



2009
IDAHO
BUSINESS &
INDIVIDUAL
E-FILE (MEF)
HANDBOOK

October 1, 2009

TABLE OF CONTENTS

| | |
|--|----|
| Introduction | 1 |
| Contact Information..... | 1 |
| Idaho MeF Calendar for Tax Year 2009..... | 1 |
| Publications..... | 1 |
| Idaho State Tax Commission | 1 |
| Internal Revenue Service..... | 1 |
| Federal/State Electronic Filing (MeF) Process..... | 2 |
| EFIN and ETIN..... | 2 |
| Idaho Test Data..... | 2 |
| State Only, Short Period, Fiscal, and Amended Filing..... | 2 |
| Idaho Forms Supported for E-Filing | 3 |
| Exclusions from Electronic Filing | 4 |
| Transmitting the Idaho Electronic Return..... | 4 |
| Idaho Acknowledgement..... | 5 |
| Nonreceipt of Idaho Acknowledgment Record..... | 5 |
| Responsibilities | 6 |
| Electronic Filers, Transmitters, EROs | 6 |
| Compliance | 6 |
| Timeliness of Filing | 6 |
| Deadline for Filing | 6 |
| Responsibility to Your Clients | 6 |
| Changes on the Return..... | 6 |
| Handling Problems..... | 7 |
| Postal Address Standards..... | 7 |
| Appendix A – 2009 Idaho Business and Individual E-File (MeF) Reject Codes | 8 |
| Appendix B – 2009 Idaho Individual Legacy E-File (EMS) Reject Code vs. MeF Reject Code Matrix..... | 12 |

INTRODUCTION

The Idaho State Tax Commission (STC), in conjunction with the Internal Revenue Service (IRS), accepts state individual, corporate, S corporate and partnership income tax returns and corresponding forms for tax year 2009 by method of the Modernized E-File system (MeF). The accepted forms are identified in the General Information section.

This handbook expands on applicable IRS publications listed below. All specifications, requirements, and instructions defined in these publications apply to the Idaho Federal/State Electronic Filing (MeF) Program unless otherwise stated.

The Tax Commission accepts electronically transmitted individual, corporate, S-corporate, and partnership income tax refund, zero balance, and tax due returns. Direct deposit isn't available for e-filed business returns.

CONTACT INFORMATION

Taxpayers, Preparers, Transmitters, and EROs

Chris Vega (208) 334-7822
christopher.vega@tax.idaho.gov

Tax Information and Forms

Toll Free (800) 972-7660
Boise Area (208) 334-7660

IDAHO MeF CALENDAR FOR TAX YEAR 2009

PATS testing begins (in conjunction with the IRS)..... November 2, 2009

Begin transmitting returns to IRS/Idaho January 18, 2010

NOTE: Idaho follows the IRS MeF calendar.

PUBLICATIONS

Idaho State Tax Commission

- 2009 Idaho Business and Individual E-File (MeF) Handbook
- 2009 Idaho Business and Individual E-File (MeF) Specifications

Internal Revenue Service

- Publication 1345, *Handbook for Authorized IRS e-file Providers of Individual Income Tax Returns*
- Publication 1436, *Test Package for Electronic Filers of Individual Tax Returns*
- Publication 3112, *IRS e-file Application and Participation*
- Publication 4162, *Modernized e-file Test Package for Forms 1120/1120S*
- Publication 4163, *Modernized e-file Handbook for Authorized e-file Providers for Form 1120, 1120S, and 1065*
- Publication 4164, *Modernized e-file Guide for Software Developers and Transmitters*
- Publication 4505, *Modernized e-file Test Package for Forms 1065/1065-B*

ACCEPTANCE AND PARTICIPATION

If the IRS approves you to e-file, you're automatically accepted for Idaho. We don't require a separate application to be submitted. Idaho will accept returns electronically from any IRS approved software provider. Software providers will work in a cooperative partnership effort with the Tax Commission.

