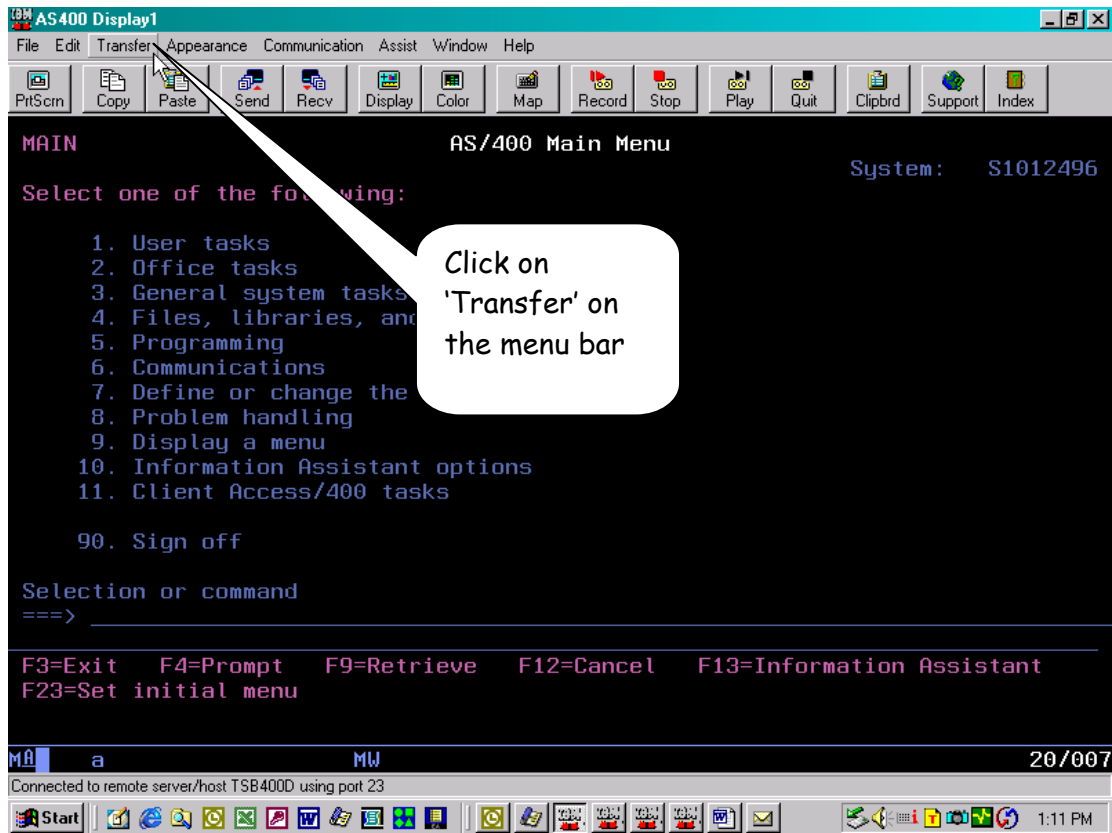
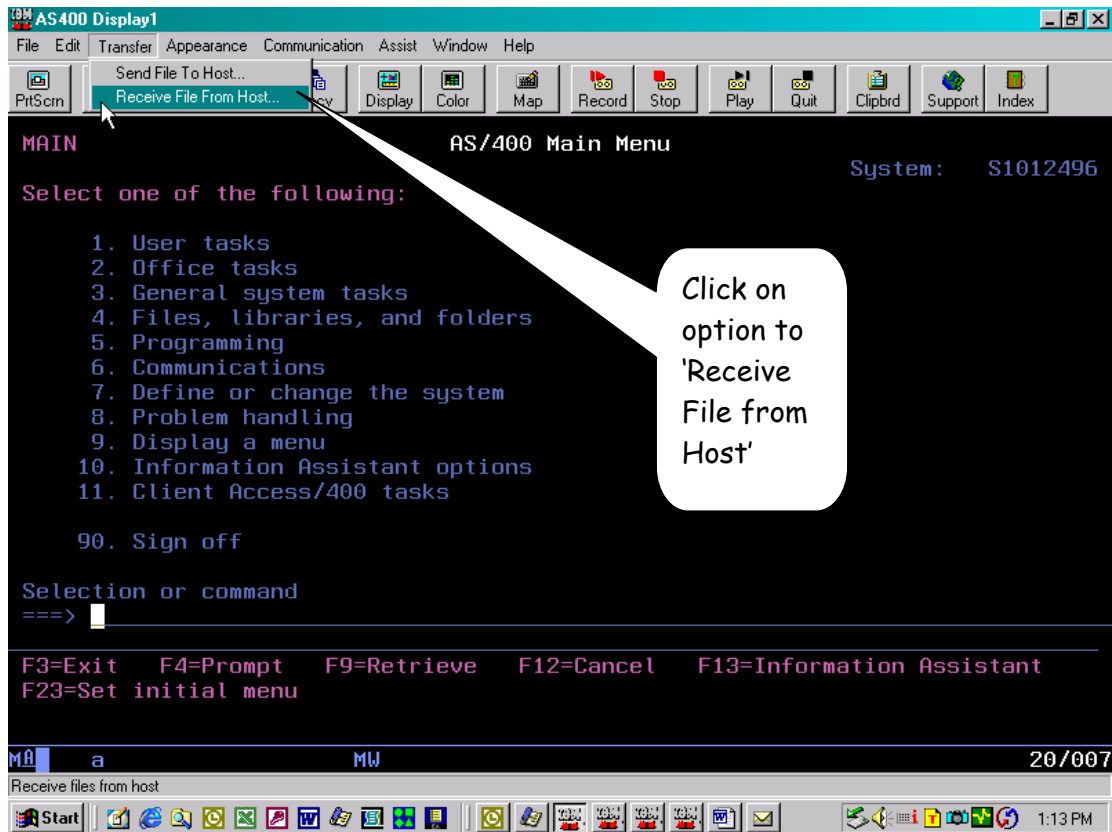


