

# Obtaining a Tax Clearance certificate



**You must be registered with the State of NJ to print your tax clearance certificate**

***NOTE:** A Tax Clearance Certificate will only be issued to businesses or individuals who are registered with the New Jersey Division of Revenue*

❑ If you aren't registered in the Premier Business Portal visit the Premier Business Services portal

([https://www.16.state.nj.us/NJ\\_PREMIER\\_EBIZ/jsp/home.jsp](https://www.16.state.nj.us/NJ_PREMIER_EBIZ/jsp/home.jsp) and select New Users Only – Create an Account and follow instructions

❑ (no business should be submitting a form, if you are clear and registered you should be able to print the tax clearance without a fee)

❑ You can email [businessassistancetc.taxation@treas.nj.gov](mailto:businessassistancetc.taxation@treas.nj.gov) any time for pins, to confirm the exact business name and/or for general assistance.

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The screenshot shows the homepage of the State of New Jersey Premier Business Services website. The browser address bar displays [https://www16.state.nj.us/NJ\\_PREMIER\\_EBIZ/jsp/home.jsp](https://www16.state.nj.us/NJ_PREMIER_EBIZ/jsp/home.jsp). A navigation bar at the top contains links: Submitted Apps for..., SBS Outreach Track..., Bonding Readiness, SBS Home, Tax Board List Search..., NJ Community Ass..., Main Street Business..., and EDA Policy Document... The main header features the State of New Jersey seal and the text "State of New Jersey Premier Business Services". A "Contact Us" link is in the top right. The main content area is divided into two columns. The left column, titled "Why PBS", describes the service as "Convenient one-stop access to all New Jersey electronic tax filing and payment services that apply to your business, as well as access to your filing/payment history." and includes two orange buttons: "Existing Users - Log On" and "New Users Only - Create an Account". The right column, titled "News", lists "PBS Improvements" and "Related Web Sites" with a link to "Visit the NJ Business Action Center".

State of New Jersey  
**Premier Business Services**

Contact Us

### Why PBS

Convenient one-stop access to all New Jersey electronic tax filing and payment services that apply to your business, as well as access to your filing/payment history.

[Existing Users - Log On](#)

[New Users Only - Create an Account](#)

### News

- [PBS Improvements](#)

