HONKAMP
A CPA & BUSINESS ADVISORY GROUP

How to Make a Tax Payment via IRS Direct Pay

Honkamp is providing these step-by-step instructions to assist you in making your IRS tax payment. Please note that it is your responsibility to submit your payment accurately and on time. The following guidance outlines the process you should follow when making your payment through IRS Direct Pay.

Note: The IRS may change the online Direct Pay website. These instructions are accurate as of May 6, 2026.

Step 1:

Visit the **IRS Direct Pay Website** at irs.gov/payments/direct-pay.
Scroll to "**Personal tax payments**" and click "**Pay individual tax**."

Personal tax payments

Pay balance due, estimated tax and other federal income tax.

Pay individual tax

If you've never filed taxes or it's been over 6 years since you filed, you can pay another way.

Step 2:

Select "**Make a Payment**."

Pay personal taxes

Pay balance due, estimated tax and other federal income tax.

If you've never filed taxes or it's been over 6 years since you filed, pay another way.

Make a payment

Step 3: Choose Reason for Payment

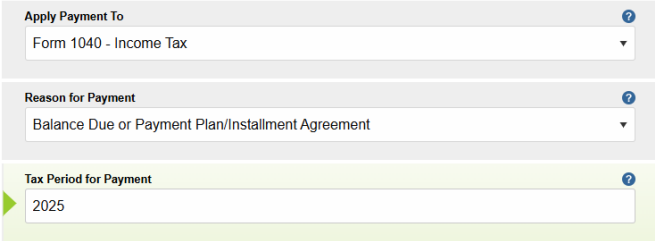
On this page, you will be prompted to choose the reason for your payment.

Make the following selection for an **estimated tax payment**:

- Apply Payment To: Form 1040 – Income tax
- Reason for Payment: Estimated Tax
- Tax Period for Payment: Choose the correct year (e.g., 2026)

Make the following selection for a **return balance due payment**:

- Apply Payment To: Form 1040 – Income Tax
- Reason for Payment: Balance Due or Payment Plan/Installment Agreement
- Tax Period for Payment: Choose the correct year (e.g., 2025)



Click '**Continue**'

Step 4: Verify Your Identity

Enter your personal information for identity verification. This includes your Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN), along with details from a previous tax return.

Verify Identity

Direct Pay verifies your identity using information from your 1040 filing history. Please provide the following information from a 1040 tax return you filed for one of the years listed in the Tax Year for Verification drop down menu.

Note: the Tax Year for Verification you enter here does not have to match the tax year for your payment.

Tax Year for Verification *

The information you enter must match the information from your tax return for the tax year you selected above.

Filing Status *

First Name *

Last Name *

Confirm Last Name *

SSN or ITIN *

Confirm SSN or ITIN *

Date of Birth *

Month | Day | Year

Country of Residence *

United States

Street Address (from the tax year selected above)

Apt/Suite/Other

P.O. Box

City *

State/US Territory *

Zip Code *

Privacy Act and Paperwork Reduction Act

☐ I accept the Privacy Act and Paperwork Reduction Act.*

PREVIOUS | CONTINUE | Cancel

Step 5: Enter Payment Information

Provide your bank account details, including the routing number and account number. You can choose to pay from a checking or savings account. Specify the amount you wish to pay and the date for the payment.

Your Payment Information

Please enter and confirm the payment amount below.

Select a date for your payment to be processed. The payment date selected is the date you will get credit for the payment although the payment may settle on a future date.

Payment Amount (example: 12345.00)

$

Confirm Payment Amount

$

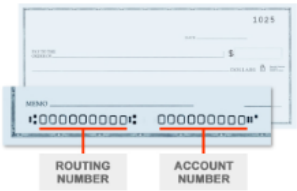
Payment Date (within 365 days)

Your Bank Account Information

Routing Number

Account Number

Confirm Account Number



Account Type

- Checking
- Savings

Email Confirmation Notifications

Email Terms of Service

☐ I would like to receive email confirmation notifications and agree to the Email Terms of Service.

Email Address

Confirm Email Address

The IRS continues to remind taxpayers to watch out for email schemes. Taxpayers will only receive an email from IRS Direct Pay if they have opted in to receive notifications during the payment process. Report all unsolicited email claiming to be from the IRS or an IRS-related function to phishing@irs.gov.

‹ PREVIOUS CONTINUE › Cancel

Step 6: Review and Submit

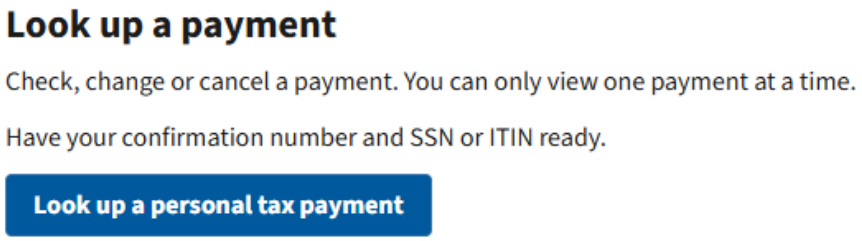
Double-check all the information you entered to ensure accuracy. Once confirmed, submit your payment. You will receive an instant confirmation number, which is important to keep for your records. You'll also receive a confirmation email from the IRS. Please save or screenshot it for your records and share with your tax advisor.

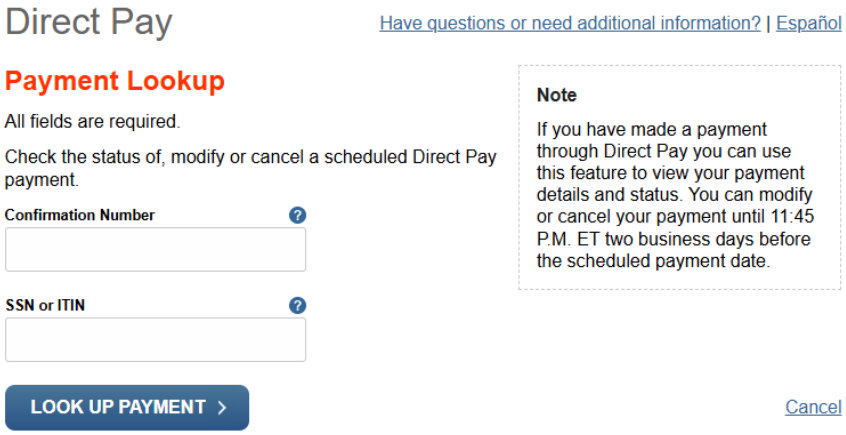
Track Your Payment (Optional)

If you need to check the status of your payment, you can use the IRS Payment Lookup tool available on their website. You can also change or cancel your payment up to two business days before the scheduled date.

Step 1:

Visit the **IRS Direct Pay Website** at irs.gov/payments/direct-pay.
Scroll to "**Look up a payment**" and click "**Look up a personal tax payment**."



Step 2: Payment Lookup

Provide your confirmation number and SSN or ITIN and click "**Look Up Payment**."