

The link to the site is <https://staffordefiling.virginiainteractive.org/> or you can access the site from the Commissioner’s page – E-filing Portal

Home Page: New users Create an Account, Current users login.

The screenshot shows the top navigation bar with the logo 'my STAFFORD Virginia' on the left, a central image of George Washington, and 'E-FILING' on the right. Below the navigation bar is a breadcrumb trail: 'myStafford Home > Business E-Filing Home'. The main content area starts with a welcome message: 'Welcome to Stafford County Commissioner of the Revenue Online Filings and Payments.' Below this is a section titled 'Account Information' containing links for 'New User? Create Account' and 'Existing User? Log In Here'. It also lists the types of taxes that can be e-filed: 'E-file fiduciary taxes monthly remittances (meals tax, transient occupancy tax, consumption and utility taxes)' and 'E-file your Annual Business Property Return and Merchant's Capital'. A second section titled 'Business Registration' contains links for 'Online Business Registration', 'Meals Tax Registration', 'Transient Occupancy Tax Registration', and 'Report a Closed Business'.

New Users Enroll: After this step you will skip to page 3.

[myStafford Payments Home](#) > Register

Step 1 – Create New User Account

Use the form below to create a new account.

- Indicates required field

<ul style="list-style-type: none">• Name (John Doe) <input type="text"/>• Phone <input type="text"/>• User name <input type="text"/>• Email address <input type="text"/>• Password <input type="password"/>• Confirm password <input type="password"/>	<p>Passwords requirements:</p> <ul style="list-style-type: none">• At least 6 (six) characters in length• At least 1 (one) number• At least 1 (one) special character, for example:<ul style="list-style-type: none">@ (at symbol)_ (underscore)- (dash). (period)
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If you already have an account, you will not see a box for business owners with a link to the E-Filing. Click on 'Add New Account'.

Account Management Dashboard

mikes ([User Settings](#)) | [Log Off](#)

[myStafford Home](#)

Accounts Due

Accounts with payments due are listed here. Easily pay by entering an amount and selecting 'Make Payment'. Select individual accounts to view more details.

View Taxes Paid by selecting your account below and using the Invoice History filter to filter by year paid

Account	Date Due	Amount Due	Payment
<i>Personal Property/Business Property Accounts:</i>			
Personal Property/Business Property - 57383		\$0.00	- <input type="text"/>

[View Scheduled Payments](#)

[Add new account](#)

[Make Payment](#)

Your Accounts

View or manage all accounts associated with your online user account.

Account
Personal Property/Business Property - 57383 Change Request Account Settings View

[Add new account](#)

Choose E-Filing (Meals Tax, Business Filings) Option; then continue

Account Management - Associate Accounts mikes ([User Settings](#)) | [Log Off](#)

[myStafford Home](#) > [Associate Account](#)

Account Management - Associate Accounts

Associate your online myStafford profile with an existing Stafford County personal billing or business account.

- Indicates required field

E-Filing (Meals Tax, Business Filings) (highlighted in yellow)

- Dog License
- Personal Property/Business Property
- Real Estate
- Utility

Account Number

-

Last four numbers of Social Security number

Zip Code associated to account

Account Nickname

Accept Disclaimer:

Account Management - Associate Accounts mikes ([User Settings](#)) | [Log Off](#)

[myStafford Home](#) > [Associate Account](#)

Account Management - Associate Accounts

Associate your online myStafford profile with an existing Stafford County personal billing or business account.

- Indicates required field

Select Account Type

E-Filing (Meals Tax, Business Filings)


Commissioner of the Revenue E...

Click "Continue" to place a link to t...
Use the E-Filing website to view, fil...
term rental tax, consumption tax, e...

Disclaimer ✕

The County of Stafford makes every effort to produce and publish the most current and accurate tax information possible. Any errors or omissions should be reported for investigation. No warranties, expressed or implied, are provided for the data herein, its use, or its interpretation. The County of Stafford assumes no liability associated with use or misuse of this data

The data presented on this site should be for informational use only and does not constitute a legal

 [Stafford County Home](#) | [Stafford County Utilities](#) | [Stafford County Treasurer](#) | [Stafford County Commissioner of the Revenue](#)

Go to the E-filing page, through link in the first window or at top right of the page:

Account Management Dashboard

mikes ([User Settings](#)) | [Business E-Filing](#) [Log Off](#)

[myStafford Home](#)

Business Owners

Go to the Commissioner of the Revenue [E-Filing Page](#) to file and pay your fiduciary taxes (meals tax, transient occupancy tax...)

[Go to Business E-Filing](#)

[Remove from dashboard](#)

Accounts Due

Accounts with payments due are listed here. Easily pay on one or more accounts by entering your payment amounts and selecting 'Make Payment'. Select individual accounts to view more details.