FEDERAL/STATE ELECTRONIC FILING (MeF) PROCESS

HOW FEDERAL/STATE MeF FILING WORKS

Idaho returns included in the Federal/State Electronic Filing (MeF) Program will be transmitted to the IRS Service Center along with the federal return. All Idaho returns must include a **complete copy** of the federal return to include all PDF attachments, forms, and schedules.

Once the IRS has notified the ERO of successful submission, Idaho can retrieve the files from the IRS. Idaho won't receive any state data from a rejected federal return.

NOTE: The IRS acknowledges only that it received the state data. The IRS acknowledgment isn't an indication that Idaho has "received" your state return. You must receive the Idaho acknowledgment to ensure your state return has been received.

The Idaho acknowledgment system is designed to inform transmitters that the Idaho return has been retrieved and the return is being processed by Idaho. When Idaho receives the return from the IRS, it will generate a receipt acknowledgment record. Idaho will also generate a processing acknowledgement to indicate if the return was accepted or rejected. This record will be available for retrieval by transmitters after one business day.

Contact Idaho if you receive the federal acknowledgment, but no state acknowledgment after one business day.

ACCEPTANCE PROCESS

EFIN and ETIN

The IRS assigns the Electronic Filing Identification Number (EFIN) and Electronic Transmitter Identification Number (ETIN). The Tax Commission will use these same numbers in the Federal/State Electronic Filing Program.

These numbers are used in the acknowledgment system to identify preparers and transmitters.

IDAHO TEST DATA

All participants are required to follow the IRS testing procedures for acceptance into the program. Only software developers are required to test their software with Idaho. Participants must transmit live return data using only Idaho-accepted federal/state electronic filing software.

STATE ONLY, SHORT PERIOD, FISCAL, AND AMENDED FILING

Idaho supports filing of the following returns through the Federal/State Electronic Filing (MeF) Program:

- State-only
- Amended
 - Business: Tax years 2008 and 2009
 - Individual: Tax year 2009 only
- Fiscal (tax period must match Federal filing)
- Short period (tax period must match Federal filing)

A state-only, amended, fiscal, or short period return is produced through software to build a complete state packet that includes a copy of the federal return. For an amended return, the copy of the federal return must reflect the amended federal return.

IDAHO FORMS SUPPORTED FOR E-FILING

Supporting federal returns, schedules, and PDF attachments **are required for all electronic returns.**

1. The Tax Commission will support E-Filing (MeF) of the following forms:
 - Form 40 Idaho Individual Income Tax Return
 - Form 41 Idaho Corporation Income Tax Return
 - Form 41S Idaho S Corporation Income Tax Return
 - Form 43 Idaho Part-year resident and Nonresident Income Tax Return
 - Form 65 Idaho Partnership Return of Income

 - Form 39R Idaho Supplemental Schedule (Form 40)
 - Form 39NR Idaho Supplemental Schedule (Form 43)
 - Form 42 Idaho Supplemental Schedule for Multistate/Multinational Businesses

 - Form 44 Idaho Business Income Tax Credits and Credit Recapture
 - Form 49 Idaho Investment Tax Credit
 - Form 49C Idaho Investment Tax Credit Carryover
 - Form 49R Recapture of Idaho Investment Tax Credit
 - Form 55 Idaho Credit for Qualifying New Employees
 - Form 56 Idaho Net Operating Loss Carryforward/Carryback
 - Form 67 Credit for Idaho Research Activities
 - Form 68 Idaho Broadband Equipment Investment Credit
 - Form 68R Recapture of Idaho Broadband Equipment Investment Credit
 - Form 69 Idaho Incentive Investment Tax Credit
 - Form 71 Idaho Biofuel Infrastructure Investment Tax Credit
 - Form 71R Recapture of Idaho Biofuel Infrastructure Investment Tax Credit
 - Form 75 Idaho Fuels Use Report
 - Form CG Idaho Capital Gains Deduction
 - **Form ID K-1 Partner's, Shareholder's, or Beneficiary's Share of Idaho Adjustments, Credits, Etc.**

2. The Tax Commission will support PDF attachments of the following forms:
 - Form 41A Supplemental Schedule Of Affiliated Entities
 - Form 41ESR Underpayment of Estimated Tax

