

**2010 Idaho Business & Individual
Modern Electronic Filing (MeF)
Specifications**

October 1, 2010

Schema Version v1.0



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Introduction

The Idaho State Tax Commission, 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 2010 through the Modernized E-File system (MeF). The accepted forms are identified in the General Information section.

The transmission method will be a Web service using Simple Object Access Protocol (SOAP) with attachments messaging. The return data will be formatted using Extensible Markup Language (XML). Authorized e-file providers, also known as Electronic Return Originators (EROs), can submit returns to the IRS MeF system for federal and state return processing. State returns can be submitted as a federal return with a state return attached, called a “linked” return, or as a state return, known as an “unlinked” submission. Each return (linked or unlinked) must be in a separate submission. Multiple submissions may be contained in a single message payload. Software developers must test with the Tax Commission before submitting live linked or unlinked returns.

Contact Personnel

For the best service, please choose the appropriate contact.

Technical questions about:

- The website
- The XML schema
- The summary of the XML schema
- Additional detail information of schema elements
- The Web application
- The summary of schema changes
- Missing acknowledgments
- Testing questions

Contact: Lisa Schroeder – E-File Coordinator
(208) 334-7822
lisa.schroeder@tax.idaho.gov

or

Steve Thimsen – IT Systems Analyst
(208) 334-7569
steve.thimsen@tax.idaho.gov

Income tax questions:

Form/schedule development

Contact: Lisa Schroeder – E-File Coordinator
(208) 334-7822
lisa.schroeder@tax.idaho.gov

Legal questions:

Contact: Janice Boyd
(208) 334-7670
janice.boyd@tax.idaho.gov

General questions about:

- Bills or refunds
- Filing requirements
- Name and address changes

Contact: Taxpayer Services
(800) 972-7660
tax.rep@tax.idaho.gov

EFT payment questions:

Contact: Accounting
(208) 334-7528

Related Web links:

- State of Idaho – www.idaho.gov
- Idaho State Tax Commission – tax.idaho.gov
- Electronic filing information – tax.idaho.gov/i-1020.cfm
- Electronic payment information – tax.idaho.gov/i-1042.cfm
- Internal Revenue Service – www.irs.gov
- Federation of Tax Administrators – www.taxadmin.org

Acceptance and Participation

1. Idaho will accept returns electronically from any IRS-approved software provider. Software providers will work in a cooperative partnership effort with the Tax Commission.
2. Software providers must make the following information available to the Tax Commission for participation:
 - Software developer company name
 - Address
 - EFIN
 - ETIN
 - Primary contact name
 - Secondary contact name
 - Primary/Secondary telephone number
 - Primary/Secondary fax number
 - Primary/Secondary e-mail address

Developer's Responsibilities

Developed software must:

- Adhere to all federal and state procedures, requirements, and specifications. These requirements are specified in IRS Publication 4164, *Modernized e-File Guide for Software Developers and Transmitters*.
- Successfully complete all testing.
- Be developed according to statutory requirements and Tax Commission return preparation instructions.
- Provide accurate Idaho business and individual tax returns in correct electronic format.
- Provide data validation, verification, and error detection to prevent transmission of incomplete, inaccurate, or invalid return information.
- Be available to correct any software errors, which may occur after production begins, and work with the Tax Commission to follow up on any processing issues that may arise during filing season. If software providers need to update software, they should do it in a timely manner and then notify all customers.

Software Acceptance, Testing, and Approval

1. The testing system is available year round. The beginning test date for the next year's processing is subject to IRS availability and is subject to change. Developers will receive notification if the beginning test date is different than November. Testing outside the fed/state system (direct testing with Idaho) may be available if necessary.
2. Upon request, the technical questions contact will provide access to the following:
 - Spreadsheets of Idaho data elements (combined and by form type).
 - Idaho specific XML schema.
 - PDF copies of state forms with element reference numbers.
3. Developers should support all schedules, forms, and occurrences that are available for individual, corporation, S corporation, and partnership e-filing for 2010. It's important that customers are given a complete range of services.
4. Developers must include edits and verification based on the business rules provided for each field or data element. The Tax Commission spreadsheet will include information on field type, field format, length, the business rule edits, other edits for the field, and whether the field or data element can be negative or is recurring. Developers must closely follow the requirements for each field to ensure proper data formatting.
5. Software must not be moved to production until developers receive Tax Commission approval by e-mail.