View Taxes Paid by selecting your account below and using the Invoice History filter to filter by year paid

Account	Date Due	Amount Due	Payment
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[View Scheduled Payments](#)

[Add new account](#)

[Make Payment](#)

Your Accounts

View or manage all accounts associated with your online user account.

Account

No Accounts

[Add new account](#)

Add an account:

myStafford Home » Business E-Filing Home

mikes test (User Settings) | Log Off

Your Business Accounts

Help ?

Type	Account Number	Account Name / License Number
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[Add Account](#)

Recent Online Payments

No Payment found for the last 30 days!

[View Older Online Payments](#)

Associate your account:

A primary user requires (Account Number, FEIN/SSN, and the Business Mailing Zip-code),

A secondary user requires (Account Number and approval by the primary user)

(User Settings) | Log Off

Associate Your Business Account

Help ?

No matching active business records found.

Select User Type

I am the primary owner/manager of the business. ?

I wish to add my profile to this business as a secondary user. ?

Account Type: Transient Occupancy Tax ▼

Business Account Number:

FEIN or SSN:

ZIP Code ?

[Go Back](#) [Associate Account](#)

Accounts show in the Business E-filing window.

Your Business Accounts

[Help](#)

Type	Account Number	Account Name / License Number	
Meals Tax	[REDACTED]	[REDACTED]	View Account
Meals Tax	[REDACTED]	[REDACTED]	View Account

[Add Account](#)

Recent Online Payments

No Payment found for the last 30 days!

[View Older Online Payments](#)

If secondary user approval is needed, the primary will receive an email. The Manage users link will have the bubble with the number of requests for access. Click the link.

The screenshot shows the top navigation bar with the mySTAFFORD Virginia logo and 'E-FILING' text. Below the navigation bar, the user is logged in as 'mikes' with links for 'User Settings', 'Manage Users' (with a red notification bubble containing the number '1'), and 'Log Off'. The main content area is titled 'Your Business Accounts' and contains a table with the following data:

Type	Account Number	Account Name / License Number	
Meals Tax	[REDACTED]	[REDACTED]	View Account
Transient Occupancy Tax	[REDACTED]	[REDACTED]	View Account

At the bottom right of the table area is a red 'Add Account' button. A 'Help' link is located at the top right of the section.

Choose Approve, Decline, or Delete. The secondary user request will stay in the window if you Decline without deleting. You can then approve them at a later time.

The screenshot shows the 'Manage Users' section of the interface. At the top, the user is logged in as 'mikes' with links for 'User Settings', 'Manage Users' (with a red notification bubble containing the number '1'), and 'Log Off'. The main content area is titled 'Manage Users' and contains a table with the following data:

Full Name	User Name	Email Address	Account Number	Status	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Pending	Approve Decline Delete

At the bottom left of the section is a red 'Go Back' button. A 'Help' link is located at the top right of the section.

Click View Account for the account you wish to file on.

The screenshot shows the 'Your Business Accounts' and 'Recent Online Payments' sections of the interface. At the top, the user is logged in as 'mikes test' with links for 'User Settings', 'Manage Users', and 'Log Off'. The 'Your Business Accounts' section contains a table with the following data:

Type	Account Number	Account Name / License Number	
Meals Tax	[REDACTED]	[REDACTED]	View Account
Meals Tax	[REDACTED]	[REDACTED]	View Account

At the bottom right of the table area is a red 'Add Account' button. Below this section is the 'Recent Online Payments' section, which displays the message 'No Payment found for the last 30 days!' and a link for 'View Older Online Payments'. A 'Help' link is located at the top right of the 'Your Business Accounts' section.

Enter gross receipts, deductions (if applicable) and click Calculate Tax. Attach supporting documentation for deductions.

mikes test (User Settings) | Manage Users | Log Off

Meals Tax [Redacted] Help

[Redacted]

Installment Filings Due

Installment Period	Gross Receipts	Allowable Deductions	Supporting Document
1/2016	\$ 59,146.38	\$ Enter Amount	<input type="text"/> Browse...

Calculate Tax

Tax Due

Balance
\$0.00

Total Amount Due
\$0.00

Online Payment History

Payment Date	Payment Number	Tax Payment
[Empty Table]		

Go Back Remove This Account

Verify filing page.

Filing Tax and Fees Information [Close]

Tax Rate: 4.00%
Penalty Rate: 10.00%
Interest Rate: 10% per annum

If you have any questions, please contact the Commissioner of the Revenue's office at 540-658-4132 ext 2.

Installation Filing For 1/2016

Gross Receipts:	\$59,146.38	Tax Amount:	\$2,365.86
Allowable Deductions:		Penalty:	\$0.00
Taxable Amount:	\$59,146.38	Interest:	\$0.00
		Total Tax for Filing:	\$2,365.86
		Outstanding Balance:	\$0.00
		New Balance:	\$2,365.86

Warning! The entered gross receipts amount is significantly different from previous filings.

