



milton keynes council



Online Council Tax Account

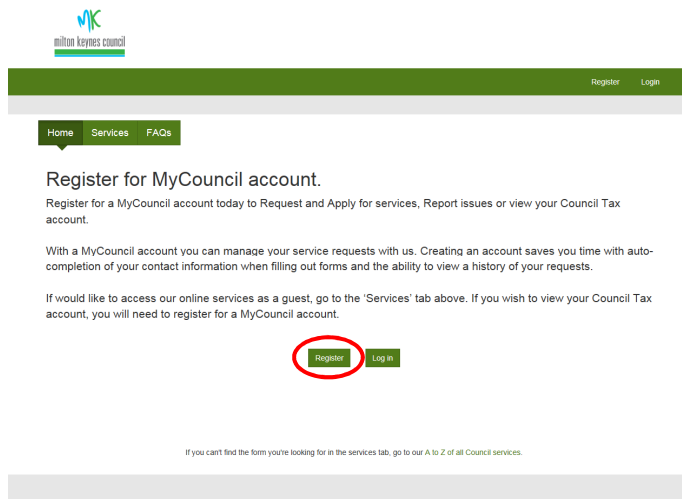
How to register

Instruction guide

This guide has been produced to help you register to view your Council Tax account online.

You will need to have your bill to hand as registration will involve entering your Council Tax reference number.

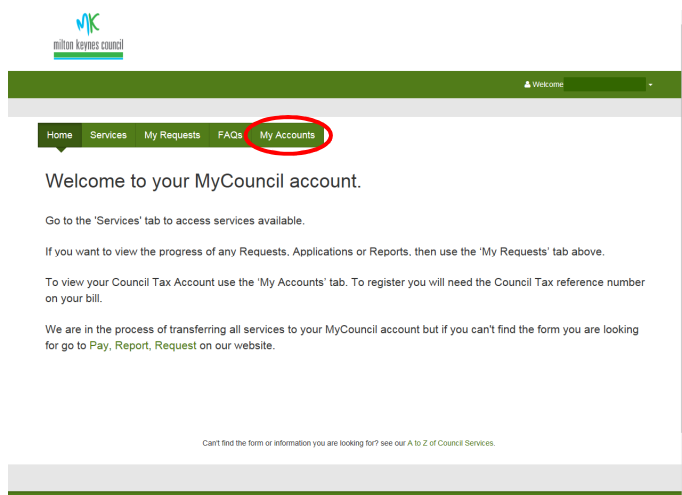
Step one



To view your Council Tax account you need to have a MyCouncil Account. If you do not have one, please follow the registration process by clicking on 'Register'.

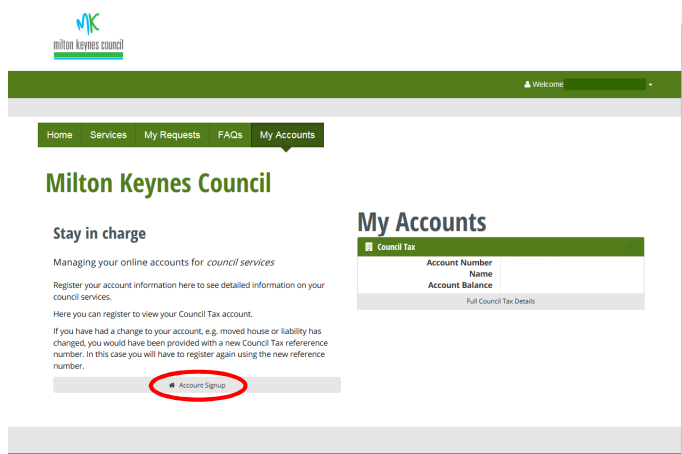
If you already have an account, please login.

Step two



Once logged in, click on the 'MyAccounts' tab

Step three



To be able to view your Council Tax details you will need to first provide some information about your Council Tax account.