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STEP #1

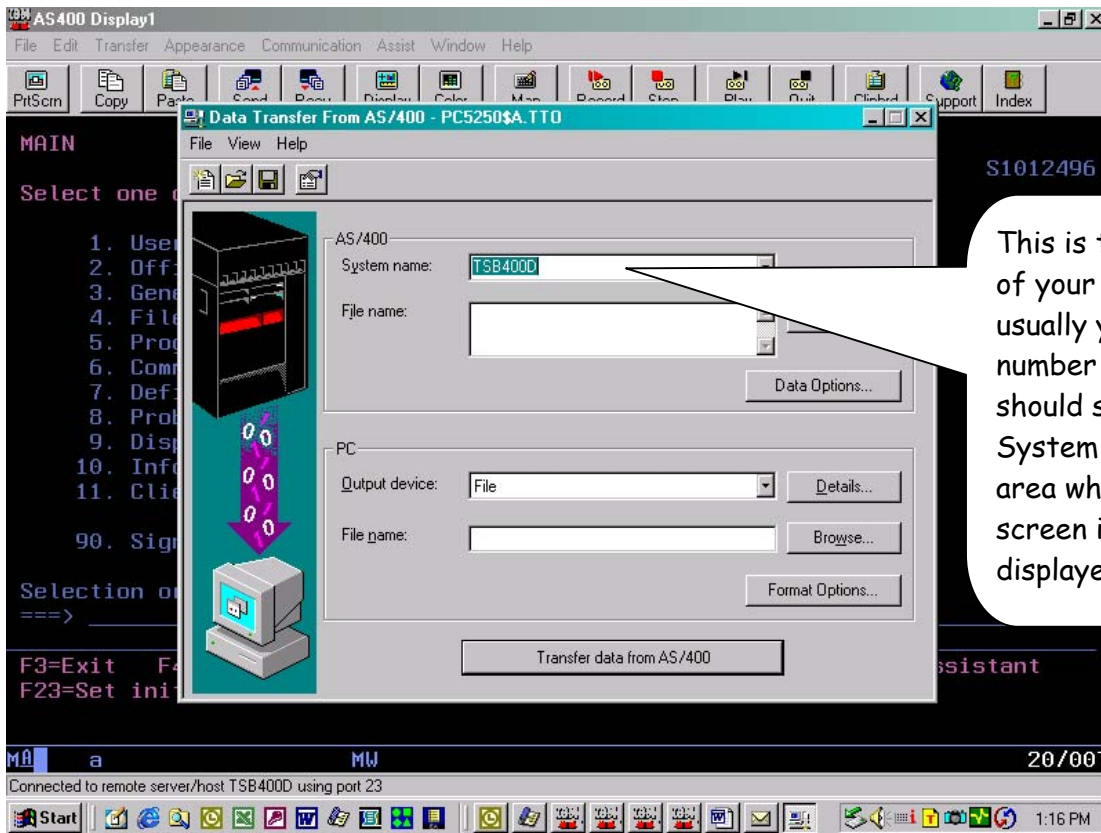


STEP #2