Acknowledgment System

1. The Tax Commission will generate an acknowledgment 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.
2. Transmitters and software developers should allow one business day to receive the state acknowledgment before contacting the Tax Commission.

General Information

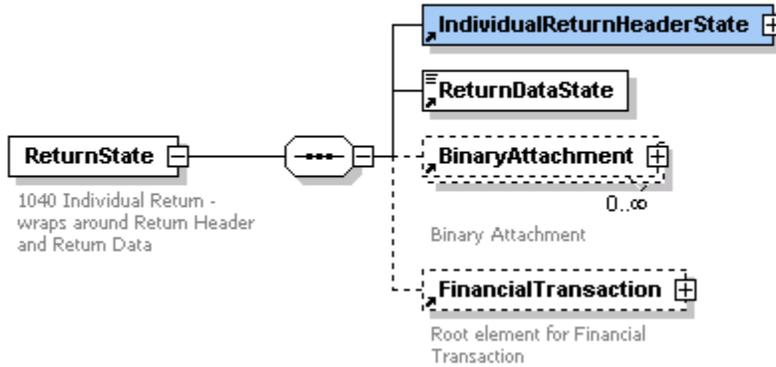
Supporting federal returns, schedules, and attachments **are required for all electronic returns.**

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 75-IC Idaho Fuels Tax Refund Worksheet - IFTA Licensees

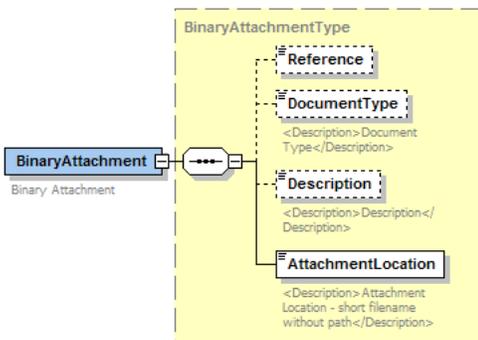
- Form 402 Idaho Individual Apportionment for Multistate Businesses
 - ITC Equipment List
 - Combined Reporting Spreadsheet
3. The Tax Commission will accept the following return types:
 - Fed/State (linked): An original federal return submitted with one original state return.
 - State only (unlinked): 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
 5. In general, send data elements **only** if they contain data values. You don't need to send empty data elements (i.e., zero financial fields, unused elements, etc.)
 6. Decimal places for ratios:
 - Ratios will use two positions in front of the decimal and up to six places to the right of the decimal.
Examples:
 $100\% = 01.000000$
 $37.1/3\% = 00.373333$
 $37.0829\% = 00.370829$
 7. The Idaho 2010 Electronic Filing (MeF) program will support business returns for tax years ending 12/31/2007 through 11/30/2011.

Schemas and Transmission Specifications

1. Idaho adopted the TIGERS recommended structure in the development of forms-based schemas.
2. The TIGERS structure adopted by Idaho includes standardized schemas for header and binary attachments. Idaho will use a subset of the TIGERS Financial Transaction schema for direct deposit information of individual income tax returns. Direct deposit isn't available for business returns. **Idaho doesn't support IAT transactions; if IAT is indicated, a paper check will be sent to the taxpayer.**



3. Software developers should apply data from the spreadsheet or tax forms to the appropriate data element from the XML schema.
4. All XML data must be well formed.
5. Packaging of data and transmission payload must be in the proper format.
6. The Tax Commission rejects state returns for reasons outlined in Appendix A.
7. Returns filed in XML format with SOAP attachments allow for binary attachments to the submission. These attachments could consist of schedules, balance sheets, statement records, or other types of documentation as outlined in Appendix B. The allowed file type for attachments is file extension .PDF. The file order of attachments and procedures must follow the IRS requirements for binary attachments listed in IRS Publication 4163 at <http://www.irs.gov/taxpros/providers/article/0,,id=97626,00.html>. The Tax Commission allows for binary attachments to the state return with the appropriate naming convention for the description element.



