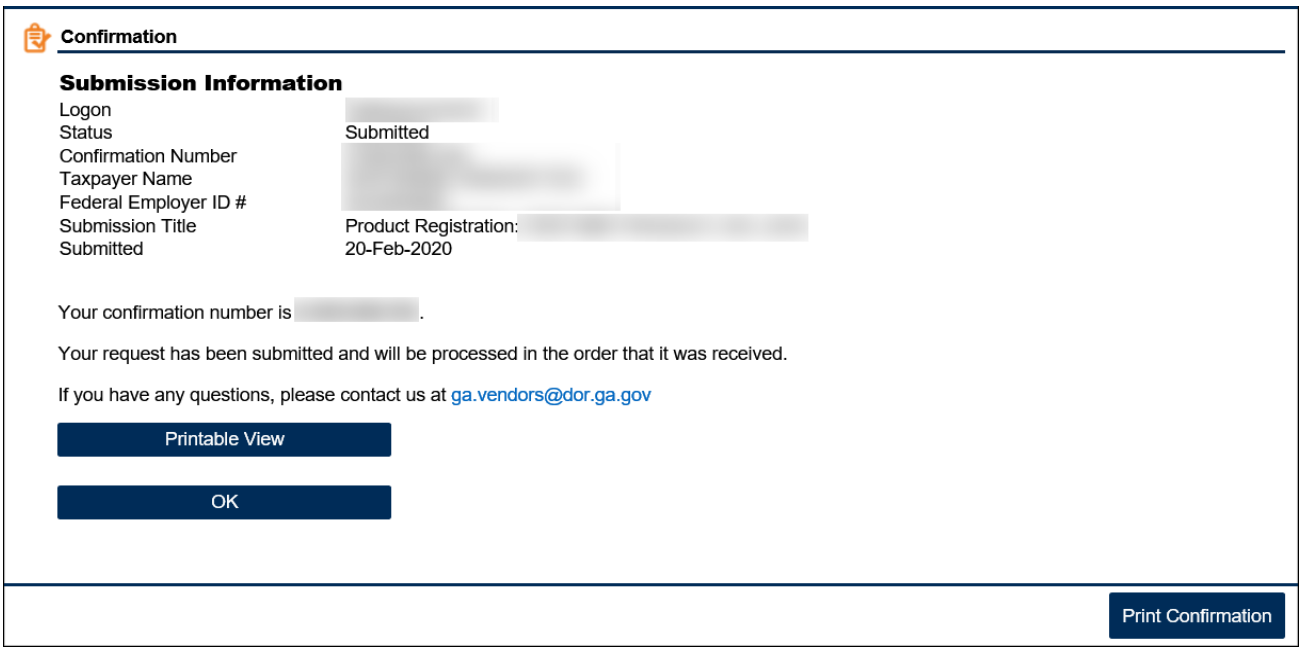
8. Review the agreement. If everything is correct, click the **Submit** button.



9. Click **Yes** to confirm you want to submit the web request.



A confirmation page will appear with the confirmation number of the submission. Click the **OK** button to return to the **Software Vendor Management** screen.