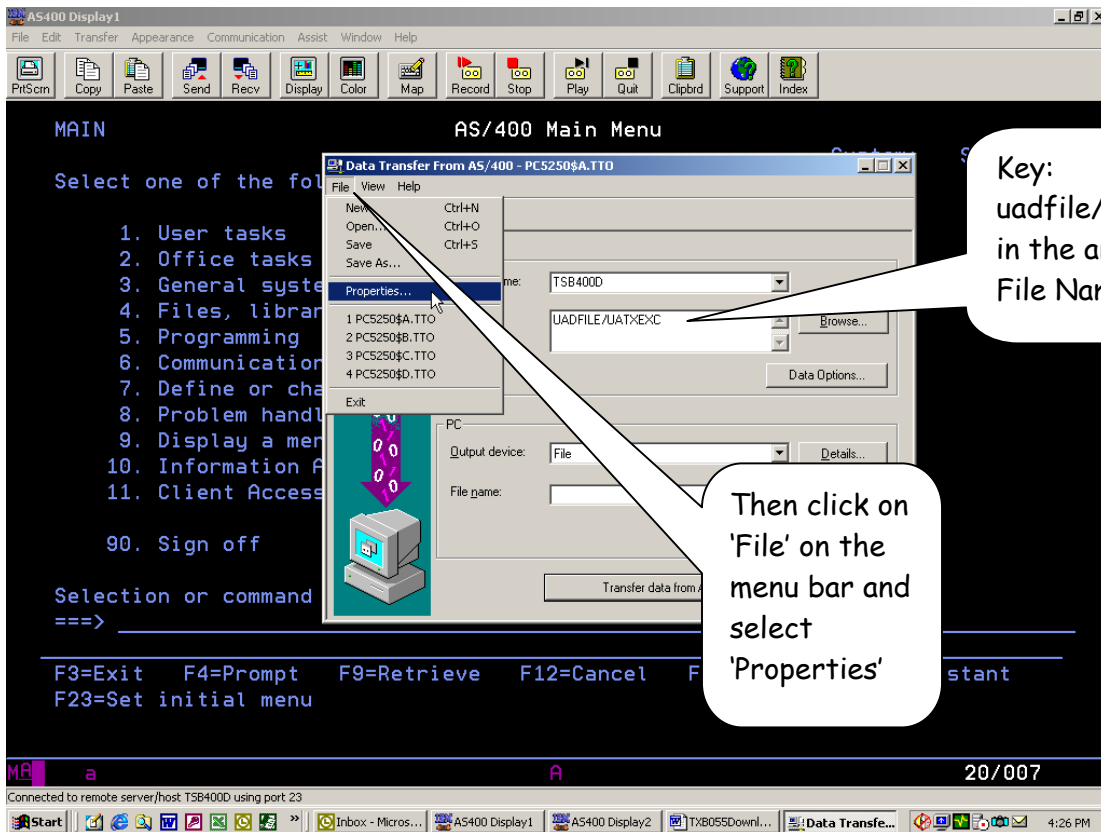


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STEP #3

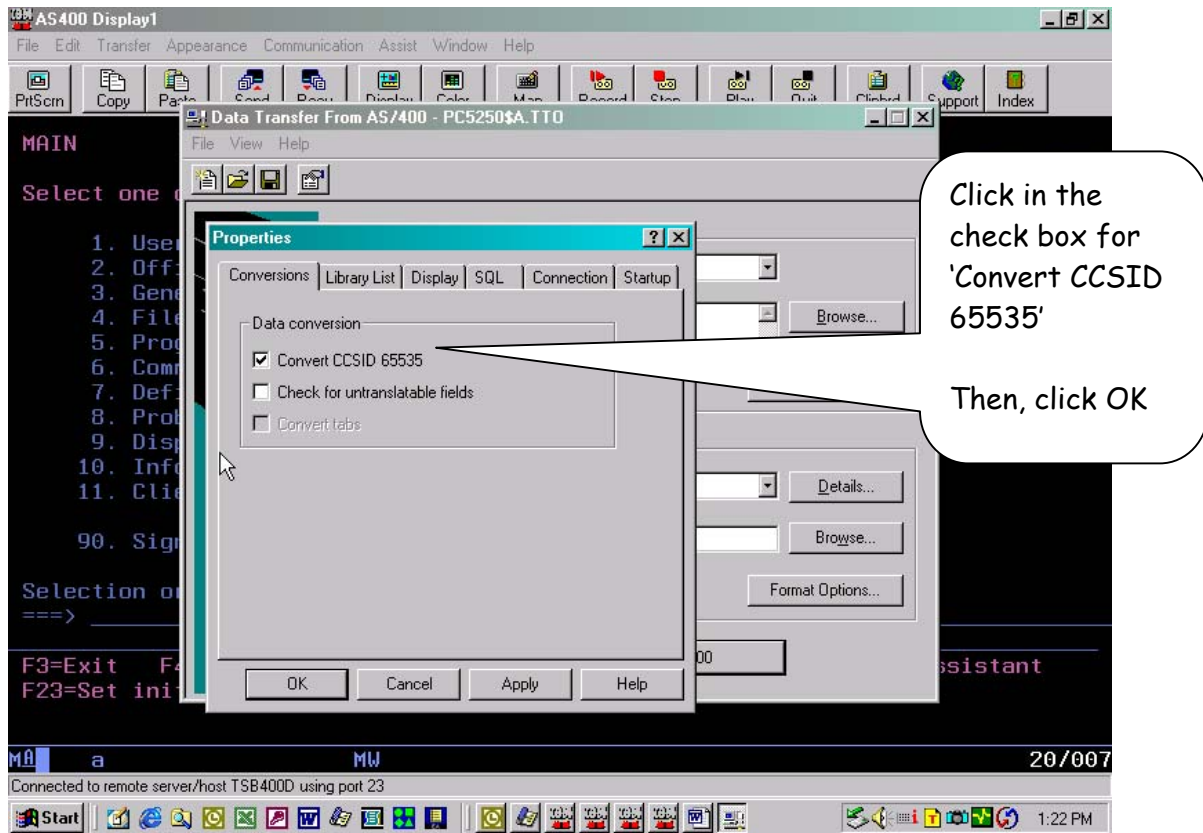


STEP #4

