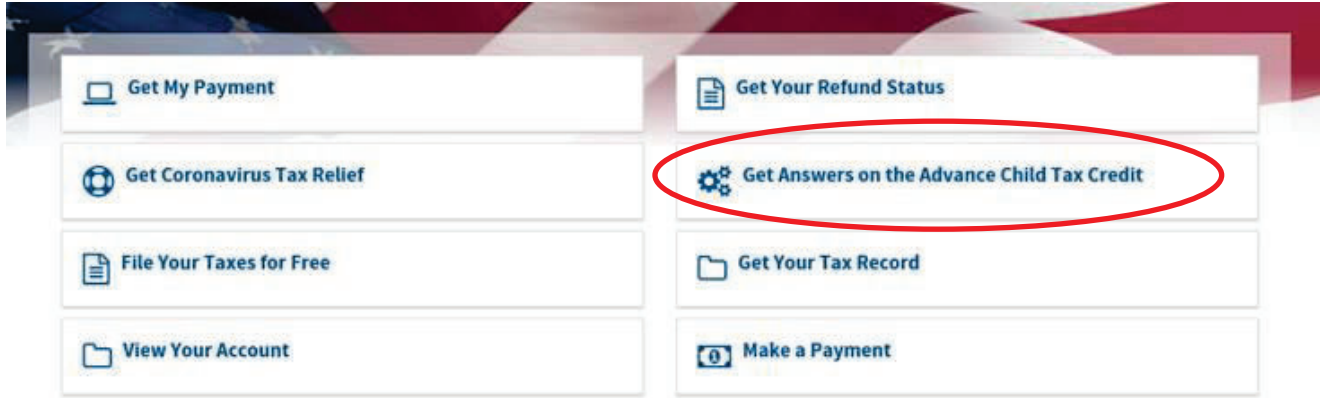


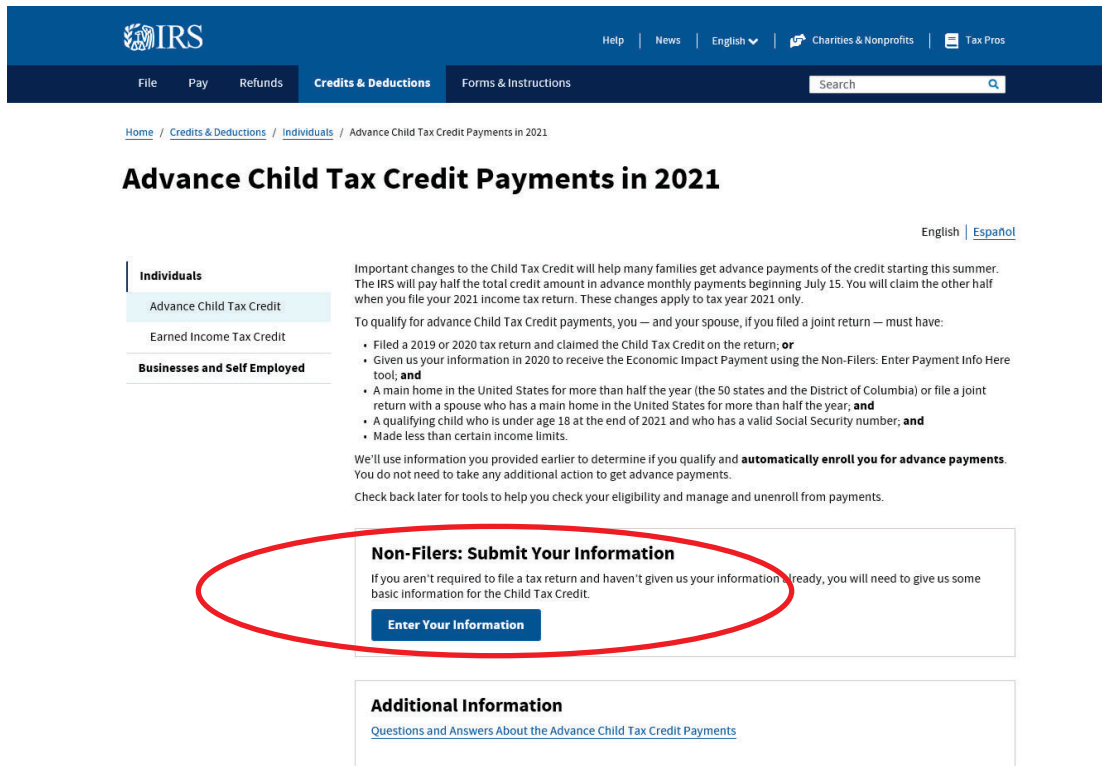


Let's begin!

Start at [IRS.gov](https://www.irs.gov). From the IRS.gov homepage, select "Get Answers on the Advance Child Tax Credit."



You'll reach the page called "Advance Child Tax Credit Payments in 2021." In the Non-filers section, click "Enter Your Information" to begin.





**Confirm you can use the Non-filers Sign-up Tool.** Carefully review the information on the screen to make sure you can use the tool. If so, click on “Get Started.”

**Non-filer Sign-up Tool**

**freefile**  
IT'S FAST. IT'S SAFE. IT'S FREE.  
This is a Free File Fillable Forms product.

**Submit information about your household so the IRS can determine if you are eligible for advance payments of your 2021 Child Tax Credit and any 2020 Recovery Rebate Credit you may be entitled to receive.**

This free online form is designed to provide the IRS with basic information about you and your dependents. When entering your dependents, you'll need to indicate which of your dependents are qualifying children for the 2021 Child Tax Credit by using the check box provided on the form. If you did not receive the first or second Economic Impact Payment or the full amount you were entitled to receive, you may use this online form to claim the 2020 Recovery Rebate Credit. This free online form also allows you to provide banking information which the IRS will use to direct deposit any payment you are entitled to receive.

**CAUTION:**  
Do NOT use this online form if you're required to file a tax return. Use of this online form creates a simplified 2020 tax return. If you're required to file a tax return but file a simplified return instead, you won't be able to e-file your 2020 Form 1040 or 1040-SR tax return. This will delay the IRS processing your return and issuing any tax refund.

**Do NOT continue here if:**

- You have already filed a 2020 federal income tax return. ⓘ
- Your 2020 gross income exceeded \$12,400 (\$24,800 for a married couple). ⓘ