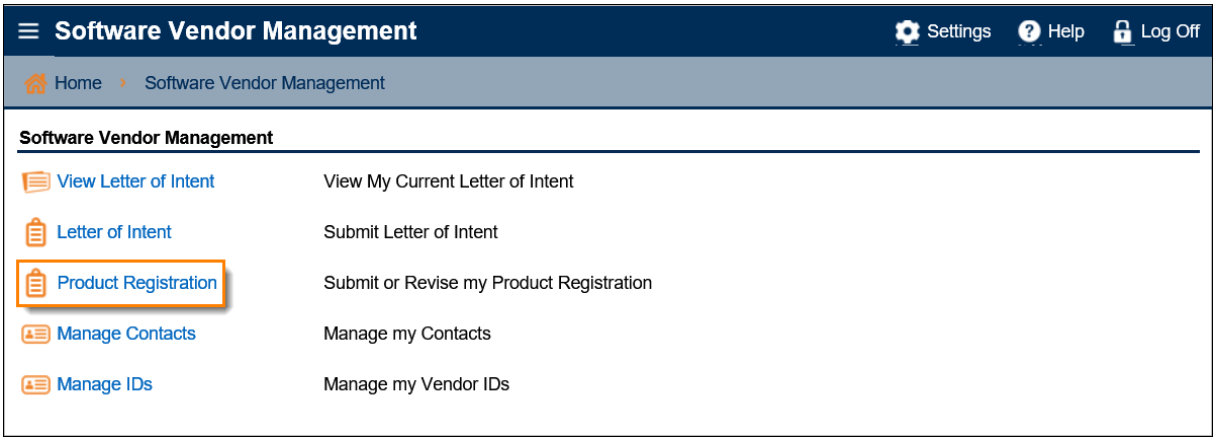


How to Revise a MeF Product Registration

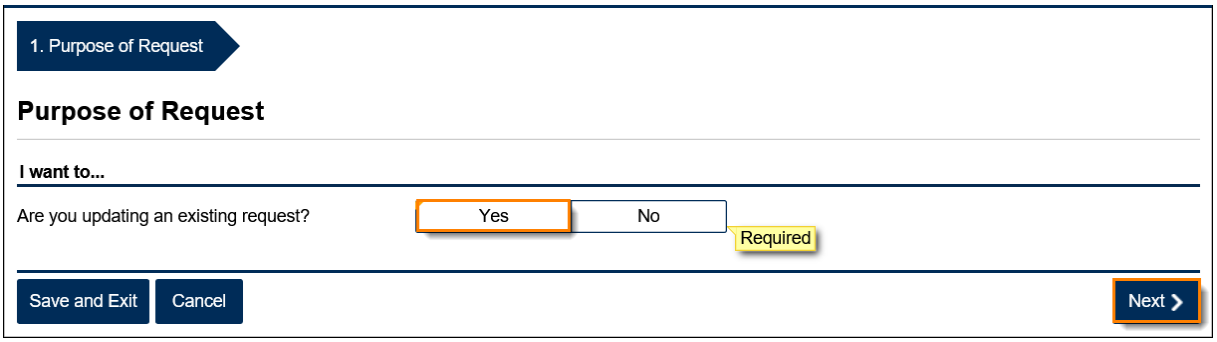
1. Log into the GTC website (https://gtc.dor.ga.gov/).

2. Under the **I Want To** section, click **Manage my vendor information**.

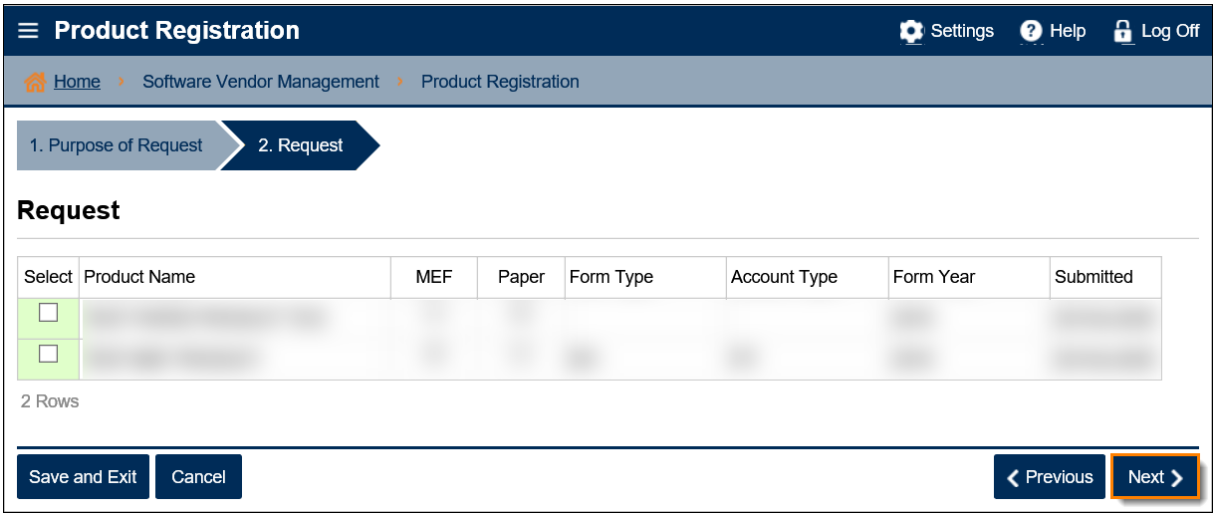
3. Click **Product Registration**.