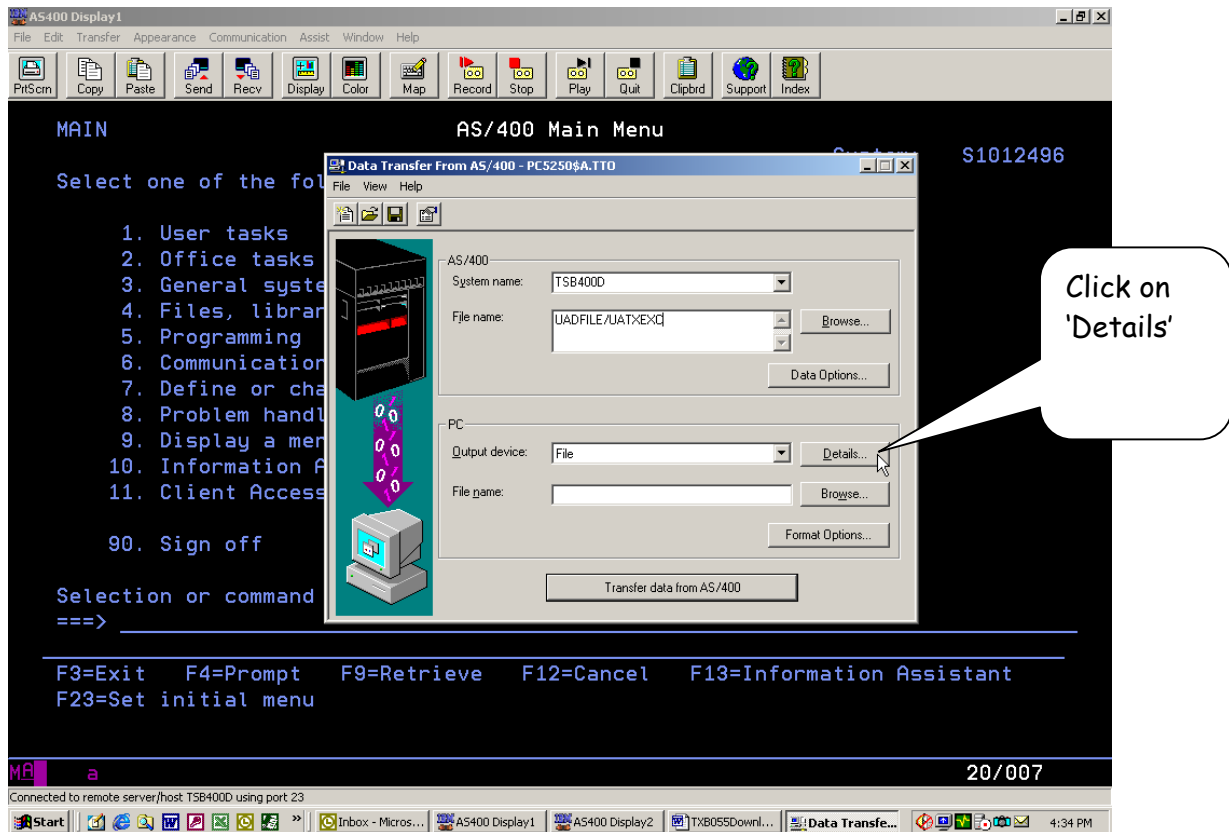


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STEP #5

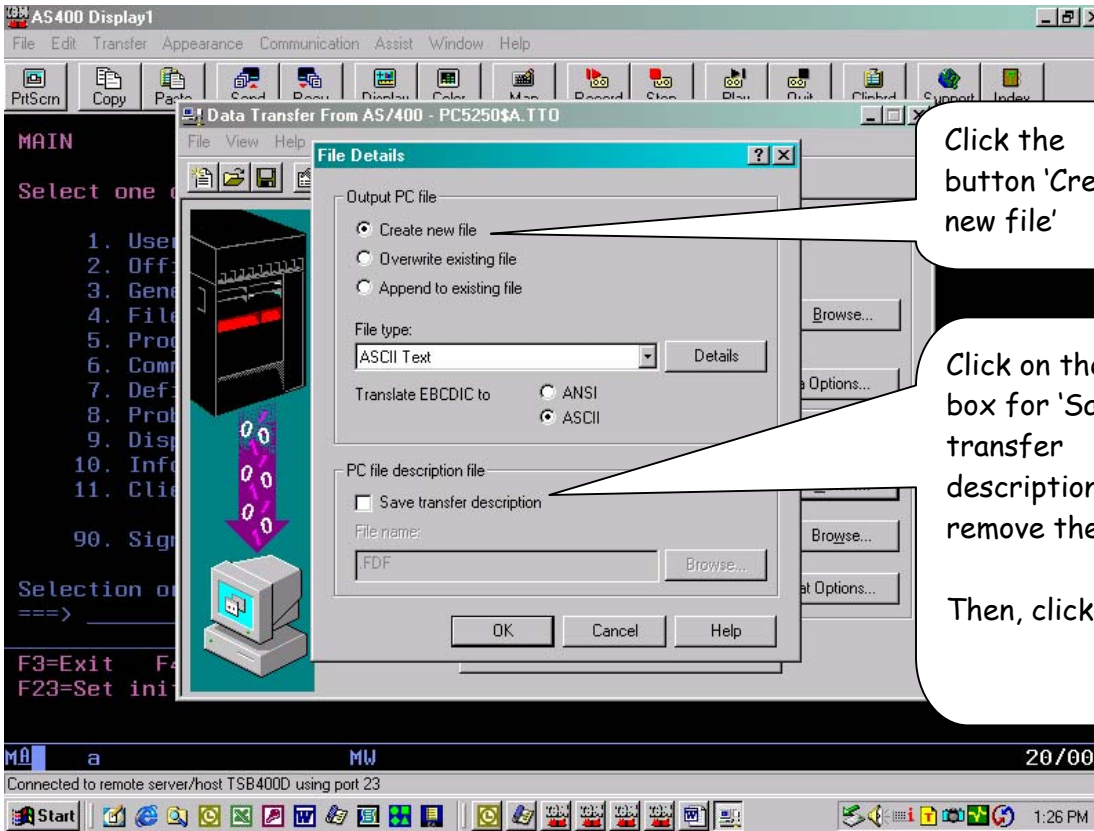


