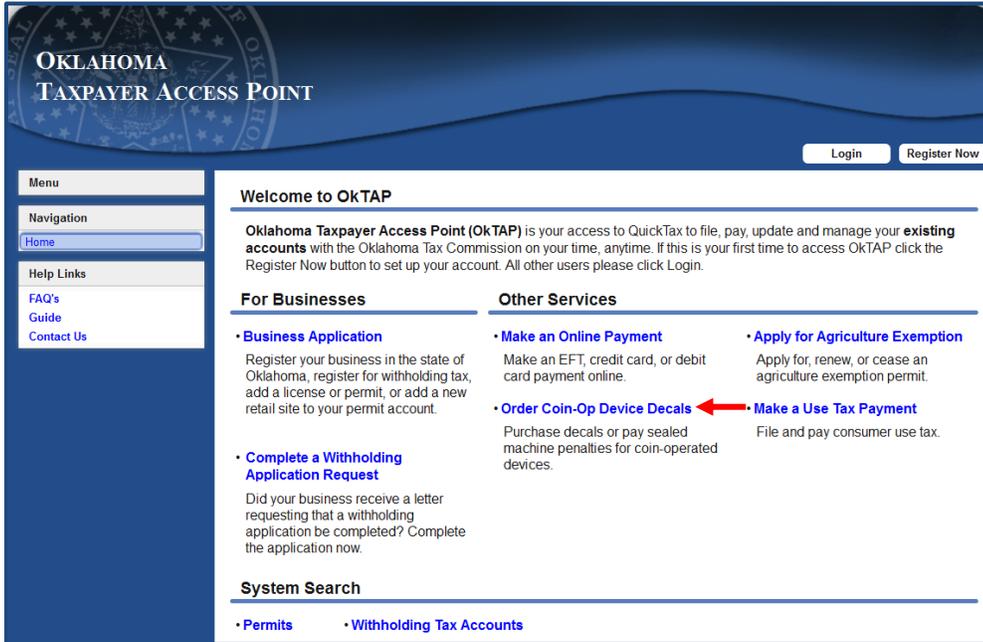


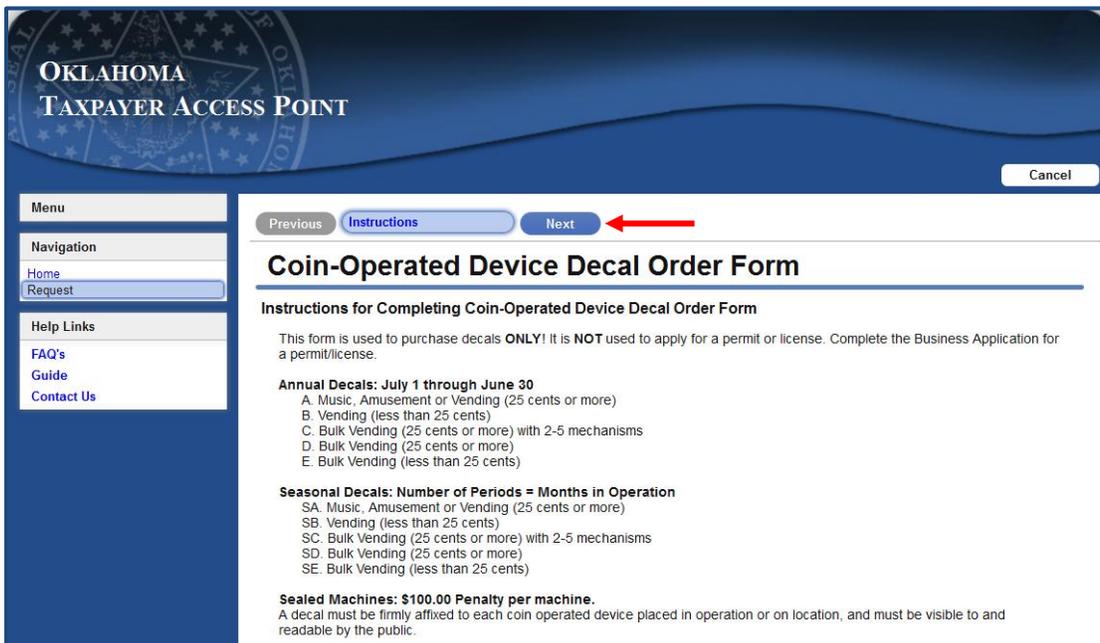
# ORDERING COIN-OP DEVICE DECALS



1. Click the **Order Coin-Op Device Decals** link on the OKTAP home page.



2. Read the instructions and click the **Next** button to begin the order form.



3. Select **Federal Employer ID, Individual Taxpayer ID Number** or **Social Security Number** from the **ID Type** drop-down menu (A).
4. Enter the ID in the **ID** field (B).
5. Enter your coin device account number, if available (C). Entering your account number will speed up the processing of the order form.
6. Enter the name of the individual or business who owns the coin-operated device (D).

