

# Maryland Comptroller of the Treasury General Accounting Division ONE STOP VENDOR PAYMENT INQUIRY

## INSTRUCTIONS

To obtain information about your student refund, stipend or other payments that you are expecting from Bowie State University (except payroll)

1. Go to: <http://interactive.marylandtaxes.com/extranet/gad/GADLogin/login.asp>
2. To register for One Stop Vendor Payment Inquiry, go to “If you are a new user please click here to register” (circled below)

**Log On to GAD's Online Service Center**

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Address <https://interactive.marylandtaxes.com/extranet/gad/GADLogin/login.asp>

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**GAD's Online Service Center**

If you are a vendor who does business with a **participating agency** of the State of Maryland, you may access these online services when you become a registered user.

**Register to Access GAD's Online Service Center**

If you are a new user please [click here to register](#).

**Log On to GAD's Online Service Center**

Taxpayer ID Number:  ?

Password:  ?

**System Availability** - The GAD Online Service center is available 24 hours a day, 7 days a week from any home, office, or public access point. However, information may not be available during times of system maintenance. **For assistance**, contact the General Accounting Division's Post-Audit Section, Monday through Friday between 7:30 a.m. and 5:00 p.m. est. at 410-260-7350, or by EMail at [mhawkins@comp.state.md.us](mailto:mhawkins@comp.state.md.us). **Out of state vendors** may call 1-888-784-0144 for assistance.

3. Complete the required fields. Note that all fields listed in red are required.

General Accounting Division - New User Registration - Windows Internet Explorer

http://interactive.marylandtaxes.com/extranet/gad/GADLogin/user/newuser.asp

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**New User Registration**

Fields that are labeled in red and prefixed by an asterisk are **required** and must be completed for successful registration.

\*Taxpayer ID:  ?

\*Password:  ?

\*Your Company Name:

\*Contact Name:

\*Email:

\*Phone Number:  -  -

Extension:

Fax Number:  -  -

\*Address:

\*City:

\*State: MD

\*ZIP:

\*Question to ask if you forget your password:

\*Answer:

**Submit**

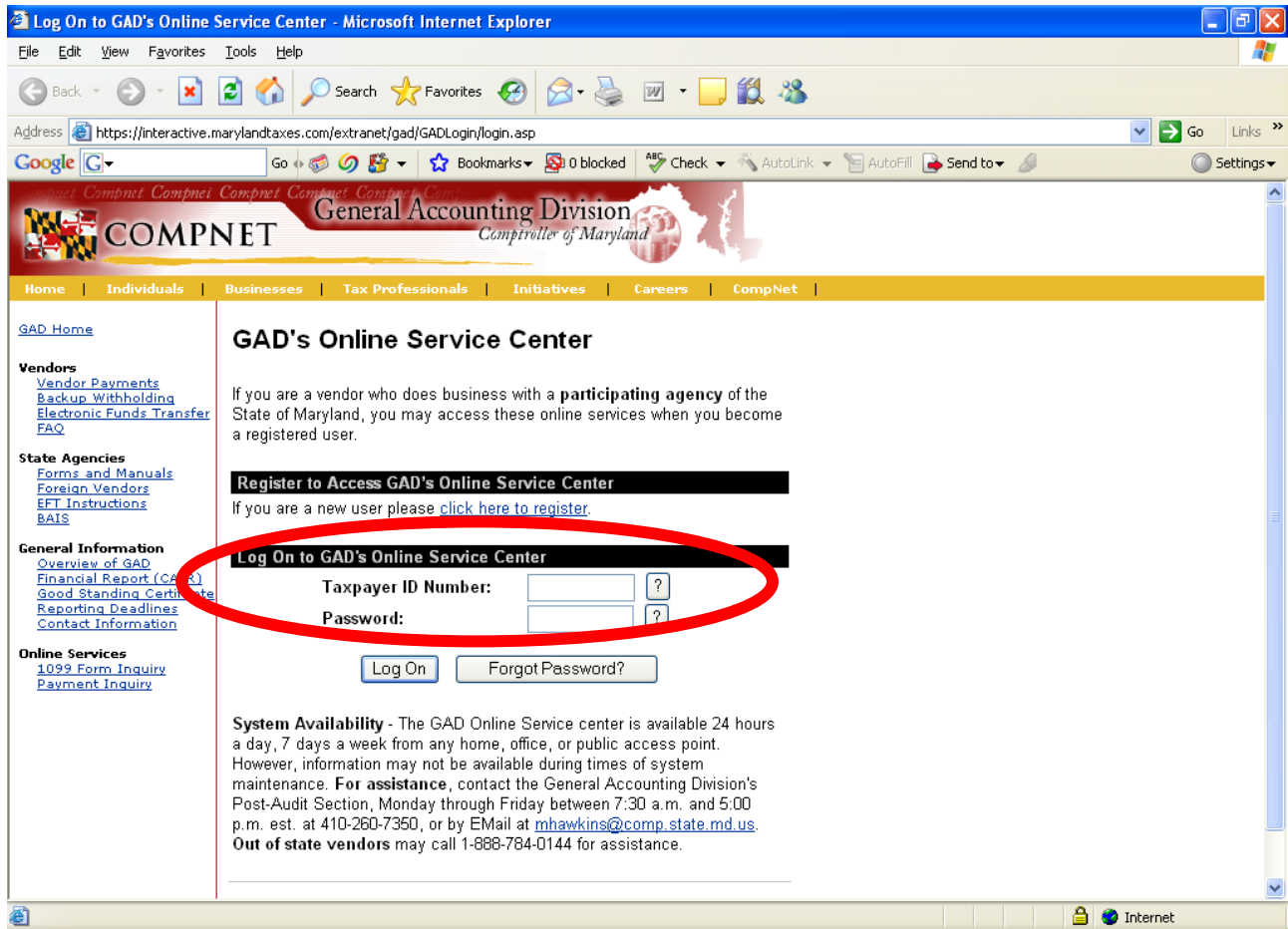
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- Taxpayer ID is your Social Security Number
- Password – You create your own password. Remember it, but at the end of the application, you are also required to provide a question and answer to be used in case you forget your password
- Your Company Name is your name
- Contact Name is your name

After completing the entry, click on the Submit button at the bottom of the screen (circled above)

4. Shortly after your initial registration, you will be able to retrieve your payment information by returning to:

<http://interactive.marylandtaxes.com/extranet/gad/GADLogin/login.asp> and entering your Taxpayer ID Number (Social Security Number) and Password.



5. On the inquiry panel (below) enter a range of dates for which you want to see payments (only available for the last 13 months). You will see the status of any that have been submitted to RSTARS. It will take 4-5 business days from the date that your refund is processed on your Bulldog Connect Account Details for Term before the refund status will be available on the One Stop Vendor Payment Inquiry.