STEP #6



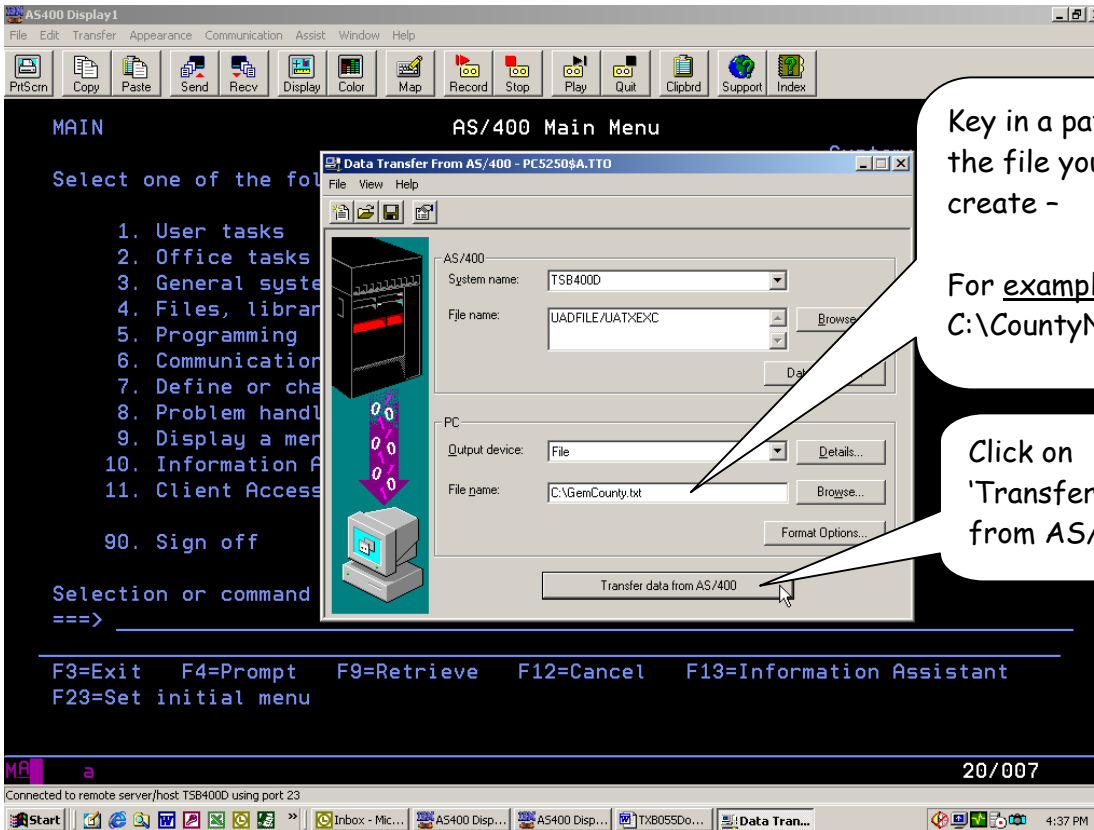
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STEP #7