Description = name as defined in Appendix C - PDF Description

DocumentType = PDF

AttachmentLocation = actual name of the attached PDF.

8. The Tax Commission supports simple and complex e-file types as outlined in Appendix B and Appendix C.
9. Other packaging and guidelines:
 - A submission contains a state return and a copy of the federal return.
 - Each state return must include a complete copy of the federal return as submitted to the IRS and any attachments associated with that federal return.
 - The copy of the federal return must be submitted in the agreed upon IRS XML format.
 - Each submission must be a separate file.
 - Each state return must be submitted in the XML format specified and agreed upon by IRS, state agencies, transmitters, and software developers.
 - If the IRS rejects a fed/state submission, the state will not receive the state return portion. The fed/state submission must be re-submitted.
 - Each submission must be in Zip archive format as outlined in IRS Publication 4164 – *Modernized e-File (MeF) Guide for Software Developers and Transmitters*.
 - The SOAP message itself must not be compressed or zipped.
 - The state manifest must follow the guidelines provided by the IRS with the following Idaho specific items.
 - SubmissionID = 6-character EFIN + 4-digit year + 3-digit Julian date + 7-digit unique sequence number.
 - Government Code = IDST
 - SubmissionType
 - For Corporate and S corporate = Form41, Form41S
 - For Partnership = Form65
 - For Individual = Form40, Form43
 - SubmissionCategory
 - For Corporate and S corporate = CORP
 - For Partnership = PART
 - For Individual = IND
 - The message must contain a header, a body, and an attachment. See Modernized E-File Logical ICD Model for message layout and message technical specifications.
 - EROs and transmitters must be registered with the IRS in order to submit fed/state or state-only returns.
 - The Tax Commission will produce an acknowledgment of acceptance or rejection for each state submission. The transmitter may retrieve the state’s acknowledgment from the IRS.

Appendix A – 2010 Idaho Business and Individual E-File (MeF) Change Log

2010 Idaho Business and Individual E-File (MeF) Change Log		
Form or Schedule	Element Name or Reject Code	Nature of Change
ALL	X-Paths	Request from TIGERS industry co-chair to change backward slash to forward slash in all paths and include statements
40 and 43	PrimeCampaign	Removed element election campaign fund
40 and 43	SpouseCampaign	Removed element election campaign fund
40,43,41,41S,65	OpportunityScholarshipProgram	Added donation Opportunity Scholarship Program
39R, 39NR	RealEstateTaxIncludeStdDeduct	Removed element RealEstateTaxIncludeStdDeduct
39R, 39NR	DisasterLossIncludeStdDeduct	This element is not being used, however it will remain as a placeholder in case our IRS conformity bill is retroactive
39R, 39NR	QualSalesTaxIncludeStdDeduct	This element is not being used, however it will remain as a placeholder in case our IRS conformity bill is retroactive
39R, 39NR	MaintainingHomeFamilyMember	Is now optional

