



Infor E Series Human Capital Management Regulatory Reporting Guide

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Introduction

The material in this guide describes how to process parameter-driven regulatory reporting to comply with U.S. and Canadian federal, state/provincial, and local tax reporting requirements. It is recommended for Human Resource staff members who have working experience with the Infor E Series Human Capital Management (HCM:E) Payroll system and are responsible for regulatory reporting.

This preface

- Briefly describes the function and setup of this guide
- Lists previous training or experience requirements
- Describes delivery of reports and maintenance
- Defines terms and concepts used in this guide.

How to Use this Guide

To understand and perform the processing presented here, you should already have a working knowledge of the Employee Master File, the HRMS Tables File, payroll reports, and your organization's own regulatory requirements.

Chapter Setup

This guide is divided into several chapters and appendixes:

Chapter	Description
About This Guide	Background information for using this guide
Chapter 1	General features and system flow of the regulatory reporting process
Chapters 2, 3, and 4	How to set up reporting options, extract records, and print reports
Chapter 5	How to use record mapping transactions for custom form and file setup
Chapter 6	Introduction to U.S. requirements sections
Chapter 7	Reference tables for setting up state and local periodic reporting
Chapter 8	Reference tables for setting up W-2 and W-2PR reporting
Chapter 9	Reference tables for setting up 1099 reporting
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Appendix A	Messages
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Delivered Items

The following regulatory reports are supported:

- U.S.
 - Federal W-2 file and form
 - State W-2 files
 - Puerto-Rico W-2PR form and file
 - Federal 1099-R file and form
 - State 1099-R files
 - State Quarterly and Monthly files
 - State Quarterly Wage and Tax files and forms
 - Local standard format files
- Canada
 - T4 magnetic media and slips
 - T4A magnetic media and slips
 - Relevé 1 and 2 magnetic media and slips.

The format for most state and local W-2 and quarterly file reporting is based either on the current federal W-2 file format or one from a previous year. Similarly, the format for most state 1099-R file reporting follows the current federal 1099-R file format. You can use these records or adapt them to your specific local requirements. You must obtain file and form specifications from the regulatory agencies to which you report.

HCM:E provides a quarterly report model to use where there is no standard form. You can use this model to adapt to specific state quarterly reporting requirements.

Maintenance

HCM:E will deliver changes to supported regulatory reports through the Infor Support Portal. HCM:E will provide information about changes to non-HCM:E regulatory reports as notification of them is received.

Definitions

The following table briefly defines some of the terms and concepts used throughout this guide as they relate to the regulatory reporting process. Expanded definitions are provided later in the guide where the concepts apply.

Term or Concept	Definition
Authority	The federal/state/province, county, or city codes that identify a payroll taxing authority.
Crossing Level Boundaries	The capability to report multiple organizations (L1-L2s) as a single taxing entity.
HCM:E-defined	You are responsible for finalizing these record maps according to state regulatory specifications. In most cases, your regulatory reports vary slightly, if at all, from the HCM:E-defined record formats.
HCM:E-supported	HCM:E extracts data and provides record maps for the authority/report. You may need to establish data relationships, such as identifying which deduction or deductions contain Dependent Care Benefits.
Group	A term to describe the specification of one or more authorities or L1-L2s under one name to simplify report generation and printing.
Local	The county or city authority code for a payroll taxing authority.
Model	A sample record map for a regulatory report form or file that does not have a federally defined format.
Output	File, form, magnetic media, or slips
Record Map	A set of instructions that define the format and content of a regulatory report form or file for a specific authority.
Record Mapping	The method of defining the format for regulatory forms or files.
Record Type	Identifies either a tape record or a form layout.
Regulatory Report	Documentation required by federal, state, or local taxing authorities for quarterly or year-end reporting of employer payments to employees.
Report Identifier	A 3-digit number assigned by HCM:E to identify regulatory reports.

(continued)

Term/Concept	Definition
Standard Format	A record map for a current or previous year regulatory report. You can use these to set up record maps for similar reports for other authorities.
User-supported	You must define the data extract and format. HCM:E does not support user exits. You define the record maps for the authority. HCM:E may provide model record maps that you can copy and tailor.
Version Year	Year in which a regulatory report specification was issued or changed.

1 Processing and System Flow

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1-1	Introduction
1-2	Regulatory Process Overview
1-3	Processing Steps
1-4	System Flow
1-5	Generate Process Control Features
1-6	Generate Process System Flow
1-7	Report Print Control Features

Introduction

This chapter introduces the regulatory process and the control transactions used to define regulatory reports, extract report records, and print audit reports using the Infor E Series Human Capital Management (HCM:E) Payroll system.

Chapter Objectives

- Introduce the regulatory processing system.
- Show the sequence of steps in producing regulatory reports.
- Highlight the features of the generate and print process.

Regulatory Process Overview

The process of generating and printing regulatory reports through the parameter-driven system gives you the ability to create the following types of files and forms (U.S.) or slips (Canada):

- Federal and State W-2
- Puerto Rico W-2PR
- Federal and State 1099-R
- State Quarterly and Monthly
- Canadian T4/T4A
- Canadian Releve 1 and 2
- Local W-2
- Pennsylvania Local

Flexibility

Parameterized reporting expands your ability to complete the following tasks:

- Define sort sequences.
- Group organizations.
- Group tax authorities.
- Respond to regulatory reporting changes.

Maintenance

Parameterized reporting is easy for you to maintain. You can

- Define report formats with data input transactions.
- Quickly and easily define or modify reports, files, and forms.
- Produce files and forms not supported by HCM:E.
- Maintain only the regulatory reporting requirements you need.

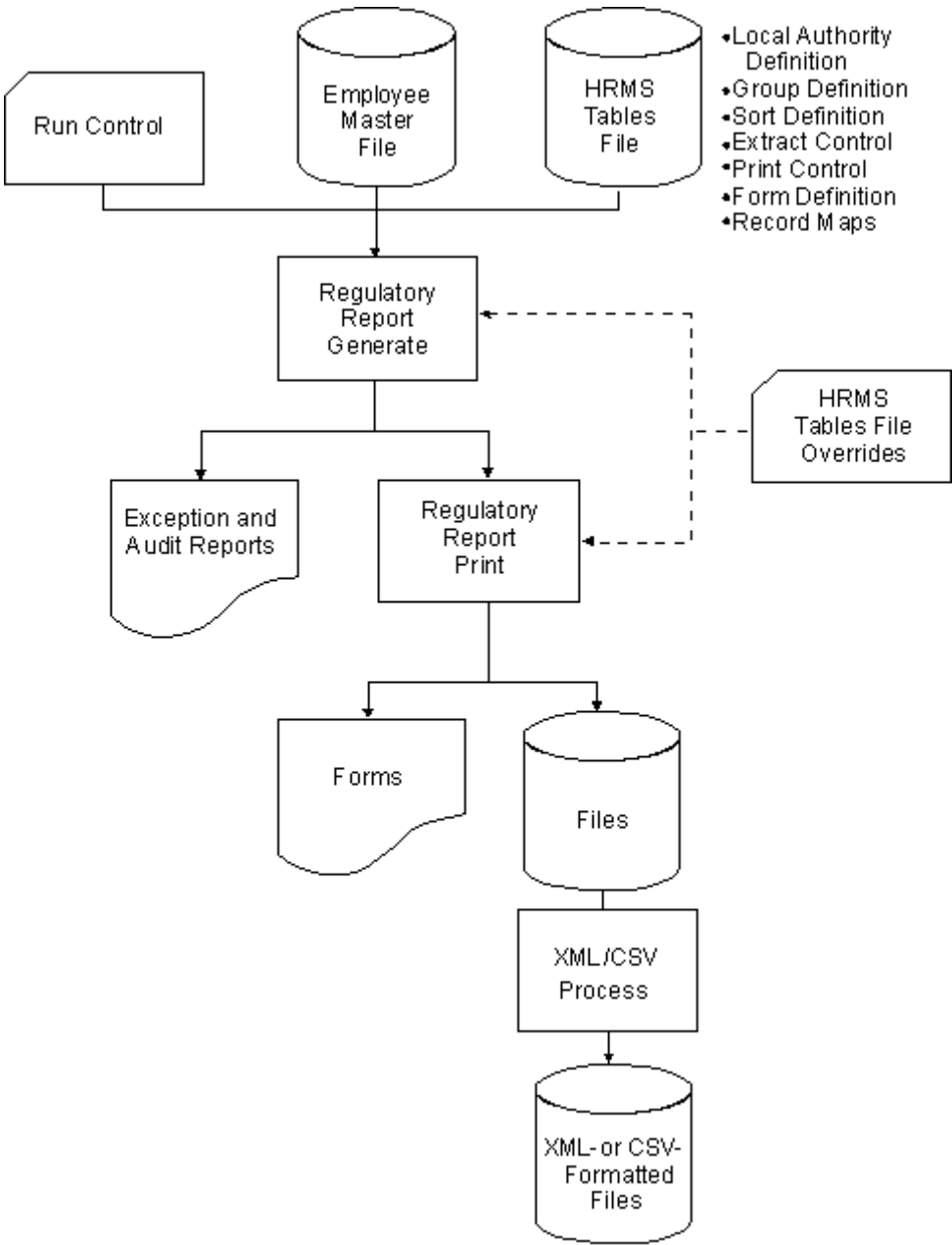
Regulatory Process

This table summarizes the basic stages in processing parameter-driven regulatory reports.

Step	Action
1	DEFINE REPORT LAYOUTS Define report record layouts (using record maps) for the regulatory reports you need. HCM:E delivers standard formats or models you can use to define report record layouts for state and local files and forms.
2	SET UP REPORT PROCESS INFORMATION Set up record process control information to define local authorities, define sort sequences, and group authorities and Level 1-Level 2s. Then, the system can reference this information when you request individual reports.
3	REQUEST REPORTS Generate report file. Specify the report, authority, and organizational criteria. Produce run control, exception, and audit reports to verify data before printing the regulatory reports.
4	PRINT REPORTS Print all regulatory reports or a portion of those previously generated.
5	PRODUCE XML/CSV FILES (if required) Produce regulatory files in XML or CSV format for the authorities that require it.

System Flow

This flow chart shows the system flow of the payroll regulatory reporting process.



Generate Process Control Features

The regulatory reporting generate process lets you define the report options you want to use and determine which processing reports to produce in preparation for actual regulatory report printing.

The control features of this process let you

- Generate data through individual transaction control by report number and authority.
- Group or assign multiple SCC codes from multiple organizations (L1-L2s) to a single user-defined local authority code.
- Produce regulatory forms and files and their corresponding audit reports independently, using process control data.
- Determine the level of detail for audit reports.
- Use a single method to specify and control sort sequences for all regulatory reports.
- Maintain process control data for regulatory reports in the HRMS Tables File.

Generate Process System Flow

The generate process is made up of three main steps. Input control specifies how far into this process you want to go before you review the data. You can stop after each step to check the edit results.

Step	Action
1	LOAD AND EDIT REPORT REQUEST (program PL1000) <ul style="list-style-type: none">▪ Report Request Read and Edit.▪ Produce Exception Reports.▪ Build Report Request File.
2	EXTRACT EMPLOYEE DETAIL RECORDS (program PL2000) <ul style="list-style-type: none">▪ Extract Employee Detail Records.▪ Extract Company Header Records.▪ Identify System/Company Data Errors.
3	AUDIT/EXCEPTION REPORTS CONTROL (program PL3000) <ul style="list-style-type: none">▪ Produce Employee Exception Reports.▪ Produce Audit Reports.▪ Build Regulatory Details.▪ Build Regulatory Header Records.

These steps are discussed in greater detail in the Generating Records and Printing Reports chapter.

Report Print Control Features

Parameter-driven reporting includes a print function that produces the different regulatory reports based on

- Input run control transactions
- Record-mapping information in the HRMS Tables File
- Company header information in the sorted reports file
- Employee detail information in the sorted reports file.

Programs PL4000 and PL5000 perform the actual printing of the regulatory reports. The print step is discussed in greater detail in the Generating Records and Printing Reports chapter.

Program PL6000 is a utility for converting sequential file records into XML- and CSV-formatted files.

2 Defining Report Parameters

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2-4	Regulatory Reporting Menus
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2-24	GRP001 (U.S. Group Transaction for States)
2-26	GRP002 (U.S. Group Transaction for Localities)
2-28	GRP003 (Group Transaction for Organizations)
2-31	GRP004 (Canadian Group Transaction for Provinces)
2-32	Sort Sequence Control
2-33	SRT001/SRT002 (U.S./Canadian Sort Sequence Control)
2-41	Generate Control
2-42	GEN001 (Generate Request)
2-47	GEN002 (Generate Request for Organizations and Sort Sequence)
2-55	Print Control
2-56	FRM001 (Report Forms Assignment)
2-60	PRT001 (Print Request)
2-63	PRT002 (Print Request for Report/Authority)
2-68	Generate and Print Process

Introduction

Before you can generate and print regulatory reports, you need to define the parameters that control grouping, sorting, and printing. This tells the system how to organize and print the data for the specific reports you need.

Chapter Objectives

- Introduce the step sequence involved in defining report options.
- Highlight the function of the control transactions. See the *Transaction Descriptions* guide and the online Help screens for detailed descriptions of all the transactions and screen fields, including valid entries.
- Provide examples of transactions and control concepts.

HRMS Tables File

The parameters maintained in the HRMS Tables File control report extraction and printing.

You also have the option of entering the generate (GEN001/002) or print (PRT001/002) transactions, or both, at runtime to override control information in the HRMS Tables File for these functions.

Batch Transactions and Realtime Screens

You can define regulatory reporting parameters either through batch transactions or realtime screens.

Action Codes

The following codes are common to the regulatory reporting realtime screens:

- DCI action codes, such as CM, CF, SO, and HELP
- HRMS Tables File screen navigation commands, such as PAY, PMR, and CAN.

Regulatory Reporting Menus

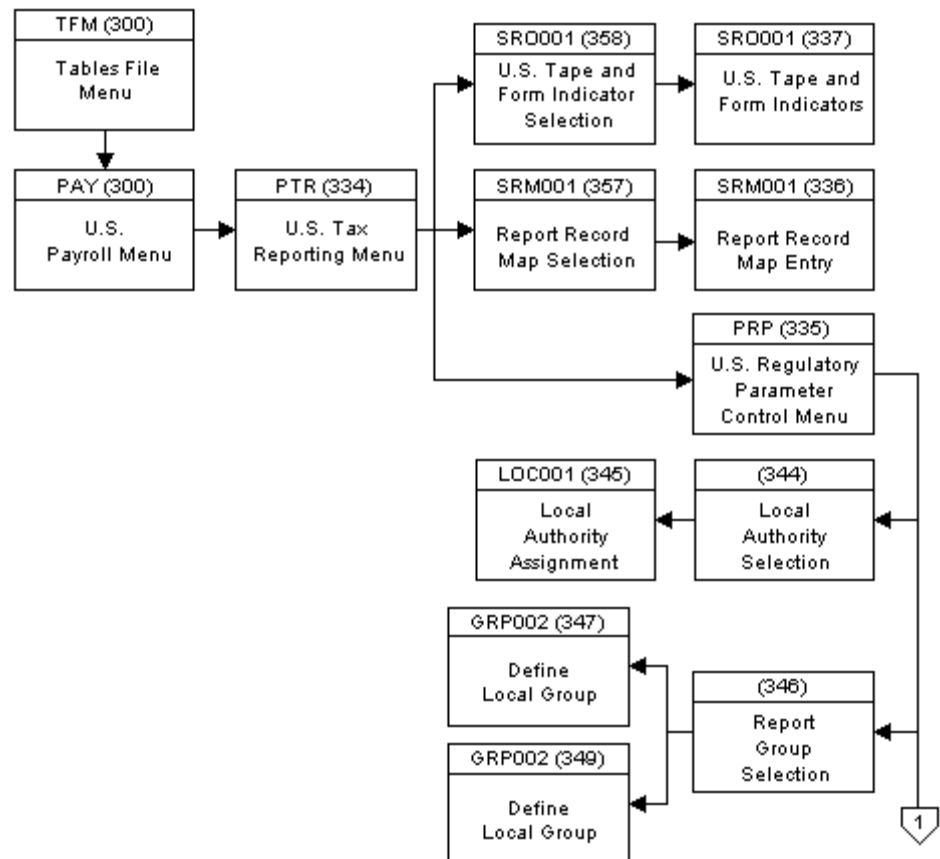
From the Tables File Menu (300) in the Payroll system, options or action codes on the following menus take you into the regulatory reporting process:

- U.S. Tables File menu (300)
 - U.S. Tax Reporting menu (334)
 - U.S. Regulatory Parameter Control menu (335)
- Canadian Tables File menu (300)
 - Canadian Tax Reporting (351)
 - Canadian Regulatory Parameter Control (352).

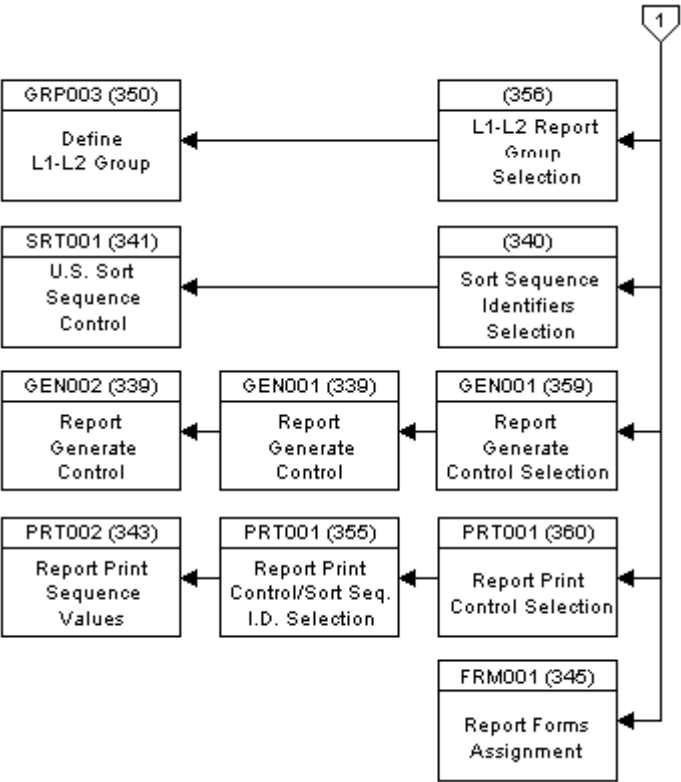
Screen and Transaction Flow

The following diagrams show the menu/screen and transaction flow for U.S. and Canadian regulatory reporting.