Previous Taxpayer Information Next

### Coin-Operated Device Decal Order Form

ID Type [dropdown] ← A  
ID [text] ← B  
Coin Device Account Number [text] ← C  
Owner's Name [text] ← D

**Mailing Address**

Street [text]  
Unit Type [dropdown] Unit [text] City [text]  
State [OKLAHOMA dropdown] Zip Code [text] County [dropdown]  
[Click here to verify your mailing address](#) Verification Required

**Physical Address**  Same as Mailing?

Street [text]  
Unit Type [dropdown] Unit [text] City [text]  
State [OKLAHOMA dropdown] Zip Code [text] County [dropdown]  
[Click here to verify your location address](#) Verification Required

7. Enter the mailing address and click the **Click here to verify your mailing address link** to check the address entered with USPS information.

**Mailing Address**

Street 2501 N LINCOLN BLVD  
Unit Type [dropdown] Unit [text] City OKLAHOMA CITY  
State OKLAHOMA [dropdown] Zip Code 73194-0000 County [dropdown]  
[Click here to verify your mailing address](#) Verification Required

**Physical Address**  Same as Mailing?

Street [text]  
Unit Type [dropdown] Unit [text] City [text]  
State [OKLAHOMA dropdown] Zip Code [text] County [dropdown]  
[Click here to verify your location address](#) Verification Required

- 8. The address entered will be verified. Click the **Select** link for the "Verified" address that most closely matches your address. If none of the "Verified" results match your address, click the **Select** link for the "As Entered" address.

Address Search

Country USA Search

Street 2501 N LINCOLN BLVD

Street 2

Unit Type Unit City OKLAHOMA CITY

State OKLAHOMA Zip 73194-0000 County

Attention

Click the **Select** link for the "Verified" address, containing the Zip+4, that most closely matches your address.  
If none of the "Verified" results match your address, click the **Select** link for the "As Entered" address.

SELECT ADDRESS		
Select	As Entered	2501 N LINCOLN BLVD OKLAHOMA CITY, OK 73194
Select	Verified	2501 N LINCOLN BLVD OKLAHOMA CITY, OK 73194-0001

- 9. Enter the physical address. If the physical address is the same as your mailing address, click the **Same as Mailing?** check box (A). If the physical address is different from the mailing address, enter and verify the physical address like you did for the mailing address.
- 10. Click the **Next** button (B) at the top of the form to continue to the next page.

Previous Taxpayer Information Next ← B

### Coin-Operated Device Decal Order Form

ID Type Federal Employer ID  
ID 12-3456789  
Coin Device Account Number  
Owner's Name SAMPLE TAXPAYER

**Mailing Address**

Street 2501 N LINCOLN BLVD

Unit Type Unit City OKLAHOMA CITY  
State OKLAHOMA Zip Code 73194-1000 County OKLAHOMA

[Click here to verify your mailing address](#) Address Verified

**Physical Address**

Same as Mailing? ← A

Street 2501 N LINCOLN BLVD

Unit Type Unit City OKLAHOMA CITY  
State OKLAHOMA Zip Code 73194-1000 County OKLAHOMA

[Click here to verify your location address](#)

Please click the Next button at the top of the page to continue.

11. Select **Yes** or **No** to the four questions. The answers to these questions will determine the order forms that are displayed. Depending on the current date, some questions will not be available to answer as those types of decals or particular rates are available at certain times of the year.

Previous Decal Order Form Next

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### Coin-Operated Device Decal Order Form

Are you purchasing decals for general use for July 1, 2013 through June 30, 2014?

Are you purchasing decals for a limited period of time less than one year?

Are you purchasing decals for general use for January 1 through June 30, 2013?

Do you need to pay the penalty for a sealed machine?

*Please click the Next button at the top of the page to continue.*

12. Complete the order form. If you are ordering seasonal decals, enter the number of months you will be in operation and the inclusive dates of the event. If paying the penalty for a sealed machine, enter the number of machines you are paying the penalty for.

Previous Decal Order Form Next

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### Coin-Operated Device Decal Order Form

Are you purchasing decals for general use for July 1, 2013 through June 30, 2014?

Are you purchasing decals for a limited period of time less than one year?

Are you purchasing decals for general use for January 1 through June 30, 2013?

Do you need to pay the penalty for a sealed machine?