The screenshot shows the 'Data Transfer From AS/400 - PC5250\$A.TT0' dialog box. The 'Output PC file' section has three radio buttons: 'Create new file' (selected), 'Overwrite existing file', and 'Append to existing file'. The 'File type' is set to 'ASCII Text'. The 'Translate EBCDIC to' section has 'ANSI' and 'ASCII' (selected) radio buttons. The 'PC file description file' section has a checkbox for 'Save transfer description' which is unchecked. The 'File name' field contains 'FDF'. Callout boxes provide instructions: 'Click the button 'Create new file'', 'Click on the check box for 'Save transfer description' to remove the check', and 'Then, click OK'.

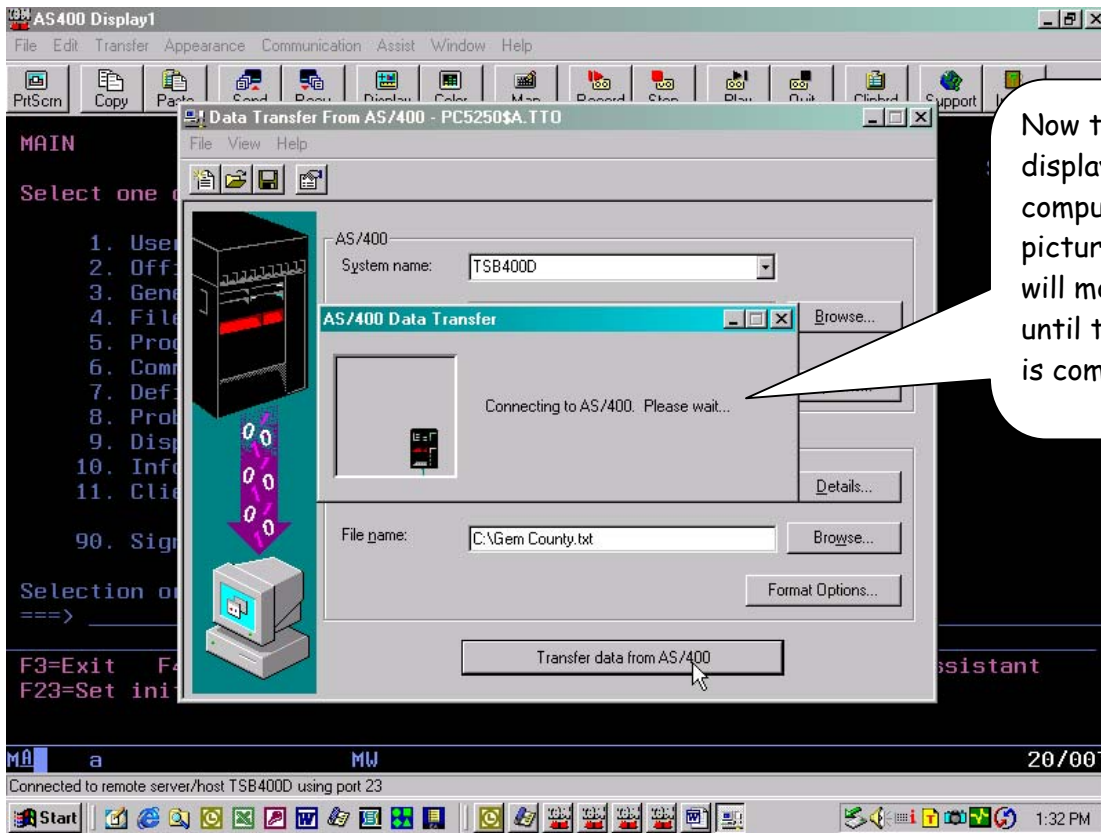
STEP #8



The screenshot shows the 'AS/400 Main Menu' with a list of options. The 'Data Transfer From AS/400 - PC5250\$A.TT0' dialog box is open. The 'System name' is 'TSB400D'. The 'File name' is 'UADFILE/UJATXEXC'. The 'Output device' is 'File'. The 'File name' field contains 'C:\GemCounty.txt'. A callout box says 'Key in a path for the file you want to create - For example: C:\CountyName.txt'. Another callout box says 'Click on 'Transfer data from AS/400''. The 'Transfer data from AS/400' button is highlighted with a mouse cursor.

