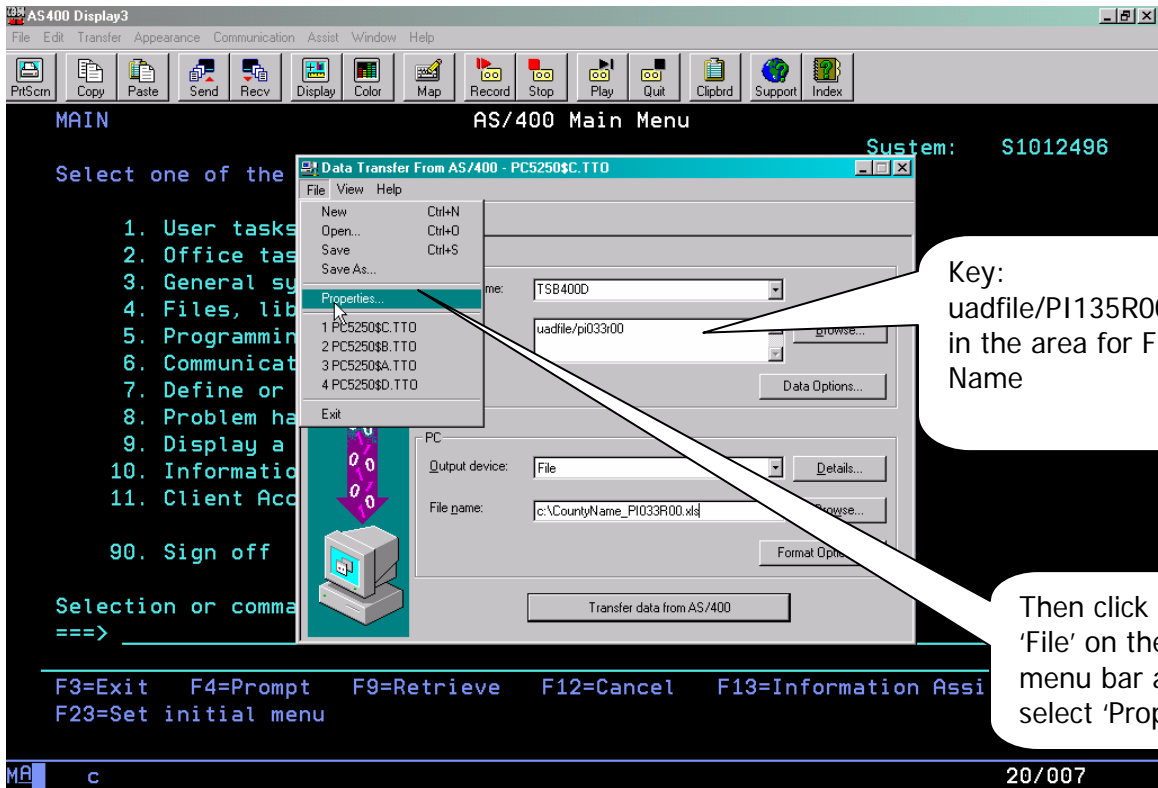
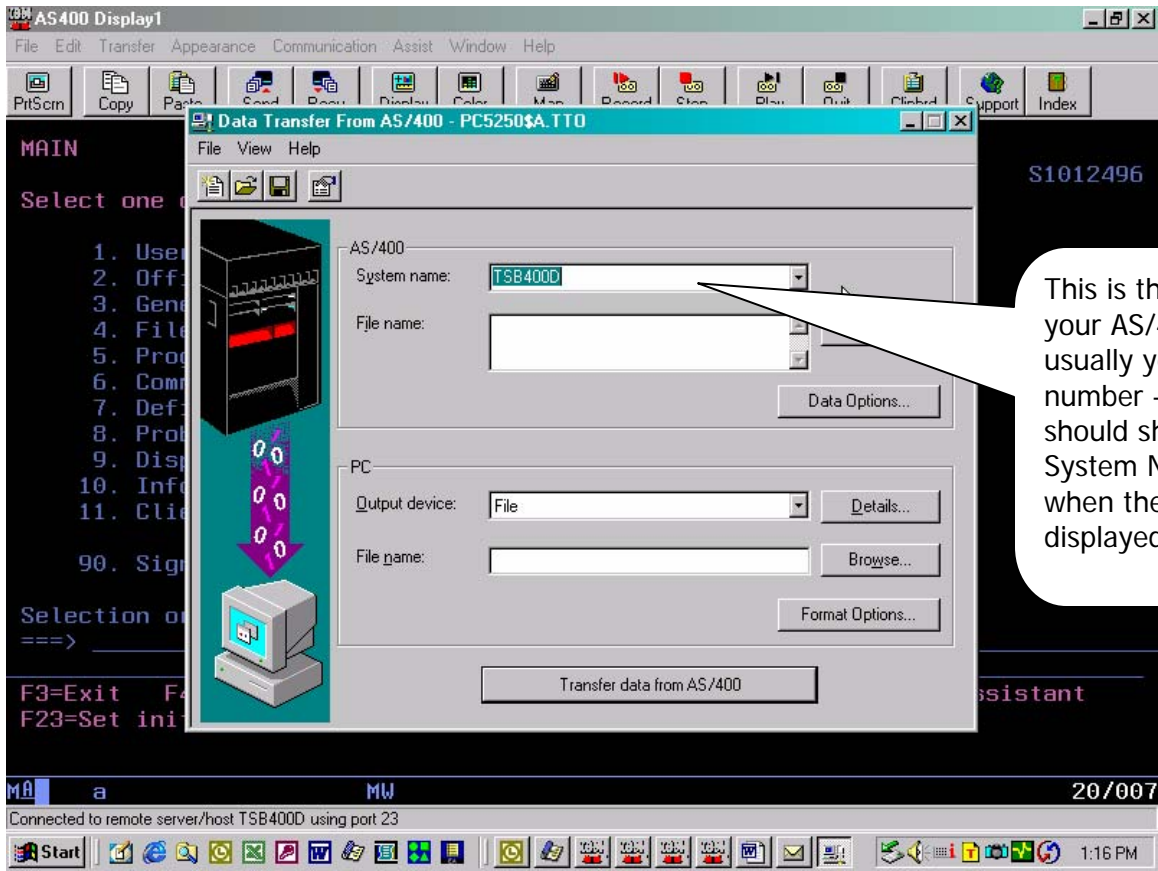
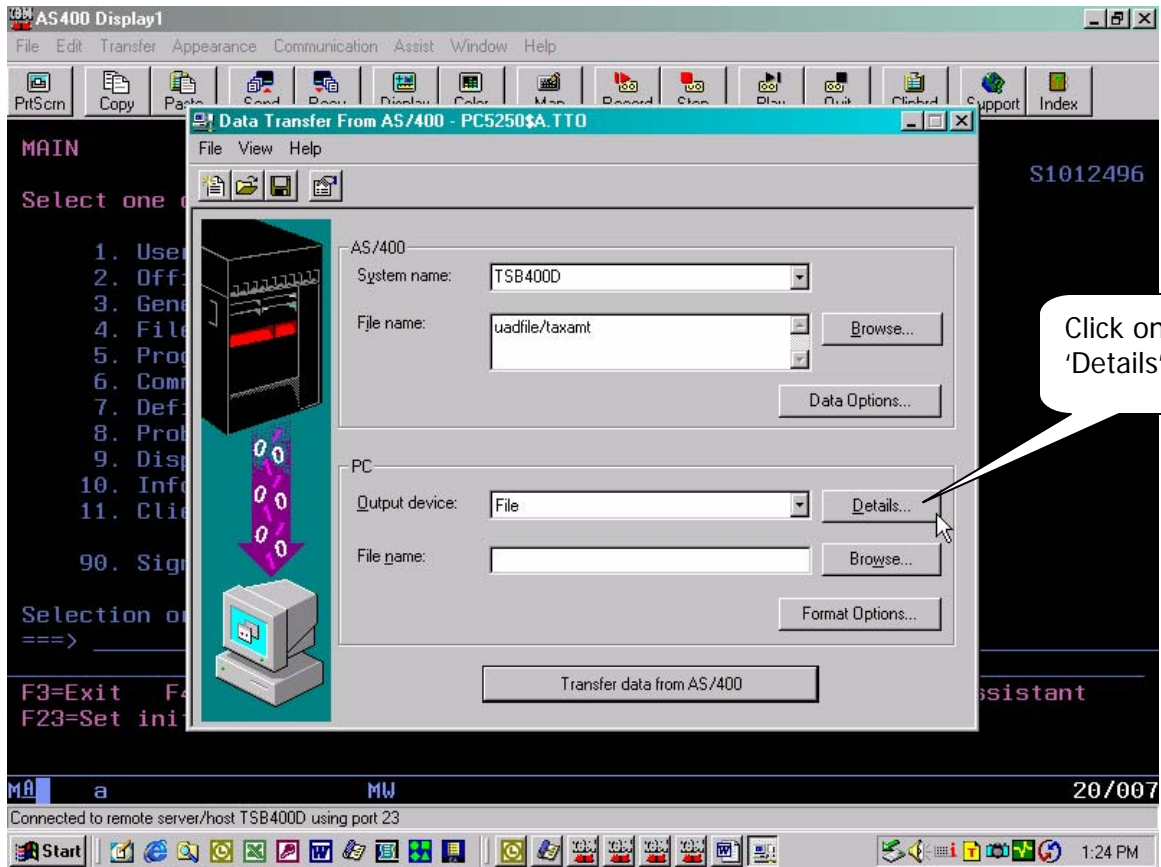
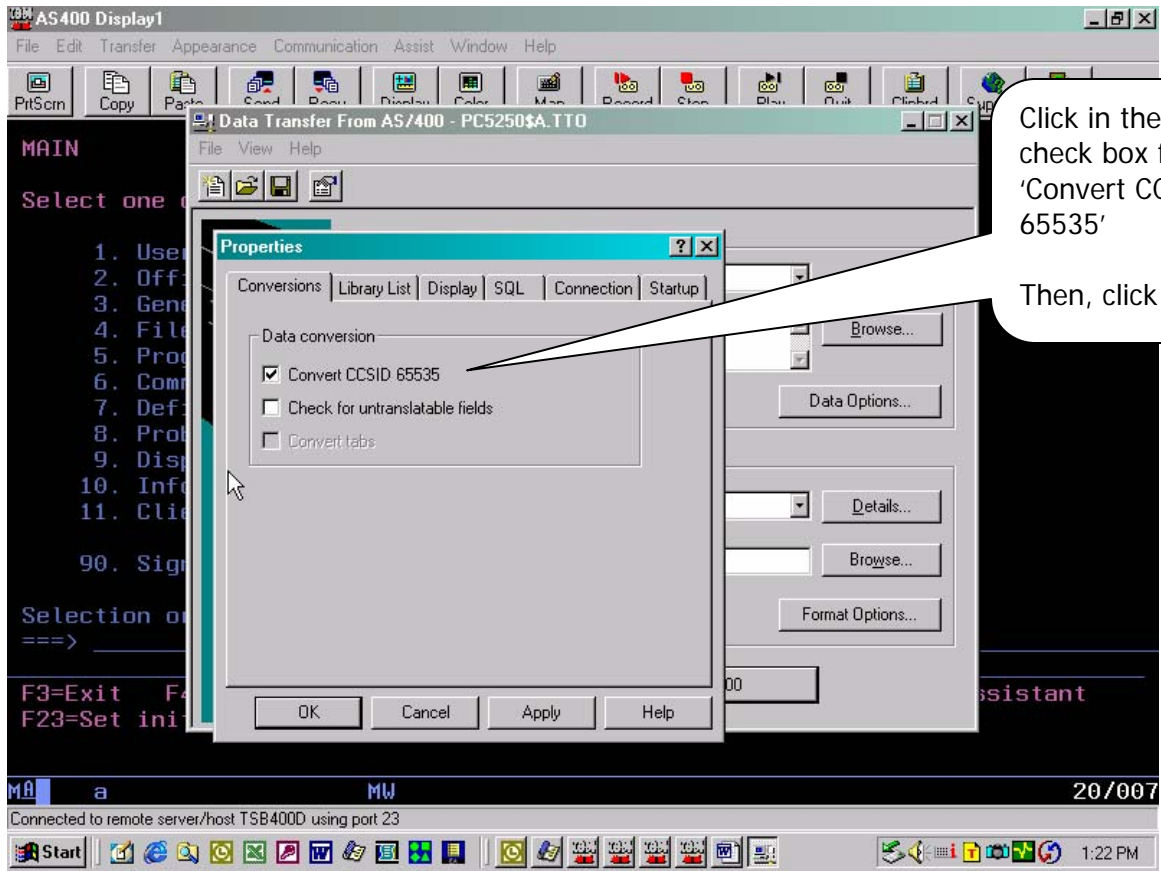
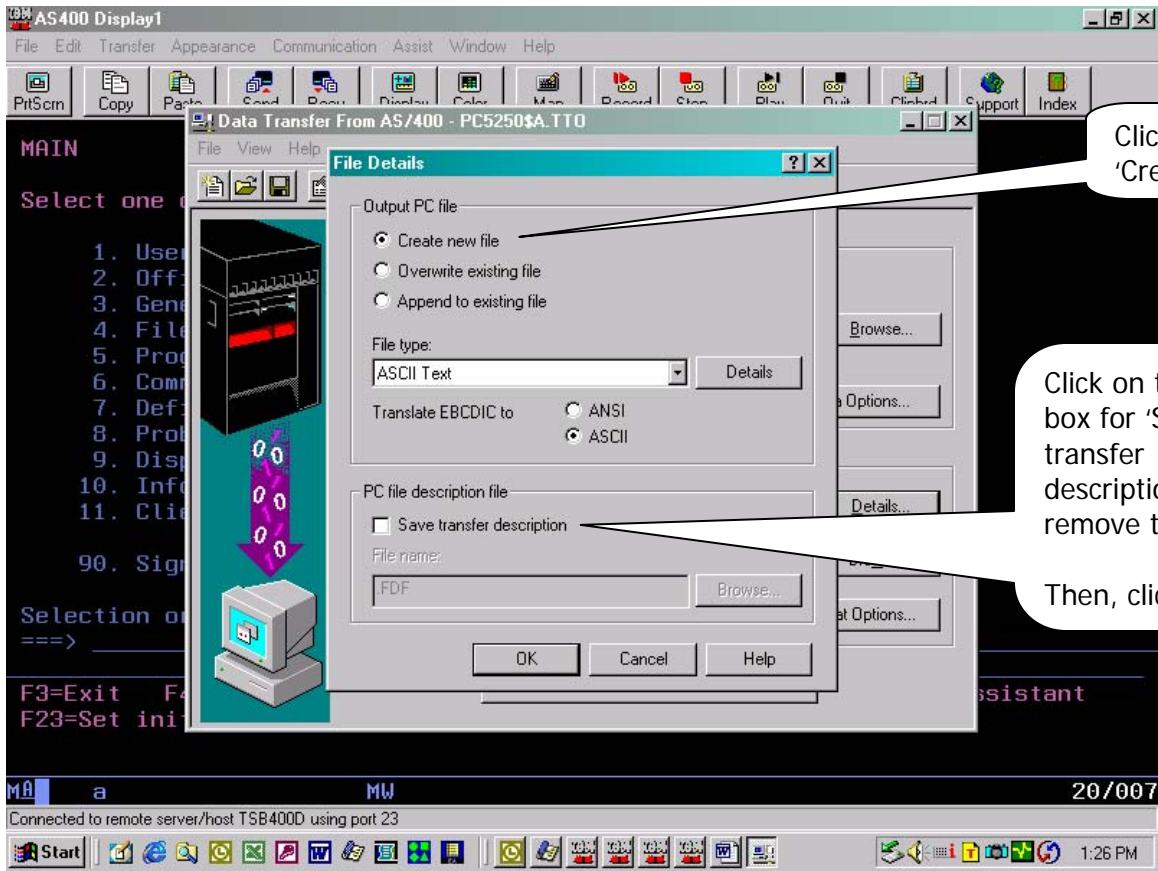


The screenshot shows the AS/400 Main Menu interface. The menu bar at the top includes 'File', 'Edit', 'Transfer', 'Appearance', 'Communication', 'Assist', 'Window', and 'Help'. The 'Transfer' menu is highlighted, and a callout bubble points to it with the text: "Click on 'Transfer' on the menu bar". The main menu lists 11 options, with '90. Sign off' at the bottom. The system ID is S1012496. The status bar at the bottom shows 'MA a MW' and '20/007'. The taskbar at the very bottom shows the Start button and various application icons.