- You were married at the end of 2020 but will **not** include your spouse's information when using this tool.
- Your main home is **not** in the United States. ⓘ
- You're requesting advance Child Tax Credit and you do **not** have a qualifying child who was born before 2021 and who had a Social Security number issued by May 17, 2021. Note: Individuals claiming Recovery Rebate Credit, may continue. ⓘ

If you exceed the income limitations please visit [IRS.gov/filing/e-file-options](https://www.irs.gov/filing/e-file-options) for other filing options.

Good News! When you use this online form to file a simplified return, the IRS will also determine if you are eligible for the third Economic Impact Payment. If you're eligible, there's nothing else you need to do to get your payment.

**Get Started**

**Create an account.** Review the privacy statement. Then, to create your account, enter your email address and create a user ID and password. Enter a cell phone number if you'd like.

A cell phone number is not required but is recommended to use the non-filer tool. A cell phone number is important for your security when using this tool. A cell phone number provides IRS with more information about the individuals filing the simplified return to validate the return itself. Also, it provides another avenue for you to securely access the tool using Multi-Factor Authentication, where a code can be sent to your cell phone. Without a cell phone number, account access for a forgotten password or when accessing from a new device can only be accomplished via the email address provided.



If you enter a phone number, you'll get an option to receive a six-digit verification code in a text message. If you're not able to receive text messages, uncheck that box.

Once you've entered your information, click "Create Account."

If you already created an account and are returning to the tool, click the "Sign In" button or the "I forgot my user ID or password" link as needed.