Appendix B – 2010 Idaho Business and Individual E-File (MeF) Reject Codes

Reject Code	Error Message	Notes
0001	Duplicate Submission ID	
0002	Missing copy of federal tax return	
0003	Missing form type indicator (41/41S/ 65/40/43)	
0004	Return includes a value in both the tax due <ul style="list-style-type: none"> • Form 41, line 57 • Form 41S, line 62 • Form 65, line 58 • Form 40, line 51 • Form 43, line 70 and overpayment <ul style="list-style-type: none"> • Form 41, line 60 • Form 41S, line 65 • Form 65, line 61 • Form 40, line 54 • Form 43, line 73 	* If the return is a “zero balance due,” report “0” in the tax due field.
0007	Duplicate EIN or SSN for the same tax period	
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 48 or • Form 43, line 7 or 66 	
0210	Missing federal Schedule C or CEZ with value on <ul style="list-style-type: none"> • Form 43, line 11 	
0220	Missing federal Form 4797 with value on <ul style="list-style-type: none"> • Form 43, line 13 	
0230	Missing federal Schedule E with value on <ul style="list-style-type: none"> • Form 43, line 16 	
0240	Missing federal Schedule F with value on <ul style="list-style-type: none"> • Form 43, line 17 	
0250	Missing Form 39R or 39NR with value on <ul style="list-style-type: none"> • Form 40, line 8 • Form 43, column B, line 29 	
0260	Missing Form 39R or 39NR with value on <ul style="list-style-type: none"> • Form 40, line 12 • Form 43, column B, line 30 	
0270	Missing federal Schedule A with value on <ul style="list-style-type: none"> • Form 40, line 13 • Form 43, line 33 	
0280	Missing federal Schedule A with value on <ul style="list-style-type: none"> • Form 40, line 14 • Form 43, line 34 	
0290	Missing Form 39R or 39NR with value on <ul style="list-style-type: none"> • Form 40, line 22 • Form 43, line 43 	

0340	Missing Form 39R or 39NR with value on <ul style="list-style-type: none"> • Form 40, line 46 • Form 43, line 64 	
0500	Missing Idaho Form CG with value on <ul style="list-style-type: none"> • Form 39R, line 10 • Form 39NR, Part B, line 6 	
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 26 or 31 • Form 43, line 47 or 51 	
0060	Missing Form 75 with value on <ul style="list-style-type: none"> • Form 41, line 47 or 55 • Form 41S, line 52 or 60 • Form 65, line 49 or 56 • Form 40, line 29 or 47 • Form 43, line 49 or 65 	
0600	Form 49 with value on <ul style="list-style-type: none"> • Form 44, Part I, line 1, Column A 	
0710	Form 49R with value on <ul style="list-style-type: none"> • Form 44, Part II, line 1 	
0610	Form 55 with value on <ul style="list-style-type: none"> • Form 44, Part I, line 4, Column A 	
0620	Form 67 with value on <ul style="list-style-type: none"> • Form 44, Part I, line 5, Column A or Column B 	
0630	Form 68 with value on <ul style="list-style-type: none"> • Form 44, Part I, line 6, Column A or Column B 	
0640	Form 69 with value on <ul style="list-style-type: none"> • Form 44, Part I, line 7, Column A or Column B 	
0720	Form 68R with value on <ul style="list-style-type: none"> • Form 44, Part II, line 2 	
1200	Form 71 with value on <ul style="list-style-type: none"> • Form 44, Part I, line 11 Column A or Column B 	
1210	Form 71R with value on <ul style="list-style-type: none"> • Form 44, Part II, line 6 	
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 32 • Form 43, line 52 	Form_49ER_01
1050	Form 75-IMV with value on <ul style="list-style-type: none"> • Form 75, Section III, line 4,6 or 14 	Form_75IMV_01
1060	Form 75-IC with value on <ul style="list-style-type: none"> • Form 75, Section III, line 5 or 13 	Form_75IC_01
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
1240	ITC Equipment List with value on Form 44, Part I, line 1a	
Missing description element within EntityDetailType with value in appropriate field:		
1110	Interest on U.S. Government obligations statement with value on <ul style="list-style-type: none"> • Form 41, line 21, • Form 41S, line 25 • Form 65, line 23 	
1120	Nonbusiness income statement with value on <ul style="list-style-type: none"> • Form 41, line 25 • Form 41S, line 29 • Form 65, line 27 	
1130	Nonbusiness expense statement with value on <ul style="list-style-type: none"> • Form 41, line 26 • Form 41S, line 30 • Form 65, line 28 	
1150	Income allocated to Idaho statement with value on <ul style="list-style-type: none"> • Form 41, line 35 • Form 41S, line 39 • Form 65, line 37 	