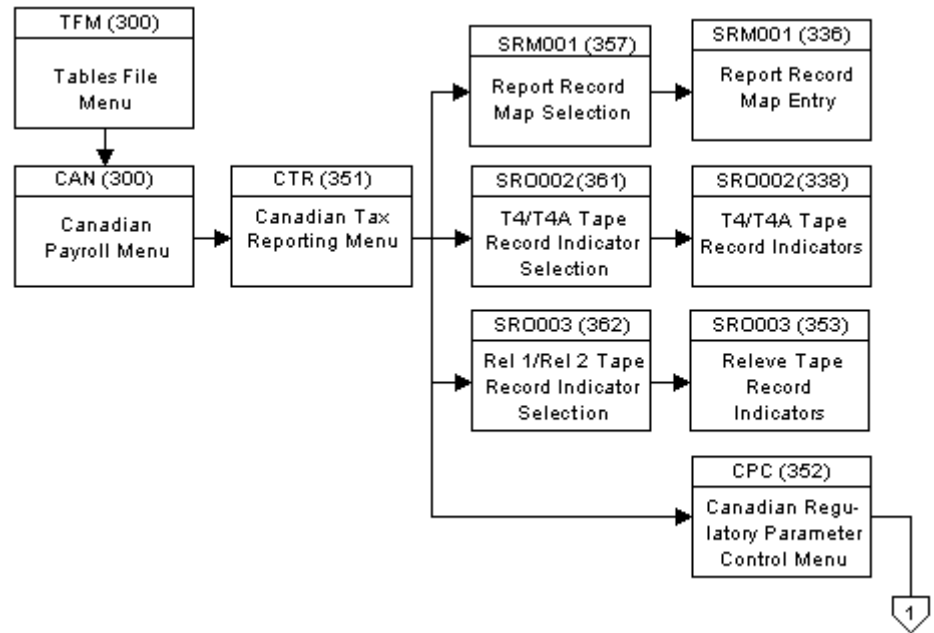
U.S. Screen Flow



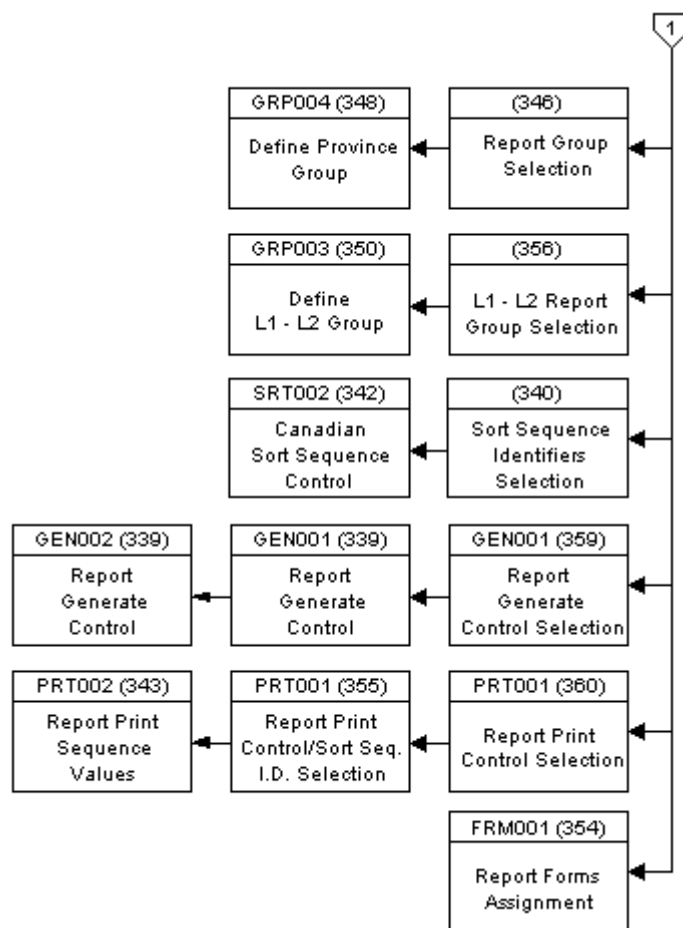
U.S. Screen Flow (continued)



Canadian Screen Flow



Canadian Screen Flow (continued)



Screen and Transaction Cross-Reference

The following tables cross-reference regulatory reporting transactions and their corresponding realtime screens, if any. They are listed in alphanumeric order, by transaction.

U.S. Data Transactions

This table contains the U.S. HRMS Tables File transactions associated with tax ID, transmittal, and payment identification information.

Transaction(s)	Screen(s)	Description
TB	401	Federal tax and reporting identification information: EIN, W-2 Pension Indicators, 1099-R options, number of employees, Agent Indicator, Terminating Business Indicator, Tax Jurisdiction code, Agent EIN, Type of Employment, Third Party Sick Pay Indicator, foreign corporation indicator, name control and file name format, state/local 69 number, limitation of liability and other federal EINs.
TC	410	State tax and reporting identification information: state name and Taxing Entity code, SUI and SIT identification numbers, quarterly and W-2 file options, maximum weeks in quarter and State W-2 Wage Indicator.
TD	411	County tax and reporting identification information: county name and Taxing Entity code, county W-2 wage indicator, type tax indicator and county code and resident indicator for Indiana counties, Ohio school district number and county W-2 file options.
TE	412	City tax and reporting identification information: city name and Taxing Entity code, city W-2 wage indicator, city W-2 file options, city tax account number and Ohio school district number.
TF	N/A	Identify hours accumulators to be included on quarterly reports.
TZ1-001 - TZ1-004, TZ1-006- TZ1-007	N/A	Quarterly and 1099 file transmitter information, W-2, 1099, and quarterly file authorization information, file format options, state SUI transmitter number, and name and address to which to return the file.
TZ1-005A TZ1-005B TZ1-005C	402	Federal W-2 employer information.
TZ1-008	406	Identify DOEs to be reported as Allocated Tips and Excess Group Term Insurance on the W-2.

(continued)

Transaction(s)	Screen(s)	Description
TZ1-009	405	Identify DOEs to be reported as Other Reportable Item 1 Amount and Title on the W-2.
TZ1-011	406	Identify DOEs to be reported as 401(k) Deferred Compensation and Income under a Section 409A plan on the W-2.
TZ1-012	406	Identify DOEs to be reported as 403(b) Deferred Compensation and Deferrals under a Section 409A plan on the W-2.
TZ1-013	405	Identify DOEs to be reported as Other Reportable Item 2 Amount and Title on the W-2.
TZ1-014	405	By tax authority (federal, state or local), identify memo type 8 DOEs to be included in wages on the W-2 (based on the W-2 wage indicator for the authority on the TB, TC, TD, or TE transaction).
TZ1-015	406	Identify DOEs to be reported as 401(k) Roth Contributions or 403(b) Roth Contributions on the W-2.
TZ1-016	405	Identify DOEs to be reported as Dependent Care Assistance or Other Reportable Item 3 Amount and Title on the W-2.
TZ1-017 - TZ1-020	405	Identify DOEs to be reported as Other Reportable Items 4-7 (respectively) and Title on the W-2.
TZ1-021	406	Identify DOEs to be reported as Uncollected Social Security and Medicare tax on Group Term Life Insurance for former employees on the W-2.
TZ1-022	405	Identify DOEs to be reported as Excludable Moving Expense Reimbursement and Title on the W-2.
TZ1-023	406	Identify DOEs to be reported as Military Employee's Quarters and Subsistence on the W-2.
TZ1-045	405	Identify DOEs to be reported as Section 457 Plan Distributions on the W-2.
TZ1-046	405	Identify DOEs to be reported as Non-Qualified, Not Section 457 Plan Distributions on the W-2.
TZ1-047	405	Identify DOEs to be reported as Section 457 Plan Contributions on the W-2.
TZ1-048	405	Identify DOEs to be reported as Section 408(k)(6) Plan Contributions on the W-2.

(continued)

Transaction(s)	Screen(s)	Description
TZ1-049	405	Identify DOEs to be reported as Section 501(c)(18)(D) Plan Contributions on the W-2.
TZ1-050	405	Identify DOEs to be reported as the 20% excise tax on Excess Golden Parachute Payments on the W-2.
TZ1-051	405	Identify DOEs to be reported as Employee Business Expenses Reimbursed to Government Rate on the W-2.
TZ1-052	407	Identify DOEs to be reported as Third Party Sick Pay on the W-2. Tax on Third Party Sick Pay amount to be reported on W-2 file.
TZ1-053 - TZ1-054	401	5 lines of postal information for W-2 and 1099-R self-mailer forms.
TZ1-060	406	Identify DOEs to be reported as Employer Contributions to a Medical Savings Account for an Employee on the W-2 file, and in Box 12 on the W-2 Form.
TZ1-061	405	Identify DOEs to be reported as Employee Contributions to a SIMPLE Retirement Account in Box 12 on the W-2.
TZ1-062	405	Identify DOEs to be reported as Adoption Assistance Benefits in Box 12 on the W-2.
TZ1-063	405	Identify DOEs to be reported as Non-statutory Stock Options for W-2 reporting.
TZ1-100-A TZ1-100-B TZ1-100-C	N/A	Tax information for reporting on individual State Quarterly Magnetic Media report.
TZ1-102	421	Title to identify Alaska SUI tax on the W-2.
TZ1-105	421	Title to identify California State Disability and Private Plan Disability tax on the W-2.
TZ1-114-B TZ1-114-C	421	Information for reporting on the Illinois Quarterly Wage Report/Tax Return Magnetic Media report
TZ1-121	422	Identify DOEs to be reported as State Pickup Amount to the State of Maryland on the W-2 file. Identify Employer Total Amount of Taxes Withheld during the year, Employer Credits, Employer Amount of Overpayment Applied as a Credit, Employer Amount of Overpayment to be Refunded, and Employer Total File Indicator to be reported to the state of Maryland on the W-2 file.
TZ1-126	422	Identify DOEs to be reported as Employer Contribution to Medical Savings.

(continued)

Transaction(s)	Screen(s)	Description
TZ1-127	422	Identify DOEs to be reported as Montana Old Fund Liability tax on the federal W-2 form and OFL Tax and taxable wages on the Montana state W-2 file.
TZ1-130	423	Name and title of individual responsible for accuracy of New Hampshire quarterly report
TZ1-131	423	Titles to identify New Jersey SDI, PPN, and SUI taxes on the W-2 form. Identify DOEs which contain payment of "other wages" for NY quarterly reporting.
TZ1-133	424	Identify DOEs to be reported as Retirement Add-back on New York W-2 and Payment termination indicator for New York quarterly reporting.
TZ1-138	N/A	Employer Health Insurance Code for Oregon quarterly reporting
TZ1-139	423	Pennsylvania SUI Title for Pennsylvania quarterly reporting. Identify DOEs that contain specific amounts for Pennsylvania W-2 reporting.
TZ1-144	N/A	County Code for the Texas county with the greatest number of employees. Total number of employees outside the county with the greatest number of employees.
TZ1-148	N/A	Information for Washington reporting.
TZ1-200	N/A	By tax authority, identify 1099-R non-DOE payments and distribution codes.
TZ1-201	N/A	By tax authority, identify DOEs to be reported as Premature Payments (Code 1) on the 1099-R.
TZ1-202	N/A	By tax authority, identify DOEs to be reported as Premature Payments (Code 2) on the 1099-R.
TZ1-203	N/A	By tax authority, identify DOEs to be reported as Disability Payments (Code 3) on the 1099-R.
TZ1-204	N/A	By tax authority, identify DOEs to be reported as Death Payments (Code 4) on the 1099-R.
TZ1-205	N/A	By tax authority, identify DOEs to be reported as Prohibited Transactions (Code 5) on the 1099-R.
TZ1-206	N/A	By tax authority, identify DOEs to be reported as Section 1035 Exchange (Code 6) on the 1099-R.
TZ1-207	N/A	By tax authority, identify DOEs to be reported as Normal Payments (Code 7) on the 1099-R.

(continued)

Transaction(s)	Screen(s)	Description
TZ1-208	N/A	By tax authority, identify DOEs to be reported as Excess Contributions Taxable in current year (Code 8) on the 1099-R.
TZ1-209	N/A	By tax authority, identify DOEs for Codes 9, R, S, and J on the 1099-R.
TZ1-210	N/A	By tax authority, identify DOEs for Codes D, E, F, G, H, and P on the 1099-R.
TZ1-211	N/A	Transfer Agent name and 1099-R file options.
TZ1-212 - TZ1-213	N/A	Transfer Agent address for 1099-R file.
TZ1-321	N/A	Identify DOEs to be reported as State Pickup Amount to the state of Maryland on the 1099-R.
TZ1-401	403	Identify MMREF-1 W-2 File Submitter Organization Name and EIN.
TZ1-402	403	Identify MMREF-1 W-2 File Submitter address and city.
TZ1-403	403	Identify MMREF-1 W-2 File Submitter state, ZIP and Foreign Postal code.
TZ1-404	403	Identify MMREF-1 W-2 File Submitter PIN and contact.
TZ1-405	403	Identify MMREF-1 W-2 File Submitter contact and resubmission.
TZ1-406	403	Identify MMREF-1 W-2 File company name.
TZ1-407	403	Identify MMREF-1 W-2 File company address.
TZ1-408	403	Identify MMREF-1 W-2 File company state, ZIP, Foreign Address.
TZ1-520	407	Identify DOEs to be reported as Commissions, Retirement Fund Contributions, Non-qualified plans, and Cost of Pension or Annuity on the Puerto Rico W-2PR.
TZ1-521	407	Identify DOEs to be reported as Allowance, Reimbursed Expenses, Cash or Deferred Agreement Contributions and Tips on the Puerto Rico W-2 PR.
TZ1-522	408	Identify DOEs to be reported as Puerto Rico Cost of Employer Health Coverage, Charitable Contributions, and Contributions to the Save and Duplicate Your Money program.

Canadian Data Transactions

This table contains the Canadian HRMS Tables File transactions associated with tax ID, transmittal, and payment identification information.

Transaction	Screen(s)	Description
TF	N/A	Identify hours and wages for EI reporting.
TM-00	N/A	Province name, employer/payer name and registration number for Relevé magnetic media.
TMT4*	N/A	Identify the DOEs to be reported as Tips Received on the Relevé 1 slip
TMT4**	N/A	Identify the DOEs to be reported as Tax-exempt Income Paid to an Indian on the Relevé 1 slip
TMT4*A	N/A	Identify the DOEs to be reported as Tips Allocated on the Relevé 1 slip
TMT4*H	N/A	Identify the DOEs to be reported for Home Buyers' Plan DOEs (HBP) on the Relevé 2 slip and magnetic media.
TNT4*I	N/A	Identify the DOEs to be reported as Income Earned After Death on the Relevé 2 slip and magnetic media.
TMT4*L	N/A	Identify the DOEs to be reported as withdrawal under the Lifelong Learning Plan on the Relevé 2 slip and magnetic media.
TMT4*P	N/A	Identify the DOEs to be reported as Phased Retirement Payments on the Relevé 1 slip.
TMT4AA	318, 319	Identify the DOEs to be reported as Qualifying Annuities Under Other Plans on the Relevé 2 slip, or as Annuity-General on the T4A slip.
TMT4AB	318, 319	Identify the DOEs to be reported as Other Annuities, Benefits and Withdrawals on the Relevé 2 slip or as Lump-Sum Payments before 12/71 on the T4A slip.
TMT4AC	318, 319	Identify the DOEs to be reported as Self-employed Commissions on the T4A slip.
TMT4AD	318, 319	Identify the DOEs to be reported as Amounts Deemed Received Prior to Death on the Relevé 2 slip.
TMT4AE	318, 319	Identify the DOEs to be reported as T4 Retiring Allowance - Eligible on the T4 slip.
TMT4AF	318, 319	Identify the DOEs to be reported as Amounts Received upon Revocation of Registration on the Relevé 2 slip.
TMT4AG	318, 319	Identify the DOEs to be reported as Disposition of a Non-Qualified Investment on the Relevé 2 slip.

(continued)

Transaction	Screen(s)	Description
TMT4AH	318, 319	Identify the DOEs to be reported as Other Income and Deductions on the Relevé 2 slip.
TMT4AI	318, 319	Identify the DOEs to be reported as Other Annuities, Benefits and Withdrawals on the Relevé 2 slip, or as Annuity-IAAC on the T4A slip.
TMT4AJ	318, 372	Identify the DOEs to be reported as Charitable Donations on the T4A slip.
TMT4AL	318, 319	Identify the DOEs to be reported as Other Annuities, Benefits and Withdrawals on the Relevé 2 slip or as Lump-Sum Payments after 12/71 on the T4A slip.
TMT4AM	N/A	Identify the DOEs to be reported as Pension Plan Contributions (Past Service) on the T4A slip.
TMT4AN	318, 319	Identify the DOEs to be reported as T4 Retiring Allowance - Non Eligible on the T4 slip.
TMT4AO	318, 319	Identify the DOEs to be reported as Refund of Excess Contributions on the Relevé 2 slip.
TMT4AP	318, 319	Identify the DOEs to be reported as Patronage Accounts on the T4A slip.
TMT4AQ	318, 319	Identify the DOEs to be reported as Tax Paid Amounts on the Relevé 2 slip.
TMT4AR	318, 319	Identify the DOEs to be reported as Refund of Premiums Following Death on the Relevé 2 slip.
TMT4AS	318, 319	Identify the DOEs to be reported as Life Annuity Payments Under Registered or Unregistered Pension Plan on the Relevé 2 slip, and as Pension or Superannuation on the T4A slip.
TMT4AT	318, 319	Identify the DOEs to be reported as Other Income on the T4A slip.
TMT4AU	318, 319	Identify the DOEs to be reported as Retirement Funds on the T4A slip.
TMT4AV	318, 319	Identify the DOEs to be reported as Pension Adjustment on the T4A slip.
TMT4AW	N/A	Identify the DOEs to be reported as RESP Accumulated Income Payments on the T4A slip
TMT4AX	N/A	Identify the DOEs to be reported as RESP Educational Assistance Payments on the T4A slip.