The screenshot shows a web form titled "Create an Account or Sign In". The form is split into two columns. The left column is titled "Create an Account" and contains the following elements: a sub-header "Create a new account to file a simplified tax return.", a paragraph stating "This service is delivered by Intuit. For details on how we process your personal information, see the [Privacy Statement](#).", a "Remember me" checkbox, and a "Create Account" button with a lock icon. The right column is titled "Or Continue Filing" and contains a "Sign In" button and a link "I forgot my user ID or password". The form includes input fields for "Email address", "Confirm email", "User ID", "Phone (recommended)", "Password", and "Confirm password". A small note below the phone field reads "Standard call, message, or data rates may apply." At the bottom of the form, there is a disclaimer: "By selecting Create Account, you agree to our [Terms of Service](#) and [Privacy Statement](#)." and a footer: "Invisible reCAPTCHA by Google [Privacy Policy](#) and [Terms of Use](#)."



If you entered a phone number on the “Create an Account” screen, you will receive a text message with a six-digit code. Enter that code on the “Check your phone” screen.

**Account confirmation.** This screen confirms you successfully created an account. You can print it and write your password, if you'd like, for your records. Click “Continue.”

You will receive an email from customer\_service@freefilefillableforms.com. Before you can e-file your simplified return, you'll need to confirm your email address from this message. That step is covered later in this guide.

Select “Continue” on either of these pages. You will be directed to a “Step 1” screen where you will input your information to register for the payment.



## STEP 1 page: Fill out your tax forms.

Remember to enter 2020 information. This tool creates a simplified 2020 tax return which will register you for advance payments of the Child Tax Credit.

On the first section of this page, take the following steps:

- ✓ Select your filing status (Single or Married filing jointly). Use your status as of the end of 2020.
  - Alert:** If you were married at the end of 2020, the Non-filers Sign-up Tool requires that you use it with your spouse and include your spouse’s information. If you were married at the end of 2020 and your spouse is not using this tool with you, you must file a tax return using other options. Visit [IRS.gov/filing/e-file-options](https://www.irs.gov/filing/e-file-options) for additional information.
- ✓ Enter your personal information, including your Social Security number (and your spouse’s, if you select “Married filing jointly),” and your current address.

This is a Free File Fillable Forms product. Save Print

**STEP 1: Fill Out Your Tax Forms** | **STEP 2: E-File Your Tax Forms**

### Enter Your Information

#### Filing Status

If there is one adult on this registration, select Single. If there are two, select Married filing jointly.

Single  Married filing jointly

#### Personal Information

First name	Middle initial	Last name	Your social security number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Only enter spouse's information if filing jointly.			
Spouse's first name	Middle initial	Spouse's last name	Spouse's social security number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
If you have a P.O. box, only enter the P.O. box if mail is not delivered to your home.			Apartment number
Home address (number and street)			<input type="text"/>
<input type="text"/>	City/town/post office		State/province
<input type="text"/>	<input type="text"/>		Zip/postal code
<input type="text"/>	<input type="text"/>		<input type="text"/>



In the middle section of this page,

- ✓ Check the box if someone can claim you or your spouse as a dependent.
- ✓ Enter the names of any dependents born before 2021 and their Social Security number or their Individual Taxpayer Identification Number or Adoption Taxpayer Identification Number issued by the IRS. If you have more than four dependents, click the “Add” box to enter more.
- ✓ If the IRS has sent an Identity Protection Personal Identification Number (IP PIN) for any of your dependents, enter the IP PIN on the appropriate line for that dependent.
- ✓ Check the “Qualifies for CTC” box only if your child qualifies for the 2020 Child Tax Credit. If you need more information about eligibility, click the question mark above this column.

### Standard Deduction

Someone can claim:

- You as a dependent     Your spouse as a dependent ?

If you selected a filing status of Married filing jointly above, you can claim your spouse as a dependent.

#### ATTENTION:

Stop if your gross income exceeds \$12,400 (\$24,000 for a married couple) or if you chose either radio button above, indicating you or your spouse, if married filing jointly, can be claimed as a dependent on someone else's return. You are not eligible to use this online form. Visit [IRS.gov/filing/e-file-options](https://www.irs.gov/filing/e-file-options) for other filing options.