Appendix C – 2010 Business and Individual E-File (MeF) Forms and Schedules

				----- Xref -----									
FORM	E-File	PDF	PDF Description	Form 40	Form 43	Form 39R	Form 39NR	Form 41	Form 41S	Form 65	Form 44	Form 75	Reject Code
Form 40 – Individual Resident Return	X												
Form 43 – Individual Nonresident/Part Year Resident Return	X												
Form 41 - Corporate Return	X												
Form 41S - S Corp Return	X												
Form 65 – Partnership Return	X												
Form 39R – Supplemental Schedule for Form 40	X			Ln 8, 10, 22,46									0250, 0260, 0290, 0340
Form 39NR – Supplemental Schedule for Form 43	X				Col B, Lns 29,30 Ln 43,64,								0250, 0260, 0290, 0340
Form 42 - Multistate / Multinational	X							Ln 33	Ln 37	Ln 35			1000
Form 44 - Credits and Recapture	X			Ln 26,31	Ln 47,51			Ln 41,45	Ln 46,51	Ln 44,48			0050
Form 49 - Investment Tax Credit	X										Part I,Ln1, Col A		0600
Form 49E - Property Tax Exemption		X	Form_49E_01					Ln 10	Ln 13	Ln 11			1020
Form 49ER - Property Tax Recapture		X	Form_49ER_01					Ln 49	Ln 54	Ln 51			1030
Form 49R - Investment Tax Credit Recapture	X										Part II,Ln1		0710
Form 55 - New Employee Credit	X										Part I,Ln4, Col A		0610
Form 56 - Net Operating Loss	X					PartB Ln1a or 1b	PartB Ln1a or 1b	Ln 36a, 36b					No

Form 67 - Research Activity Credit	X										Part I Ln 5, ColA, Col B		0620
Form 68 - Broadband Equipment Credit	X										Part I Ln 6, ColA, Col B		0630
Form 68R - Broadband Equipment Recapture	X										PartII Ln 2		0720
Form 69 - Incentive Investment Tax Credit	X										PartI, Ln 7, ColA, Col B		0640
Form 71 – Biofuel Infrastructure Investment Tax Credit	X								Ln 12		PartI, Ln11, ColA, Col B		1200
Form 71R – Biofuel Infrastructure Investment Tax Credit Recapture	X										PartII Ln 6		1210
Form 70 - Statement of Credit Transfer		X	Form_70_01										No
Form 75 - Fuels Use Report	X			Ln 29,47	Ln 49,65			Ln 47,55	Ln 52,60	Ln 49,56			0060
Form 75-IMV - Interstate Motor Vehicle		X	Form_75IMV_01								PartIII, Ln 4, 6,14		1050
Form 75-IC - IFTA Carrier		X	Form_75IC_01								PartIII, Ln 5, 13		1060
Form 14 - Idaho Water's Edge Election and Consent Form		X	Form_14_01					Ln 9a, 2					No
Form 41ESR		X	Form_41ESR_01					Ln 51	Ln 56				1070
Form W-2 and/or 1099	X			Ln 48	Ln 7,66								0200
Form CG – Capital Gain Deduction	X					Ln 10	PartB, Ln6						0500
Federal Schedule A	X			Ln 13,14	Ln 33,34								0270, 0280
Federal Form 2241	X												
Federal Schedule C	X				Ln 11								0210
Federal Form 4797	X				Ln 13								0220
Federal Schedule E	X				Ln 16								0230
Federal Schedule F	X				Ln 17								0240

