



This form is for limited use only

Most withholding payments should be made electronically or with preprinted, personalized forms — not the form below.

Who should use this payment coupon?

If you are assigned to a monthly payment schedule, we encourage you to pay electronically. If you are assigned to the semi-weekly payment schedule, you are **required** to pay electronically.

You would only use this payment coupon to pay the Illinois Income Tax you withheld if

- you are a **NEW** business and have not yet received your registration information from us; **or**
- you have ordered, but not yet received, personalized payment coupons from us.

To request personalized payment coupons be mailed to you, contact our Taxpayer Assistance Division (TAD) at **1 800 732-8866** or **217 782-3336**.

How do I make electronic payments?

- **MyTax Illinois**, available on our website at **mytax.illinois.gov**, is our online account filing and management program that is free of charge, to file, pay, and monitor your Illinois tax accounts.
- For information regarding our additional electronic options, including the Fed/State Employment Taxes (FSET) Program, a program for large employers and payroll companies, visit our website at **tax.illinois.gov**, call **217 782-6257**, or email us at **rev.taxpay@illinois.gov**.

When are my payments due?

Important: If you have been notified that you are required to make semi-weekly payments, you must make your payments *electronically*.

Most taxpayers who use payment coupons are considered monthly payers. Monthly payers must pay by the 15th day of each month for amounts withheld the preceding month. You may pay more frequently using one of our electronic methods or preprinted payment coupons.

Do not use your return, Form IL-941, Illinois Withholding Income Tax Return, to pay more frequently.

See Publication 131, Withholding Income Tax Payment and Filing Requirements, and Publication 131-D, 2025 Withholding Income Tax Payment and Return Due Dates, for more information on payment requirements and due dates. **Do not** make a payment or submit a IL-501 if no Illinois income tax was withheld.

When is income tax considered withheld?

In Illinois, income tax is considered withheld on the date you pay your employees or others. This is important to determine when your payment is due. **Do not** estimate your withholding income tax.

How much should I pay?

The amount you pay is dependent upon the amount you withhold from your payee. For information on how to calculate withholding, see the 2025 Booklet IL-700-T, Illinois Withholding Tax Tables.

What if I need additional assistance?

- Visit our website at **tax.illinois.gov**
- Call us at **1 800 732-8866** or **217 782-3336** or TTY at **1 800 544-5304**.
- Email us at **rev.taxpay@illinois.gov**.

IL-501 (R-12/24)

Printed by the authority of the state of Illinois - electronic only, 1 copy.



Illinois Department of Revenue Payment Coupon IL-501

2025
Tax year

Complete the following information.

_____ Federal employer identification number _____ Seq. number

_____ Business name

_____ Number and street address

_____ City _____ State _____ ZIP

(_____) _____
Daytime phone
IL-501 (R-12/24)

Check the box to tell us the quarter that includes the month when you withheld the withholding income tax you are paying. Check one box only. Make sure to report all Form IL-501 payments on Form IL-941, Step 5, Line 4, for the corresponding quarter.

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
Jan Feb Mar	Apr May Jun	Jul Aug Sep	Oct Nov Dec

Amount paid: \$ _____

- Make check payable to “**Illinois Department of Revenue**” and write your FEIN and “IL-501” on the check
- Mail to: **ILLINOIS DEPARTMENT OF REVENUE
PO BOX 19447
SPRINGFIELD IL 62794-9447**

NOTE: Do not mail Form IL-501 if you electronically pay or are reporting a zero amount.