- Form 49E Property Tax Exemption Election Form
- Form 49ER Recapture of Qualified Investment Exemption from Property Tax
- Form 70 Idaho Statement of Credit Transfer
- Form 75-IMV Idaho Fuels Tax Refund Worksheet Intrastate Motor Vehicles
- Form 75IC Fuels Tax Refund Worksheet for IFTA Licensees
- Form 402 Idaho Individual Apportionment for Multistate Businesses
- ITC Equipment list
- Combined Reporting Spreadsheet

3. The Tax Commission will accept the following return types:
 - Fed/State (linked): An original federal return submitted with one original state return.
 - State only (unlinked): A state return submitted with a copy of the federal return.
 - Amended return
 - Fiscal return (tax period must match Federal filing)
 - Short period return (tax period must match Federal filing)

4. Amounts that require a description:
 - Interest and dividends not taxable under the Internal Revenue Code (IRC)
 - Taxes measured by net income
 - Interest on U.S. government obligations
 - Nonbusiness income
 - Nonbusiness expense offset
 - Income allocated to Idaho
 - Sub-bonus depreciation (e.g. Form 4562)
 - Other additions
 - Other subtractions
 - Other income
 - Other deductions

EXCLUSIONS FROM ELECTRONIC FILING

In addition to the returns listed in IRS publications as excluded from federal electronic filing for the 2009 tax filing period, the following documents will not be accepted for electronic filing in Idaho in 2009:

- Prior year returns
 - Business: tax years before 2008
 - Individual: tax years before 2009
- Form 84
- Form 84R
- Form 85
- Form 85R
- **IAT transactions will not be processed. Paper checks will be sent to taxpayers that indicate the ultimate destination of a direct deposit refund is a foreign bank.**

TRANSMITTING THE IDAHO ELECTRONIC RETURN

Since the Idaho electronic return is transmitted with the federal return, the transmitter must follow all electronic transmitting procedures, communication requirements, and technical specifications required by the IRS.

Participants in the Federal/State Electronic Filing (MeF) Program must confirm with their software developer or direct transmitter that the software is capable of processing and transmitting the state data along with the federal data to the appropriate IRS service center.

IDAHO ACKNOWLEDGEMENT

The Tax Commission will generate an acknowledgement of acceptance or rejection for all returns received. The acknowledgement record will be in a format approved and agreed upon by the IRS, state agencies, transmitters, and software developers.

Transmitters and software developers should allow one business day to receive the State acknowledgement before contacting the Tax Commission.

Receipt Acknowledgement

Idaho provides a receipt acknowledgment for successfully retrieving returns through the IRS MeF system. Idaho will reject any return submitted in the wrong format or that cannot be properly identified. If this occurs, the state will inform you of the rejection through an acknowledgement. Once the preparer corrects the return, the preparer may transmit the return as a state-only return. Be sure to confirm that your software package supports state-only transmissions. If the electronically filed Idaho return can't be re-transmitted, the ERO must submit a paper tax return to the Tax Commission.

Processing Acknowledgment

Idaho provides one of the following two processing acknowledgments for successfully reading returns retrieved through the IRS MeF system.

Accepted – This acknowledgment indicates the electronic return was received and successfully completed the business rule validation process.

Rejected – This acknowledgement indicates the electronic return was received but failed to complete the business rule validation process. The acknowledgement will contain a reason indicating the error causing the rejection. (See Appendix A – 2009 Idaho Business and Individual E-File (MeF) Reject Codes).

NONRECEIPT OF IDAHO ACKNOWLEDGMENT RECORD

Before contacting the Tax Commission, ensure that:

- You have received an IRS acknowledgment record;
- The IRS accepted the federal tax return;
- The transmission included an Idaho state return, and
- You have the submission ID.

Contact the Tax Commission if:

- You receive IRS acknowledgment records more than two working days ago and you have not received Idaho acknowledgment records for the same tax returns.