(continued)

Transaction	Screen(s)	Description
TMT4B	318, 319	Identify the DOEs to be reported as Other Taxable Allowances and Benefits on the T4 slip or as Other Benefits on the Relevé 1 slip.
TMT4C	318, 319	Identify the DOEs to be reported as Employment Commissions on the T4 slip, or as Commissions on the Relevé 1 slip.
TMT4D	318, 372	Identify the DOEs to be reported as Charitable Donations (with description) on the T4 and Relevé 1 slips.
TMT4E	318, 319	Identify the DOEs to be reported as Retiring Allowance - Eligible on the Relevé 1 slip.
TMT4F	318, 319	Identify the DOEs to be reported as Interest Free and Low Interest Loans on the T4 slip, or as Loans on the Relevé 1 slip.
TMT4G	318, 319	Identify the DOEs to be reported as Personal Use of Employer's Auto on the T4 slip, or as Automobile on the Relevé 1 slip.
TMT4H	318, 319	Identify the DOEs to be reported as Housing on the T4 slip or as Lodging on the Relevé 1 slip.
TMT4I	320	Identify the DOEs to be reported as Other Income on the Relevé 1 slip.
TMT4J	318, 319	Identify the DOEs to be reported as Stock Option Benefits on the T4 and Relevé 1 slip.
TMT4K	N/A	Identify the DOEs to be reported as Private Health Insurance Plan Contributions on the Relevé 1 slip.
TMT4M	318, 319	Identify the DOEs to be reported as Medical Care on the T4 slip and as Medical Travel on the Relevé 1 slip.
TMT4O	318, 319	Identify the DOEs to be reported as Other Travel on the T4 slip and as Other Trips on the Relevé 1 slip.
TMT4P	318, 319	Identify the DOEs to be reported as Joint Committees (as a footnote) on the Relevé 1 slip.

(continued)

Transaction	Screen(s)	Description
TMT4R	321	Identify the DOEs to be reported as Registered Pension Plan Contribution on the T4 and Relevé 1 slips, or as Pension Plan or DSPS Registration Number on the T4 slip.
TMT4T	N/A	Identify the DOEs to be reported as Multi-employer Insurance Plan Contribution on the Relevé 1 slip.
TMT4U	322	Identify the DOEs to be reported as Union Dues (with description) on the T4 slip or as Union and Professional Dues (with description) on the Relevé 1 slip.
TMT4V	318, 319	Identify the DOEs to be reported as Pension Adjustment on the T4 slip.
TMT4W	318, 319	Identify the DOEs to be reported as Patronage Allocations on the Relevé 1 slip.
TMT4X	318, 319	Identify the DOEs to be reported as Self-employed Commissions on the Relevé 1 slip.
TMT4Y	N/A	Identify the DOEs to be reported as Deferred Salary or Wages on the Relevé 1 slip.
TM-TUU	N/A	Identify the Employer's Payroll Account Number for each EI rate code for T4/T4A reporting.
TM-UW00	N/A	Initial Relevé File Record number assigned by Revenue Québec (not required if not reporting on magnetic media).
TM-Z001 - TM-Z003	N/A	T4/T4A/Relevé 1/Relevé 2 Magnetic Media Transmitter name and address
TM-Z004	N/A	T4/T4A/Relevé 1/Relevé 2 File Transmitter technical contact name and phone number, Service Bureau indicator, language indicator
TM-Z005	N/A	Relevé 1/Relevé 2 Magnetic Media Transmitter accounting contact information and miscellaneous file data
TM-Z006	N/A	T4 and T4A Magnetic Media Transmitter information
TM-Z101 - TM-Z104	N/A	T4/T4A Magnetic Media Summary Employer name, address and accounting contact person
TM-Z105	N/A	T4/T4A Magnetic Media Summary RPP/DPSP registration numbers and proprietor SIN for unincorporated partnerships
TM-Z106 - TM-Z110	N/A	Relevé 1/Relevé 2 Magnetic Media employer name and address data

Control Transactions

This table contains the control transactions used for U.S. and Canadian regulatory reporting.

Transaction	Screen(s)	Description
FRM001	354	Identify the form to use for printed regulatory reports, determine how many employee records to include in intermediate totals, and specify the number of forms to use for printer alignment.
GENCTL	N/A	Control the generate process to execute and provide report data (runtime only).
GEN001	339, 358	Issue a report request to the generate process and specify other reporting options.
GEN002	339	Specify which Level 1-Level 2s, or L1-L2 group, to include in the report request (GEN001), and define sort sequences.
GRP001	346, 347	Define state authority groups in the HRMS Tables File.
GRP002	346, 349	Define local authority groups in the HRMS Tables File.
GRP003	346, 350	Define Level 1-Level 2 groups in the HRMS Tables File.
GRP004	346, 348	Define provincial authority groups in the HRMS Tables File.
LOC001	344, 345	Define local authorities in the HRMS Tables File.
PRT001	355, 359	Issue a report request to the print process and specify the form to use.
PRT002	343	Specify report record printing based on sort sequence.
SRM001	336, 357	Define record maps for regulatory reports you create.
SRO001	337, 338	Define record types to use in record maps for U.S. forms and file you create.
SRO002	338, 360	Define record types to use in record maps for Canadian T4/T4A magnetic media you create.
SRO003	353, 361	Define record types to use in record maps for Canadian Relevé magnetic media you create.
SRT001	340, 341	Define U.S. sort sequences in the HRMS Tables File.
SRT002	340, 342	Define Canadian sort sequences in the HRMS Tables File.

Setup Activities

To prepare for regulatory report production, you need to consider such items as tax entity grouping, sorting, form/file assignment, and report printing.

The following procedure shows the different activities you need to perform to set up parameterized regulatory reporting. The transactions that apply to each activity are shown in parentheses.

Step	Action
1	List Level 1-Level 2s to be processed together for regulatory reporting purposes.
2	Define L1-L2 groups (GRP003).
3	List states/provinces to be processed at the same time for regulatory reporting purposes (states/provinces may appear in more than one list).
4	Define U.S. state groups (GRP001) or Canadian province groups (GRP004).
5	Identify all Level 1-Level 2/SCC-code combinations and the local authorities that each one represents.
6	Define local authority assignments (LOC001).
7	List localities to be processed at the same time for regulatory reporting purposes (localities may appear in more than one list).
8	Define U.S. locality groups (GRP002).
9	Identify L1-L2s and low-level sort sequences for each combination of tax authority and regulatory report identifier.
10	Define sort sequences (SRT001-U.S., SRT002-Canada).
11	Define generate requests (GEN001) and organization/sort sequence generate requests (GEN002).
12	Identify all regulatory form and file output formats required for each combination of tax authority and report identifier.
13	Define form and file controls (FRM001, SRM001, SRO001 (U.S.), SRO002/SRO003 (Canada)).
14	Define print controls (PRT001, PRT002).
15	Define and submit runtime control transaction GENCTL.

Local Control

Note: U.S.-only. Not needed for Pennsylvania local reporting (Report 439)

The Associated State Code on the TD and TE transactions can be used to tie local W-2 information with W-2 information for a specific state when generating the Federal W-2 forms.

To produce a local W-2 file for a city or county, use the LOC001 to define the SCC codes for the locality in each Level 1-Level 2.

Note: Use the LOC001 to report New York City and Yonkers on the New York state W-2 file, Indiana counties on the Indiana state W-2 file, Maryland localities on the Maryland state W-2 file, and Detroit on the Michigan state W-2 file.

LOC001 (Local Authority Assignment)

This U.S.-only transaction (screen 345 - Local Authority Assignment) defines local authority assignment. You can designate all Level 1-Level 2 SCC combinations that represent specific local authorities.

Local Authority

This is a user-defined, 4-character local authority identifier for regulatory reporting.

Special Cases

Because of special reporting requirements

- New York City and Yonkers (New York) are predefined as **NYCT** and **YNCT**, respectively.
- Maryland counties are predefined as **MDCT**.
- Michigan cities to be included on the state file are predefined as **MICT**. (currently Detroit only)
- Philadelphia is predefined as **PHIL**
- The Level 1-Level 2 and SCC code for every Indiana county in which income tax is withheld must be identified on a LOC001 transaction using **INCT** as the predefined local authority code.

SCC Type

This is the local type code (2 = county, 3 = city) associated with the SCC Code on the Employee Master File.

SCC Code

This is a user-defined field to indicate the SCC code on the Employee Master File.

State Code

This is the valid state SCC code (01 - 52) associated with the specified SCC type and code. The default (00) indicates that no state data will be generated for the W-2 file for this locality.

Using this code, you can generate state wages for local W-2 files.

Note: If you enter a state code on LOC001 for a local authority, enter it on all LOC001s for that authority.

Realtime Screen 345 - LOC001 Example

In this example, your SCC code for Philadelphia in Level 1-Level 2 AAAA and ABBB is 1500 and you have designated PHIL as the user-defined authority identifier.

ACTION: _____

LOCAL AUTHORITY ID: **PHIL**_____

LOCAL AUTHORITY ASSIGNMENT

NEXT:	L1L2	SCC TYPE	SCC CODE	
	_____	—	_____	

CMD	L1L2	SCC TYPE	SCC CODE	STATE CODE
A	AAAA	3 CITY	1500 _____	_____
A	ABBB	3 CITY	1500 _____	_____
—	_____	—	_____	_____
—	_____	—	_____	_____
—	_____	—	_____	_____
—	_____	—	_____	_____
—	_____	—	_____	_____
—	_____	—	_____	_____
—	_____	—	_____	_____

INSERT:	L1L2	SCC TYPE	SCC CODE	STATE CODE
	_____	—	_____	_____

- Enter the codes for local authority, L1-L2, SCC type, and SCC code in the appropriate fields.
- Valid processing commands in the CMD field are add (A), change (C), and delete (D).

Group Control

To generate employee data for regulatory reporting, you must submit requests for an authority, by report identifier, by using generate transaction GEN001. Then, on a generate transaction GEN002, you can specify the organizations you want to process.

You can also establish reporting groups and organizational groups to use with these transactions. This can help you:

- Provide a method of logically grouping states/provinces, grouping localities, and grouping organizations for regulatory reporting.
- Minimize the number of control transactions when you process multiple states/provinces and/or organizations.

These transactions are involved in group control:

- GRP001 (state)
- GRP002 (local)
- GRP003 (Level 1-Level 2)
- GRP004 (province).

GRP001 (U.S. Group Transaction for States)

This transaction (screen 347 - Define State Group) defines states you want to group for processing. You can designate one or more state authorities as a group.

Group Identifier

This identifies which states to use for a report. Using this identifier on the generate and print transactions (GEN001/002, PRT001/002) is the same as entering the transactions for each state defined within the group.

You can also choose to enter separate generate and print transactions for each state.

Realtime Screen 347 - GRP001 Example

In this example, your organization wants to generate state quarterly unemployment files for all states where you pay employees.

- Alabama (01)
- California (05)
- Georgia (11)
- Tennessee (43).

The following entries are used to define the state group QTRTP.

ACTION: _____

GROUP: **QTRTP** DEFINE STATE GROUP

ST	STATE	ST	STATE	ST	STATE	ST	STATE
CD	NAME	CD	NAME	CD	NAME	CD	NAME
A	01-ALABAMA	02-ALASKA		03-ARIZONA		04-ARKANSAS	
A	05-CALIFORNIA	06-COLORADO		07-CONNECTICUT		08-DELAWARE	
-	09-DIST OF COL	10-FLORIDA		A 11-GEORGIA		12-HAWAII	
-	13-IDAHO	14-ILLINOIS		15-INDIANA		16-IOWA	
-	17-KANSAS	18-KENTUCKY		19-LOUISIANA		20-MAINE	
-	21-MARYLAND	22-MASSACHUSETTS		23-MICHIGAN		24-MINNESOTA	
-	25-MISSISSIPPI	26-MISSOURI		27-MONTANA		28-NEBRASKA	
-	29-NEVADA	30-NEW HAMPSHIRE		31-NEW JERSEY		32-NEW MEXICO	
-	33-NEW YORK	34-NORTH CAROLINA		35-NORTH DAKOTA		36-OHIO	
-	37-OKLAHOMA	38-OREGON		39-PENNSYLVANIA		40-RHODE ISLAND	
-	41-SOUTH CAROLINA	42-SOUTH DAKOTA		A 43-TENNESSEE		44-TEXAS	
-	45-UTAH	46-VERMONT		47-VIRGINIA		48-WASHINGTON	
-	49-WEST VIRGINIA	50-WISCONSIN		51-WYOMING		52-PUERTO RICO	

VALID PROCESSING COMMANDS: A, D

- To indicate the states you want to group, enter **A** in the command field next to each state name.
- Valid processing commands on this screen are add (**A**) and delete (**D**).

GRP002 (U.S. Group Transaction for Localities)

This transaction (screen 349 - Define Local Group) designates the localities you want to define as a group.

Local Authority Identifier

This is the user-defined local authority identifier. It must be established on the LOC001 transaction.

Realtime Screen 349 - GRP002 Example

In this example, your organization wants to generate W-2 files for all cities where you pay employees (user-defined local authority code in parentheses).

- Flint, Michigan (FLNT)
- Battle Creek, Michigan (BCRK)
- Philadelphia, Pennsylvania (PHIL)
- Wilmington, Delaware (WILM).

The following transactions establish the user-defined local authority group (LOCTP).

ACTION: _____			
GROUP: LOCTP		DEFINE LOCAL GROUP	
NEXT LOCAL AUTHORITY ID: _____			
CMD	LOCAL AUTHORITY ID	CMD	LOCAL AUTHORITY ID
—	FLNT	—	_____
—	BCRK	—	_____
—	PHIL	—	_____
—	WILM	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
INSERT:	LOCAL AUTHORITY ID		LOCAL AUTHORITY ID
	_____		_____

- To define the local authority group, enter the group and authority identifiers in the group and local authority fields.
- Valid processing commands on this screen are add (*A*) and delete (*D*).

GRP003 (Group Transaction for Organizations)

This transaction (screen 350 - Define Level 1-Level 2 Group) designates organizations (L1-L2s) you want to define as a group for processing. You can assign one or more L1-L2s as a group.

Group Identifier

This identifies which Level 1-Level 2s to process together for a particular report, to be entered on generate transaction GEN002.

Using this group identifier on the GEN002 is the same as entering a GEN002 for each L1-L2 assigned to the group.

Realtime Screen 350 - GRP003 Example

In this example, your organization has multiple L2s, both U.S. and Canadian.

Your U.S. Level 1-Level 2s report quarterly as follows:

- All states in which AAAA and ABBB report accept quarterly files.
- AF06 reports in one state, which accepts only quarterly forms.
- HRAA and HRBB report in some states that accept quarterly files and some that accept only quarterly forms.

To simplify processing, you might set up the following processing groups:

- Group QTP: All the L2s for quarterly files.
- Group QTF: All the L2s for quarterly forms.

Your Canadian L1-L2s report annually, as follows:

- CDN1 and CDN2 report only T4s and T4As.
- QBC1 and QBC2 report only Relevé 1s and Relevé 2s.
- CDN8 and CDN9 report only T4s, T4As, Relevé 1s and Relevé 2s.

To simplify processing, you might set up the following processing groups:

- Group RCT: All L2s for T4s and T4As
- Group RQT: All L2s for Relevé 1s and Relevé 2s.

ACTION: _____

GROUP: *QTP* _____

DEFINE LEVEL 1-LEVEL 2 GROUP

NEXT L1L2: _____

CMD	L1L2	CMD	L1L2
—	AAAA	—	_____
—	ABBB	—	_____
—	HRAA	—	_____
—	HRBB	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____

INSERT: L1L2 _____ L1L2 _____

- To define a Level 1-Level 2 group, enter the group and L1-L2 identifiers in the group and L1-L2 fields. You need to repeat this process for each L1-L2 group you want to define.
- Valid processing commands on this screen are add (*A*) and delete (*D*).

Batch Method	-----1	-----2	-----3	-----4
		GRP003	QTP	AAAA
		GRP003	QTP	ABBB
		GRP003	QTP	HRAA
		GRP003	QTP	HRBB
		GRP003	QTF	AF06
		GRP003	QTF	HRAA
		GRP003	QTF	HRBB
		GRP003	RCT	CDN1
		GRP003	RCT	CDN2
		GRP003	RCT	CDN8
		GRP003	RCT	CDN9
		GRP003	RQT	QBC1
		GRP003	RQT	QBC2
		GRP003	RQT	CDN8
		GRP003	RQT	CDN9

GRP004 (Canadian Group Transaction for Provinces)

This transaction (screen 348 - Define Province Group) defines Canadian provinces you want to group together for processing. You can designate one or more provincial authorities as a group.

Note: Because Québec is the only province that requires separate reporting (Relevé 1 and 2), this transaction is not needed. It is available for future use.

Sort Sequence Control

Sort sequencing is controlled by a transaction flexible enough to handle all necessary sort options for all regulatory reports in the system, while general enough to require entry through only one transaction or one realtime screen.

