



# Electronic Payment Search Guidelines

Go to the Comptroller of Public Accounts website at [www.comptroller.texas.gov](http://www.comptroller.texas.gov).

**COMPTROLLER.TEXAS.GOV** Glenn Hegar  
Texas Comptroller of Public Accounts

HOME TAXES TRANSPARENCY ECONOMY PURCHASING PROGRAMS ABOUT

Find Start typing a search term

**Business Center**  
Comptroller Resources for Taxpayers

**File & Pay**  
Tax Forms  
TEXNET - Electronic Payment Network  
Due Dates

**Register**  
Sales Tax Permit Application  
Ag Timber Exemptions  
Centralized Master Bidders List (CMBL)  
Tax Certificates and Clearance Letters  
Texas Direct Deposit  
eSystems/WebFile

**web file**  
eSystems Login  
File and Pay Electronically  
WebFile Help Videos

**Lookup**  
Unclaimed Property  
Franchise Tax Account Status  
Look up Sales Tax Rates  
Electronic State Business Daily (ESBD)  
Sales Taxpayer Search  
State Payments Issued  
Tax-Exempt Entity Search  
Practitioners' Corner

**Get Help**  
What can we help you with?

**Tax Help**  
Franchise Tax  
Sales and Use Tax  
Property Tax  
Other Taxes  
Frequently Asked Questions  
Electronic Reporting  
Virtual Field Office  
Taxpayer Seminars

**Other Help**  
Unclaimed Property  
Texas College Savings Plans  
State Purchasing  
Contact Us  
Agency Directory  
Compact With Texans  
Páginas en Español

**Explore Transparency**  
Open government is accountable government.

See What's New

Click on **State Payments Issued**.

## First-time User Setup

**TxComptroller eSystems** Help with

**MyCPA is now TxComptroller eSystems**  
Individuals can log in **once** to access several TxComptroller eSystems and accounts for taxpayers, tax accountants, vendors, businesses and other state payment recipients.

- See complete list of TxComptroller eSystems available with this login.
- Use Help with this page (link in upper right) for tips on each screen.

**Returning User Login**  
Log in with the User ID you created when you first signed up. Passwords are case sensitive.

First-time user? **Sign up**

**User ID:**

**Password:**

**Login**

[I forgot my User ID](#)  
[I forgot my password](#)

**WARNING - RESTRICTED GOVERNMENT SYSTEM**  
This system is restricted to authorized users only. Unauthorized access, use, misuse or modification of this system, the data contained herein, or in transit to/from this system, may constitute a violation of federal, state and local laws and subject individual(s) to criminal and/or civil prosecution and penalties. This system and associated usage is subject to monitoring and security testing by authorized personnel. There is no expectation of privacy except as otherwise provided by applicable privacy laws.

**Announcements**  
As a result of a system change, payees who use SSNs or ITINs in Search State Payments Issued must enter an uncashed warrant number or bank account number to re-establish their access rights. After this step, payees can continue to use SSNs or ITINs to view their payment information or start using their new randomly assigned number.

**Important: You May Need to Update Your Password**  
Passwords must contain at least one character from each of the following categories: uppercase

Click on **First-time user? Sign up**.

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TxComptroller eSystems

## First-time User: Create Profile

Step 1 of 3

**IMPORTANT:** To avoid losing data you have entered, please do NOT use your browser's back button.

**Create User Profile** → **Setup Security Question** → **Accept Terms of Use** → **Confirmation**

User ID:  [Check Availability](#)

Email Address:

Re-enter Email Address:

First Name:

Middle Initial:  (optional)

Last Name:

Daytime Telephone: ()  -   Extension

Password:

Confirm Password:

**User ID Guidelines**

- Must be 7-25 letters and/or numbers.
- Cannot contain spaces, punctuation marks or special characters.
- Log in with your User ID every time you return to access all TxComptroller eSystems.

**Password Guidelines**

- Must be 8-50 characters.
- Must contain at least one character from each of the following categories:
  - Uppercase letter
  - Lowercase letter
  - Number
  - Non-alphanumeric character: ( . ! = \$ % & / ( ) \* + , ; : ? @ \_ [ ] { } | ~ )

Create your profile by filling out this information and then click Continue.

