

- TPAs or bulk filers can register client accounts and add them to their client base in their TPA account. Once the TPA logs into their account, their client base can be accessed without logging onto each individual account.
- Quarterly tax reports can be filed by multi-account file upload.
- Payment can be made by electronic funds transfer (EFT) or check for all accounts filed in the upload process.

Filing an OES-3 online

When filing an OES-3, Employers Quarterly Contribution Report online using OESC Ez Tax Express, an employer will be able to:

- display employee's masked SSNs and names from previous online filing
- enter and edit each employee's wage information
- automatically calculate the tax due and the summary of total and taxable wages
- receive a confirmation number upon successful submission of their report
- print a copy of their quarterly report for their records or save to a pdf file
- select an online option to pay an employer's quarterly contribution (EFT)
- print a remittance voucher to be submitted with the employer's payment check
- import information directly from their payroll system via a text file—file upload option

Online methods to file an OES-3

Employers may use one of two methods to file an OES-3.

The first method is to enter employee wage information manually.

- Tax, interest and penalties will be calculated for the employer.
- If an employer has previously filed via Ez Tax Express, the employee's SSN and name will be displayed, and the employer can quickly and easily update each employee's new quarterly wage information and add or delete information.

The second method is to upload a wages report.

- Using an ASCII text file, an employer can upload the quarterly contribution report information directly from their existing payroll program. This method is strongly recommended to employers who have more than 30 employees.

Employers eligible to file an OES-3 via Ez Tax Express

Oklahoma employers may file their OES-3, Oklahoma Employers Quarterly Contribution Report through Ez Tax Express if both of the following are true.

- The employer's account is active for the quarter of filing.
- A report has not already been filed.

To reinstate an employer account or determine liability, contact the Status Unit at (405) 557-7226.