### Related Web Sites

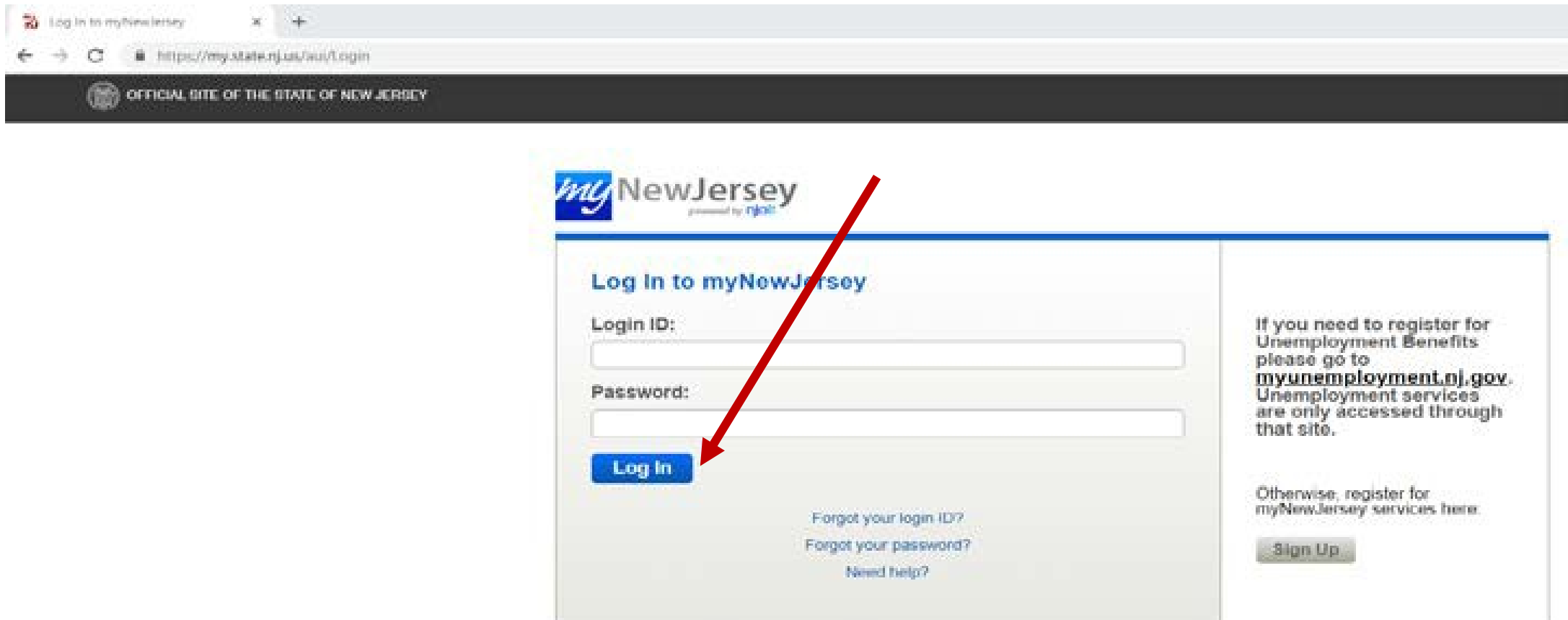
- [Visit the NJ Business Action Center](#)

# Obtaining a Tax Clearance certificate

## STEP 2:

After you are registered on the My New Jersey Portal use the following steps to print or get a PDF of your tax clearance certificate:

1. Go to - <https://my.state.nj.us/au/Login>
2. Enter your Login ID and password:



The screenshot shows a web browser window with the address bar displaying <https://my.state.nj.us/au/Login>. The page header includes the text "OFFICIAL SITE OF THE STATE OF NEW JERSEY". The main content area features the "myNewJersey" logo and a login form titled "Log In to myNewJersey". The form contains two input fields: "Login ID:" and "Password:". Below these fields is a blue "Log In" button, which is highlighted by a red arrow. To the right of the login form, there is a text block stating: "If you need to register for Unemployment Benefits please go to [myunemployment.nj.gov](https://myunemployment.nj.gov). Unemployment services are only accessed through that site." Below this text is a "Sign Up" button. At the bottom of the login form, there are links for "Forgot your login ID?", "Forgot your password?", and "Need help?".

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STEP 3:

Click on Access Premier Services

The screenshot shows the myNewJersey portal interface. At the top, there's a dark header with the state seal and 'OFFICIAL SITE OF THE STATE OF NEW JERSEY'. Below this is the 'myNewJersey' logo and a 'Welcome Margaret' message. A blue banner contains a security notice about multi-factor authentication. The main content area features a blue bar for 'Premier E-Business Services' and a brown bar for 'New Jersey Events' with a 'Travel Guide' link. A red arrow points to the 'Access Premier Services' link under the Premier E-Business Services section. The footer includes links for 'Locate Events', 'Travel & Tourism Home', and 'Add an Event'.

myNewJersey x +

← → ↻ https://my.state.nj.us/portal/Desktop

OFFICIAL SITE OF THE STATE OF NEW JERSEY

myNewJersey  
powered by njoli

Welcome Margaret

**Information** Increase the security of your account: myNJ now supports authenticator apps in addition to SMS texts; if you haven't already activated MFA, go to your [my account](#) page and click 'Multi-factor a

**Premier E-Business Services**

[Access Premier Services](#)

**New Jersey Events**

[Travel Guide](#)