The screenshot shows the AS/400 Main Menu interface. The 'Transfer' menu is open, and the 'Receive File From Host...' option is highlighted. A callout bubble points to this option with the text: "Click on option to 'Receive File from Host'". The main menu lists 11 options, with '90. Sign off' at the bottom. The system ID is S1012496. The status bar at the bottom shows 'MA a MW' and '20/007'. The taskbar at the very bottom shows the Start button and various application icons.

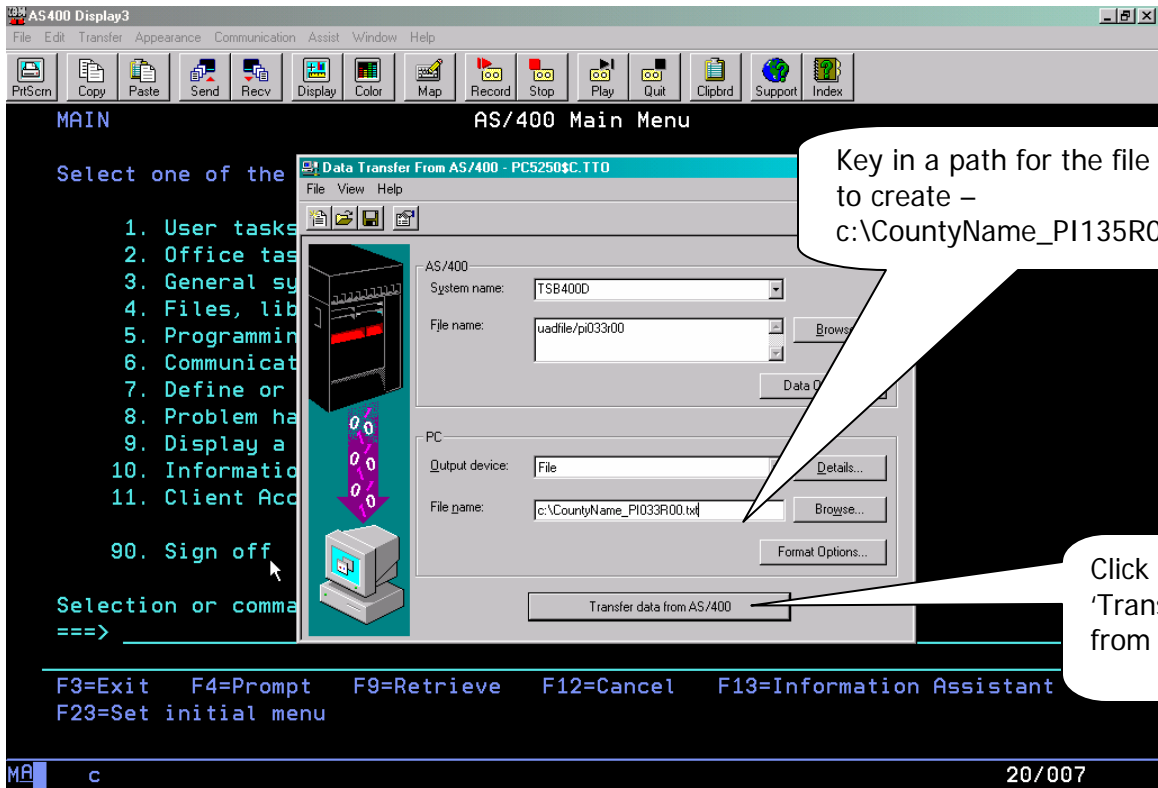






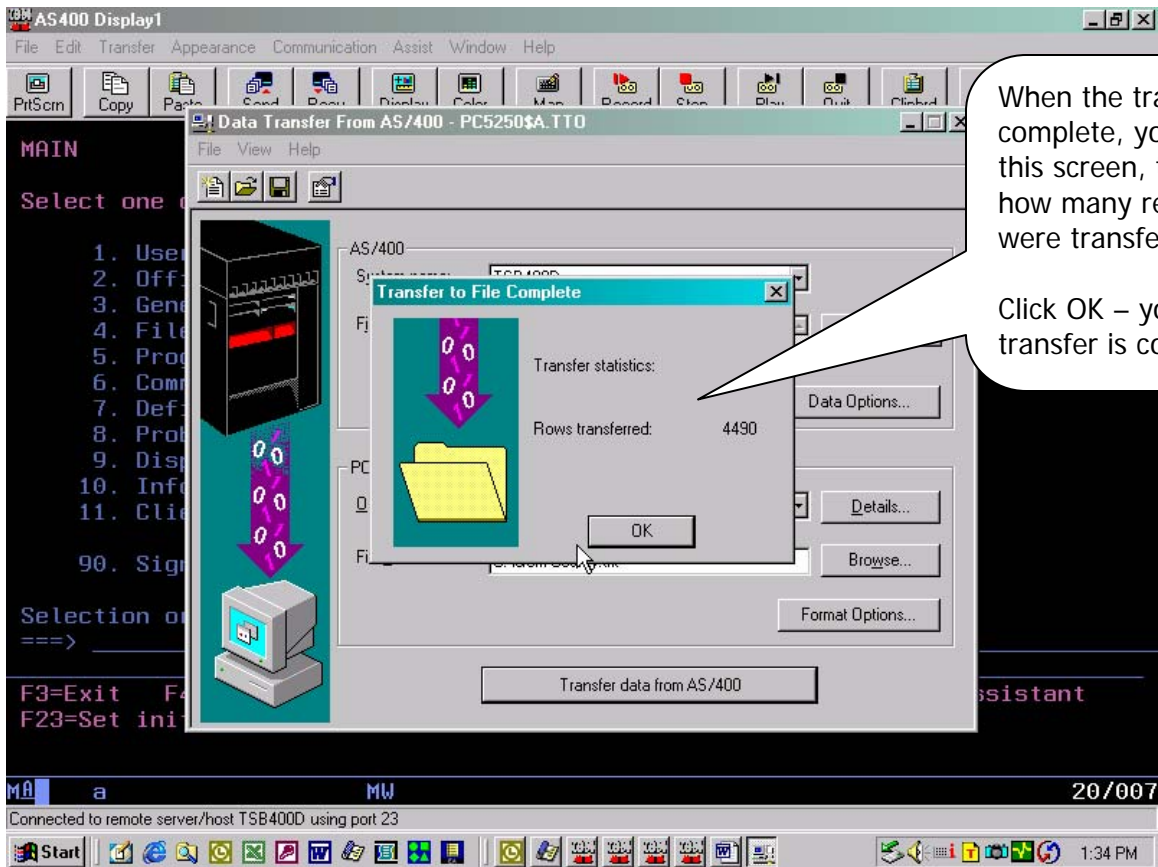
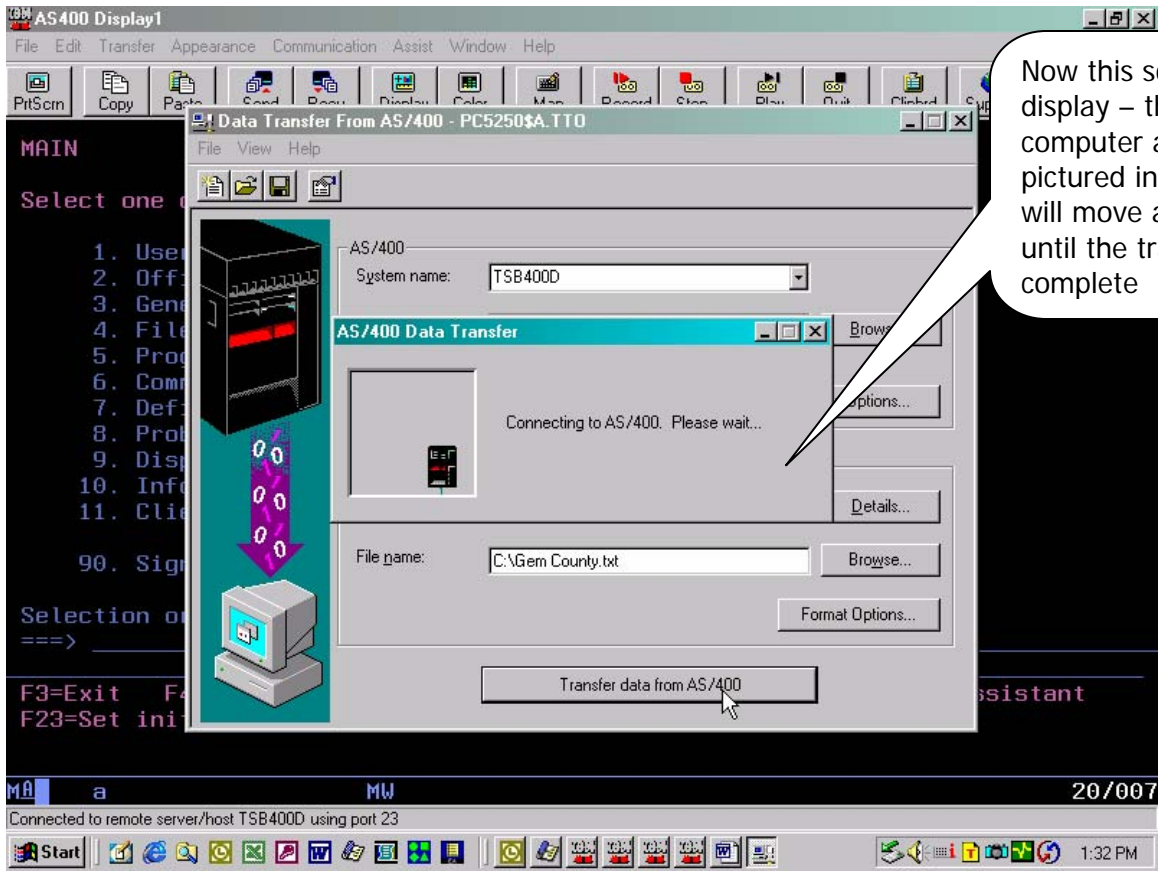
Click the button 'Create new file'

Click on the check box for 'Save transfer description' to remove the check
Then, click OK



Key in a path for the file you want to create - c:\CountyName_PI135R00.txt

