



## City of Chicago Business Affairs and Consumer Protection PUBLIC VEHICLE INDUSTRY NOTICE

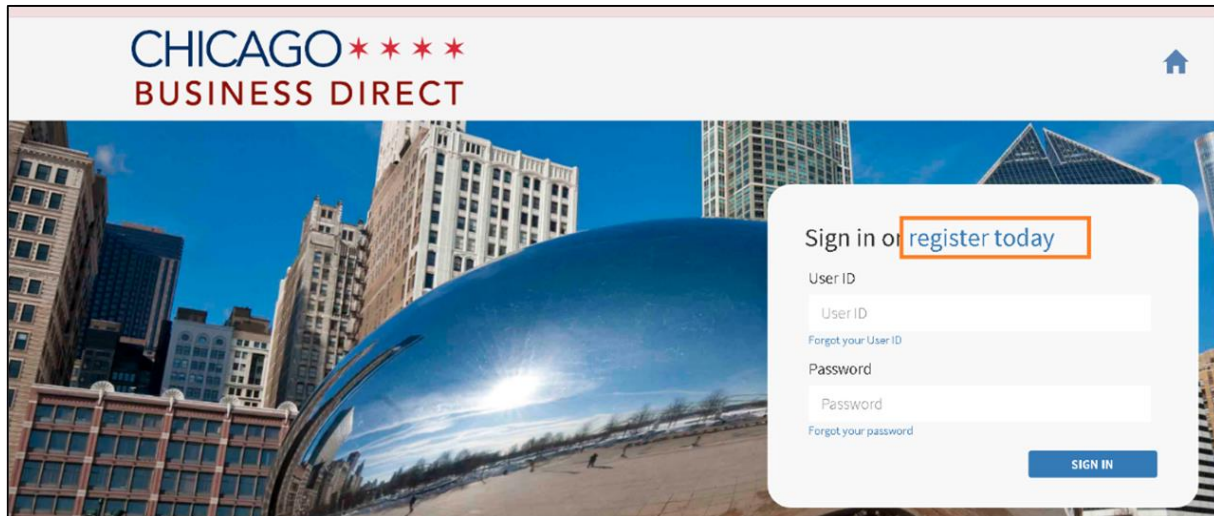
Visit [chicago.gov/reopening](http://chicago.gov/reopening) for Chicago's industry specific guidelines for business reopening, including "Be Safe. Taxi and Ride Hail".

Industry Notice# 21-023

### Make a Tax Payment, File a Tax Return or Pay WAV fees online at Chicago Business Direct



1. Start at Chicago Business Direct webpage: [chicagobusinessdirect.org](http://chicagobusinessdirect.org)
2. If license holder has a user profile linked to their IRIS Acct, enter User ID & Password, then click "SIGN IN". Please note that account numbers and PINs can no longer be used to log into **Chicago Business Direct**.
3. If license holder **does not** have a user profile, click "REGISTER TODAY" and complete the information fields on the next page.



4. License holder should enter the email address listed on their IRIS account. CBD will attempt to match the email address below to the same email address listed on the IRIS account.

<p>* User ID</p> <input type="text"/> <p>User ID requirements:</p> <ul style="list-style-type: none"><li>Length must be between 8 and 20 characters</li><li>User ID can only include:<ul style="list-style-type: none"><li>Letters</li><li>Numbers</li><li>Special characters ! @ # \$ ^ &amp; _ - -</li></ul></li><li>User ID can <b>not</b> begin with #</li></ul>	<p>* Password</p> <input type="password"/> <p>Password requirements:</p> <ul style="list-style-type: none"><li>Length must be between 8 and 22 characters</li><li>Password must include:<ul style="list-style-type: none"><li>One number</li><li>One uppercase letter</li><li>One lowercase letter</li><li>One special character ! @ # \$ ^ &amp; _ - -</li></ul></li></ul>	<p>* Re-enter Password</p> <input type="password"/>
<p>* First Name</p> <input type="text"/>	<p>Middle Name</p> <input type="text"/>	<p>* Last Name</p> <input type="text"/>
<p>* Email Address</p> <input type="text"/>	<p>* Re-enter Email Address</p> <input type="text"/>	<p>* Phone Number</p> <input type="text" value="XXXXXXXXXX"/>
<p>* Profile Type</p> <p>Select Profile Type</p> <p>▼</p>		
<p>* Enter Captcha Code</p> <input type="text"/>	<p>mxkmmw</p> <p>Refresh Image</p>	