[Locate Events](#) | [Travel & Tourism Home](#) | [Add an Event](#)

# Obtaining a Tax Clearance certificate

STEP 4:

Select Tax & Revenue Center

The screenshot shows the 'Premier Business Services' portal for the State of New Jersey. The page has a dark blue header with the state seal and the text 'State of New Jersey Premier Business Services'. Below the header, there's a navigation bar with links: 'Add a Business', 'Update Profile', 'Delegate Tasks', and 'Logout'. The main content area is titled 'Select a Service Center'. It lists several services with descriptions and links:

- Tax & Revenue Center**: Convenient one-stop access to all New Jersey electronic tax filing and payment services that apply to your business, as well as access to your filing/payment history. Also provides information on your business status (health) and online access to tax schedules of liabilities, with automated tools to address tax and registry issues. [Tax & Revenue Center](#)
- Contract Compliance**: Division of Public Contracts Equal Employment Opportunity Compliance. [Contract Compliance](#)
- Urban Enterprise Zone**: File your UEZ Certification and Annual Reporting online. [Urban Enterprise Zone](#)

On the right side, there are two sections: 'Related Services' with a link 'How to Register your Business', and 'What is myNewJersey?' with a link 'Read About myNewJersey'. Below that is 'Adding a Business' with a link 'Read about Adding a Business'. A red arrow points from the text 'Select Tax & Revenue Center' to the 'Tax & Revenue Center' link.

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## STEP 5:

Select the business you wish to work with from the drop down then choose **Business Incentive Tax Clearance**

STATE OF NEW JERSEY  
**NJ PREMIER BUSINESS SERVICES**

www.newjerseybusiness.gov

**Tax and Revenue Center**

Representative:

Please select the business you wish to work with:

**Check Your Business Standing in Two Simple Steps**

First, review your registration status. If you operate a corporation, limited liability company or limited partnership, in order to maintain active registration status with the State, you must keep your annual reports up to date. If your business reflects as Active, nothing further is required in this area. If you see an indication that annual reports are missing or that your business is revoked for non-compliance with annual reporting, follow the instruction to remedy the issue.

Next, check your tax status by clicking on the Schedule of Liabilities and Pay Taxes buttons to see if you have any outstanding returns or overdue payments, and if required, use our filing and payment services to remedy the issue(s).

**1. Registration Status: Active**

**2. Tax Status:**

[Pay Taxes Shown on Schedule of Liabilities](#)

Please note:  
If you use our online filing/payment services to remedy an issue, please allow three business days for the updates to reflect on this service channel.  
Turnaround times will be longer for paper-filed items -- up to three weeks on average including time for mail to reach our processing facility.

**Registry Services**

[File Annual Reports](#)

[Change Your Tax Registration Records](#)

[Access Your Business Registration Certificate](#)

[Amend Charter Documents](#)

Applicable only to Corporations, LLC's, LLP's and LP's

**Business Incentive Tax Clearance**

If your business requires a tax clearance certificate for a grant, incentive, or rebate from a State agency, please click the Business Incentive Tax Clearance button below to request your certificate. You do not need to complete an online application form. No fee is charged for requesting the certificate through the PBS portal.

If your business has met your tax obligations, you may select the agency from the drop-down menu and print/download the certificate. You may then supply the certificate to the State agency to process your grant, incentive or rebate claim.

If your business has an outstanding tax obligation, please follow the instructions provided on the next screen and email the Division of Taxation for further assistance.