Whom to contact:

To check on the status of an Idaho acknowledgment record, call (208) 334-7822. Please have the following information available when making the call:

- Electronic Filer ID Number (EFIN)
- Federal EIN
- Transmission date
- Submission ID
- Contact name and phone number

RESPONSIBILITIES

Electronic Filers, Transmitters, EROs

Electronic Filers, Transmitters, and Electronic Return Originators (ERO) must abide by the terms set forth in this Handbook and must maintain a high degree of integrity, compliance, and accuracy in order to continue to participate in the Federal/State Electronic Filing Program. They must also abide by the following requirements:

Compliance

All electronic filers must comply with the requirements and specifications in the IRS publications, this handbook, and the 2009 Idaho Business and Individual E-File (MeF) Specifications.

Timeliness of Filing

Transmitters must ensure that electronic returns are filed in a timely manner. The date of the IRS acknowledgment will be considered the filing date for an electronically filed Idaho return.

Transmitters must confirm acknowledgment of the state return by the Tax Commission.

Deadline for Filing

The Tax Commission will accept electronically filed Idaho returns that have been submitted for transmission to the IRS.

Responsibility to Your Clients

Preparers have been entrusted with the task of filing a client's tax return and must assume the responsibility for the return's timely arrival at the Tax Commission.

CHANGES ON THE RETURN

If the transmitter or taxpayer wishes to make any changes after the return has been accepted and acknowledged, the transmitter or taxpayer can file an amended return with corrected changes if the software offers this option.

If the software does not offer this feature, the transmitter or taxpayer must file a corrected return on paper. Mail Idaho returns to the following address:

IDAHO STATE TAX COMMISSION
PO BOX 56
BOISE ID 83756-0056

HANDLING PROBLEMS

For help with problems relating to the electronically filed state return, taxpayers, preparers, transmitters, and EROs can call (208) 334-7822.

POSTAL ADDRESS STANDARDS

RULES for taxpayer addresses:

- Upper case letters are preferred but not required.
- Omit punctuation, except the hyphen in the zip code.
- Use directional abbreviations.

Should Be:

234 NW SMITH ST

678 MAIN DR S

101 N BAY LN

599 BAY BLVD SW

127 N 12TH ST

Postal Box:

PO BOX 213

Rural Route Addresses:

RR 2 BOX 152
RFD and RD = RR

Common Abbreviations:

APARTMENT
BUILDING
DEPARTMENT

APT
BLDG
DEPT

Not:

234 NORTHWEST SMITH STREET
234 NW SMITH STREET

678 MAIN DRIVE SOUTH

101 NORTH BAY LANE

599 BAY BOULEVARD SOUTHWEST

127 NORTH 12TH
127 N 12TH STREET

Not:

P O BOX 213
BOX 213

Not:

RT 2 BOX 152

FLOOR
ROOM
SUITE

FL
RM
STE

Appendix A – 2009 Idaho Business and Individual E-File (MeF) Reject Codes

| Reject Code | Error Message | Notes |
|--|---|--|
| 0001 | Duplicate Submission ID | New for Individual MeF returns |
| 0002 | Missing copy of federal tax return | New for Individual MeF returns |
| 0003 | Missing form type indicator (41/41S/ 65/40/43) | New for Individual MeF returns |
| 0004 | Return includes a value in both the tax due <ul style="list-style-type: none"> • Form 41 line 56, • Form 41S line 61, • Form 65 line 56 • Form 40, line 52 • Form 43, line 70 and overpayment <ul style="list-style-type: none"> • Form 41 line 59, • Form 41S line 64, • Form 65 line 59 • Form 40, line 55 • Form 43, line 73 | * If the return is a “zero balance due” report “0” in the tax due field. New for Individual MeF returns |
| 0007 | Duplicate EIN or SSN for the same tax period | New for Individual MeF returns |
| Missing electronically filed returns with value in appropriate field: | | |
| 0200 | Missing W-2 or 1099 with value on <ul style="list-style-type: none"> • Form 40, line 49 or • Form 43, line 9 or 67 | New for Individual MeF returns |
| 0210 | Missing Federal Schedule C or CEZ with value on <ul style="list-style-type: none"> • Form 43, line 13 | New for Individual MeF returns |
| 0220 | Missing Federal Form 4797 with value on <ul style="list-style-type: none"> • Form 43, line 15 | New for Individual MeF returns |
| 0230 | Missing Federal Schedule E with value on <ul style="list-style-type: none"> • Form 43, line 18 | New for Individual MeF returns |
| 0240 | Missing Federal Schedule F with value on <ul style="list-style-type: none"> • Form 43, line 19 | New for Individual MeF returns |
| 0250 | Missing Form 39R or 39NR with value on <ul style="list-style-type: none"> • Form 40, line 10 • Form 43, column B, line 31 | New for Individual MeF returns |

