

# Attention RETT Originators:

*October 15, 2024: File Online with the Maine Tax Portal!*

*It's easy, convenient, safe, and secure!*

## Are you an agent who is required to file a transfer tax declaration?

Beginning on October 15, 2024, you can file a transfer tax declaration through the Maine Tax Portal. Visit [revenue.maine.gov](https://revenue.maine.gov), scroll down to the Property Tax panel, select "Register a Real Estate Tax Originator," and follow the prompts.

### ? Do transfer tax agents need to create a special username in the Maine Tax Portal?

- **Yes, agents need** to set up a **special** Username and Password on the Maine Tax Portal to file a transfer tax declaration.

### ? If I already have a Maine Tax Portal username, can I use the same one as a transfer tax agent?

- **No, agents need** to set up a **special** Username and Password on the Maine Tax Portal to file a transfer tax declaration.

### Got questions? Need help?

- Maine Revenue Services will offer free, live training webinars for Originators on how to use the Maine Tax Portal. Visit [maine.gov/revenue/mtpwebinarschedule](https://maine.gov/revenue/mtpwebinarschedule) to sign up. Training sessions will be recorded and posted on the website at [maine.gov/revenue/webrecordings](https://maine.gov/revenue/webrecordings).
- Other resources on the Maine Tax Portal can be found at [maine.gov/revenue/portal](https://maine.gov/revenue/portal). Questions may be sent by emailing [taxpayerassist@maine.gov](mailto:taxpayerassist@maine.gov) with "MTP" in the subject line or by calling Maine Revenue Services at 207-624-9784.



REVENUE.MAINE.GOV

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Dear Maine Real Estate Transfer Tax Originator:

The State of Maine has modernized its decades-old tax system to make it easier, faster, and more convenient to file, pay, and manage state taxes.

The new system, called the Maine Tax Portal, allows taxpayers and tax professionals to file and pay state taxes, update account details, and view notices from Maine Revenue Services 24 hours a day, seven days a week.

Maine Revenue Services (MRS) is pleased to announce that on October 15, 2024, the Maine Tax Portal will become available for Originators to submit electronic Real Estate Transfer Tax Declarations, Controlling Interest Transfer Tax Declarations, and Foreclosure Property Transfer Tax Affidavits.



**Here is what you need to do:**

**1. Plan for the transition.**

- The last day to add a new electronic Real Estate Transfer Tax Declaration submission using the existing online application will be October 4, 2024.
- You may still provide paper Real Estate Transfer Tax Declaration documents directly to the Registry of Deeds office from October 7, 2024, through October 11, 2024.
- Any in-progress (not yet recorded by a Registry) electronic Real Estate Transfer Tax Declaration submissions will not be transferred to the Maine Tax Portal for finalization. An Originator will need to begin a new submission using the Maine Tax Portal on or after October 15, 2024.

**2. Sign up for an upcoming Maine Tax Portal training webinar.**

MRS will host free, live specialized training webinars for Originators who submit electronic Real Estate Transfer Tax Declarations, Controlling Interest Transfer Tax Declarations, and Foreclosure Property Transfer Tax Affidavits, on September 23, 2024 or September 26, 2024 (you only need to attend one session) – see the schedule online and register at [maine.gov/revenue/portal](https://maine.gov/revenue/portal).

**3. On or after October 15, 2024, remember to set up your special Maine Tax Portal Originator account.**

Go to [revenue.maine.gov](https://revenue.maine.gov), locate the Property Taxes panel, and click on “Register a Real Estate Transfer Tax Originator.” Please note: You may already be using the Maine Tax Portal; however, your existing account will not permit you to file Transfer Tax Declarations. Filing a Transfer Tax Declaration requires a special Maine Tax Portal account.

4. **Begin using the Maine Tax Portal to submit electronic Real Estate Transfer Tax Declarations, Controlling Interest Transfer Tax Declarations, and Foreclosure Property Transfer Tax Affidavits on October 15, 2024.**

**Have questions? Need help?**

- Resources, training videos, and other information about the Maine Tax Portal can be found online at [maine.gov/revenue/portal](https://maine.gov/revenue/portal).
- Email questions to [taxpayerassist@maine.gov](mailto:taxpayerassist@maine.gov) with “MTP” in the subject line.
- Call the Taxpayer Contact Center at (207) 624-9784, Monday through Friday, 9am-Noon, state holidays excepted.
- Register for an upcoming live webinar at [maine.gov/revenue/portal](https://maine.gov/revenue/portal).