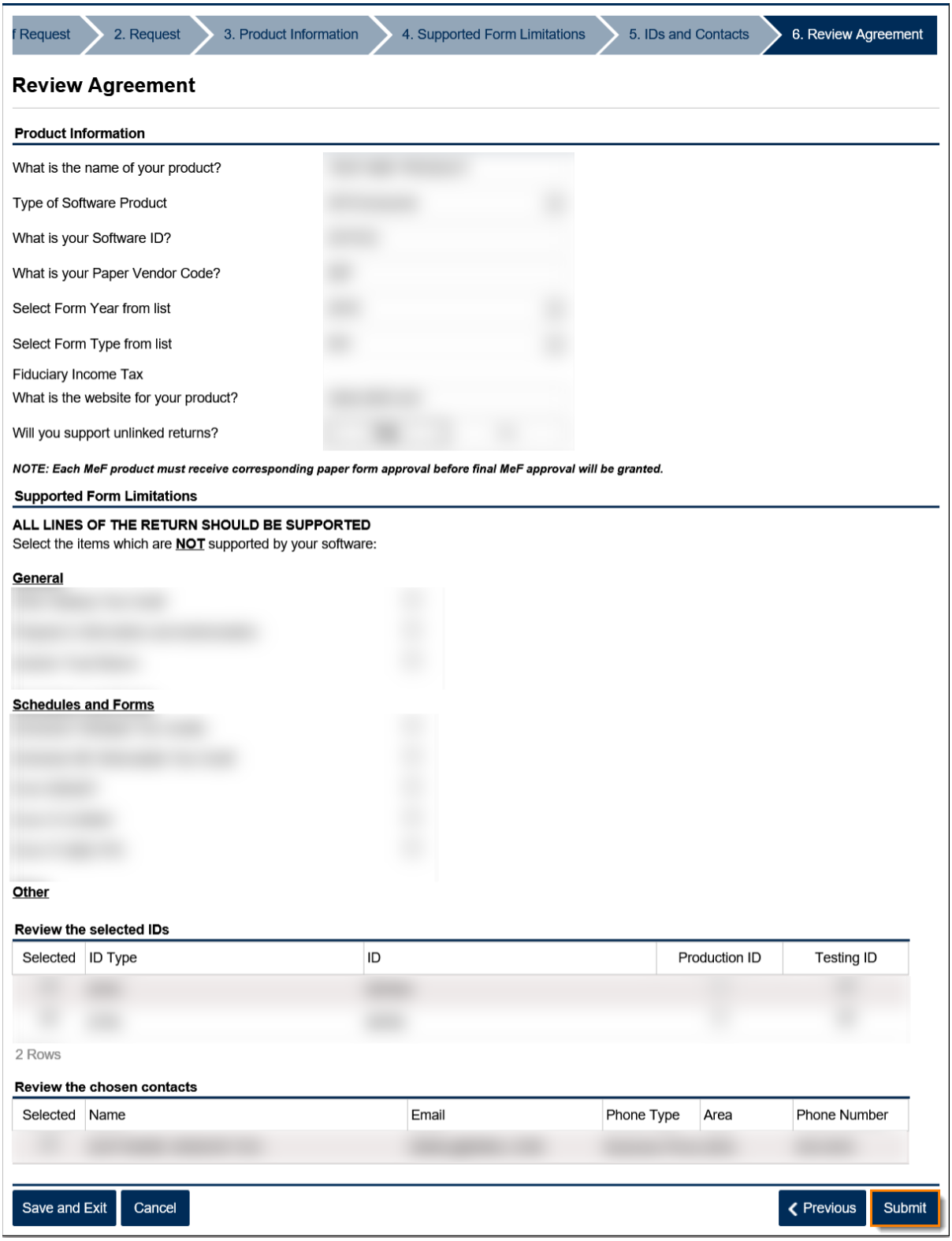
4. Click *Yes* to update an existing request. Click **Next**.