### Dependents

Do not enter information about children born in 2021. This information will need to be provided to the IRS through another method.

First name	Last name	Social Security No.	Relationship	IP PIN (if applicable)	Qualifies for CTC <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">?</span>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

If you have additional dependents, check this box and add them here Add

On the bottom part of this page:

- ✓ In the “Recovery Rebate Credit” section, enter the amount of the Recovery Rebate Credit you should claim, based on the results of using the worksheet from the instructions.
- ✓ Complete your bank information if you want your payments as direct deposit to a bank account. You may also use a banking app or a reloadable debit card but check with the issuer to ensure you are including the correct routing and account information. It may not be the number on the card. If you don't enter bank information, the IRS will mail your payments as checks or pre-paid debit cards to the address you entered above.




- ✓ Double check your routing and account numbers for accuracy.
- ✓ Enter an Identity Protection Personal Identification Number (IP PIN) for you or your spouse, if applicable.

**Recovery Rebate Credit**

---

The Recovery Rebate Credit was paid out in two rounds of advance payments called economic impact payments. [See Instructions](#) (page 57) for help determining your Recovery Rebate Credit amount.

Recovery Rebate Credit Amount 

  
**Banking Information**

---

If you are adding a routing number and account number for a banking app or reloadable debit card, select "Checking account" below.

Checking account  Savings account

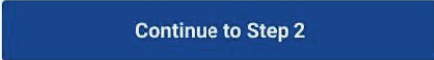
Routing number  Account number

**Identity Protection PIN (if applicable)**

---

If you or your spouse have experienced identity theft and the IRS sent you Identity Protection PINs, enter those PINs here to successfully file this return.

Taxpayer Identity Protection PIN  Spouse Identity Protection PIN (if filing jointly)

 **Continue to Step 2**

Then select "Continue to Step 2" to advance to the next screen.



## STEP 2 page: Verifications and signatures to e-file your tax forms:

Now that you've created a simplified 2020 tax return to register for advance payments of the Child Tax Credit, you must sign your tax return and file it.

The form asks for your 2019 Adjusted Gross Income (AGI) from your tax return, or your five-digit self-selected signature PIN.

If you didn't file a tax return last year, enter "0" for last year's AGI. If you used the IRS Non-filers tool last year, enter "1" for last year's AGI. Then continue to the next section, where you'll electronically sign the tax return by creating a five-digit PIN, enter your date of birth, and enter your driver's license or state-issued ID data if you have this type of identification.

STEP 1: Fill Out Your Tax Forms
STEP 2: E-File Your Tax Forms

### Enter Your Information

---

#### Personal Verification

You must enter either your 2019 Adjusted Gross Income (AGI), or your 2019 five-digit self-selected signature PIN. If you are filing a joint return, both taxpayers must follow this process.

**A.** Look at last year's federal tax return and enter your AGI in the space provided below. Look for you AGI on line 7 of the Form 1040. If you didn't file a return last year, enter 0.

- If you are Married Filing Jointly this year with the same spouse you filed with last year, "Taxpayer" and "Spouse" will have the same AGI.
- If you did not file a return last year, enter a zero in the "Taxpayer" AGI space.
- If your spouse did not file a return last year, enter a zero in the "Spouse" AGI space.
- If you do not have or cannot remember last year's AGI, use the IRS [Get Transcript Link](#).

	YOUR INFORMATION	SPOUSE'S INFORMATION
Last year's AGI		

**OR**

**B.** Enter last year's five-digit self-selected signature PIN. If you do not have or do not remember your PIN, skip this step and follow the instructions in Step A above.

	YOUR INFORMATION	SPOUSE'S INFORMATION
Last year's five-digit self-selected signature PIN		

---

#### Electronic Signature

To sign your return electronically, add today's date and cell phone number here. If you are filing jointly with your spouse, you will each need to add your own PIN and date of birth.