Other Attachments (not forms)												
Combined Reporting Spreadsheet		X	Comb_Report_Sheet_0001 and Form_41A_01					Ln 8				1160
Miscellaneous Statements		X	Miscellaneous_01									No
ITC Equipment List		X	ITC_equipment_01 Misc_Stmt_01							Part I, Ln 1		1240
Form 402 - Individual Apportionment for Multistate Businesses		X	Form_402_01		Ln 11, 17							No
EntityDetailType must include Description element												
Interest and dividends not taxable under IRS								Ln 13	Ln 20	Ln18		No
Taxes measured by net income								Ln 14	Ln 21	Ln19		No
Other Additions						PartA Ln 5	PartA Ln 3B	Ln 17	Ln 22	Ln20		No
Interest on US Govt obligations								Ln 21	Ln 25	Ln23		1110
Nonbusiness income								Ln 25	Ln 29	Ln27		1120
Nonbusiness expense offset								Ln 26	Ln 30	Ln28		1130
Sub Bonus depreciation (e.g. Form 4562)						PartB Ln 21	PartB Ln24B	Ln 28	Ln 32	Ln30		No
Other Subtractions						PartB Ln 22	PartB Ln25B	Ln 29	Ln 33	Ln31		No
Income Allocated to Idaho								Ln 35	Ln 39	Ln37		1150
Other Income					Ln 19							No
Other Deductions					Ln 20							No
* PDF Description includes "_01" or "_0001." 01 = 01 - 99 and 0001 = 01 - 9999 for each occurrence of the form within the same filing.												

Appendix D – 2010 Idaho Individual Legacy E-File (EMS) Reject Code vs. MeF Reject Code Matrix

Legacy E-File (EMS) Reject Code 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			

Appendix E – Payment Voucher for E-Filed Returns

Payment voucher for original return (Transaction Code = 95)

Idaho Income Tax Payment Voucher eFiled Original Return	Amount Paid: \$ 10.00
REVENUE OPERATIONS QUALITY CONTROL PO BOX 36 BOISE ID 83722-0410	
290500056 000000000 REVE 05 1207 A 95 9	

Payment voucher for amended return (Transaction Code = 72)

Idaho Income Tax Payment Voucher eFiled Amended Return	Amount Paid: \$ 10.00
REVENUE OPERATIONS QUALITY CONTROL PO BOX 36 BOISE ID 83722-0410	
290500056 000000000 REVE 05 1206 A 72 8	

Optical Character Recognition (OCR) Specifications

Paper Specifications

1. Width - 8 1/2"
2. Height - 3 2/3" (Coupons)
- 11" (Standard Size Forms)
3. Perforation Type - Standard Perf
4. Weight - 24#
5. Color - White (black ink)
6. Paper must contain properties that will allow data to be read by optical character recognition equipment. Such properties are gloss, porosity, reflectance and smoothness.
7. The dirt (dirt, specks, wood pulp, or foreign marks) shall not exceed 150 marks per 1,000 square inches.
8. Opacity - Paper with opacity of greater than 85% is preferable.