[Business Incentive Tax Clearance](#)

# Obtaining a Tax Clearance certificate

## STEP 6:

After you have clicked the Business Incentive Tax Clearance you will see this screen, choose the **NJ Commission on Science, Innovation, and Technology** from the dropdown, and click download clearance letter:

The screenshot shows the 'NJ Premier Business Services' website. At the top, it says 'STATE OF NEW JERSEY NJ PREMIER BUSINESS SERVICES' and 'www.njpremierbusiness.gov'. Below this is the 'Tax and Revenue Center' section. A 'Representative:' field is shown with a blacked-out name. Below that are two input fields: 'FEIN:' and 'Business Name:', both with blacked-out text. A large green box highlights the 'Please select the State Issuing Agency from the list below and download clearance letter. The clearance letter is valid for 180 days from the date of issuance.' section. A red arrow points to a dropdown menu in this section, which is currently set to 'NJ Commission on Science, Innovation and Technology'. Below the dropdown, there is a note: '\*Please note: If you require a Business Incentive Tax Clearance certificate for the Economic Development Authority, ALL related parties that may benefit from the grant, loan, loan guarantee, or other monetary or financial benefit will need to print their own clearance certificate. All questions regarding the status of a grant, loan, loan guarantee, or other monetary or financial benefit should be directed to the State Issuing Agency. If you encounter problems printing your Business Incentive Tax Clearance certificate please contact the Division of Taxation's Business Assistance Tax Clearance Unit at: [BusinessAssistanceTC\\_Taxation@treas.nj.gov](mailto:BusinessAssistanceTC_Taxation@treas.nj.gov)'. At the bottom, there are two buttons: 'Download Clearance Letter' and 'Previous Page'.

STATE OF NEW JERSEY  
**NJ PREMIER BUSINESS SERVICES**  
www.njpremierbusiness.gov

Tax and Revenue Center

Representative: [REDACTED]

FEIN: [REDACTED]  
Business Name: [REDACTED]

**You are eligible to receive a Business Incentive Tax Clearance certificate.  
You may immediately print the clearance certificate.**

Please select the State Issuing Agency from the list below and download clearance letter. The clearance letter is valid for 180 days from the date of issuance.

[REDACTED] **NJ Commission on Science, Innovation and Technology**

\*Please note: If you require a Business Incentive Tax Clearance certificate for the Economic Development Authority, ALL related parties that may benefit from the grant, loan, loan guarantee, or other monetary or financial benefit will need to print their own clearance certificate. All questions regarding the status of a grant, loan, loan guarantee, or other monetary or financial benefit should be directed to the State Issuing Agency. If you encounter problems printing your Business Incentive Tax Clearance certificate please contact the Division of Taxation's Business Assistance Tax Clearance Unit at: [BusinessAssistanceTC\\_Taxation@treas.nj.gov](mailto:BusinessAssistanceTC_Taxation@treas.nj.gov)

**Download Clearance Letter**  
**Previous Page**

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## STEP 7:

Your tax clearance certificate will generate and look like the below. Please save somewhere safe and accessible

  
**State of New Jersey**  
DEPARTMENT OF THE TREASURY  
DIVISION OF TAXATION  
P. O. BOX 272  
TRENTON, NEW JERSEY 08695-0272

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

ELIZABETH MAHER MUOIO  
*State Treasurer*

JOHN J. FICARA  
*Acting Director*

12/02/2021

Attn: [REDACTED]

**BUSINESS ASSISTANCE OR INCENTIVE  
CLEARANCE CERTIFICATE**

Agency : New Jersey Commission on Science, innovation and Technology  
Applicant ID # : [REDACTED]

The Director of the Division of Taxation, in accordance with Chapter 101, Laws of N.J. 2007, has reviewed the records of the above Applicant for Business Assistance or Incentive from the above referenced agency. This review shows that the Applicant is in compliance with this act.

This certificate indicates the Division of Taxation has no objections to the issuance of said Assistance or Incentive. This certificate does not constitute a waiver of authority to demand resolution of any other deficiencies and delinquencies and shall not prevent further audit or the assessment of additional taxes, penalties, interest or fees as may be provided by law.

This certificate is valid for 180 days from the date of issuance.

  
John J. Ficara  
Acting Director

Email [businessassistancetc.taxation@treas.nj.gov](mailto:businessassistancetc.taxation@treas.nj.gov) for assistance