

Efiling Amendments in TaxSlayer TY21 & TY22

1. Once the Amendment has been prepared and quality reviewed, navigate to the E-File screen in TaxSlayer. When an amendment has been prepared, the E-File Screen will display this option:

E-File

Select an option below to get started.

Original tax return

Amended tax return

2. Click on **Amended tax return** and then on **Continue**.
3. In the **Amended Return Details** screen, do **not** change the Federal return type.

Amended Return Details Regular E-file Amended E-file

Determine how the taxpayer wants to pay their taxes due or receive their refund.

Return Details Submission Page

ERO * EFIN *

Federal return
How would the client like to send their tax return?

Federal refund - \$407 *

Do not change the Federal return type here.

4. Scroll down and click on **Continue** to advance to the **Submission Page**.
5. Scroll down in the **Amended Submission** screen.

6. Verify that the tax return has been **Approved** and marked **Complete**.
7. Verify that you are in the **AMENDED Submission** screen and then click on **Transmit Return**.