

Online Claims Submission Portal — For Submission of TTB F 5620.8, Claim – Alcohol, Tobacco, and Firearms Taxes

After downloading and completing a fillable-printable TTB F 5620.8 form from the TTB website (<https://www.ttb.gov/forms>), respondents may electronically upload and submit the completed form and any required supporting documents to TTB via the Online Claims Submission portal on the TTB website at <https://my.ttb.gov/nrc-claims-submission/claim-form>.

The screenshot shows a web browser window with the URL <https://my.ttb.gov/nrc-claims-submission/claim-form>. The page header includes the TTB logo and the text "TTB Alcohol and Tobacco Tax and Trade Bureau U.S. Department of the Treasury" and "myTTB". A yellow warning box contains the text: "Claims submitted by mail may experience significant delays due to COVID. To ensure your claim is processed in a timely fashion, we strongly encourage you to submit your claims online, using this form." Below this, the main heading is "Online Claims Submission". The text below the heading states: "TTB has set up an online submission process to make it easier for you to file and receive payment for claims. Please note that there is no need to resubmit previous claims sent by mail - TTB is working to process them." It also provides contact information: "If you have questions about your claim or general questions for TTB's National Revenue Center (NRC), please [contact us online](#) or call us at 877-882-3277 (8am-5pm EST Mon-Fri)." The page is partially obscured by a Windows taskbar at the bottom, which shows the Start button, search icon, task view, and several application icons (Outlook, Firefox, File Explorer, Edge, Teams, Word). The system tray shows the date and time as 4:07 PM on 1/26/2022.

Introduction and Instructions – continued.

877-882-3277 (8am-5pm EST Mon-Fri).

Instructions

- 1 Download**
Download a [copy of TTB Form 5620.8 Claim - Alcohol, Tobacco and Firearms Taxes](#).
- 2 Complete the claim form**
Make sure you sign and date the bottom of the form.
- 3 Submit the claim form**
Please attach 1 claim form and supporting documentation per submission.

Claim Submission

All fields are mandatory unless stated otherwise.

Submitter Contact Information

Windows taskbar: 4:08 PM 1/26/2022

January 26, 2022.

Respondents complete the Submitter Contact Information data fields:

Online Claims Submission | myTTB x

https://my.ttb.gov/nrc-claims-submission/claim-form

Claim Submission

All fields are mandatory unless stated otherwise.

