

YIELD TAX DRIVE CHECKLIST/AS400

In order to do the Yield Tax Drive, you will need copies of the YDB419, Yield Volume List, and YDB420, Yield Volume Summary, for the current billing period. These will be furnished to you by the Assessor's Office when their yield tax records are in balance for the current billing period.

**Save UADFILE library (use the Back Menu).
REQUIRES DEDICATED UAD FILES.**

YDB007: Create Yield Tax Records. **REQUIRES DEDICATED UAD FILES.** This program needs to be run on the same compliance numbers, harvest year, and beginning and ending months as YDB420. (If you saved UADFILE above, you do not need to save it again when you run the YDB007 – answer “Y” to having saved the file.)

Volume harvested, taxable harvest value, and yield tax amount should all balance with YDB420 for the same billing period.

YDB020: Run taxes/penalty due Yield Tax Due Summary. This report should balance with YDB007 in the previous step for the first billing period. These two reports can be used to set up the manual controls. Add YDB007 totals for the second billing period to manual controls. YDB020 should balance to manual controls after this has been done.

YDB010: Print Yield Tax Bills

YDB011: Print Tax Roll by Parcel Number/Alpha

NOTE: After the Yield Tax Checklist has been completed, check to see if you need to calculate any deferred taxes.

DEFERRED TAX:

YDB700: Yield Tax Credit
This program lists yield taxes paid and yield tax used for deferred credit. It can be used to determine yield tax paid available as credit for deferred taxes.

YDB021: Daily Cash Journal
Run this report to determine any yield tax paid. You will need this information to calculate the deferred tax.

DFQ503: List deferred tax records without net deferred tax charge and/or yield tax paid. This program will list those parcels where a deferred record has been created by the Assessor's office, but there is no date billed in the UATXDF00 (Deferred Tax Physical File) record.

Backup UADFILE files. REQUIRES DEDICATED UAD FILES.

DFO031: Calculate Deferred Taxes.
Once the Assessor's Office has created the tax record, you will do the update on the tax record, including the yield tax paid and the date of the billing, and calculate the taxes. The date billed determines which bills are printed and how the penalty and interest are calculated.

DFB020: Deferred Tax Due Summary
Use this report to set up the manual controls.

DFB010: Print Deferred Tax Bills

DFB011: Print Tax Roll by Parcel Number/Alpha

YDB003: Clear Deferred Tax Flag From Option File (optional)
You may want to clear the deferred tax flag from the yield option file after calculating deferred taxes.