**A.** Today's date mm/dd/yyyy

**B.** Cell phone number (recommended)

	YOUR INFORMATION	SPOUSE'S INFORMATION
<b>C.</b> Five-digit PIN (do not use 00000 or 12345).		
<b>D.</b> Date of birth	mm/dd/yyyy	mm/dd/yyyy

If you do not have a driver's license or State issued ID, you can leave the following fields blank.

	YOUR INFORMATION	SPOUSE'S INFORMATION
<b>E.</b> Driver's license or State issued ID number		
<b>F.</b> Driver's license or State issued ID State	▼	▼
<b>G.</b> Driver's license or State issued ID issue date	mm/dd/yyyy	mm/dd/yyyy
<b>H.</b> Driver's license or State issued ID expiration date	mm/dd/yyyy	mm/dd/yyyy

---

#### Email Verification

Filing status emails will be sent to: `name@example.com`.

To verify your email address, select [Update Your Account](#). Return here to complete filing.

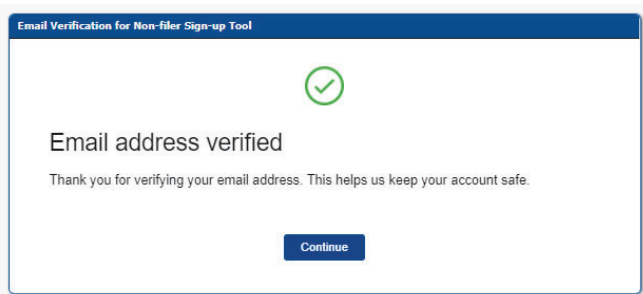
Continue to E-File





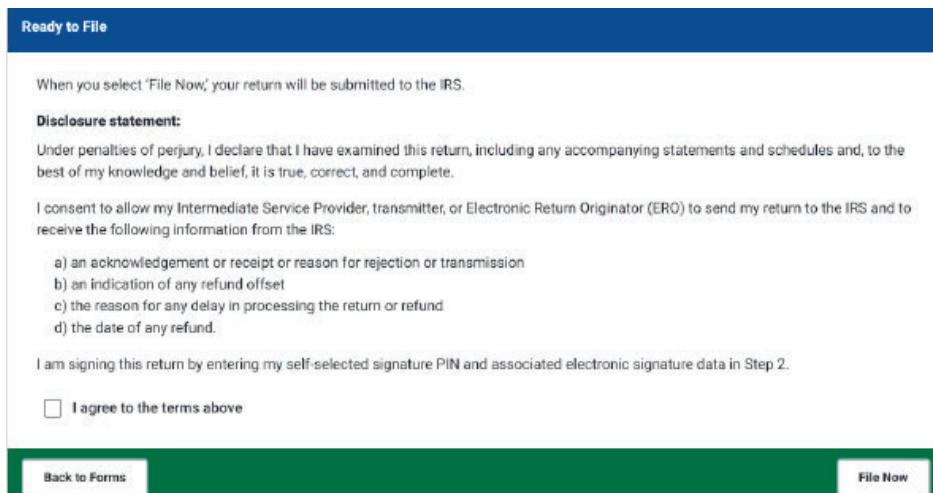
For the last step on this page, you'll need to verify your email address if you haven't already from the verification email you received when you created your account. In your email account, look for a verification email from [customer\\_service@freefilefillableforms.com](mailto:customer_service@freefilefillableforms.com).

Follow the directions in the message to confirm your email address. The Non-filer Sign-up Tool will confirm that you've verified your email address. You can click the "Update Your Account" link at the bottom of the Step 2 page to confirm that you've verified your email address.



Click "Continue" to return to the Non-filers Sign-up Tool.

You can complete filing by clicking the "Continue to E-File" button at the bottom of the Step 2 page. After you click "Continue to e-File," you'll see a pop-up with a disclosure statement.



Review the information and check the box if you agree. If you need to review your information, click "Back to Forms." If you're ready to submit your information to the IRS, click "File Now."

### After you register

You will receive an e-mail from Customer Service at Free File Fillable Forms, a trusted IRS partner. The email will either acknowledge you have successfully submitted your information or tell you there is a problem and how to correct it.