Click on 'Account Signup'

Step four

Terms and Conditions | Validation

Online Account Terms and Conditions

Important: By validating your details to view your Council Tax Account online, you are automatically agreeing to accepting the terms and conditions listed below

1. You are responsible for keeping your MyAccount user name and password secret and safe to prevent unauthorised viewing of your account. If you suspect either of the above have been compromised you will need to cancel the service and re-apply. Milton Keynes Council shall take appropriate technical and organisational measures against unauthorised or unlawful processing of personal data and against accidental loss or destruction of personal data.
2. If you have any queries you should contact us at counciltax@milton-keynes.gov.uk. You are reminded that payments are due as advised on the dates shown.
3. Although we take steps to ensure our websites and links are virus-free, you are advised to ensure that you have adequate anti-virus protection on your computer.
4. Access to the service may sometimes be unavailable due to maintenance. It can also be affected by your Internet Service Provider, your dial-up connection and your PC. If you experience connection difficulties you are advised to retry accessing the service.
5. Payments made through the Council's internet payment service will normally be credited to your account up to two business days after they are made online. You should bear this in mind, and also check the exact amount you are paying is correct.
6. Unauthorised access to the Online Account to specific account detail level contravenes the Computer Misuse Act 1990 and may incur criminal penalties as well as damages. Please proceed only if you are an authorised user.

I confirm I have read the information above

[Cancel](#) [Next](#)

To proceed, click to confirm you accept the terms and conditions, then click on 'Next'

Step five

Home Services My Requests FAQs My Accounts

My Accounts Registration

Terms and Conditions | Validation

Surname * ?

Postcode * ?

Council Tax Number *

Click here to validate your account [Validate Account](#)

[Previous](#) [Cancel](#)

Complete the details requested as shown on your Council Tax bill.

- The surname is the first one shown on the bill.
- The postcode is for the property liable for Council Tax.
- The Council Tax Number begins with 11 and is 10 digits long.

Once complete, click on 'Validate Account'

Step six

Home Services My Requests FAQs My Accounts

My Accounts Registration

Terms and Conditions | Validation

Surname * ✓ ?

Postcode * ✓ ?

Council Tax Number * ✓

Click here to validate your account [Validate Account](#)

Your account validation has been successful.

Please click Submit to continue.

[Previous](#) [Cancel](#) [Submit](#)

If the details are correct you will see a validation successful message.

Click on 'Submit' to continue.

Home Services My Requests FAQs My Accounts

My Accounts Registration

Terms and Conditions Validation

Surname ✓ ⓘ

Postcode ✓ ⓘ

Please enter your postcode including a space. Example: MK9 3EJ or MK9 3g

Council Tax Number

Click here to validate your account

Unfortunately your registration to view your council tax information has not been successful.
Please check the information entered and try again.

If you are having difficulties registering your details, please contact us on 01908 253794 or email: counciltax@milton-keynes.gov.uk

If the details entered do not match what is shown on your Council Tax bill, you will see a message stating validation has not been successful.

Check the details you have entered against your Council Tax bill, correct any mistakes then click on 'Validate Account' again.

Step seven

Home Services My Requests FAQs My Accounts

Milton Keynes Council

Thank you for choosing to manage your accounts for Council services online.

You can now view information about your Council Tax account such as payments received/due, credits/arrears and review upto the past 3 years of your account.

Click on 'Continue' to proceed

Step eight

Home Services My Requests FAQs My Accounts

How would you rate your experience today?

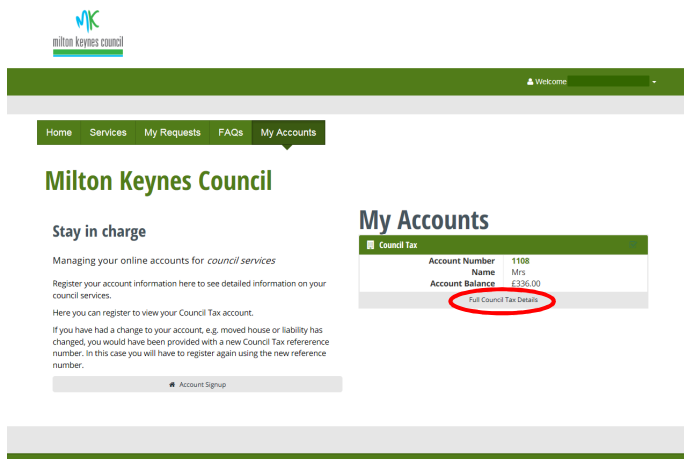
☆☆☆☆☆

Comment

If you would like to leave some feedback on your experience of registering for an account, click on relevant star rating and provide a comment.

If not, click on 'skip this step'.

Step nine



To view your Council Tax account, click on 'Full Council Tax Details'

Each time you now log into your MyCouncil Account, you will be able to view your Council Tax details from the 'My Accounts' tab.

If you encounter any issues whilst registering for an account, please call 01908 253794 or email counciltax@milton-keynes.gov.uk