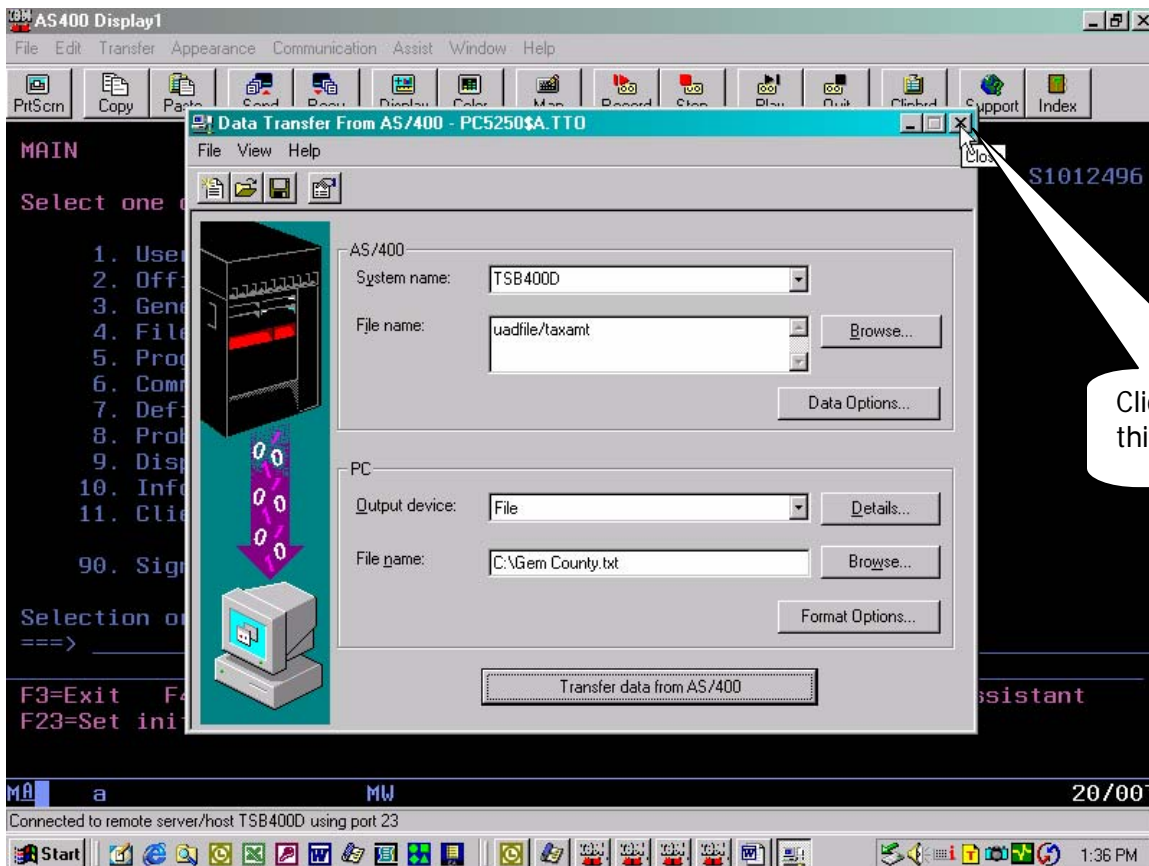
Click on 'Transfer data from AS/400'

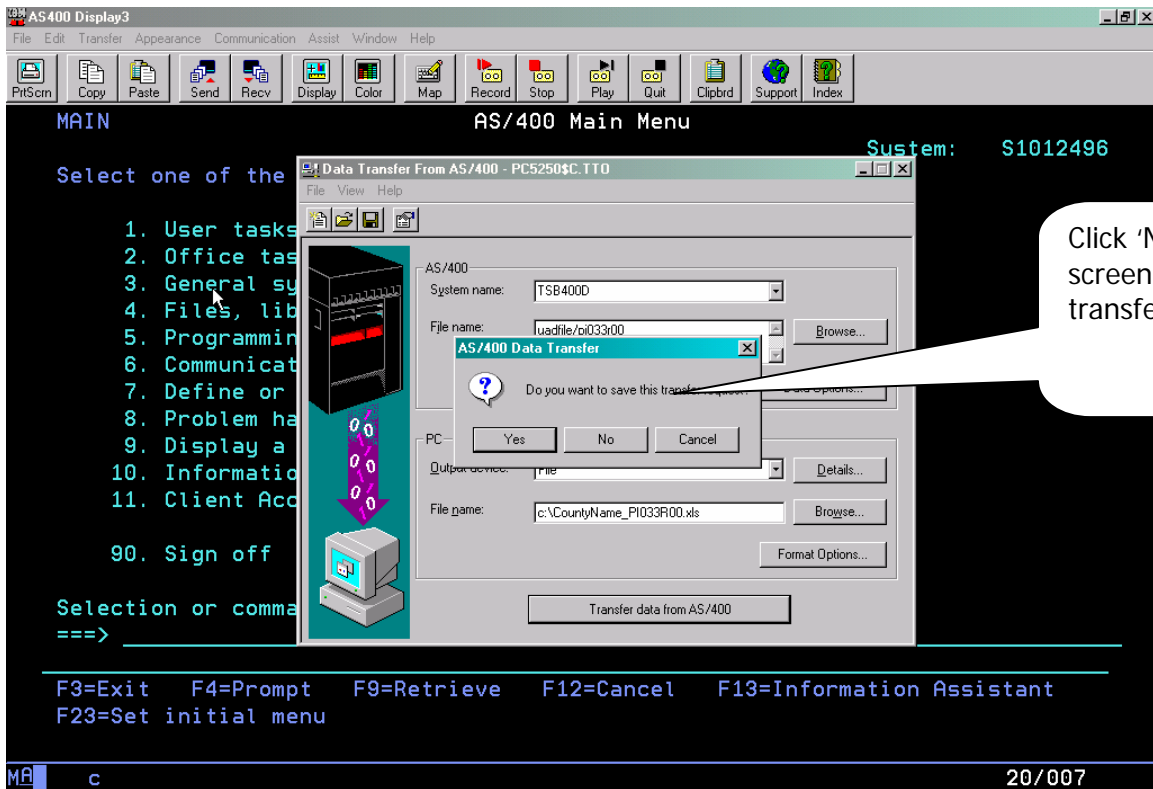


You now have the first file ready to send to STC. You need to return to the second screen print on page 2 and complete the instructions for each of the following files, changing the name of the AS/400 file (screen 2 on page 2) **and** the name of your PC file (screen 2 on page 4):

PI136R00
PI137R00

When you have completed all of the files (three total) continue with these instructions.





Now you just need to send an e-mail to Gary Houde (ghoude@tax.idaho.gov) at the Tax Commission, and attach the three files you just created with the download.

If you have any questions or any problems once you start this process, please contact the Technical Support staff at the Tax Commission (208-334-7750).