- Components of the sort sequence are user defined.
- A default sort sequence for each report is system defined.
- Sort sequences are easy to maintain in the HRMS Tables File.
- Sort sequences are specific to each type of regulatory report and file, and to each authority for state and local report or file.
- Sort sequence processing provides an easy way to cross level boundaries.

A sort sequence is defined by the SRT001 (U.S.) or SRT002 (Canada) and is specified for a regulatory report by the GEN002 transaction. You can define up to twelve unique data items to use in the sort sequence. The sort sequence definition consists of three fields used to identify each item of sort data.

- Sort sequence priority
- Field identifier
- Lowest total indicator.

A sort sequence defined by the SRT001 or SRT002 may be used on the PRT001 as a Print Sequence ID to print records in a sort sequence different from the sort sequence in which the records were generated for certain regulatory reports.

SRT001/SRT002 (U.S./Canadian Sort Sequence Control)

This transaction (screens 341 - U.S. Sort Sequence Control and 342 - Canadian Sort Sequence Control) defines U.S. and Canadian sorting. You can control the order that employee records print on regulatory and audit/exception reports.

Sort Sequence Identifier

This is a user-defined code to identify the fields to use for sequencing reports. It is associated with a particular report through the GEN002 transaction.

Note: The lowest level sort should always be a unique identifier, such as employee number, Social Security Number (U.S.), or Social Insurance Number (Canada). Otherwise, sort results will be unpredictable.

Priority Number

The sort sequence priority number specifies the priority of the field in the sort sequence. This makes it possible to update up to 12 sort positions without having to re-enter any sort position already defined.

Field Identifier

This is a two-character field where the sort data is specified through one of the predefined sort identifiers. Each corresponds to a specific data field on the Employee Master File and/or the HRMS Tables File.

Note: This applies only to batch entry. The screens already include the field identifiers.

Lowest Total Indicator

This indicator specifies the sort sequence field to use as the lowest level for control breaks and totaling. Totals automatically roll up to higher levels in the sequence.

You can select only one item as the lowest control level, and it must be one of the first five, with a maximum of five totaling levels. It is valid only for items that can be logically grouped for totaling, such as levels L1-L5 or pay code. It is not valid for detail items unique to each employee, such as employee name, number, or Social Security Number.

When a control break occurs, the next headings are determined by the L2 processing at the time. To maintain the proper headings:

- If your sort sequence includes L2s, you should set the lowest total indicator to L2 or lower.
- If your sort sequence does not include L2s, set this indicator to L1 or lower.

If you do not specify a control break/lowest total indicator, grand totals are automatically produced at the end of the report.

If you are doing establishment reporting or state unit reporting, establishment code or state unit code (as appropriate) must be in the sort sequence and must be a control total level.

Sort Control Fields

The following tables list possible sort fields. The 2-character codes are the field identifiers used in the SRT001 (U.S.) and SRT002 (Canada) transactions, corresponding to Employee Master File and HRMS Tables File data items. The field names shown are the ones recognized by the system.

Additional information shows the definition and length of the data items. The length of an item is important because a maximum of 54 positions is used for the user-selected sort fields. If you define a sort sequence greater than 54 characters, the system uses only the first 54 characters.

SRT001/002 Field ID	Field Name	Field Length	Low Total	Residence/Derivation
L1	Level 1	2	Y	EMF 201 seg
L2	Level 2	2	Y	EMF 201 seg
L3	Level 3	4	Y	EMF 201 seg
L4	Level 4	4	Y	EMF 201 seg
L5	Level 5	4	Y	EMF 201 seg
FE	Federal Tax ID	9	Y	Tables File TB
HD	Home distribution	10	Y	EMF 201 seg
CK	Check sequence code	5	Y	EMF 201 seg
S1	Employee status position 1	1	Y	EMF 201 seg
S2	Employee status position 2	1	Y	EMF 201 seg
SE	State Tax ID	18	Y	Tables File TC
SF	Shift Code	1	Y	EMF 201 seg
PF	Pay frequency	1	Y	EMF 201 seg
PC	Pay code	1	Y	EMF 201 seg

(continued)

SRT001/002 Field ID	Field Name	Field Length	Low Total	Residence/Derivation
WC	Worker's Compensation Code	4	Y	EMF 201 seg (Canadian field is 2 positions + 2 spaces)
UC	Union Code	5	Y	EMF 201 seg
UI	State Unemployment Tax ID For Report 107: Washington state employer Unified Business Identifier (UBI)	18	Y	Tables File TC
SN	Employee SSN/SIN	10	N	EMF 201 seg
NU	Employee number	10	N	EMF 201 seg
N3	Employee name from EMF (all 35 characters)	35	N	EMF 203 seg
N2	Employee name from EMF (first 20 characters)	20	N	EMF 203 seg
N1	Employee name from EMF (first 10 characters)	10	N	EMF 203 seg

Considerations

All of the fields listed here are not necessarily logical choices for sorting every report. For example, state reports are generated by Reporting State SCC Code, so it is not necessary to use that field in your sort sequence. This applies to

- State W-2 Files (100)
- State Quarterly Files (102)
- State 1099-R Files (103)
- State Quarterly Wage/Tax Forms (104)
- State Quarterly Wage/Tax Files (105)
- State Monthly Files (106)
- State Quarterly Family Leave Insurance (FLI) Files (107)

The State Tax ID (SE) and State Unemployment Tax ID (UI) should not be used when generating federal files.

Another example is the federal 1099-R file. Because no state information is reported on this file, the Reporting State SCC field is not displayed. If you use this field in your sort sequence, it will always have a value of **00**. This means you cannot select records for this file on the PRT002 transaction by SCC Code.

SRT001 Field ID	Field Name	Field Length	Low Total	Residence/Derivation
ZP	Zip code	5	Y	EMF 201 seg
EC	Establishment code	4	Y	EMF 201 seg
FM	FICA/Medicare indicator	1	Y	EMF 203 seg <ul style="list-style-type: none"> ▪ F for A, B, D, E ▪ Q for C, F, G
RS	Resident state code	2	Y	EMF 203 seg
WS	Work state code	2	Y	EMF 203 seg
SC	Reporting state SCC code	5	Y	EMF 302-319 seg
LA	Reporting local authority code (tax collection district)	2	Y	Tables File TB
LC	Reporting local SCC code. For Report 400 , SCC Type Code 2 or 3 must be the first position followed by county or city SCC code respectively. For Report 439 , positions 2-5 are used.	5	Y	EMF 302-319 seg
LE	Reporting local authority entity code	5	Y	Tables File TD/TE
T1	Tax authority supplement 1 data	4	Y	EMF 302-319 seg
T2	Tax authority supplement 2 data	2	Y	EMF 302-319 seg
T3	Tax authority supplement 3 data	4	Y	EMF 302-319 seg
T4	Tax authority supplement 4 data	6	Y	EMF 302-319 seg
SU	State unit code	3	Y	EMF 302-319 seg
P2	Current federal province code	2	Y	EMF 203 seg
U2	Current employer EI rate code	1	Y	EMF 203 seg
P3	Tax segment federal province code	2	Y	EMF 300 seg
U3	Tax segment employer EI rate code	1	Y	EMF 300 seg
RC	Payroll Account number	9	Y	Tables File TM-TUU
AC	Employer/Payer registration number	16	Y	Tables File TM-00 (Relevé only)

Default Sort

Default sort sequences are used when no sort sequence is specified on the GEN002 transaction or the sort sequence specified is not defined on the HRMS Tables File.

This table shows the default sequences and the default for lowest level of totals for the audit reports.

Report ID	Report Name	Field ID/Name
001	Federal W-2 form	L1 - Level 1 L2 - Level 2 (LOW TOTAL) S1 - Employee status position 1 NU - Employee number
002	Federal W-2 file	FE - Federal Tax ID SC - Reporting State SCC code FM - FICA/Medicare indicator EC - Establishment code (LOW TOTAL) SN - Social Security Number
003	Federal 1099-R forms	L1 - Level 1 L2 - Level 2 (LOW TOTAL) S1 - Employee status position 1 NU - Employee number
004	Federal 1099-R file	FE - Federal Tax ID (LOW TOTAL) SN - Social Security Number
007	W-2PR form	L1 - Level 1 L2 - Level 2 (LOW TOTAL) S1 - Employee status position 1 NU - Employee number
100	State W-2 files	FE - Federal Tax ID SE - State Tax ID FM - FICA/Medicare indicator EC - establishment code (LOW TOTAL) SN - Social Security Number
101	State Quarterly Unemployment forms	L1 - Level 1 L2 - Level 2 SU - State unit code (LOW TOTAL) SN - Social Security Number
102	State Quarterly Unemployment files	FE - Federal Tax ID UI - State Unemployment Tax ID (LOW TOTAL) SN - Social Security Number
103	State 1099-R files	FE - Federal Tax ID (LOW TOTAL) SN - Social Security Number
104	State Quarterly Wage/Tax forms	L1 - Level 1 L2 - Level 2 (LOW TOTAL) SN - Social Security Number

(continued)

Report ID	Report Name	Field ID/Name
105	State Quarterly Wage/Tax files	SE - State Tax ID (LOW TOTAL) SN - Social Security Number
106	State Monthly files	FE - Federal Tax ID UI - State Unemployment Tax ID (LOW TOTAL) SN - Social Security Number
107	State Quarterly FLI files	FE - Federal Tax ID UI - Washington employer UBI (LOW TOTAL) SN - Social Security Number
400	Local W-2 files	L1 - Level 1 L2 - Level 2 FM - FICA/Medicare indicator EC - Establishment code (LOW TOTAL) SN - Social Security Number
439	Pennsylvania Local files	LA - Tax Collection District FE - Federal Tax ID LC - Reporting Local SCC Code (positions 2-5) T3 - Tax Authority Supplement 3 Data (Work Location) (LOW TOTAL) T4 - Tax Authority Supplement 4 Data (Resident PSD) SN - Social Security Number
200	T4 slip	RC - Business number (LOW TOTAL) N3 - Employee name NU - Employee number
201	T4 XML file	RC - Business number (LOW TOTAL) N3 - Employee name SN - Employee Social Insurance Number
202	T4A slip	RC - Business number (LOW TOTAL) N3 - Employee name NU - Employee number
203	T4A XML file	RC - Business number (LOW TOTAL) N3 - Employee name SN - Employee Social Insurance Number
300	Relevé 1 slip	N3 - Employee name NU - Employee number
301	Relevé 2 slip	N3 - Employee name NU - Employee number
302	Relevé 1 XML file	AC - Employer/payer registration number (LOW TOTAL) N2 - Employee name SN - Employee Social Insurance Number

(continued)

Report ID	Report Name	Field ID/Name
303	Relevé 2 XML file	AC - Employer/payer registration number (LOW TOTAL) N2 - Employee name SN - Employee Social Insurance Number

Realtime Screen 341 - SRT001 Example (U.S.)

In this example, you are setting up a sort sequence of Level 1, establishment code (low total), and Social Security Number for W-2 forms.

ACTION: _____

SORT SEQUENCE ID: **SORT05**

U.S. SORT SEQUENCE CONTROL

PRI	LOWEST	FIELD NAME	PRI	LOWEST	FIELD NAME
NUM	TOTAL		NUM	TOTAL	
01	—	LEVEL 1	—	—	EMPLOYEE NUMBER
—	—	LEVEL 2	—	—	EE NAME - FIRST 30 CHAR
—	—	LEVEL 3	—	—	EE NAME - FIRST 20 CHAR
—	—	LEVEL 4	—	—	EE NAME - FIRST 10 CHAR
—	—	LEVEL 5	—	—	ZIP CODE
—	—	HOME DISTRIBUTION	02	Y	ESTABLISHMENT CODE
—	—	CHECK SEQUENCE CODE	—	—	FICA INDICATOR
—	—	EMPLOYEE STATUS - POS 1	—	—	RESIDENT STATE CODE
—	—	EMPLOYEE STATUS - POS 2	—	—	WORK STATE CODE
—	—	PAY FREQUENCY	—	—	REPORTING STATE SCC CODE
—	—	PAY CODE	—	—	REPORTING LOCAL SCC CODE
—	—	WORKERS COMPENSATION CD	—	—	TX AUTH - SUPPLEMENT 1
—	—	UNION CODE	—	—	TX AUTH - SUPPLEMENT 2
03	—	EMPLOYEE SOC SEC NUM	—	—	STATE UNIT CODE

Note: To specify the sort sequence, enter the sort sequence identifier, priority numbers, and indicate a lowest total.

Realtime Screen 342 - SRT002 Example (Canada)

In this example, you are setting up a sort sequence of Level 1, postal code, and Level 2 (low total) for T4 slips.

ACTION: _____

SORT SEQUENCE ID: **SORT05**

CANADIAN SORT SEQUENCE CONTROL

PRI	LOWEST		PRI	LOWEST	
NUM	TOTAL	FIELD NAME	NUM	TOTAL	FIELD NAME
01		LEVEL 1	—	—	EMPLOYEE SOC INS NUM
03	Y	LEVEL 2	—	—	EMPLOYEE NUMBER
—	—	LEVEL 3	—	—	EE NAME - FIRST 30 CHAR
—	—	LEVEL 4	—	—	EE NAME - FIRST 20 CHAR
—	—	LEVEL 5	—	—	EE NAME - FIRST 10 CHAR
—	—	HOME DISTRIBUTION CODE	02	—	POSTAL CODE
—	—	CHEQUE SEQUENCE CODE	—	—	CURRENT FED PROV CODE
—	—	EMPLOYEE STATUS - POS 1	—	—	CURRENT EI RATE CODE
—	—	EMPLOYEE STATUS - POS 2	—	—	TAX SEG FED PROV CODE
—	—	PAY FREQUENCY	—	—	TAX SEG EI RATE CODE
—	—	PAY CODE	—	—	BUSINESS NUMBER
—	—	WORKERS COMPENSATION CD	—	—	AGENT ACCOUNT NUMBER
—	—	UNION CODE			

Note: To specify the sort sequence, enter the sort sequence identifier, priority numbers, and indicate a lowest total.

Generate Control

The report generate process is controlled by the GEN001 and GEN002 transactions. GEN001 defines the report requests by specifying Report Identifier and Authority or Authority Group.

For each GEN001, one or more GEN002 transactions are required. These groupings of GEN001 and GEN002 transactions are verified in Generate Process Step 1 (described in the next chapter).

Note: After entering the GEN001/002 transactions on the HRMS Tables File, you have the option of entering them again as a runtime override, if you want to change generate parameters for a specific run.

GEN001 (Generate Request)

This transaction (screen 339 - Report Generate Control) defines the generate request and report options. It issues a report request to the generate process and specifies the authorities to process.

Report Identifier

All regulatory reports are assigned a predefined HCM:E report identifier:

Value	Description
001	Federal W-2 forms
002	Federal W-2 file
003	1099-R forms
004	Federal 1099-R file
007	Puerto Rico W-2PR form (not valid on GEN001/002)
100	State W-2 files (including Puerto Rico)
101	State Quarterly Unemployment forms
102	State Quarterly Unemployment files
103	State 1099-R files
104	State Quarterly Wage/Tax forms
105	State Quarterly Wage/Tax files
106	State Monthly files
107	State Quarterly Family Leave Insurance files
200	T4 slips
201	T4 XML file
202	T4A slips
203	T4A XML file
300	Relevé 1 slips
301	Relevé 2 slips
302	Relevé 1 XML file
302	Relevé 2 XML file (not valid on GEN001/GEN002)
400	Local W-2 files
439	Pennsylvania local files

Authority Identifier

This specifies the authorities to use for regulatory reports.

Group Identifier

This identifier (not valid for federal reports) references authorities as a group. On this transaction, it indicates a group of authorities previously established on the HRMS Tables File by GRP001/GRP002 group transactions.

Note: When entering through batch, you must use an asterisk (*) in the first position of the group identifier.

To Specify:	Authority Identifier (Realtime):	Local Identifier (Realtime):	Group Identifier (Realtime):	Sample Transaction (Positions 10-15)
Federal	00	Blank	Blank	00
State(s)	State SCC Number	Blank	Blank	01 (Alabama)
State groups	Blank	Blank	5-character user-defined code	* G R P T P (Must be defined on GRP001 transaction)
Locals (excluding Report 439)	00	4-character user-defined code	Blank	0 0 P H I L (Must be defined on LOC001 transaction)
Local groups (excluding Report 439)	Blank	Blank	5-character user-defined code	* L O C T P (Must be defined on GRP002 transaction)
Locals (Report 439)	00	E0 followed by 2-digit TCD code L0 followed by 2-digit TCD code	Blank	00E046

If Report ID is...	Then Authority/Group ID is...
001-007, 200-203	00 (federal)
100-107	State(s) State Groups
300-302	88 (Québec)
400	Local(s) Local Groups

(continued)

If Report ID is...	Then Authority/Group ID is...
439	EIT Reporting: 00E0nn LST Reporting: 00L0nn Where <i>nn</i> is the 2-digit tax collection district code

Generate Records Indicator

The default (yes) extracts report records from the Employee Master File. If you are verifying HRMS Tables File transactions, you could elect not to generate report records. The effect of this indicator is explained further in the next chapter.

If entry is...	Then...
Y or blank (default)	System extracts report records.
N	System does not extract report records.

Generate Audit Report Indicator

This specifies the level of detail to appear on the audit report. The use of this indicator is explained further in the next chapter.

If entry is...	Then...
D or blank (default)	Audit report shows detail.
T	Audit report shows totals only.
N	No audit report is produced.

Realtime Screen 339 - GEN001 Example 1 (U.S.)

To request state quarterly unemployment files for the states of Alabama (01), Tennessee (43), Georgia (11), and California (05), generate report records (Y), and generate the Audit Report with totals (T), you might enter the following generate requests:

- By defining an authority group QTRTP, which includes the four states (GRP001 transactions), you can enter a single GEN001 102*QTRTP.