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Texas Comptroller of Public Accounts

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## Select Security Question and Answer

Step 2 of 3

**IMPORTANT:** To avoid losing data you have entered, please do NOT use your browser's back button.

**Create User Profile** → **Setup Security Question** → **Accept Terms of Use** → **Confirmation**

Security Question:

Answer:

[texas.gov](#) | [Texas Records and Information Locator \(TRAIL\)](#) | [State Link Policy](#) | [Texas Homeland Security](#) | [Texas Veterans Portal](#)  
[Glenn Hegar, Texas Comptroller](#) | [Home](#) | [Contact Us](#)  
[Privacy and Security Policy](#) | [Accessibility Policy](#) | [Link Policy](#) | [Public Information Act](#) | [Compact with Texans](#)

From the drop-down list, select the Security Question, enter your Answer, and then click Continue.

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## Accept Terms of Use

Step 3 of 3

**IMPORTANT:** To avoid losing data you have entered, please do NOT use your browser's back button.

**Create User Profile** → **Setup Security Question** → **Accept Terms of Use** → **Confirmation**

**Printable Version**

This Terms of Use Statement covers the web site TxComptroller eSystems (TCES), managed by the Texas Comptroller of Public Accounts (TCPA). Please read these terms carefully before using this web site.

1. ACCEPTANCE OF TERMS

By accessing and using the TCES site (by creating or using a user name and the associated User Identification (ID) and Password to access this site), you accept these terms and agree to be subject to the terms and conditions described in this document. If you do not accept these terms of use, please select cancel to exit this site immediately. The TCPA reserves the right to update the Terms of Use statement at any time without prior notice to you, so please check this document periodically for changes. In addition, when using any particular system on the TCES site, you will be subject to any additional posted guidelines or rules applicable to such service, which may be revised from time to time. All such guidelines or rules are hereby incorporated by reference into these Terms of Use.

2. YOUR ACCOUNT

The use of the functionality of this site requires that you use a unique User ID and Password to create an individualized account designation. Upon completion of the account registration process, you are responsible for maintaining the confidentiality of your personal information including the User ID and Password, and for restricting access to your computer. You agree to accept full responsibility for any and all activities that occur under your User ID and Password. You agree to:

- immediately notify the Texas Comptroller of Public Accounts of any unauthorized use of your password or account or any other breach of security; and
- ensure that you will from this account at the end of each session.

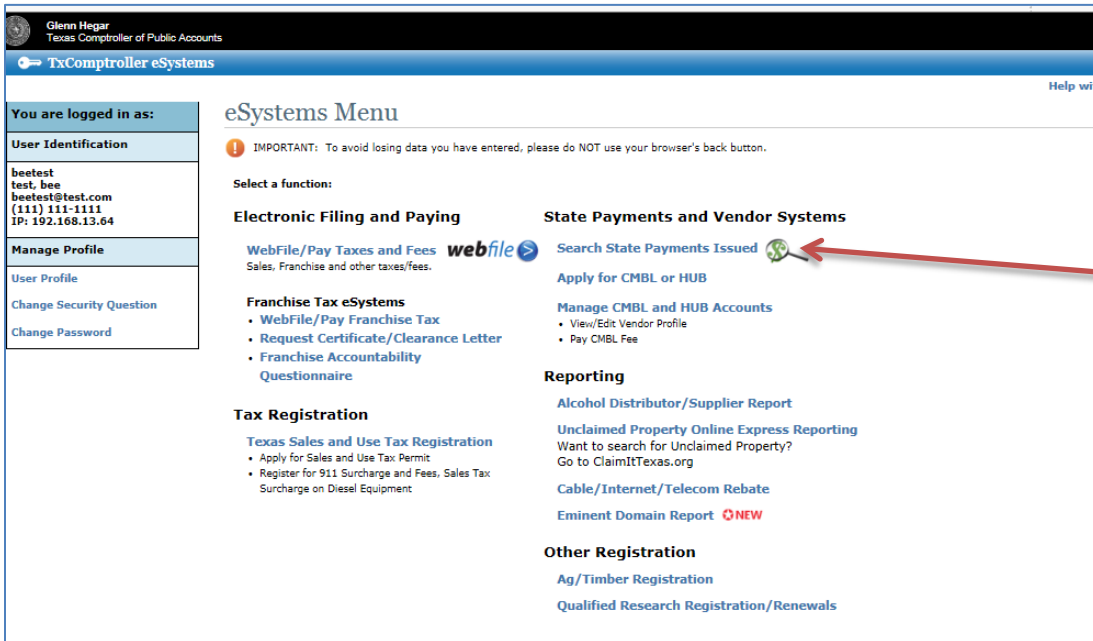
I have read and agree to comply with the Terms of Use for TxComptroller eSystems.

