



# Oklahoma Tax Commission



[www.tax.ok.gov](http://www.tax.ok.gov)

Date Issued: January 3, 2020

Dear Taxpayer,

The Oklahoma Tax Commission (OTC) is unable to verify you are in tax compliance. Our records indicate you have not provided electronic copies of employee's W2's and a copy of the employer W3 to the OTC for tax year 2019.

Oklahoma Statutes Title 68 Section 2385.3 (D) states:

"Every employer required under Section 2385.2 of this title to deduct and withhold a tax from the wages paid an employee shall furnish to the Oklahoma Tax Commission, on or before January 31 of the succeeding year, **an annual reconciliation** and such other information as the Tax Commission may require pursuant to the Tax Commission's electronic data interchange program."

The W2's and W3's must be filed via OkTAP (Oklahoma Taxpayer Access Point) by uploading a file electronically. A basic data entry application is also available for employers on OkTAP. If you have not yet filed W2's for tax year 2019, file them within 30 days from the date of this letter.

Magnetic media (cd's, tapes, thumb drives) will not be accepted by the OTC. You must file via OkTAP.

As a reminder, 2020 tax year information will be due on January 31, 2021. The OkTAP system will be available for transmitting 2020 tax year files beginning January 1, 2021.

More information regarding W2/W3 filing can be found on the Frequently Asked Questions section of our website at [www.tax.ok.gov](http://www.tax.ok.gov). Other optional ways to contact us include via email at [W2ExtensionRequest@tax.ok.gov](mailto:W2ExtensionRequest@tax.ok.gov) or by calling (405) 521-3160.

Sincerely,

Oklahoma Tax Commission  
Compliance Division