ACTION: _____					
REPORT ID: 102		LOCAL: _____		GROUP: QTRTP	
REPORT GENERATE CONTROL					
GENERATE RECORDS: Y			GENERATE AUDIT REPORT: D		
NEXT L1L2: _____					
CMD	L1L2	SORT SEQ	CMD	L1L2	SORT SEQ
—	*QTR	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
INSERT:	L1L2	SORT SEQ	—	L1L2	SORT SEQ
	_____	_____		_____	_____

- To request files for this group of states, enter the report and group identifiers.
- Add (A), change (C), and delete (D) are valid processing commands on this screen.
 - Add (A) is the default on a blank line.
 - Change (C) is valid only to change the sort sequence.

Realtime Screen 339 - GEN001 Example 2 (Canada)

To request federal T4 slips, generate report records (Y), and generate the Audit Report with totals (T), you enter the following generate requests:

ACTION: _____

REPORT ID: 200 AUTHORITY: 00 LOCAL: GROUP:

REPORT GENERATE CONTROL

GENERATE RECORDS: Y GENERATE AUDIT REPORT: T

NEXT L1L2: _____

CMD	L1L2	SORT SEQ	CMD	L1L2	SORT SEQ
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
INSERT:	L1L2	SORT SEQ	—	L1L2	SORT SEQ
	_____	_____		_____	_____

- Enter the report identifier and authority identifier.
- Add (A), change (C), and delete (D) are valid processing commands on this screen.
 - Add (A) is the default on a blank line.
 - Change (C) is valid only to change the sort sequence.

GEN002 (Generate Request for Organizations and Sort Sequence)

This transaction (screen 339 - Generate Request for Organizations and Sort Sequence) specifies the organizations to include in the report request and sort sequence information:

- Specify the Level 1-Level 2s associated with a report/authority.
- Assign a sort sequence for this report/authority.

The report/authority must be identical to the corresponding GEN001.

Level 1-Level 2 Identifier

This specifies which L1-L2s to process. It can be:

- Any valid L1-L2
- A defined L1-L2 group identifier:
 - First position = *
 - Group identifier = 3-character, user-defined group identifier established on the GRP003 transaction.

Sort Sequence Identifier

This must match a sort sequence identifier already defined to the HRMS Tables File on the SRT001 (U.S.) or SRT002 (Canada) transaction.

If you enter a sort sequence identifier not defined on the HRMS Tables File or no sort sequence identifier at all, the system uses the default for each report. The default sorts are described in the Sort Sequence Control section of this chapter.

Note: When crossing level boundaries, you can have only one group of levels to cross L1 boundaries, and one to cross L2 boundaries per report/authority. If you enter more than one, you will receive a warning, and all groups will use the sort sequence specified for the first group.

GEN002 Example 1 (U.S. and Canada)

In this example, you need to produce U.S. federal W-2 files for certain L2s and Canadian T4 XML files for other L2s.

- U.S. L1-L2s: BFAA BFZZ CFAA CFZZ DFAA DFZZ

These L2s each have a unique federal Employer Identification Number (EIN).

- Canadian L1-L2s: CDN1 CDN2 CDN8 CDN9

These L2s each have multiple UIC rate codes.

To request a W-2 file and T4 XML file for these L2s without using organization groups would require the following GEN002 transactions:

```
GEN002 002 00 BFAA
GEN002 002 00 BFZZ
GEN002 002 00 CFAA
GEN002 002 00 CFZZ
GEN002 002 00 DFAA
GEN002 002 00 DFZZ
GEN002 201 00 CDN1
GEN002 201 00 CDN2
GEN002 201 00 CDN8
GEN002 201 00 CDN9
```

Note: This example assumes you are using the default sort sequence. The W-2 file sorts by L1, L2, FICA/Medicare Indicator, and Social Security Number (L2 boundaries **not** crossed). The T4 XML file sorts by RCT number and employee name (L1-L2 boundaries crossed).

If organization groups were established on the GRP003 transaction, with BFAA, BFZZ, CFAA, CFZZ, DFAA, and DFZZ in group WT1, and CDN1, CDN2, CDN8, and CDN9 in group RCT, the necessary GEN002 transactions would be as follows:

```
GEN002 002 00 *WT1
GEN002 201 00 *RCT
```

GEN002 Example 2 (Sort Sequencing)

In this example, additional U.S. L1-L2s are added. Some L2s within a single L1 share a common federal EIN. Other L2s within multiple L1s share a common EIN, as outlined in the table below.

- These L2s each have a unique federal EIN.

BFAA BFZZ CFAA CFZZ DFAA DFZZ

- These L2s share a single federal EIN.

HRAA HRBB HRCC HRDD HREE

- These L1-L2s share a single federal EIN.

AF01 AF02 AF03 AF04 AF05 AF08 ZA02 ZA03 ZA04.

To cross level boundaries correctly for each of the preceding L1-L2s, you would need to complete the following steps:

Step	Action
1	Define L1-L2 group.
2	Define sort sequences.
3	Set up input control transactions.

By crossing L1-L2 or L2 boundaries only, you can report multiple organizations (L1-L2s) as a single taxing entity.

In crossing boundaries, it is important to report employee detail records with the correct company data. Company data comes from two system sources:

- Employee Master File (company name and address)
- HRMS Tables File (TZ transaction type data).

When you cross multiple organizations for a single tax entity, the Employee Master File data is from the organizational header information from the first Level 1-Level 2 processed for the tax entity. When the tax entity does not cross boundaries, actual L1-L2 header segment data is used.

When you cross level boundaries for state reporting, the system uses organization header information from the first L1-L2 that contains employees to report. For federal reporting, the system uses the header information from the first L1-L2 processed regardless of whether that L1-L2 contains employees for the report.

You can store separate sort sequences with and without L1-L2 on the HRMS Tables File for the same reports where you need to cross level boundaries for some reports but not for others.

Note: If the L1-L2 is not in the first and second positions of the sequence definition, the sort is not by L1-L2. The sort automatically contains the report identifier, authority, and values specified in the sequence transaction (SRT001).

1. Define L1-L2 groups.
Using the GRP003 transaction, create the following organization groups:

Group	Level 1-Level 2s
WT1	BFAA, BFZZ, CFAA, CFZZ, DFAA, DFZZ
WT2	HRAA, HRBB, HRCC, HRDD, HREE
WT3	AF01, AF02, AF03, AF04, AF05, AF08, ZA02, ZA03, ZA04.

2. Define sort sequences.
Using the SRT001 transaction, create the following sort sequences:
 - SEQ001 - Level 1, Level 2, FICA/Medicare Indicator, Social Security Number
 - SEQ002 - Level 1, FICA/Medicare Indicator, Establishment Code, Social Security Number
 - SEQ003 - FICA/Medicare Indicator, Establishment Code, Social Security Number.
3. Set up input control transactions.

These GEN002 transactions are needed to request federal W-2 files for all the L2s in this example in a single execution:

```
GEN002 002 00 *WT1 SEQ001
GEN002 002 00 *WT2 SEQ002
GEN002 002 00 *WT3 SEQ003
```

GEN002 Example 3 (State/Organization Grouping)

These examples are shown as batch transactions, but you might also choose to complete this process through their corresponding realtime screens.

In this example, you need to generate state quarterly unemployment files for all states where you pay employees. This includes the following data:

L1-L2s Affected	States Affected
HRAA	Alabama (01)
HRBB	California (05)
HRCC	Georgia (11)
HRDD	Tennessee (43)
HREE	
AAAA	
ABBB	
AF02	
AF03	
AF04	
AF05	
AF06	
AF08	

Note: In this example, all Level-2s under Level-1 HR are a single tax entity and all Level-2s under Level -1 AF are a single tax entity. AAAA and ABBB are tax entities.

Individual State Setup

To request all state quarterly files individually, you would need one GEN001 and a set of GEN002 transactions for each state, as follows:

GEN001	GEN002
GEN001 102 01 (Alabama)	GEN002 102 01 HRAA
	GEN002 102 01 HRBB
	GEN002 102 01 HRCC
	GEN002 102 01 HRDD
	GEN002 102 01 HREE
	GEN002 102 01 AAAA
	GEN002 102 01 ABBB
	GEN002 102 01 AF02
	GEN002 102 01 AF03
	GEN002 102 01 AF04
	GEN002 102 01 AF05
	GEN002 102 01 AF06
	GEN002 102 01 AF08
GEN001 102 05 (California)	GEN002 102 05 HRAA
	GEN002 102 05 HRBB
	GEN002 102 05 HRCC
	GEN002 102 05 HRDD
	GEN002 102 05 HREE
	GEN002 102 05 AAAA
	GEN002 102 05 ABBB
	GEN002 102 05 AF02
	GEN002 102 05 AF03
	GEN002 102 05 AF04
	GEN002 102 05 AF05
	GEN002 102 05 AF06
	GEN002 102 05 AF08
GEN001 102 11 (Georgia)	GEN002 102 11 HRAA
	GEN002 102 11 HRBB
	GEN002 102 11 HRCC
	GEN002 102 11 HRDD
	GEN002 102 11 HREE
	GEN002 102 11 AAAA
	GEN002 102 11 ABBB
	GEN002 102 11 AF02
	GEN002 102 11 AF03
	GEN002 102 11 AF04
	GEN002 102 11 AF05
	GEN002 102 11 AF06
	GEN002 102 11 AF08

(continued)

GEN001	GEN002
GEN001 102 43 (Tennessee)	GEN002 102 43 HRAA GEN002 102 43 HRBB GEN002 102 43 HRCC GEN002 102 43 HRDD GEN002 102 43 HREE GEN002 102 43 AAAA GEN002 102 43 ABBB GEN002 102 43 AF02 GEN002 102 43 AF03 GEN002 102 43 AF04 GEN002 102 43 AF05 GEN002 102 43 AF06 GEN002 102 43 AF08

State Group Setup

By defining a state group (QTRTP) and organization groups (TE1 and ST1), you would need only the following transactions to set up the same information:

- State Group Identifier QTRTP:

```
GPG001  QTRTP  01
GRP001  QTRTP  05
GRP001  QTRTP  11
GRP001  QTRTP  43
```

- Organization (L1-L2) Group Identifiers TE1 and ST1:

```
GRP003  TE1  HRAA
GRP003  TE1  HRBB
GRP003  TE1  HRCC
GRP003  TE1  HRDD
GRP003  TE1  HREE

GRP003  ST1  AF02
GRP003  ST1  AF03
GRP003  ST1  AF04
GRP003  ST1  AF05
GRP003  ST1  AF06
GRP003  ST1  AF08
```

- Control transactions needed to generate reports for these groups:

GEN001	12	*QTRTP	GEN002	102	*QTRTP	*ST1	XINGL2
			GEN002	102	*QTRTP	*TE1	XINGL2
			GEN002	102	*QTRTP	AAAA	
			GEN002	102	*QTRTP	ABBB	

Note: The GEN002 transactions for organization groups TE1 and ST1 must specify a sort sequence that crosses L2 boundaries to be correct. The GEN002s for AAAA and ABBB can use the default sort sequence for report 102, which does not cross L2 boundaries.

Realtime Method Screen (339)

ACTION: _____

REPORT ID: **102** AUTHORITY: LOCAL: GROUP: **QTRTP**

REPORT GENERATE CONTROL

GENERATE RECORDS: **Y** GENERATE AUDIT REPORT: **T**

NEXT L1L2: _____

CMD	L1L2	SORT SEQ	CMD	L1L2	SORT SEQ
—	*ST1	XINGL2	—	_____	_____
—	*TE1	XINGL2	—	_____	_____
—	AAAA	_____	—	_____	_____
—	ABBB	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
—	_____	_____	—	_____	_____
INSERT:	L1L2	SORT SEQ	—	L1L2	SORT SEQ
	_____	_____		_____	_____

- To request files for this group of states, enter the report and group identifiers.
- You can enter individual L1-L2s or an L1-L2 group ID in the L1L2 field.
- You can also specify L1-L2 sort sequences on this screen.
- Add (A), change (C), and delete (D) are valid processing commands on this screen.
 - Add (A) is the default on blank line.
 - Change (C) is valid only to change the sort sequence.

Print Control

The following transactions control the print process for regulatory reporting. Through print process control, you can specify:

- The particular report
- The authority or authority group to be processed
- The form number at print time
- The type of report form
- The number of lines per page
- Whether to print a subtotal for W-2s or T4s, and how often to print it
- A prior year format for a report or file at print time.
- A sort sequence for printing records different from the sort sequence used to generate records for certain regulatory reports.

Note: After entering the PRT001/002 transaction on the HRMS Tables File, you have an option of entering them again as a runtime override, if you want to change print parameters for a specific run.

FRM001 (Report Forms Assignment)

This transaction (screen 354 - Report Forms Assignment) assigns the report form. It controls form code entry, lines per form, number of alignments, and intermediate totals printing.

Note: You must enter an FRM001 transaction for every form you create. Form code and lines per form information are required on this transaction. You do not need this transaction for file reporting.

Form Code

The following table lists the supported codes for Brooks-Allan U.S. report formats. Codes for Canadian forms are also included here. Canadian report slips are supplied by the Canadian federal and provincial governments, except for the pressure seal format slips, which are supplied by Moore Business Forms of Canada.

If you use other kinds of forms or slips, you should assign them form codes within the 701-899 range.

Form Code	Form	Lines per Form
205	Laser W-2PR (employer)	44
210	Laser W-2PR (employee)	44
335**	Laser print magnetic media 1099-R (employer)	22
340**	Laser print magnetic media 1099-R (employee)	22
400	1 wide, self-mailer W-2	33
435*	Laser W-2 (employer) continuous form	17
440*	Laser W-2 (employee) continuous form	17
445*	Laser W-2 (employer) cut sheet form	
450*	Laser W-2 (employee) cut sheet form	
485	Laser print, cut sheet W-2 Form	112
505	T4 Pressure Seal Laser	36
515	T4 Pressure Seal Laser	36
525	Relevé 1 Pressure Seal Laser	36
555	T4 slip Laser Employer Copy	44
560	T4 slip Laser Employee Copy	44

(continued)

Form Code	Form	Lines per Form
565	T4A slip Laser Employer Copy	43
570	T4A slip Laser Employee Copy	43
575	RL 1 slip - Laser Employer Copy	22
580	RL 1 slip - Laser Employee Copy	22
585	RL 2 slip - Laser Employer Copy	30
590	RL 2 slip - Laser Employee Copy	30
701 - 899	Available for user-defined forms or slips	

Note: SRMs for format 435 can be copied and used for formats 445.
SRMs for format 440 can be copied and used for formats 450.

* Laser format for W-2 forms is 8 lines per inch for IBM and 8.1 lines per inch for Xerox. All laser forms are 8 1/2 x 11". All other forms are 6 lines per inch.

**Laser format for 1099-R forms 335 and 340 is 6 lines per inch, 12 characters per inch, and 66 lines per page.

Lines Per Form

This specifies the actual number of lines on a form. It is required for reports where several kinds of forms are available (W-2 and 1099-R).

Intermediate Totals Indicator

This specifies whether or not to include subtotals after a specific number of records are produced.

Do not request intermediate totals for laser W-2 forms.

Number of Employee Records

This indicates the number of employees to include in intermediate totals. For example, if you enter 41, the system prints intermediate totals (subtotals) after every 41 records.

For quarterly reports, it also determines the number of employees printed per page.

Number of Alignments

This overrides the default alignment of 4.

Realtime Screen 354 - FRM001 Example 1 (U.S.)

In this example, you are producing W-2 forms for employees using the 1-wide self-mailer W-2, with no intermediate totals requested and two alignment forms generated. The form used has 33 lines per form.

ACTION: _____

NEXT FORM CODE: _____

REPORT FORMS ASSIGNMENT

CMD	FORM CODE	LINES PER FORM	INTERMEDIATE TOTALS	NUMBER OF EE RECORDS	NUMBER OF ALIGNMENTS
—	400 —	33 —	N	0 —	2 —
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—

INSERT NEW FORM:

— — — — —

- To identify this form, enter the form code, lines per form, number of employee records, number of alignments, and indicate whether or not to include intermediate totals.
- Valid processing commands on this screen are add (A), change (C), delete (D).

Realtime Screen 354 - FRM001 Example 2 (Canada)

In this example, you are producing T4A slips, with no intermediate totals, 3 alignments, and 44 lines per slip.

ACTION: _____

NEXT FORM CODE: _____

REPORT FORMS ASSIGNMENT

CMD	FORM CODE	LINES PER FORM	INTERMEDIATE TOTALS	NUMBER OF EE RECORDS	NUMBER OF ALIGNMENTS
-	555_	44_	N	0_	3_
-	_____	_____	-	_____	_____
-	_____	_____	-	_____	_____
-	_____	_____	-	_____	_____
-	_____	_____	-	_____	_____
-	_____	_____	-	_____	_____
-	_____	_____	-	_____	_____
-	_____	_____	-	_____	_____
-	_____	_____	-	_____	_____
-	_____	_____	-	_____	_____
-	_____	_____	-	_____	_____

INSERT NEW FORM:

- To identify this slip, enter the form code, lines per form, number of employee records, number of alignments, and specify whether to include intermediate totals.
- Valid processing commands on this screen are add (A), change (C), and delete (D).

PRT001 (Print Request)

This transaction (screen 355 - Report Print Control) defines the report print request. It issues a report request to the print process.

Screen 355 has two parts. The upper part identifies the authority/local/group identifier, version year, and form code (if applicable); Channel Printer option and Print Sequence ID. The lower part controls sort sequence selection (associated with print transaction PRT002).

Authority/Local Group Identifiers

These identifiers correspond to options for the same fields on the GEN001 transaction used to extract report records.

If you use PRT001:	Related GEN001 Code is:
Authority	Authority or Authority Group
Authority Group	Authority or Authority Group
Local Authority	Local Authority or Local Authority Group
Local Authority Group	Local Authority or Local Authority Group

You can use any valid authority group on the PRT001 transaction. It does not need to be the same as the one used on the GEN001 transaction.

Any authority identifiers, whether individual or in a group, used for the PRT001 transaction, but not entered individually or as part of a group for the GEN001 transaction, appear as **Not Found** on the Print Process Summary Report.