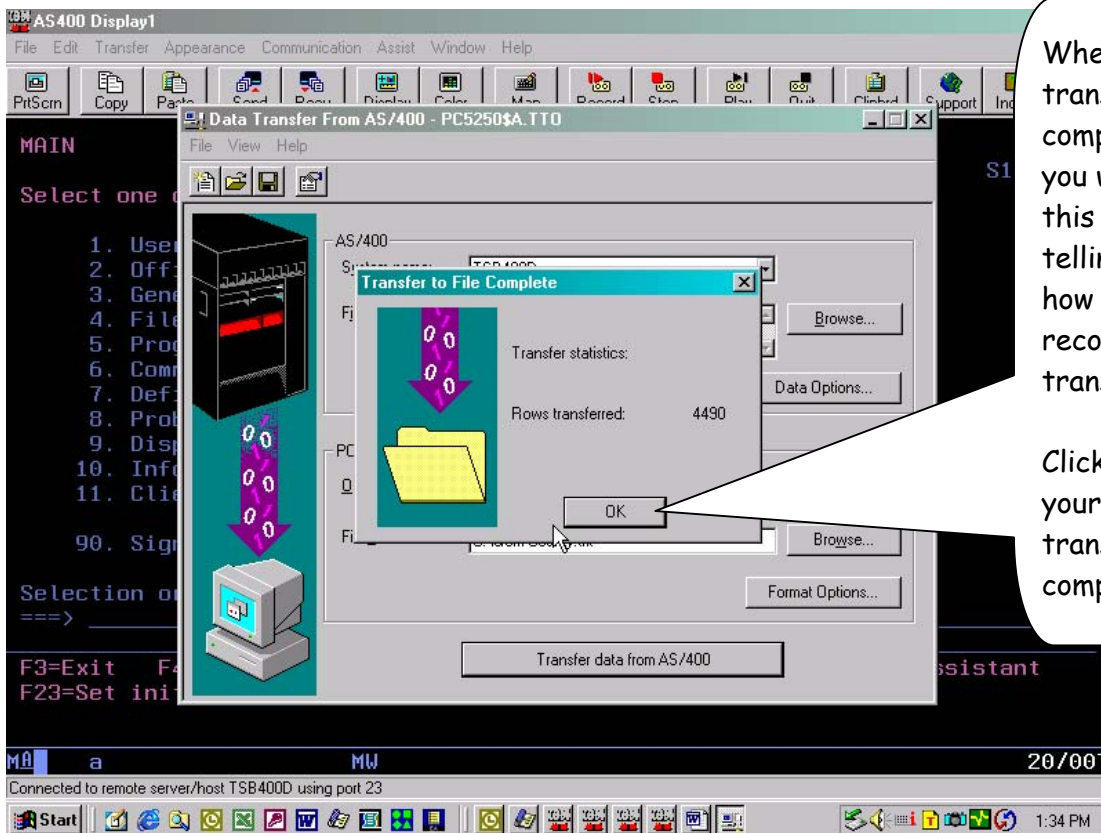
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STEP #9



Now this screen will display - the computer and PC pictured in the box will move around until the transfer is complete