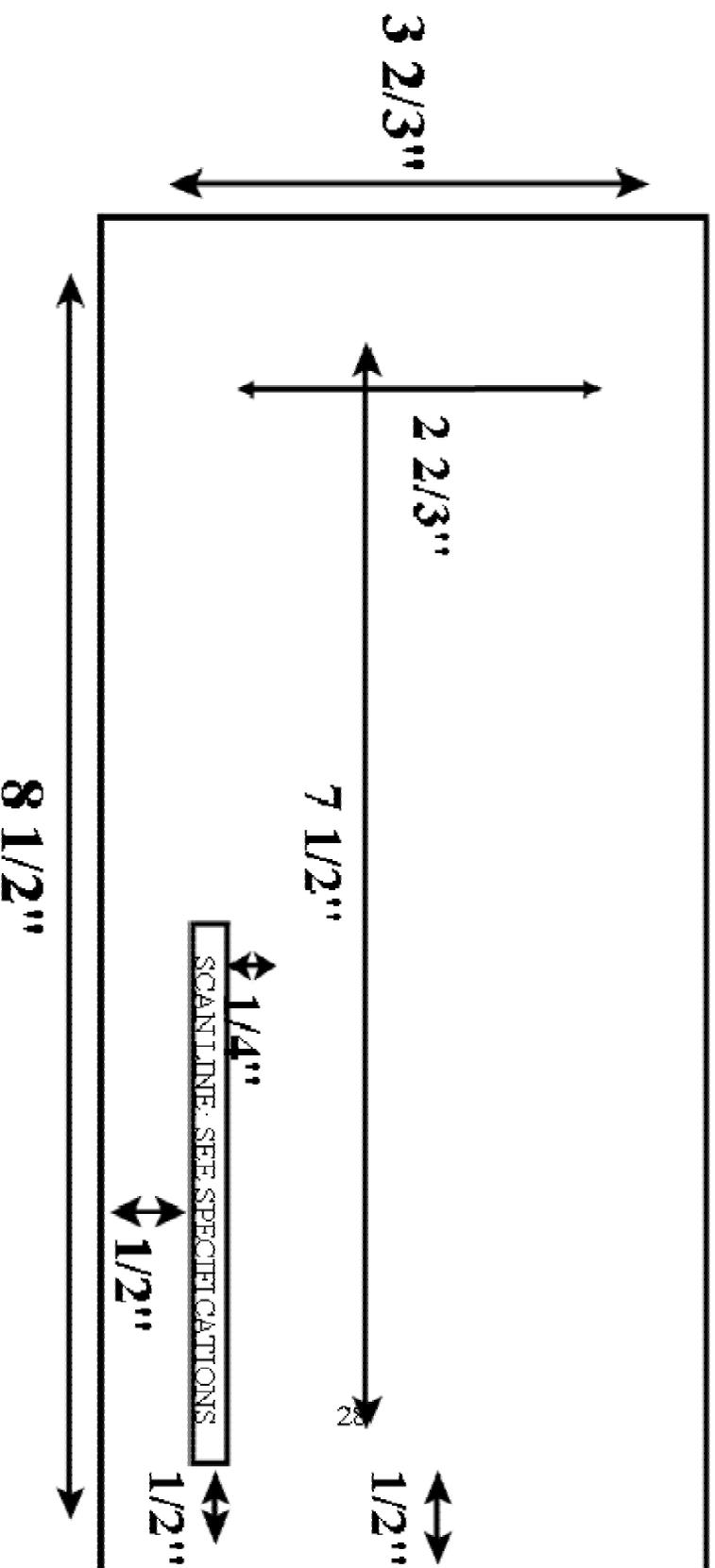
OCR Scan Line Data Fields

THE OCR SCAN LINE *MUST* BE OCR-A 10 PITCH - 10 CHARACTERS PER INCH -FIXED PRINT.

Our taxpayer for sample purposes is: Taxpayer Inc

1. Business EIN or Prime SSN 9 digits (518010001)
2. Spouse SSN or blank for business 9 digits (519000001)
3. Name Control (first 4 letters of the last name) 4 characters (TAXP)
4. Tax Code 2 digits (BIT: 05, IIT: 01)
5. Tax Period (month & year) 4 digits (1209)
6. Filing Cycle Code 1 character (A)
7. Transaction Code 2 digits (95 if payment is made with an original return)
(72 if payment is made with an amended return)
8. Check Digit 1 digit (9)

Coupon-Size Form With Scan Line



Form size: 3 2/3" X 8 1/2"

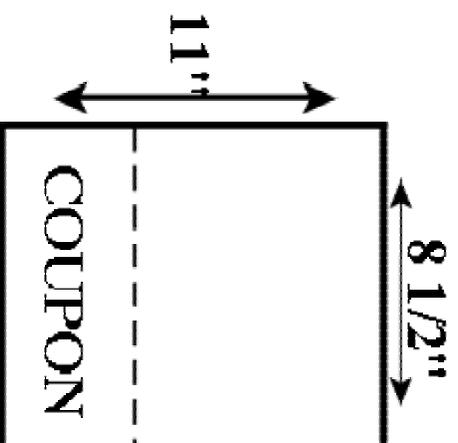
OCR Scan Line: 1/2" from bottom of print

OCR Scan Line: .10 inches in height

OCR Scan Line: Minimum 1/4" between scan line & print above

If coupon is printed on 8 1/2" X 11" paper, print the coupon at the bottom of the page with the dotted line at 3 2/3" from the bottom. (See Diagram at right).