Version Year

This specifies a form/file format from a previous year. It includes the century and year of the format. If left blank, it defaults to the current format.

If you enter a version year that is not on the HRMS Tables File, the system will use the next previous format. If none are found, an error results.

Form Code

This specifies the report form to use, indicates the number of lines per form and number of alignment forms (as defined on the FRM001 transaction), and controls the printing of intermediate totals.

If the form has multiple physical layouts, such as 1- and 2-wide W-2 forms, the form code identifies the set of record maps to use.

Channel Printer Indicator

This specifies whether your laser printer is channel-enabled.

Print Sequence ID

This six-character code is a user-defined code on the PRT001 transaction to establish a sort sequence for printing regulatory forms for certain report IDs in a sequence different from the sequence in which the report records were generated. The Print Sequence ID must match a Sort Sequence ID defined on the HRMS Tables File by the SRT001 or SRT002 transactions.

File Record Limit

Valid only for Report 002 (Federal W-2 File), this field specifies a maximum record limit for electronic filing. The default for report 002 is 500000. If necessary, any other numeric value may be specified that is greater than 20. However, if the value is greater than 500000, you must process using run-time batch entry or by doing a realtime update of the HRMS Tables File. A batch update of the HRMS Tables File with a value greater than 500000 is rejected.

Realtime Screen 355 - PRT001 Example 1 (U.S.)

To request printing of a state quarterly unemployment file for California, using the current (default) year for the form and format, you might enter the following information:

ACTION: _____			
END OF SORT SEQUENCE ENTRIES			
REPORT ID: 102	AUTHORITY: 05	LOCAL: _____	GROUP: _____
REPORT PRINT CONTROL			
VER YR: _____	FORMS CD: _____	CHANL PRT: N	PRT SEQ ID: _____ REC LMT: _____
SORT SEQUENCE IDENTIFIER SELECTION			
NEXT SORT SEQ: _____		DEFAULT SORT SEQ: _____	
CMD	SORT SEQ	CMD	SORT SEQ
—	FML2NU	—	SW2WOE
—	L1ENUM	—	SXLVL1
—	L1L2NU	—	SXLVL2
—	L1L2N3	—	SXLV1F
—	SPEIN1	—	SXLV2T
—	SPEIN2		
—	SQWSUN		
—	SW2EST		
			355

- Enter report and authority identifiers. Version year defaults to the current year.

Realtime Screen 355 - PRT001 Example 2 (Canada)

To request printing of a T4 slip, using 2010 for the form and format, you might enter the following information:

ACTION: _____

END OF SORT SEQUENCE ENTRIES

REPORT ID: 200 AUTHORITY: 00 LOCAL: GROUP:

REPORT PRINT CONTROL

VER YR: 2010 FORMS CD: 555 CHANL PRT: N PRT SEQ ID: _____ REC LMT: _____

SORT SEQUENCE IDENTIFIER SELECTION

NEXT SORT SEQ: _____ DEFAULT SORT SEQ: _

CMD	SORT SEQ	CMD	SORT SEQ
-	_____	-	_____
-	_____	-	_____
-	_____	-	_____
-	_____	-	_____
-	_____	-	_____
-	_____		
-	_____		

355

- Enter the report and authority identifiers. The version year defaults to the current year.

PRT002 (Print Request for Report/Authority)

This transaction (screens 355 - Sort Sequence Identifier Selection and 343 - Report Print Sequence Values) lets you print a portion of the total report records created in the generate step.

You can use this transaction if you do not want to print every record generated for a particular report. Only one PRT002 transaction can exist on the HRMS Tables File for a report/authority specification at any one time. At runtime, you can enter multiple transactions for a single report/authority specification to indicate criteria for multiple selections.

Sort Sequence Identifier

This identifier is defined on the SRT001 (U.S.) or SRT002 (Canada) transaction. On screen 355, if you indicate that you used the default sequence for the report, select a sequence from the list, or enter another sort sequence, screen 343 appears next.

If you enter the PRT002 transaction in batch for a report that was generated using the default sort sequence, the sort sequence ID field must contain spaces.

Sequence Field Values

This contains a valid print sequence value based on selections made at generate time for sort sequencing. The system compares it to the information used to sort the records in the generate process. Remember when selecting on Local Authority Code, the SCC Type Code (2 or 3) precedes the actual county or city SCC code and must be included in the print sequence values.

Delimiter

An optional delimiter character, the pound sign (#) is provided to denote the end of the print sequence values for a given PRT002 transaction. The principle purpose for this is to allow blanks as the final value in the sort sequence selection. For example, if you need to print W-2 forms for all active employees, you would use a sort sequence that included employee status 1. When entering the PRT002 to select active employees for printing, you would enter a blank in the position in the sort key occupied by employee status 1 followed by a #.

This delimiter is optional. If it is not entered, the last non-blank character in the print sequence selection area is considered to be the end of the print sequence selection values. Also, if you have a situation where the final print selection value is the pound sign, enter a second pound sign immediately following the first. This will cause the system to treat the first pound sign as a print selection value. Pound signs imbedded in the print selection values (i.e., followed by other non-blank characters) are treated as print selection values and do not terminate the print selection values.

Realtime Screens 355 and 343 - PRT002 Example 1 (U.S.)

To print state quarterly unemployment files for all California (05) employees in Level-1 AA, you enter the sort sequence ID established on the SRT001 transaction, and the print sequence values requested for printing this Level-1.

SORT05 = L1, SU, SSN

ACTION: _____

END OF SORT SEQUENCE ENTRIES

REPORT ID: 102 AUTHORITY: 05 LOCAL: GROUP:

REPORT PRINT CONTROL

VERSION YEAR: _____ FORMS CODE: ____ CHANNEL PRINTER: N **PRINT SEQ ID:** _____

SORT SEQUENCE IDENTIFIER SELECTION

NEXT SORT SEQ: _____ DEFAULT SORT SEQ: _

CMD	SORT SEQ	CMD	SORT SEQ
S	SORT05	—	_____
—	SORT06	—	_____
—	SORT07	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____

- To select these California unemployment files, select the sort sequence identifier. Screen 343 appears next.
- Select (S) is the only valid processing command on this screen.

ACTION: _____

REPORT ID: 102 AUTHORITY: 05 LOCAL: _____ GROUP: _____

REPORT PRINT SEQUENCE VALUES

SORT SEQUENCE ID: _____

PRI	FIELD NAME:	FIELD VALUES:
01	LEVEL 1	AA _____
02	UNIT CODE	_____
03	SOCIAL SECURITY NUMBER	_____
04		_____
05		_____
06		_____
07		_____
08		_____
09		_____
10		_____
11		_____
12		_____

- Enter the print sequence field values.

Realtime Screens 355 and 343 - PRT002 Example 2 (Canada)

To print T4 slips for all Canadian employees in Level 1 CD, you enter the sort sequence ID established on the SRT002 transaction and the print sequence values requested for this Level 1.

SORT05 = L1, PC, L2

ACTION: _____

END OF SORT SEQUENCE ENTRIES

REPORT ID: 200 AUTHORITY: 00 LOCAL: _____ GROUP: _____

REPORT PRINT CONTROL

VERSION YEAR: _____ FORMS CODE: _____ CHANNEL PRINTER: N **PRINT SEQ ID:** _____

SORT SEQUENCE IDENTIFIER SELECTION

NEXT SORT SEQ: _____ DEFAULT SORT SEQ: _

CMD	SORT SEQ	CMD	SORT SEQ
S	SORT05	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____	—	_____
—	_____		
—	_____		
—	_____		

- To select these Canadian T4 slips, select the sort sequence identifier. Screen 343 appears next.
- Select (S) is the only valid processing command on this screen.

ACTION: _____

REPORT ID: 200 AUTHORITY: 00 LOCAL: _____ GROUP: _____

REPORT PRINT SEQUENCE VALUES

SORT SEQUENCE ID: _____

PRI	FIELD NAME:	FIELD VALUES:
01	LEVEL 1	CD _____
02	PAY CODE	_____
03	LEVEL 2	_____
04		_____
05		_____
06		_____
07		_____
08		_____
09		_____
10		_____
11		_____

- Enter the print sequence field values.

Generate and Print Process

Once you have completed the transactions necessary to define your report parameters, you are ready to generate the records needed to produce audit/exception reports and finally, the regulatory reports.

The following chapter discusses the Generate and Print steps.

3 Generating Records and Printing Reports

Chapter Contents

3-1	Introduction
3-2	Process Reports
3-3	Generating Records
3-4	GENCTL (Generate Run Control and Report Date)
3-6	Generate Step 1
3-12	Generate Step 2
3-16	Generate Step 3
3-18	Printing Regulatory Reports
3-21	Print Load/Edit Step
3-22	Print Report Step

Introduction

After defining all the necessary report parameters to the HRMS Tables File, you can use the GENCTL transaction to select the steps you want to execute and enter report date information. These options determine which programs to run, instead of leaving that control to the JCL.

If you do not enter the GENCTL transaction, the system performs all three Generate Process steps:

Step	Action
1	Load and Edit Report Requests.
2	Generate Employee Detail Records.
3	Generate Audit/Exception Reports.

Chapter Objectives

- Describe the steps in generating report records and run control reports.
- Show examples of the run control reports.
- Describe the regulatory report print steps.

Process Reports

The Generate function provides an accurate account of processing. It creates the following reports:

- Run Control reports (Generate Step 1)
- Load Generate Request Summary (Generate Step 1)
- Process Summary (Generate Step 1)
- Generated Messages and Error (Generate Step 1 or 2)
- HRMS Tables File Transaction Access Summary (Generate Step 1 or 2)
- Process Summary (Generate Step 2)
- Audit/Exception (Generate Step 3).

Note: The messages that can appear on these reports are described in the *Messages* appendix of this guide.

Generating Records

The following sections describe the three steps of generating report records and the process reports produced by each step.

GENCTL (Generate Run Control and Report Date)

The following table shows the columns referenced in each of the generate steps.

GENCTL is an optional, runtime, batch-only transaction. You cannot update this information to the HRMS Tables File.

TRAN CODE	GEN TXN LOAD/ EDIT	GEN EMPE DETL	GEN AUDIT & REG RECS	AUDIT REPT RUN DATE	STATE QRTL/MNTH REPT DATE	NORM INPUT FILE	MSTR FILE TYPE	Local Period	RSVD
1-6	7	8	9	10-15	16-21	22-23	24	25-27	28-80
GENCTL									

Report Dates

If you do not enter a GENCTL transaction, the current system date is used as the report run date, and the system-calculated quarter-end date as the state quarterly report date.

You can change these dates by entering a GENCTL transaction as follows:

If columns 10-15...	Then, Report Run Date is...
YYMMDD	Year, month, day
*****1	Current system date
*****2	AA transaction period-end date from first organization header record processed on the Employee Master File
*****3	AA transaction run date from the first organization header record processed on the Employee Master File
Blanks	System date

If columns 16-21...	Then, State Quarterly Wage Report date is...
YYMMDD	Year, month, day
Blanks	System date

End Dates

The quarter-end date and month-end date are calculated from the State Quarterly/Monthly report date as follows.

Quarterly Reporting

Date (MMDD)	Quarter End	Quarter Number
2-1 to 4-30	3-31	1
5-1 to 7-31	6-30	2
8-1 to 10-31	9-30	3
11-1 to 1-31	12-31	4

Monthly Reporting

The month-end date is computed using either the date entered for the State Quarterly or Monthly report or the computer date. Regardless of the date used in the computation, the month-end date is **always** the last day of the reporting month.

Reporting Files

File Data	Identifiers
Normal Input Files	EM = Employee Master File PD = Payroll Reporting Detail File
Master File Type	Blank = Current Cycle Master P = Period-end Master R = Extract/Rerun Master

Local Reporting Period Information

Local Period Field	Values
Period Type (25)	M - Monthly Q - Quarterly Y - Year-end
Period Number (26-27)	01-12 - Monthly 01-04 - Quarterly 05 or 13 - Year-end

Generate Step 1

All regulatory grouping, sorting, and printing parameters are defined in the HRMS Tables File. Generate Step 1 (Generate Report Request Records) looks at the run control transactions (if any) and the HRMS Tables File to verify that these parameters are found and produces the Generate Request Process Summary and Error reports.

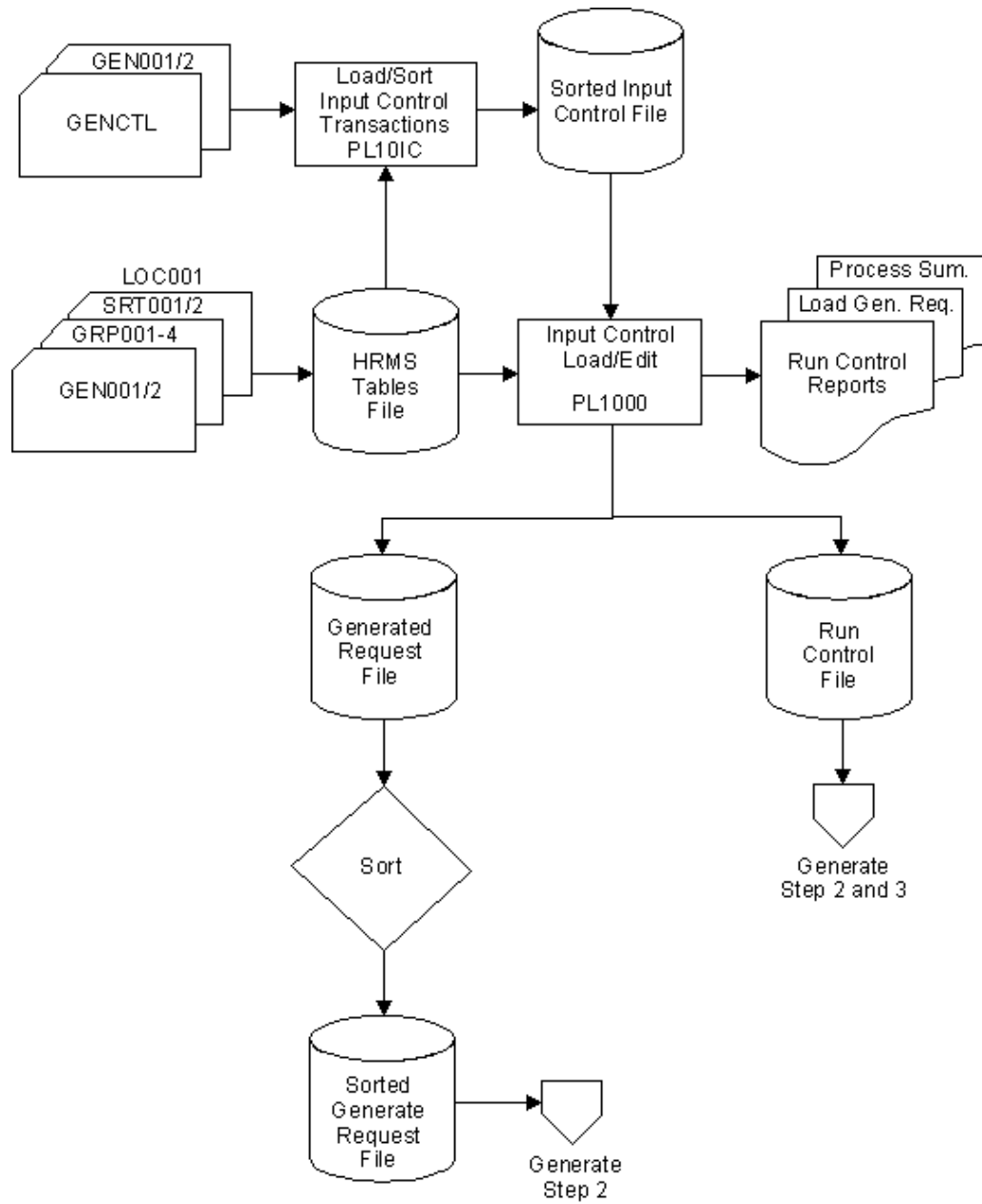
For each GEN001 transaction the system finds, it looks for a related GEN002 transaction. Then, for each of the following items, the system looks for an existing transaction for that item. The Transaction Messages and Error report provides the results of this verification.

Item	Required Transaction
State groups	GRP001
Local authority groups	GRP002
L1-L2 groups	GRP003
Province groups	GRP004
Local authorities	LOC001
Sort sequences	SRT001 or SRT002

The following table summarizes Generate Step 1:

If column 7 is...	Then Generate Step 1...
Y or blank	Performs Generate Transaction Load and Edit Processing (default).
N	Does NOT perform Generate Transaction Load and Edit Processing.

The following diagram shows the Generate Step 1 process flow.



Run Control Reports

Two reports provide information on run control.

- The Run Control Transaction Messages and Error Report shows GENCTL transaction edit and error messages.
- The Run Control Options Summary Report lists a summary of the options selected on a valid GENCTL transaction.

Both reports appear on the same page and are the first reports created in the Generate Transaction Load/Edit function (Generate Step 1).

DATE: 05/09/2012		PR100A		RUN CONTROL				PAGE: 1									
TRANSACTION MESSAGES AND ERROR REPORT																	
-----1-----		-----2-----		-----3-----		-----4-----		-----5-----		-----6-----		-----7-----		-----8-----		----- MESSAGES -----	
GENCTLYYY120323				EM M03				CONTROL TRANSACTION ACCEPTED									
RUN CONTROL OPTIONS SUMMARY																	
GENERATE LOAD/EDIT STEP		GENERATE DETAIL STEP		GENERATE REPORTING STEP		REPORT RUN DATE		STATE QIRLY/ MONTHLY REPT DATE		INPUT FILE OPTION		MASTER FILE TYPE		LOCAL REPORT INFO			
-----		-----		-----		-----		-----		-----		-----		-----			
Y		Y		Y		03/23/2012		05/09/2012		EM		C		M 03			

Note: If no generate requests are processed, the Generate Step 1, 2, and 3 options on the GENCTL are set to N.