Submitter Contact Information

First Name

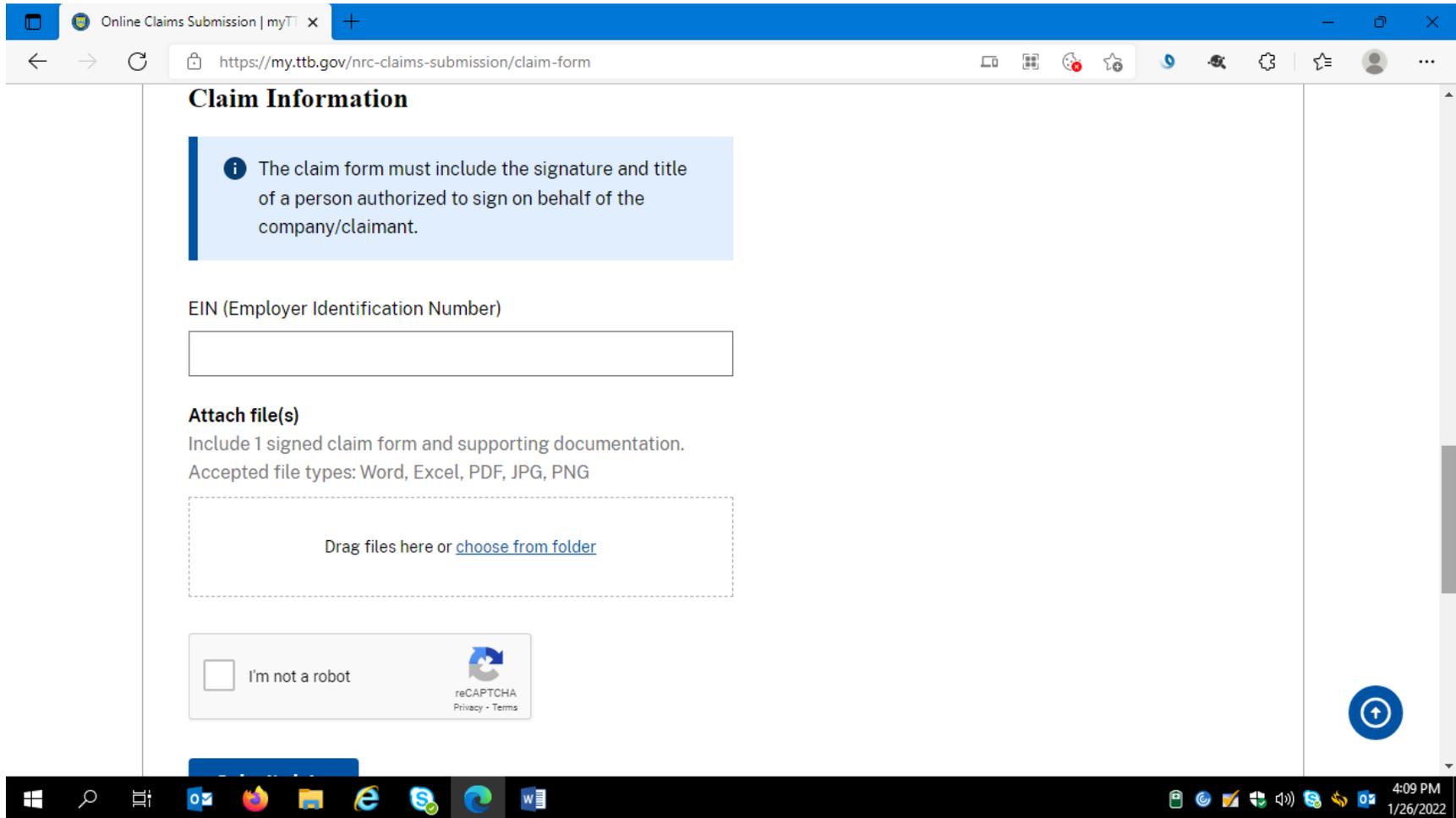
Last Name

Email
email@address.com

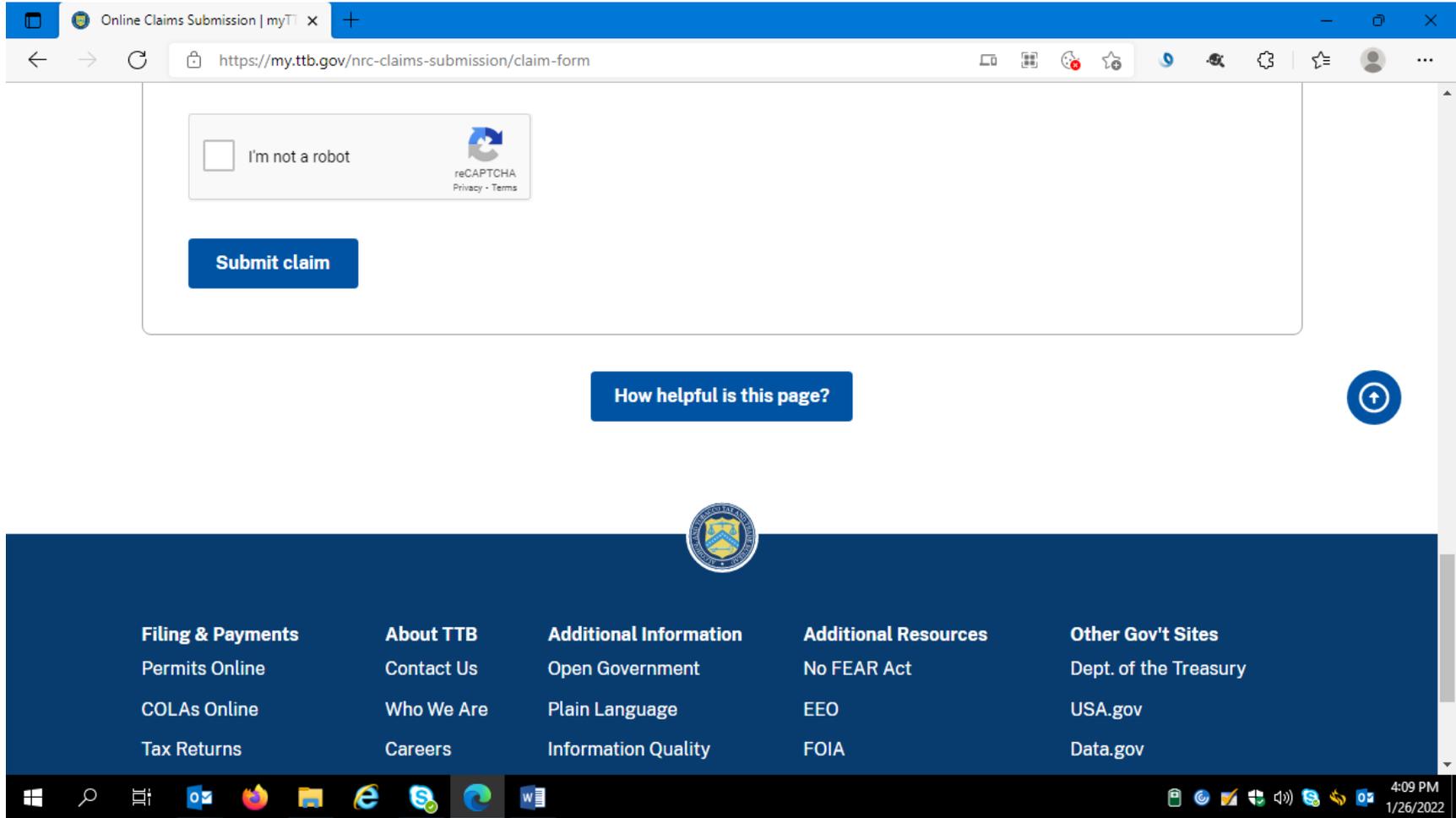
Claim Information

4:09 PM
1/26/2022

Respondents complete the Claim Information data fields and attach a copy of one completed and signed TTB F 5620.8, along with any required supporting documents:



Respondents verify that they are not a robot, and click the Submit Claim button:



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January 26, 2022.