**Annual Decals: July 1, 2013 through June 31, 2014**

	Number of Annual Decals	Cost	Total Due
A.	<input type="text" value="0"/>	\$ 75.00	\$ 0.00
B.	<input type="text" value="0"/>	\$ 10.00	\$ 0.00
C.	<input type="text" value="0"/>	\$ 15.00	\$ 0.00
D.	<input type="text" value="0"/>	\$ 5.00	\$ 0.00
E.	<input type="text" value="0"/>	\$ 2.00	\$ 0.00

**Seasonal Decals: Number of Periods = Months in Operation**

	Number of Seasonal Decals	Number of Periods	Cost	Total Due
SA.	<input type="text" value="0"/>	<input type="text" value="0"/>	\$ 7.50	\$ 0.00
SB.	<input type="text" value="0"/>	<input type="text" value="0"/>	\$ 1.00	\$ 0.00
SC.	<input type="text" value="0"/>	<input type="text" value="0"/>	\$ 1.50	\$ 0.00
SD.	<input type="text" value="0"/>	<input type="text" value="0"/>	\$ 0.50	\$ 0.00
SE.	<input type="text" value="0"/>	<input type="text" value="0"/>	\$ 0.20	\$ 0.00

Inclusive dates of events: From  To

Number of Sealed Machines  \$  \$

**Grand Total Due:** \$

*Please click the Next button at the top of the page to continue.*

- 13. Enter your first and last name (A) and click the **Electronic Signature** check box (B).
- 14. Click the **Next** button (C) to continue.

The screenshot shows the 'Signature' step of the order form. At the top, there are three buttons: 'Previous', 'Signature' (highlighted in blue), and 'Next' (with a red arrow pointing to it labeled 'C'). Below the buttons is the title 'Coin-Operated Device Decal Order Form'. Underneath is the heading 'Signature:' followed by a statement: 'The information contained in this order form is true and correct to the best of my knowledge.' There are two input fields: 'First and Last Name' (with a red arrow pointing to it labeled 'A') and 'Date' (containing '09-Dec-2013'). To the right of these fields is an 'Electronic Signature' checkbox (with a red arrow pointing to it labeled 'B'). At the bottom, there is a note: 'Please click the Next button at the top of the page to continue.'

- 15. Review the payment summary screen and click the **Pay Now** button to complete the order form.

The screenshot shows the 'Payment' step of the order form. At the top, there are three buttons: 'Previous', 'Payment' (highlighted in blue), and 'Next'. Below the buttons is the title 'Coin-Operated Device Decal Order Form'. Underneath is the heading 'Your order is not complete until payment is submitted.' followed by instructions: 'Clicking the Pay Now button will direct you to OK.Gov to make your payment. Once your payment has been made, this coin-operated device decal order will be submitted.' Below this is the text 'Total Due: \$250.00' and a 'Pay Now' button (with a red arrow pointing to it). At the bottom, there is a table titled 'Oklahoma Coin-Operated Device Decal Order Summary'.

Decals	Number of Decals	Number of Periods	Cost	Total Due
Annual A	1		\$75.00	\$75.00
Annual B	0		\$10.00	\$0.00
Annual C	0		\$15.00	\$0.00
Annual D	0		\$5.00	\$0.00
Annual E	0		\$2.00	\$0.00
Seasonal SA	1	10	\$7.50	\$75.00
Seasonal SB	0	0	\$1.00	\$0.00
Seasonal SC	0	0	\$1.50	\$0.00
Seasonal SD	0	0	\$0.50	\$0.00
Seasonal SE	0	0	\$0.20	\$0.00
Penalty for Sealed Machines:			\$100.00	\$100.00
Grand Total Due:				\$250.00

- 16. You will be redirected to the OK.Gov Common Checkout where you will enter credit card or banking information and submit your payment.

Once the payment is submitted on the Common Checkout, you will be directed back to the confirmation page in OkTAP. Make a note of your confirmation number for future reference.

**CONFIRMATION**

Thank you for completing the Coin-Operated Device Decal Order Form.

Application Date: December 9, 2013  
Confirmation Number: 1-521-098-752 

**Oklahoma Coin-Operated Device Decal Order Form Total:**

Decals	Number of Decals	Number of Periods	Cost	Total Due
Annual A	1		\$75.00	\$75.00
Annual B	0		\$10.00	\$0.00
Annual C	0		\$15.00	\$0.00
Annual D	0		\$5.00	\$0.00
Annual E	0		\$2.00	\$0.00
Seasonal SA	1	10	\$7.50	\$75.00
Seasonal SB	0	0	\$1.00	\$0.00
Seasonal SC	0	0	\$1.50	\$0.00
Seasonal SD	0	0	\$0.50	\$0.00
Seasonal SE	0	0	\$0.20	\$0.00
<b>Penalty for Sealed Machines:</b>			\$100.00	\$100.00
<b>Grand Total Due:</b>				<b>\$250.00</b>