Load Generate Request Summary Report

This report lists edit and error messages generated when processing the GEN001 and GEN002 transaction to build the Generate Request file. It also lists all report requests entered and generated by using group identifiers.

This report is created if you request the Generate Load/Edit Step (Generate Step 1).

DATE: 05/09/2012		ER100A		RUN CONTROL				PAGE: 1	
TRANSACTION MESSAGES AND ERROR REPORT									
<div style="display: flex; justify-content: space-between; border-top: 1px solid black; border-bottom: 1px solid black; padding: 2px 0;"> 12345678 </div>								MESSAGES	
GENCTLYYY120323		EM M03		CONTROL TRANSACTION ACCEPTED					
RUN CONTROL OPTIONS SUMMARY									
GENERATE LOAD/EDIT STEP	GENERATE DETAIL STEP	GENERATE REPORTING STEP	REPORT RUN DATE	STATE QIRLY/ MONTHLY REPT DATE	INPUT FILE OPTION	MASTER FILE TYPE	LOCAL REPORT INFO		
Y	Y	Y	03/23/2012	05/09/2012	EM	C	M 03		
DATE: 05/09/2012		ER100B		LOAD GENERATE REQUEST SUMMARY REPORT				PAGE: 1	
(GENERATE LOAD/EDIT STEP)									
REPORT 439: PA LOCAL MONTHLY		EXPANDED GENERATE REQUEST(S)							
<div style="display: flex; justify-content: space-between; border-top: 1px solid black; border-bottom: 1px solid black; padding: 2px 0;"> 12345678 </div>								MESSAGES	
GEN00143900E001		YDY		INITIAL EDIT COMPLETE					

GEN00243900E001ALWA		INITIAL EDIT COMPLETE							
WRN: SORT SEQ BLANK. DEFAULT WILL BE USED									
		SORT SEQUENCE DEFLT			AUTH CODE	L1L2			
		LANFENLQNT3YT4NSNN			E001	ALWA		REQUEST ACCEPTED	
REPORT 439: PA LOCAL MONTHLY		EXPANDED GENERATE REQUEST(S)							
<div style="display: flex; justify-content: space-between; border-top: 1px solid black; border-bottom: 1px solid black; padding: 2px 0;"> 12345678 </div>								MESSAGES	
GEN00143900E003		YDY		INITIAL EDIT COMPLETE					

GEN00243900E003ALWA		INITIAL EDIT COMPLETE							
WRN: SORT SEQ BLANK. DEFAULT WILL BE USED									
		SORT SEQUENCE DEFLT			AUTH CODE	L1L2			
		LANFENLQNT3YT4NSNN			E003	ALWA		REQUEST ACCEPTED	
REPORT 439: PA LOCAL MONTHLY		EXPANDED GENERATE REQUEST(S)							
<div style="display: flex; justify-content: space-between; border-top: 1px solid black; border-bottom: 1px solid black; padding: 2px 0;"> 12345678 </div>								MESSAGES	

GEN00143900E004	YDY			INITIAL EDIT COMPLETE
GEN00243900E004ALWA				----- INITIAL EDIT COMPLETE
				WRN: SORT SEQ BLANK. DEFAULT WILL BE USED
	SORT SEQUENCE	AUTH CODE	L1L2	
	DEFLT			
	LANFENLQNT3YT4NSNN	E004	ALWA	REQUEST ACCEPTED

Process Summary Report (Step 1)

This report shows totals (by report number) of:

- GEN001 transactions accepted and rejected
- GEN002 transactions accepted and rejected
- Generate Request records created by using group identifiers.

This report is created if you request the Generate Load/Edit Step (Generate Step 1).

DATE: 05/09/2012	PR100C	PROCESS SUMMARY REPORT (GENERATE LOAD/EDIT STEP)				PAGE: 1
REPORT ID	GEN001 ACCEPTED	GEN001 REJECTED	GEN002 ACCEPTED	GEN002 REJECTED	GENERATE REQUESTS	
439	13	0	13	0	13	

Generate Step 2

This step (Generate Employee Detail Records) produces a Request Summary report which you can use to verify Employee Master File organization information, such as valid Level 1-Level 2s, and HRMS Tables File data, before printing the Audit/Exception Reports.

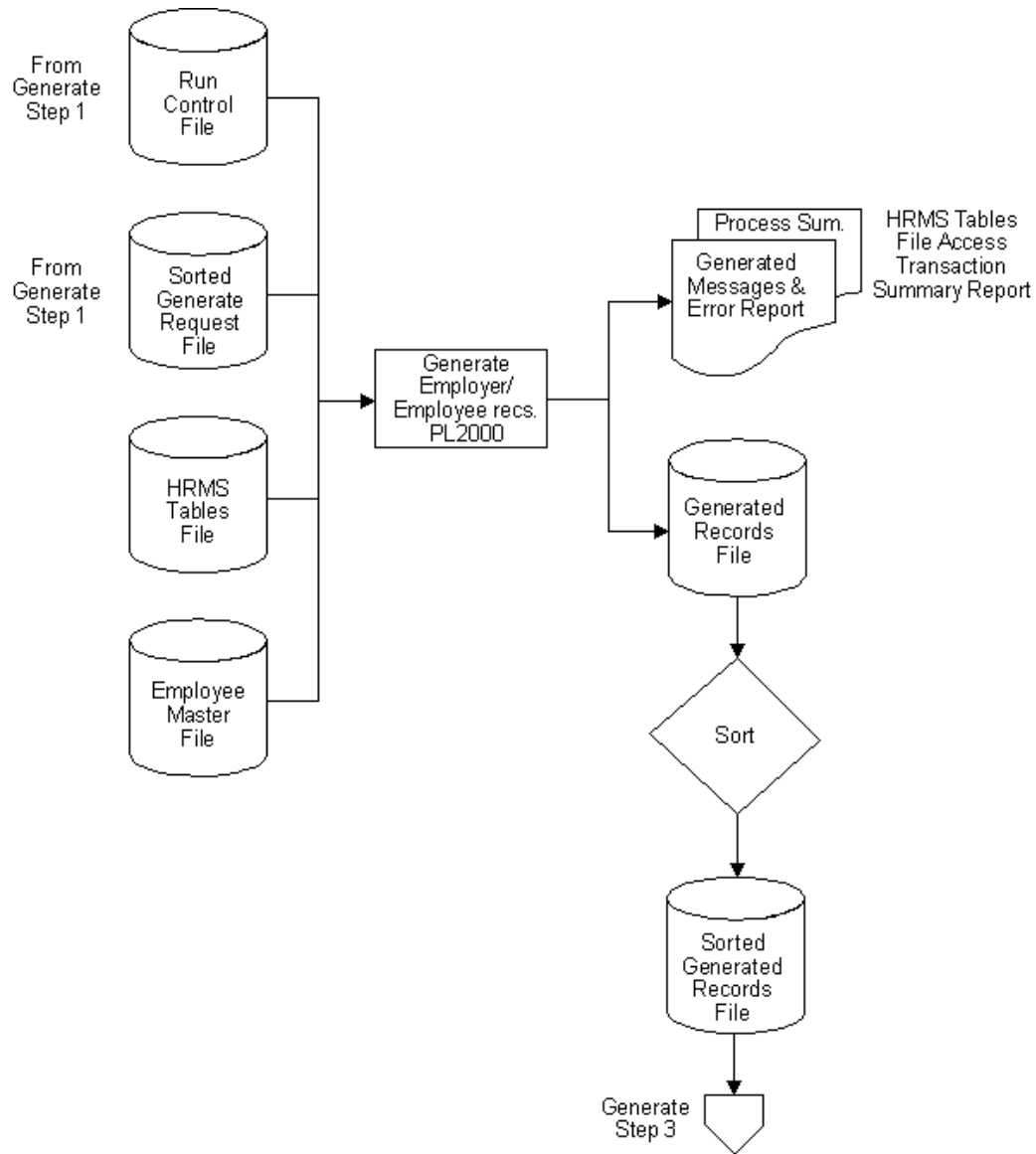
You can use this step to

- Determine System/Company Data Errors.
- Generate Employee Detail Records.
- Generate Company Header Records/Company Breaks.
- Sort Employee Detail Records.

This table summarizes Generate Step 2:

If column 8 is...	Then, Generate Step 2...
Y or blank	Performs Generate Employee Master File Detail Processing (default).
N	Does not perform Generate Employee Master File Detail Processing.

The following diagram shows the Generate Step 2 process flow.



Generated Messages and Error Report

This report provides a summary of the generated employee and employer record activity. It can help you to identify

- Requests that generate employee detail.
- Errors that caused certain requests to be rejected.

This report is created if you request Generate Step 1 or 2.

PR200A	GENERATED REQUEST MESSAGES AND ERROR REPORT					PAGE 1
DATE: 02/11/1998	(GENERATE LOAD/EDIT STEP)					
	(CURRENT L1L2: ALWA)					
REPORT REQUESTED	AUTH CODE	AUTH GROUP	SORT SEQUENCE	L1L2 GROUP	ACTION TAKEN	MESSAGES
001 FEDERAL W-2 FORM	FED		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
002 FEDERAL W-2 TAPE	FED		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
003 FEDERAL 1099-R FORM	FED		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
004 FEDERAL 1099-R TAPE	FED		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
100 STATE W-2 TAPE	AL		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
	AK		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
	AZ		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
	AR		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
	CA		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
	CO		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
	CT		DEFLT		ACCEPTED : VALID GENERATE REQUEST	
	DE		DEFLT		ACCEPTED : VALID GENERATE REQUEST	

HRMS Tables File Transaction Access Summary Report

This report provides a list of HRMS Tables File transactions found to be missing or in error during Generate Step 2. The transactions are listed by Level 1-Level 2 and report request.

This report is created if you request Generate Step 2.

PR200B	HRMS TABLES FILE TRANSACTION ACCESS SUMMARY			PAGE 1
DATE: 03/16/1999	(GENERATE LOAD/EDIT STEP)			
	(CURRENT L1L2: TNRA)			
	00011	TZ1-014	TRANSACTION IS NOT ON HRMS TABLES FILE	
	00038	TZ1-014	TRANSACTION IS NOT ON HRMS TABLES FILE	
		TZ1-007	TRANSACTION IS NOT ON HRMS TABLES FILE	
			REQUESTED TAPE REPORTS FOR L1L2 CANCELED	

Process Summary Report (Step 2)

This report shows a summary of report request results. This report is created if you request the Generate Load/Edit Step (Generate Step 2).

PR200C	PROCESS SUMMARY REPORT	PAGE 1
DATE: 02/11/1998	(GENERATE EMPLOYEE DETAIL STEP)	
	(CURRENT LIL2: ALWA)	
FEDERAL W-2 FORM	REQUEST COMPLETE; DTL RECORDS GENERATED	
FEDERAL W-2 TAPE	REQUEST COMPLETE; DTL RECORDS GENERATED	
FEDERAL 1099-R FORM	REQUEST COMPLETE; DTL RECORDS GENERATED	
FEDERAL 1099-R TAPE	REQUEST COMPLETE; DTL RECORDS GENERATED	
PUERTO RICO W-2 FORM	REQUEST COMPLETE; DTL RECORDS GENERATED	
STATE W-2 TAPE	REQUEST COMPLETE; DTL RECORDS GENERATED	
AL	REQUEST COMPLETE; DTL RECORDS GENERATED	
AK	REQUEST COMPLETE; DTL RECORDS GENERATED	
AZ	REQUEST COMPLETE; DTL RECORDS GENERATED	
AR	REQUEST COMPLETE; DTL RECORDS GENERATED	
CA	REQUEST COMPLETE; DTL RECORDS GENERATED	
CO	REQUEST COMPLETE; DTL RECORDS GENERATED	
CT	REQUEST COMPLETE; DTL RECORDS GENERATED	
DE	REQUEST COMPLETE; DTL RECORDS GENERATED	
DC	REQUEST COMPLETE; DTL RECORDS GENERATED	
FL	REQUEST COMPLETE; DTL RECORDS GENERATED	
GA	REQUEST COMPLETE; DTL RECORDS GENERATED	
HI	REQUEST COMPLETE; DTL RECORDS GENERATED	
ID	REQUEST COMPLETE; DTL RECORDS GENERATED	
IL	REQUEST COMPLETE; DTL RECORDS GENERATED	
IN	REQUEST COMPLETE; DTL RECORDS GENERATED	
IA	REQUEST COMPLETE; DTL RECORDS GENERATED	
KS	REQUEST COMPLETE; DTL RECORDS GENERATED	
KY	REQUEST COMPLETE; DTL RECORDS GENERATED	
LA	REQUEST COMPLETE; DTL RECORDS GENERATED	
ME	REQUEST COMPLETE; DTL RECORDS GENERATED	
MD	REQUEST COMPLETE; DTL RECORDS GENERATED	
MA	REQUEST COMPLETE; DTL RECORDS GENERATED	

Generate Step 3

This step (Generate Reports) edits employee detail data. Its purpose is to

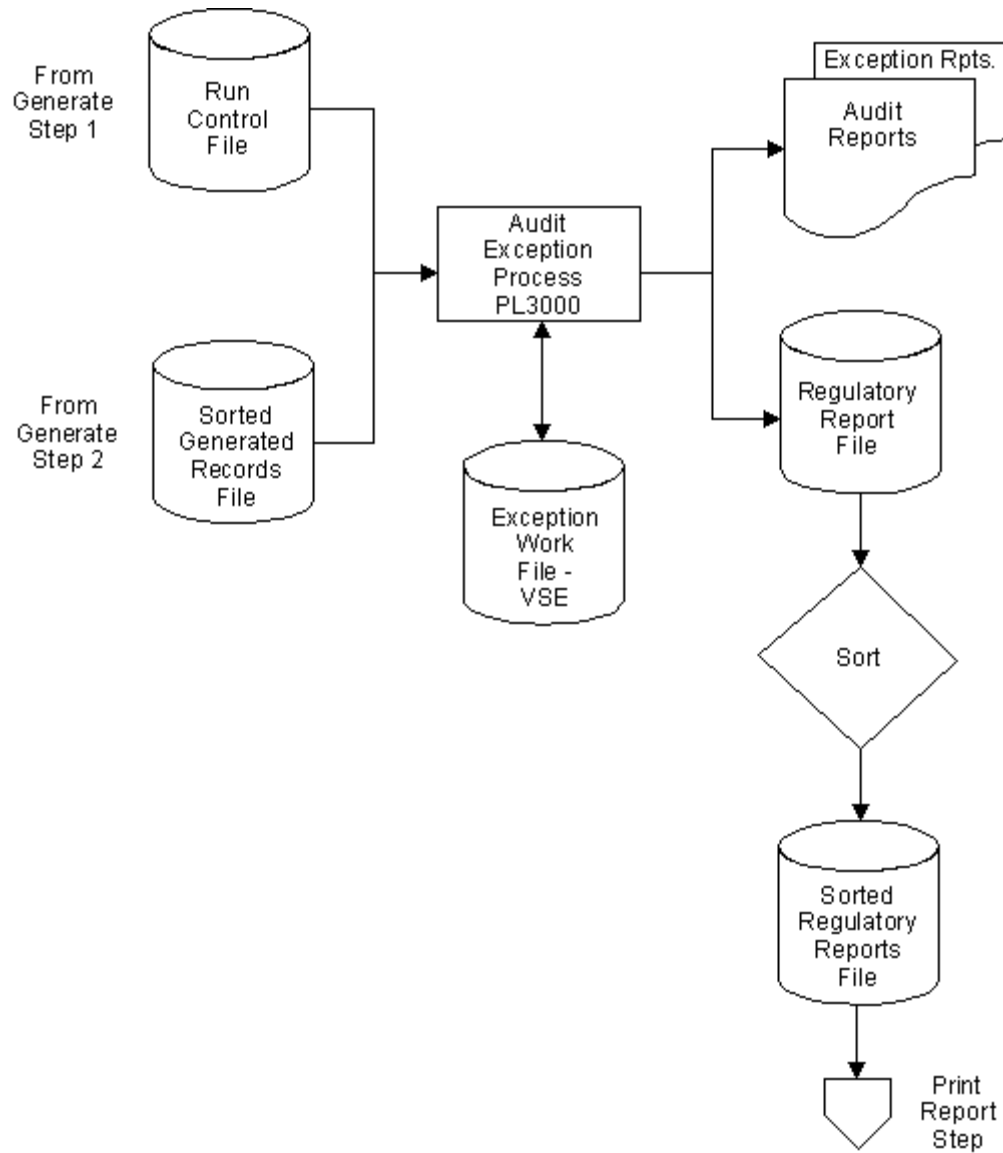
- Edit employee detail records created in Generate Step 2.
- Report exception conditions (Employee Exception reports).
- Provide Audit reports, with the level of detail defined on the GEN001 transaction.
- Create and update records with derived data (regulatory detail and company records) to complete the generate records process.
- Generate additional company header information if unit or establishment reporting is requested.

The Audit and Exception reports are described in the next chapter.

The following table summarizes Generate Step 3:

If column 9 is...	Then, Generate Step 3...
Y or blank	Performs Generate Audit, Exception Processing and Regulatory Record Processing (default).
N	Does not perform Generate Audit and Regulatory Report Processing.

The following diagram shows the Generate Step 3 process flow.



Printing Regulatory Reports

After you have reviewed the audit and exception reports, you can determine whether to make any necessary adjustments to the Employee Master File or to proceed with regulatory report printing.

After correcting any errors, you will need to run the Generate Steps again. When the records are correct, you can then request actual printing of the regulatory reports by running the PL4000 or PL5000 program or both. The PRT001 and PRT002 transactions will control this printing. You can enter them at runtime, or the system will use the existing HRMS Tables File information relating to print control.

We deliver JCL to execute PL4000 and PL5000 as separate jobstreams. If you process large volumes of PRT001/PRT002 transactions, performance may be enhanced by processing the transactions that apply to PL4000 separately from those that apply to PL5000.