NOTE: Not to scale



Check Digit Validation

The calculation for the check digit is *Modulus 10 Luhn's Sum of Digits*. It can be found in the scan line of all of the OCR scannable income tax returns. The check digit is found in position 39 of the scan line. The calculation to validate the check digit is performed on positions 1 through 38 of the scan line. The spaces separating two fields are **not** included in the calculations.

Numbers 0-9 are equal to their face value.

Numbers 10 and above are equal to the sum of their two digits.

Example: $10 = 1+0 = 1$

$14 = 1+4 = 5$

$18 = 1+8 = 9$

The letters of the alphabet are valued as follows:

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	2	3	4	5	6	7	8	9

AMPERSAND (&) = 0, DASH (-) = 0, AND BLANK SPACES = 0

SCANLINE POSITIONS = 123456789012345678901234567890123456789

EXAMPLE SCANLINE = 518010001 000000000 TAXP 05 1208 A 95 0

WEIGHTING FACTOR = 121212121 212121212 1212 12 1212 1 21 C

Check digit validation calculations are done as follows:

5	x 1=	5
1	x 2=	2
8	x 1=	8
0	x 2=	0
1	x 1=	1
0	x 2=	0
0	x 1=	0
0	x 2=	0
1	x 1=	1
0	x 2=	0
0	x 1=	0
0	x 2=	0
0	x 1=	0
0	x 2=	0
0	x 1=	0
0	x 2=	0
0	x 1=	0
0	x 2=	0
3 (T)	x 1=	3
1 (A)	x 2=	2
7 (X)	x 1=	7
7 (P)	x 2=	14
		1 + 4 = 5
0	x 1=	0
5	x 2=	10
		1 + 0 = 1
1	x 1=	1
2	x 2=	4
0	x 1=	0
7	x 2=	14
		1 + 4 = 5
1 (A)	x 1=	1
9	x 2=	18
		1 + 8 = 9
5	x 1=	5

<u>TOTAL</u>		60

1. Sum of the digits. The sum in this example equals 60.
2. Divide the sum by 10. $60/10 = 6$ with a remainder of 0.
3. Subtract the remainder from 10. $10 - 0 = 10$.
4. The check digit equals 0.

Note: The "C" used in the example of weighting factor on the previous page designates the location of the check digit. It has no other purpose.

Note: If the remainder is equal to zero, the check digit is 0.

Name Control Guidelines

Name control must be the first **four** letters and/or characters of the last name. Do **not** include spaces. Do **not** include any punctuation with the exception of the ampersand (&), and the hyphen (-). If the legal business name includes the first word “The”, go to the next word to begin the four-letter name control (example shown below). If the name control is less than four letters, use the following examples to help you.

Business Name Control Samples

ABC The name control would be ABC (Space at the end after the “C”)
987654321 000456321 ABC 05 1210 A 95 2

AB C The name control would also be ABC (Remove spaces in the middle and compact the letters. Space is at the end)
987654321 000456321 ABC 05 1210 A 95 2

A+B, Inc: The name control would be ABIN (Remove the "+" and the comma)
987654321 000456321 ABIN 05 1210 A 95 5

A/B/C The name control would be ABC (Remove the “/”s and compact the letters. Space after “C”)
987654321 000456321 ABC 05 1210 A 95 2

A/B/C Company The name control would be ABCC (Remove the “/”s and compact the letters)
987654321 000456321 ABCC 05 1210 A 95 6

John Doe Inc. (Business): The name control would be JOHN
987654321 000456321 JOHN 05 1210 A 95 7

The ABC Company: The name control would be ABCC (Disregard “The” as part of the name control)
987654321 000456321 ABCC 05 1210 A 95 6

Spaces are placed only at the end of a name control. If the legal business name contains characters other than & (ampersand) or – (hyphen), remove them from the name control and collapse the letters.