

Illinois



NEW employers in Illinois, complete steps 1-2 below

EXISTING employers in Illinois, complete step 2 only

1. Register for both State Withholding Tax and Unemployment Insurance

Register a new business at <https://mytax.illinois.gov>. Under "Register", click on "Register a New Business (Form REG-1)" link and follow the prompts. To register by mail, download this form: <https://www2.illinois.gov/rev/forms/reg/Documents/reg-1.pdf>. For further questions, call 800-247-4984.

2. Provide Tax ID numbers and applicable rates to Payroll City

- ✓ Submit your Withholding ID
- ✓ Submit your Unemployment ID and rate