This is asking you to read the text in the image on the right, then enter it in the field on the left.

5. After the user profile has been linked to the appropriate IRIS account(s), the user will select the appropriate action below and follow the prompts.

### **PAY WAV FEES ONLINE**

- Log in your Chicago Business Direct (CBD) account at [chicagobusinessdirect.org](http://chicagobusinessdirect.org)
- Go to Make a Payment
- Select Wheelchair Accessible Vehicle Fund Fee
- Click on Pay Now button
- You will see a PRINT COUPON button on the right as shown below.
- Click Print Coupon to generate the print function on your computer.
- Click "Select to Pay Online" to pay the fee online.

**We strongly encourage you to pay the WAV fees and ground tax online.**

Available Charge(s)

Wheelchair Accessible Vehicle Fund Fee ▼

You are now allowed to make payments greater than \$25,000 when you use a CHECKING ACCOUNT.  
Credit Card payments are limited to \$25,000.

Note: Payments may not reflect right away upon submission.

Charge Type	Payment Period Begin Date	Payment Period End Date	Payment Period Due Date	Payment Amount	Select to Pay online	
WAV_FUND_FEE	01/01/2017	01/31/2017	02/15/2017	13.67	<input type="checkbox"/>	Print Coupon
WAV_FUND_FEE	02/01/2017	02/28/2017	03/15/2017	13.67	<input type="checkbox"/>	Print Coupon
WAV_FUND_FEE	03/01/2017	03/31/2017	04/17/2017	22.0	<input type="checkbox"/>	Print Coupon
WAV_FUND_FEE	04/01/2017	04/30/2017	05/15/2017	22.0	<input type="checkbox"/>	Print Coupon
WAV_FUND_FEE	05/01/2017	05/31/2017	06/15/2017	22.0	<input type="checkbox"/>	Print Coupon
WAV_FUND_FEE	06/01/2017	06/30/2017	07/17/2017	22.0	<input type="checkbox"/>	Print Coupon
WAV_FUND_FEE	07/01/2017	07/31/2017	08/15/2017	22.0	<input type="checkbox"/>	Print Coupon

Back

Continue

### **ATTENTION:**

For payment plans or other issues related to tax payments, contact Chicago's Department of Finance - Tax Administration Division:

**[revenue@cityofchicago.org](mailto:revenue@cityofchicago.org) or (312)747-4747.**

- ▶ Resolve your ANOV remotely instead of having an in-person hearing by emailing the ANOV# to [BACP-AdministrativeHearings@CityofChicago.org](mailto:BACP-AdministrativeHearings@CityofChicago.org)
- ▶ For questions, comments, or to join the Business Affairs and Consumer Protection-Public Vehicle Operations (BACPPV) e-mail list to receive industry notices and other news, send an email to [BACPPV@cityofchicago.org](mailto:BACPPV@cityofchicago.org).
- ▶ Rules and Regulations governing City of Chicago licensed public vehicles and public chauffeurs are available at [chicago.gov/bacp](http://chicago.gov/bacp).
- ▶ The Municipal Code of Chicago is available at [www.amlegal.com](http://www.amlegal.com).

**Public Vehicle Operations Division • 2350 W. Ogden, First Floor, Chicago, IL 60608**  
**[BACPPV@cityofchicago.org](mailto:BACPPV@cityofchicago.org) • 312-746-4300 • [chicago.gov/bacp](http://chicago.gov/bacp)**