STEP #10

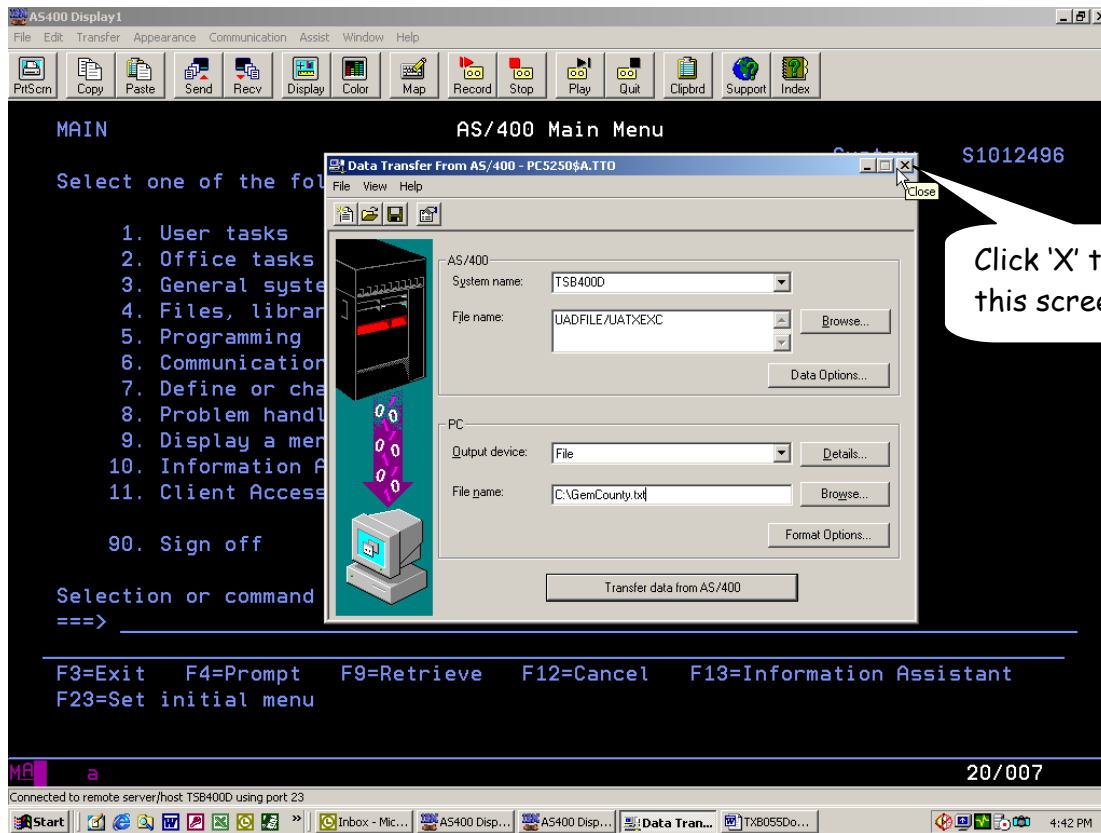


When the transfer is complete, you will see this screen, telling you how many records were transferred

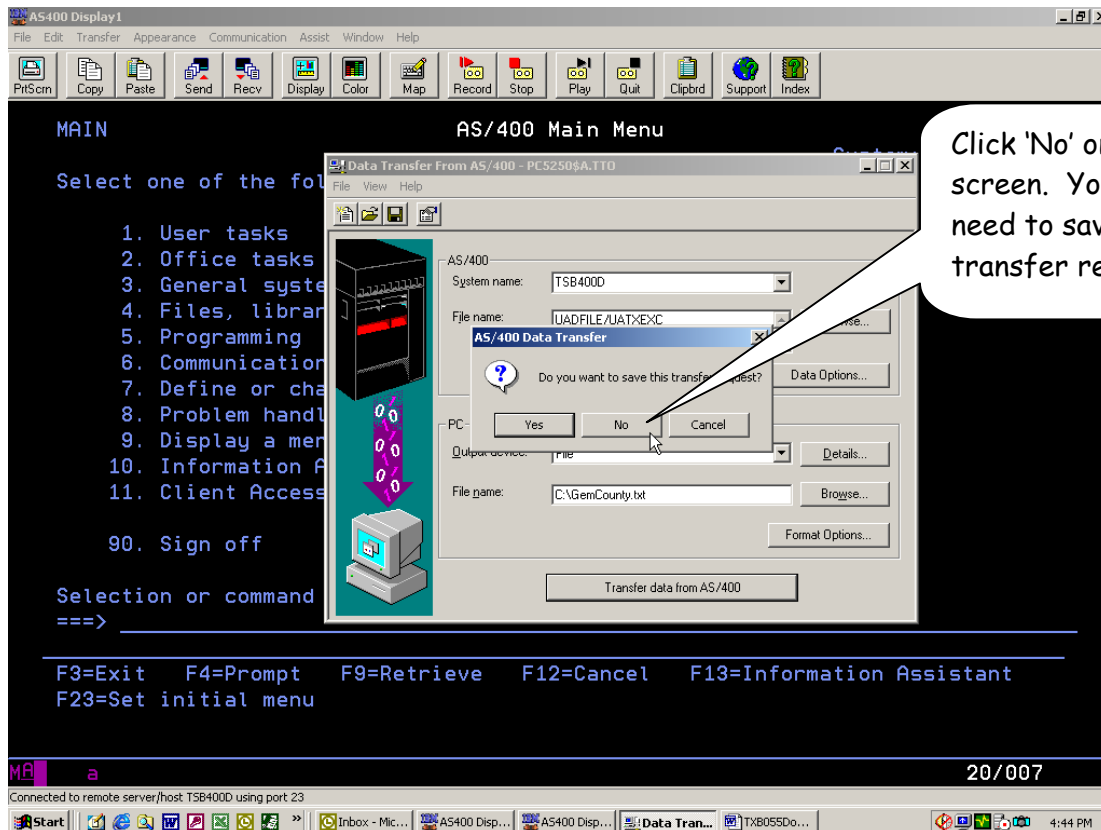
Click OK - your file transfer is complete

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STEP #11



STEP #12



DOWNLOAD DATA FOR TAXING SERVICE (TXB055)

Now you just need to send an e-mail, to the appropriate person at the Taxing Service that you are dealing with, and attach the file you just created with the download (step #8). When you name the file, use your county name (e.g. Gem County.txt).

If you have any questions or any problems once you start this process, please contact the Technical Support staff at the Tax Commission.