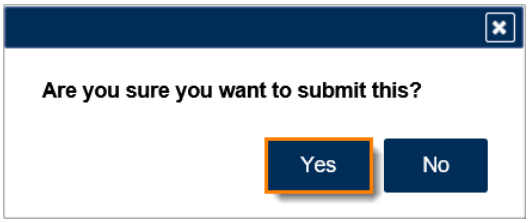
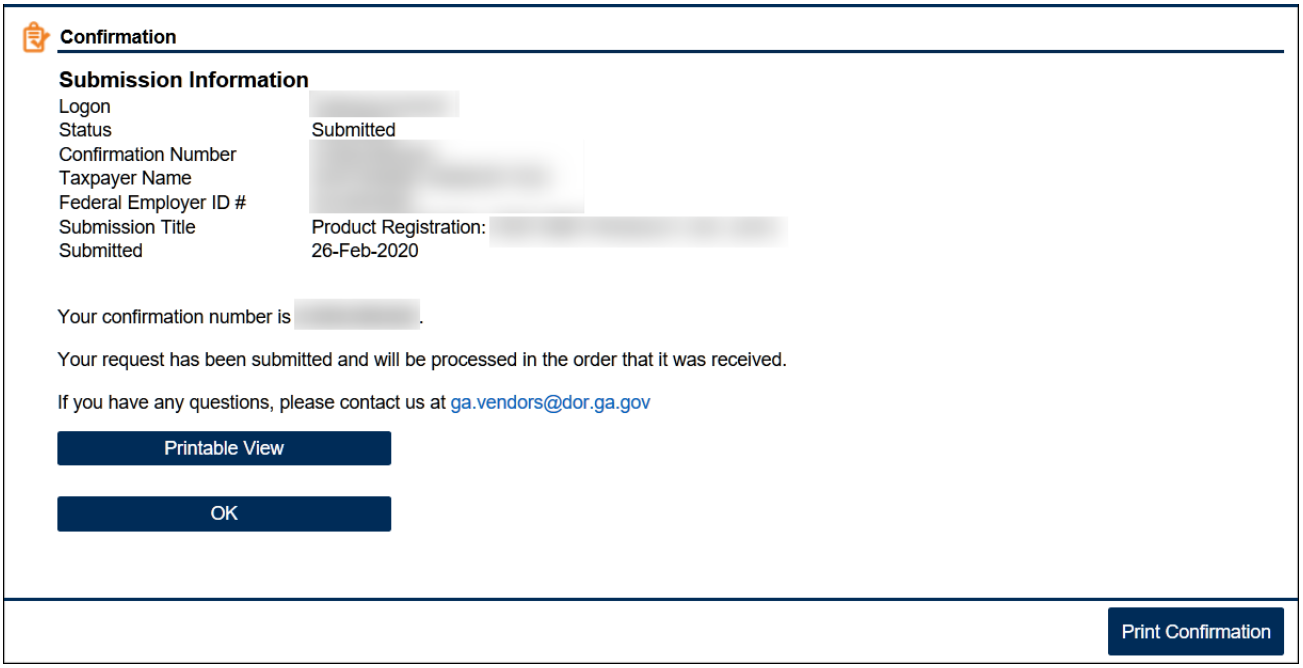
5. Select the MeF product you would like to revise. You can only revise one product at a time. Click **Next**.



6. Click through the web request, making changes to the information as needed, until you reach the **Review Agreement** step. If everything is correct, click **Submit**.



7. Click **Yes** to confirm you want to submit the web request.



A confirmation page will appear with the confirmation number of the submission. Click the **OK** button to return to the **Software Vendor Management** screen.