Read and accept Terms of Use. Then click on Create User Profile.

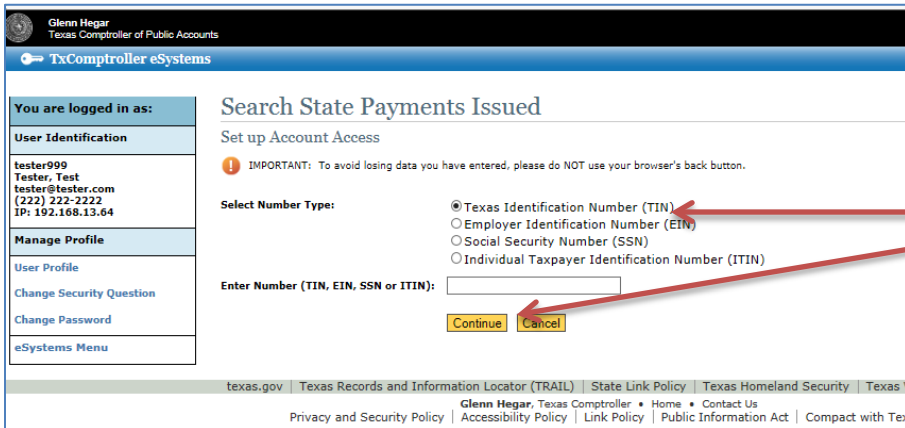


Congratulations! You're in!  
Click Continue.

## Search State Payments Issued



Click on Search State Payments Issued.



Select Texas ID # (TIN),  
enter your Vendor ID number,  
and then click Continue.

TxComptroller eSystems

Search State Payments Issued

Enter Warrant or Bank Account Number to Confirm Access Rights

**IMPORTANT:** To avoid losing data you have entered, please do NOT use your browser's back button.

Select Number Type:  Warrant Number  
9 digit number -- must be uncashed at time of entry.

Direct Deposit Bank Account Number  
Up to 17 alphanumeric characters. On record with Comptroller's office.  
 Exclude dashes (-) and/or spaces.

Enter Number:

Click on Direct Deposit, enter Bank Account Number, and then click Continue.

**Tips:**

- \* Payment information may be accessed for the current and past three state fiscal years.
- \* To search beyond 30-days you must expand or delete the default date populated in the **Payment Date From** field below.
- \* Sign up for Advanced Payment Notifications Emails

**Search**

Texas Identification Number: 175xxxxxxx

Paying Agency:

Payment Date From:  (MM/DD/YYYY)

Payment Date To:  (MM/DD/YYYY)

Mail Code:

Payment Type:

**Advanced Options**

Payment Amount From:  Payment Amount To:  (e.g. 9999 or 9999.99 )

Invoice Number:

Document Number:

Payment Number:

From the drop down menu, choose:  
 241 - District Courts Comptroller Judiciary  
 Or  
 304 - Comptroller of Public Accounts  
 Enter date range.  
 Enter mail code (3 digits that follow your ID#).  
 Choose payment type.

Click Search.

Mail Code	Texas Identification Number	Address
083	175xxxxxxx	

Payment Number	Issue Date	Payment Type	Paying Agency	Payment Amount	Interest Amount
<a href="#">5457861</a>	2015-05-29	DD	241 DISTRICT COURTS - COMPTROLLER JUDICIARY	544.78	0.00
<a href="#">5382829</a>	2015-05-19	DD	241 DISTRICT COURTS - COMPTROLLER JUDICIARY	378,000.00	0.00
<a href="#">5382773</a>	2015-05-19	DD	241 DISTRICT COURTS - COMPTROLLER JUDICIARY	21,035.85	0.00
<a href="#">4906911</a>	2015-05-14	DD	241 DISTRICT COURTS - COMPTROLLER JUDICIARY	5,387.59	0.00
<a href="#">4889948</a>	2015-05-12	DD	241 DISTRICT COURTS - COMPTROLLER JUDICIARY	157,658.00	0.00
<b>Total:</b>				<b>562,626.22</b>	

Mail Code	Total
083	562,626.22
<b>Total:</b>	<b>562,626.22</b>

Click on Payment Number to reveal payment detail.

Payment Type:  
 DD = Direct Deposit  
 WT = Warrant