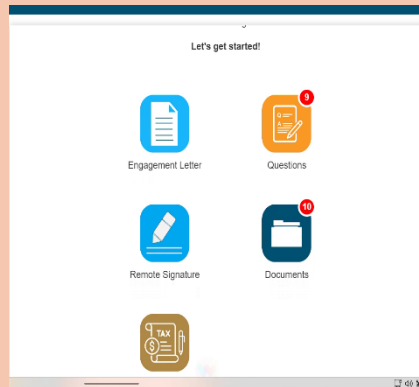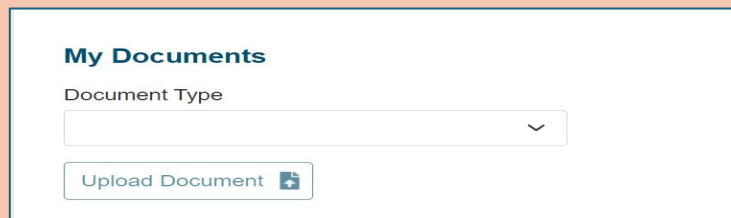# How to Upload Documents to MyTaxPortal

1. On the Home Page click on Documents

2. Scroll down to My Documents and click on Document Type

3. Drag and Drop or Insert Document from a file
4. Then Click Upload Document