| | | |
|-----------------|---|--------------------------------|
| 0270 | Missing Federal Schedule A with value on <ul style="list-style-type: none"> Form 40, line 15 Form 43, line 35 | New for Individual MeF returns |
| 0280 | Missing Federal Schedule A with value on <ul style="list-style-type: none"> Form 40, line 16 Form 43, line 36 | New for Individual MeF returns |
| 0290 | Missing Form 39R or 39NR with value on <ul style="list-style-type: none"> Form 40, line 24 Form 43, line 45 | New for Individual MeF returns |
| 0340 | Missing Form 39R or 39NR with value on <ul style="list-style-type: none"> Form 40, line 47 Form 43, line 65 | New for Individual MeF returns |
| 0500 | Missing Idaho Form CG with value on <ul style="list-style-type: none"> Form 39R, line 10 Form 39NR, Part B, line 6 | New for Individual MeF returns |
| 1000 | Missing Form 42 with value less than 100% on <ul style="list-style-type: none"> Form 41, line 33 Form 41S, line 37 Form 65, line 35 | |
| 0050 | Missing Form 44 with value on <ul style="list-style-type: none"> Form 41, line 41 or 45 Form 41S, line 46 or 51 Form 65, line 44 or 48 Form 40, line 28 or 33 Form 43, line 49 or 53 | New for Individual MeF returns |
| 0060 | Missing Form 75 with value on <ul style="list-style-type: none"> Form 41, line 47 or 54 Form 41S, line 52 or 59 Form 65, line 49 or 54 Form 40, line 31 or 48 Form 43, line 51 or 66 | New for Individual MeF returns |
| 0600 | Form 49 with value on <ul style="list-style-type: none"> Form 44, Part I, line 1, Column A | New for Individual MeF returns |
| 4040 | Form 49C with value on <ul style="list-style-type: none"> Form 44, Part I, line 1, Column B | Removed this reject code |
| 0710 | Form 49R with value on <ul style="list-style-type: none"> Form 44, Part II, line 1 | New for Individual MeF returns |
| 0610 | Form 55 with value on <ul style="list-style-type: none"> Form 44, Part I, line 4, Column A | New for Individual MeF returns |