I certify that I have verified all of my entries are correct. (Required)

The filing information cannot be changed once submitted. Do you want to submit your filing now?

Cancel Submit Now

If you want to print a copy you must do it here. Email confirmation does not include details. Then go down to make a payment.

myStafford Home • Business E-Filing Home • Account Overview

mikes test (User Settings) | Manage Users | Log Off

Meals Tax - [REDACTED] [Help](#)

[REDACTED]

✔ Your 1/2016 filing has been successfully submitted. Please **print** copy of the filing for your records. Confirmation has been sent to your email. Make payment below.

Installment Filings Due

Tax Due

Balance \$2,365.86

Total Amount Due \$2,365.86

Pay Total Amount Due
 Pay Another Amount

Payment Amount \$ 2,365.86

[Make Payment](#)

Online Payment History

Payment Date	Payment Number	Tax Payment
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[Go Back](#) [Remove This Account](#)

Choose eCheck or Credit card. Credit Card has a service fee.

New Payment(s)

Type	Description	Payment Amount
Meals Tax	[REDACTED]	\$2,365.86
Payment Amount:		\$2,365.86

Payment Method

[Help](#)

Please select how you would like to make your payment.

- Pay by ACH/eCheck (No Service Fee)
- Pay by Credit Card

Service Fee: [What is this?](#) \$48.32

Total Amount Due: \$2,414.18

[Go Back](#)

[Pay by Credit Card](#)

For ACH/eCheck follow instructions about foreign bank, click next

Transaction Detail

SKU	Description	Unit Price	Quantity	Amount
	[REDACTED]	\$2,365.86	1	\$2,365.86
Total				\$2,365.86

Transaction Summary

[REDACTED]	\$2,365.86
Total	\$2365.86

Payment

Payment Type

Payment Type *
Electronic Check

Select if this payment IS being funded specifically by a FOREIGN source (bank or company), an International ACH Transaction (IAT).

[Next >](#)

Customer Information

Payment Info

[Cancel](#)

Need Help?

Select Payment Method and Continue to proceed with payment.

Fill out the customer information.

Electronic Check

Customer Information

Complete all required fields [*]

Country

United States

First Name *

[REDACTED]

Last Name *

[REDACTED]

Address *

[REDACTED]

Address 2

[REDACTED]

City *

STAFFORD

State *

VA - Virginia

ZIP/Postal Code *

22554

Phone *

[REDACTED]

Email *

[REDACTED] ?

Next >

Fill out bank information:

Address [Redacted] Phone [Redacted] Edit

Country
United States

Payment Info

Complete all required fields [*]


Name on Account *
[Input Field]

This is a business account.

Routing Number * [Input Field] **Account Number *** [Input Field]

Re-enter Account Number * [Input Field]

Checking
 Savings



Next >

Click the authorize box (must first scroll to the bottom of the Terms and Conditions) and click submit payment.

Payment Type ✓
Electronic Check

Customer Information ✓

Address [Redacted] Phone [Redacted] Edit

Country
United States

Payment Info ✓

Electronic Check [Redacted] Name on Account [Redacted] Edit

Terms and Conditions Open a new window to print

Yes, I authorize this transaction. Please print this page if you would like a copy of this authorization for your records.
By checking "Yes" and opting to pay by electronic debit against the bank account specified above, I agree and stipulate to all statements:

1. I am the legal owner or have power of attorney in relation to the bank account specified above to be used for payment.
2. Such bank account is open, validly issued, in good standing and able to accept electronic debits.

Yes, I authorize this transaction.

Cancel Submit Payment

For Credit Card payments enter your customer info

Payment

Payment Type ✓

Credit Card

Customer Information

Complete all required fields [*]

Country
United States

First Name *

Last Name *

Address *

Address 2

City * STAFFORD

State * VA - Virginia

ZIP/Postal Code * 22554

Phone *

Email * ?

[Next >](#)

Payment Info:

Payment Info

Complete all required fields [*]

Credit Card Number * ✓

Credit Card Type * MasterCard VISA DISCOVER

Expiration Month * January ✓

Expiration Year * 2018 ✓

Security Code * ? ✓

Name on Credit Card * ✓

[Next >](#)

Submit:

Payment

Payment Type ✓

Credit Card

Customer Information ✓

Address

Phone

Country

United States

Edit

Payment Info ✓

Credit Card

Visa

Exp.

Name on Credit Card

Edit

Cancel

Submit Payment

- If you experience technical issues or error messages with the site, you are encouraged to contact the website support directly. Their Customer Service Number is 804-318-4133. This will ensure accurate troubleshooting of your problem and result in a quicker resolution of your problem.

- If you need assistance walking through these steps or have questions regarding meal/transient occupancy tax, you may contact the Commissioner of the Revenue's office at 540-658-4132 opt 1.