

E-Filing Amended Returns in ProWeb

Once you have completed an Amended Return in ProWeb and are ready to transmit it, navigate to the E-File page. If you transmitted the original return, you will only need to navigate down to the **Amended Return Information** section of the E-File page. If you did not file the original return, you will need to select a Federal Return Type. Selecting a Federal Return Type does not determine the amended return type. The IRS currently only supports mailed check for amended return refunds. If you are doing a direct debit, the account information needs to be filled out below. Selecting the Federal Return Type will generate the other options below:

Tax Preparation and E-File Information	▶
State Return(s)	▶
Amended Return Information	▶
Third Party Designee Info	▶
Consent to Use	▶
Questions	▶
Custom Credit(s)	▶
State ID (OPTIONAL)	▶

◀ BACK

SAVE

Once you open the Amended Return Information section, you will be asked the question: **Does the taxpayer want to file Form 1040-X electronically?** This will default to No, so you will need to change it to Yes.

Amended Return Information

Does the taxpayer want to file Form 1040-X electronically?

Yes

No

After this question has been set to Yes, you will continue on to the Submission page. At the bottom of the Submission page, you will see a new button appear- **Save and Transmit Amended Return**. This option will send the 1040-X instead of the 1040:



Client Status has been updated to reflect amended returns that have been electronically filed. To check the status of these returns, under the Federal Information section you will see a drop-down box that says **Federal**. Change this to **Amended** to view the details.

Federal Information	
Federal	▼
Federal	
Amended	
Return Type	A
Filing Status	10
Disbursement Method	H
Transmitted To IRS	SI
Received Ack from IRS	1,
Federal Refund/Balance Due	1,
Federal Deposit Received	\$
Direct Debit Received	\$
Times Sent	N
Fed Ack Outstanding	1
Submission ID	N
RT Status	4i
Refund Status	Si
	Lo