| | | |
|---|---|--|
| 0620 | Form 67 with value on <ul style="list-style-type: none"> Form 44, Part I, line 5, Column A or Column B | New for Individual MeF returns |
| 0630 | Form 68 with value on <ul style="list-style-type: none"> Form 44, Part I, line 6, Column A or Column B | New for Individual MeF returns |
| 0640 | Form 69 with value on <ul style="list-style-type: none"> Form 44, Part I, line 7, Column A or Column B | New for Individual MeF returns |
| 0720 | Form 68R with value on <ul style="list-style-type: none"> Form 44, Part II, line 2 | New for Individual MeF returns |
| 0730 | Form 69R with value on <ul style="list-style-type: none"> Form 44, Part II, line 3 | Removed reject code for 2009 |
| 1200 | Form 71 with value on <ul style="list-style-type: none"> Form 44, Part I, line 11 Column A or Column B | New for Individual MeF returns |
| 1210 | Form 71R with value on <ul style="list-style-type: none"> Form 44, Part II, line 6 | Changed line number and new for Individual MeF returns |
| Missing binary attachments with value in appropriate field: | | PDF Attachment |
| 1020 | Form 49E with value on <ul style="list-style-type: none"> Form 41, line 10 Form 41S, line 13 Form 65, line 11 | Form_49E_01 |
| 1030 | Form 49ER with value on <ul style="list-style-type: none"> Form 41, line 49 Form 41S, line 54 Form 65, line 51 Form 40, line 34 Form 43, line 54 | Form_49ER_01 New for Individual MeF returns |
| 1050 | Form 75IMV with value on <ul style="list-style-type: none"> Form 75, Section III, line 4,6 or 14 | Form_75IMV_01 New for Individual MeF returns |
| 1060 | Form 75IC with value on <ul style="list-style-type: none"> Form 75, Section III, line 5 or 13 | Form_75IC_01 New for Individual MeF returns |
| 1070 | Form 41ESR with value on <ul style="list-style-type: none"> Form 41, line 51 Form 41S, line 56 | Form_41ESR_01 |
| 1160 | Combined reporting spreadsheet with value and Form 41A Supplemental Schedule Of Affiliated Entities <ul style="list-style-type: none"> Form 41, line 8 | Form_41A_01 and Comb_Report_Sheet_0001(New) |
| 1240 | ITC Equipment list with value on Form 44, Part I, line 1a | ITC_Equip_List_01(New) New for Individual MeF returns |
| Missing description element within EntityDetailType with value in appropriate field: | | |

| | | |
|------|---|--|
| 1110 | <p>Interest on U.S. Government obligations statement with value on</p> <ul style="list-style-type: none"> • Form 41, line 21, • Form 41S, line 25 • Form 65, line 23 | |
| 1120 | <p>Nonbusiness income statement with value on</p> <ul style="list-style-type: none"> • Form 41, line 25 • Form 41S, line 29 • Form 65, line 27 | |
| 1130 | <p>Nonbusiness expense statement with value on</p> <ul style="list-style-type: none"> • Form 41, line 26 • Form 41S, line 30 • Form 65, line 28 | |
| 1150 | <p>Income allocated to Idaho statement with value on</p> <ul style="list-style-type: none"> • Form 41, line 35 • Form 41S, line 39 • Form 65, line 37 | |

Appendix B – 2009 Idaho Individual Legacy E-File (EMS) reject code vs. MeF reject code matrix

| Legacy E-File (EMS) reject codes vs. MeF reject code matrix | | | | |
|--|-----------|--|------------|------------|
| EMS code | MeF code | | EMS code | MeF code |
| Not in EMS | 0001 | | 0320 | 0050 |
| 0002 | 0002 | | 0330 | 1030 |
| Not in EMS | 0003 | | 0340 | 0340 |
| Not in EMS | 0004 | | 0350 | 0060 |
| 0001 | 0007 | | 0360 | 0200 |
| 0010 | 250 & 260 | | 0500 | 0500 |
| 0020 | 0270 | | 0510 | 0500 |
| 0030 | 0280 | | 0600 | 0600 |
| 0040 | 0290 | | 0610 | 0610 |
| 0050 | 0050 | | 0620 | 0620 |
| 0060 | 0060 | | 0630 | 0630 |
| 0070 | 0050 | | 0640 | 0640 |
| 0080 | 1030 | | 0680 | Not in MeF |
| 0090 | 0340 | | 0690 | Not in MeF |
| 0100 | 0060 | | 0700 | Not in MeF |
| 0110 | 0200 | | 0705 | 1200 |
| 0200 | 0200 | | 0710 | 0710 |
| 0210 | 0210 | | 0720 | 0720 |
| 0220 | 0220 | | 0770 | Not in MeF |
| 0230 | 0230 | | 0780 | Not in MeF |
| 0240 | 0240 | | 0790 | Not in MeF |
| 0250 | 0250 | | 0795 | 1210 |
| 0260 | 0260 | | Not in EMS | 1240 |
| 0270 | 0270 | | | |
| 0280 | 0280 | | | |
| 0290 | 0290 | | | |
| 0300 | 0050 | | | |
| 0310 | 0060 | | | |