We also deliver JCL to execute PL6000 to produce records for the following reports in XML format for the regulatory authorities that require it:

- State Quarterly
- State Monthly
- T4
- T4A
- Relevé 1
- Relevé 2

The PL6000 process is executed immediately after executing PL5000 to produce magnetic media output. The output files from PL5000, an XML translator, and record map transactions (SRM001) are input to PL6000.

Print Sequence Fields

The following table identifies, by Sort ID, all of the fields available for Regulatory Report sort sequencing. These Sort IDs are included on SRT001 and SRT002 transactions to define sequence values for each unique Sort Sequence ID. The Print Sequence ID field on the PRT001 transaction sequences the forms the same way the Sequence ID entered on a GEN002 transaction determines sort sequencing of the Regulatory Audit and Exception reports.

For each Sort ID, the table indicates whether the field is

- Always available for print sequencing without any consideration of sort sequencing in PL2000.
- Conditionally available for print sequencing. To be used, it must have been used for sort sequencing in PL2000 or be part of the employee detail record of the form being printed.
- Not available.

SRT ID	W-2	1099-R	W-2PR	T4	T4A	REL1	REL2
AC	n/a	n/a	n/a	n/a	n/a	A	A
CK	C	C	C	C	C	C	C
EC	A	C	A	n/a	n/a	n/a	n/a
FE	C	C	C	n/a	n/a	n/a	n/a
FM	A	C	A	n/a	n/a	n/a	n/a
HD	C	C	C	C	C	C	C
L1	A	A	A	A	A	A	A
L2	A	A	A	A	A	A	A
L3	A	A	A	A	A	A	A
L4	A	A	A	A	A	A	A
L5	A	A	A	A	A	A	A
LC	A	A	n/a	n/a	n/a	n/a	n/a
NU	A	A	A	A	A	A	A
N1	A	A	A	A	A	A	A
N2	A	A	A	A	A	A	A
N3	A	A	A	A	A	A	A
P2	n/a	n/a	n/a	C	A	C	C
P3	n/a	n/a	n/a	A	C	A	A
PC	C	C	C	C	C	C	C
PF	C	C	C	C	C	C	C
PO	n/a	n/a	n/a	A	A	A	A
RC	n/a	n/a	n/a	A	A	n/a	n/a
RS	C	C	C	n/a	n/a	n/a	n/a
S1	A	A	A	A	A	A	A
S2	C	C	C	C	C	C	C

(continued)

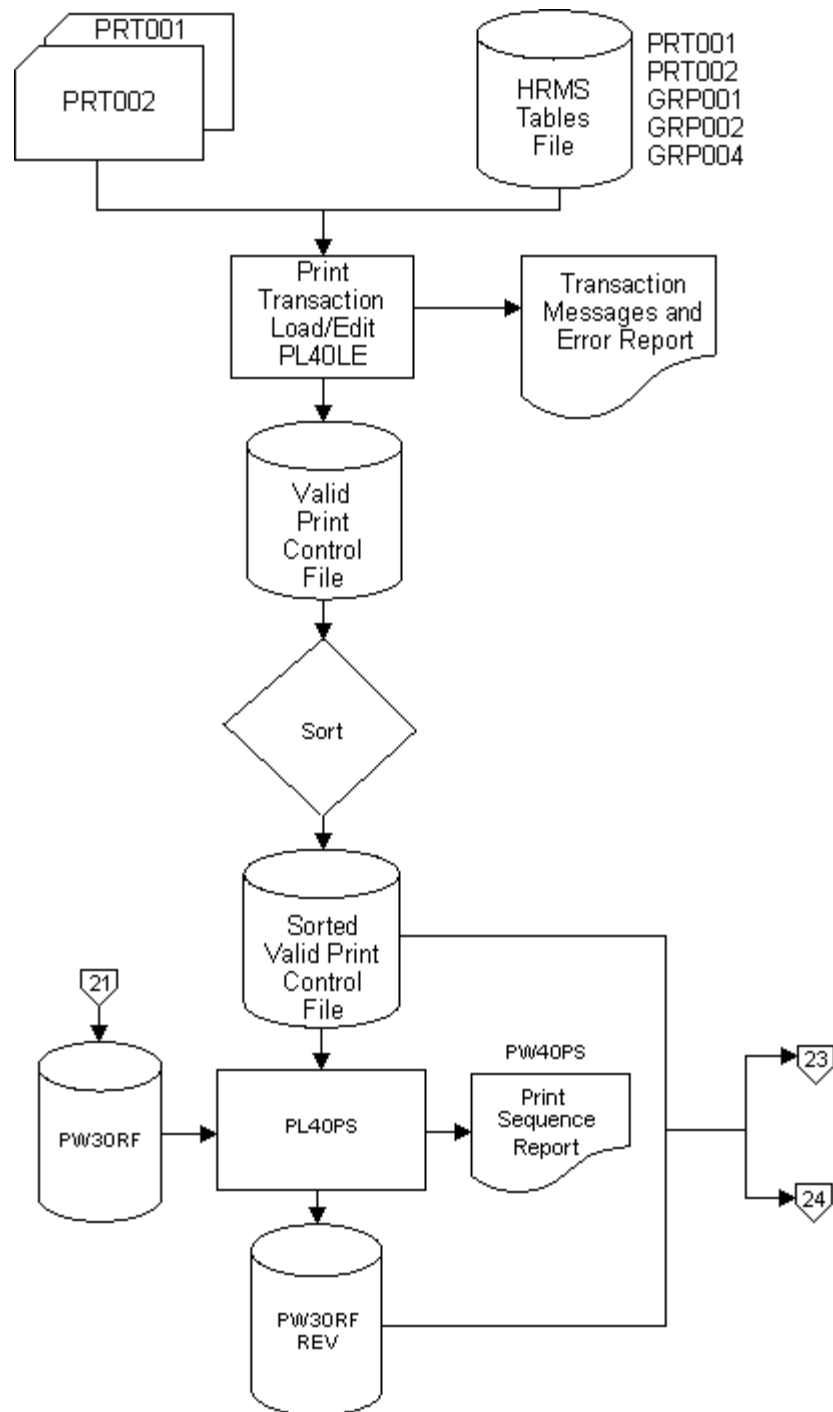
SRT ID	W-2	1099-R	W-2PR	T4	T4A	REL1	REL2
SC	A	A	A	n/a	n/a	n/a	n/a
SE	A	A	A	n/a	n/a	n/a	n/a
SF	C	C	C	n/a	n/a	n/a	n/a
SN	A	A	A	A	A	A	A
SU	C	C	C	n/a	n/a	n/a	n/a
T1	C	C	C	n/a	n/a	n/a	n/a
T2	C	C	C	n/a	n/a	n/a	n/a
U2	n/a	n/a	n/a	A	A	C	C
U3	n/a	n/a	n/a	C	C	C	C
UC	C	C	C	C	C	C	C
UI	A	C	C	n/a	n/a	n/a	n/a
WC	C	C	C	C	C	C	C
WS	C	C	C	n/a	n/a	n/a	n/a
ZP	A	A	A	n/a	n/a	n/a	n/a

KEY

Value	Description
A	Always available for print sequencing
C	Conditionally available for print sequencing if also used for sort sequencing in PL2000 or included on the employee detail record of the form
n/a	Not available for print sequencing

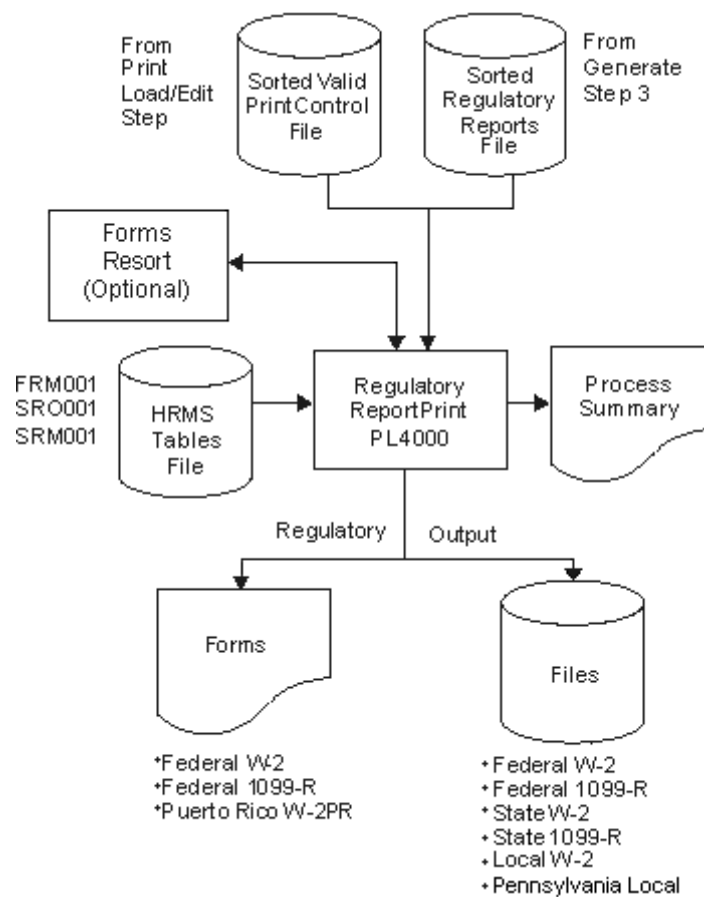
Print Load/Edit Step

The following diagram shows the print load/edit process flow.

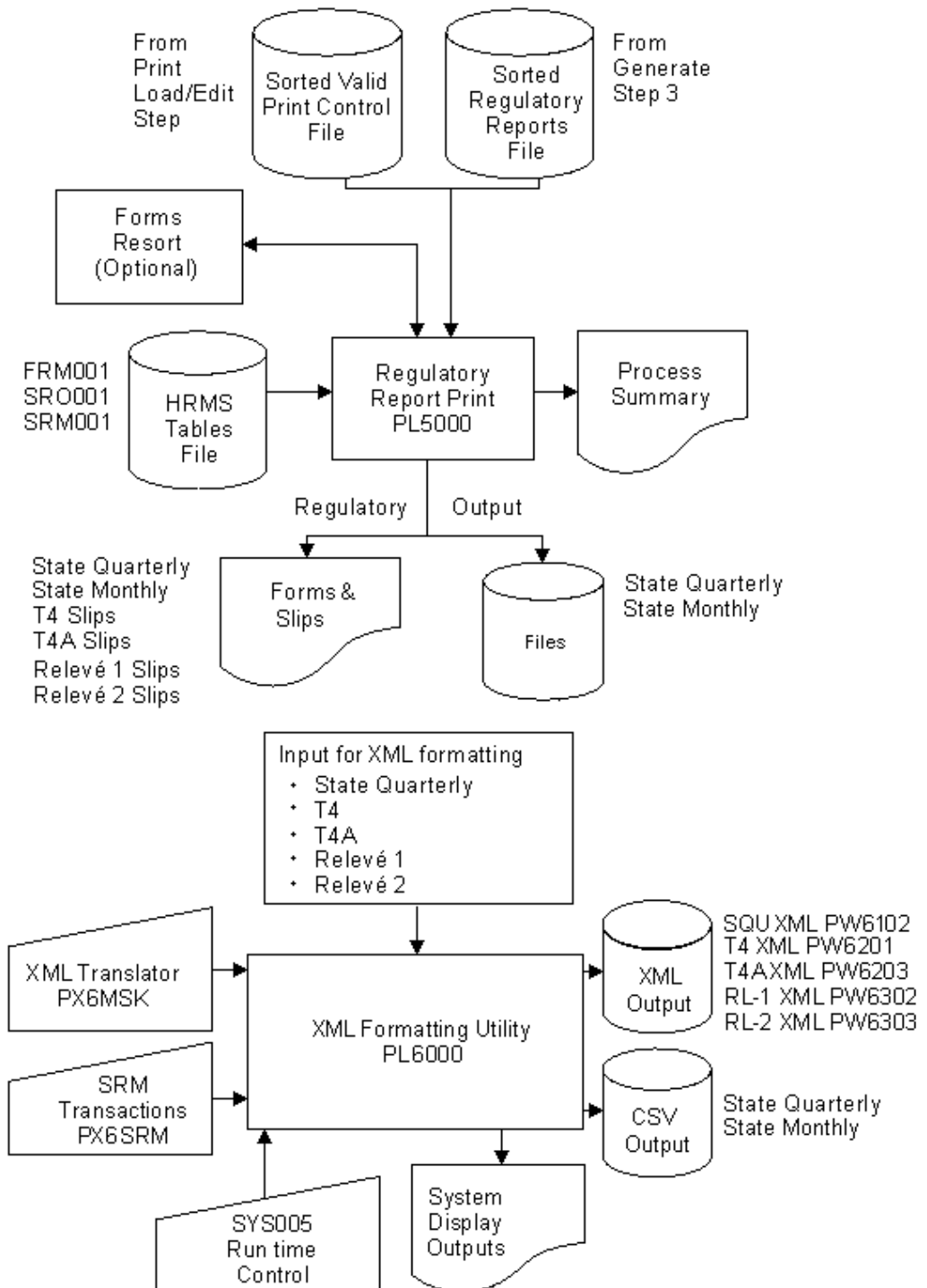


Print Report Step

The following diagrams show the print report process flows (PL4000 and PL5000) after Generate Step 3 (PL3000).



Print Report Step (PL5000 and PL6000)



Print Transaction Load/Edit - Transaction Messages and Error Report

This report shows totals (by report number) of the following transactions and records:

- PRT001 transactions accepted and rejected
- PRT002 transactions accepted and rejected
- Generate Request records created by using group identifiers.

When you use the Print Sequence ID on the PRT001, the following results can occur:

- When a valid Print Sequence ID is entered and the SRT001/SRT002 can be found on the Tables File, the report displays the Print Sequence ID on a separate line, as well as the individual Sort Sequence Fields that are in effect.
- If a Print Sequence ID is entered on a PRT001 for a Report ID that is not valid for print sequencing, a warning message appears and the PRT001 is still accepted.
- If an SRT001/SRT002 record for the Print Sequence ID entered cannot be found on the Tables File, an error message appears and the PRT001 is rejected.

DATE: 05/05/2004	PR40LE	PRINT TRANSACTION LOAD/EDIT	PAGE: 1
TRANSACTION MESSAGES AND ERROR REPORT			
-----1-----	-----2-----	-----3-----	-----4-----
-----5-----	-----6-----	-----7-----	-----8-----
		MESSAGES	
PRT00100100	2003400 L1L2FM	ACCEPTED	
	PRINT SEQUENCE: (L1L2FM) L1 L2 FM SN		
PRT00200100	ALWAN	ACCEPTED	
PRT00200100	ALWEN	ACCEPTED	
PRT00100200	2003 DZTEST	PRINT SEQ ID IGNORED FOR THIS REPORT ID	
		ACCEPTED	
PRT00100300	2003300	ACCEPTED	
PRT00100400	2003300	FRM CD IGNORED FOR TAPE RPT ID	
		ACCEPTED	
PRT00100752	2003205 DZTEST	PRINT SEQ ID NOT ON TELS FILE. REJECTED	
PRT00110052	2003	ACCEPTED	

Regulatory Report Print - Process Summary

This report shows the following information (by report number):

- Total detail report records read, selected, and bypassed
- Total form or tape records produced
- Version year specified and version year used
- Form code requested

This report is created if you request Regulatory Report Print.

RUN DATE: 04/29/2004		PR400A		REGULATORY REPORT PRINT				PAGE 1	
PROCESS SUMMARY									
TRANS CODE	RPT NUM	AUTHORITY						REPORT NAME/ NUMBER OF DETAIL RECORDS	
PRT001	001	00	YEAR: 2003	FORM CD: 400	CHANNEL PRT:	PRT SEQ ID: SPEIN1	FILE LIMIT:	FEDERAL W-2 FORM	
DETAIL RECORDS IN:			991						
DET RECS PROCESSED:			991						
DET RECS BYPASSED:			0						
TOTAL FORMS:			991			VERSION YEAR USED: 2001			
PRT001	002	00	YEAR: 2003	FORM CD:	CHANNEL PRT:	PRT SEQ ID:	FILE LIMIT:	FEDERAL W-2 TAPE	
DETAIL RECORDS IN:			1,030						
DET RECS PROCESSED:			1,030						
DET RECS BYPASSED:			0						
TOTAL TAPE RECS:			1,250			VERSION YEAR USED: 2002			
PRT001	007	52	YEAR: 2003	FORM CD: 205	CHANNEL PRT:	PRT SEQ ID: DEFLT	FILE LIMIT:	PUERTO RICO W-2 FORM PR	
DETAIL RECORDS IN:			138						
DET RECS PROCESSED:			138						
DET RECS BYPASSED:			0						
TOTAL FORMS:			138			VERSION YEAR USED: 2003			
BYPASSED	100	52	YEAR:	FORM CD:	CHANNEL PRT:	PRT SEQ ID:	FILE LIMIT:	STATE W-2 TAPE PR	
BYPASSED	100	52	VALUES:					DETAIL RECS MATCHED 138	
DETAIL RECORDS IN:			138						
DET RECS PROCESSED:			0						
DET RECS BYPASSED:			138						
TOTAL DETAIL RECORDS IN:			2,297						
TOTAL DETAIL RECS ON FILE:			2,297						

Regulatory Report Print - PRT001 Print Sequence Report

This report, produced by the program PL40PS, identifies every report ID included on a PRT001 transaction, even those for which no print sequencing is specified.

For each report ID generated and included on a PRT001 transaction, the report shows the following information:

- Report ID
- Number of records processed with that Report ID
- An Indicator to show whether the print sequencing originates from the sort option chosen on the GEN002 transaction in PL2000, or from the PRT001 transaction at print time
- Print Sequence ID that is in effect. DEFLT = system default used since none was specified on the GEN002
- Print Sequence Fields that are in effect

A key is included at the bottom of the report to explain the IND indicator column.

RUN DATE: 04/29/2004	PR40PS	REGULATORY REPORT PRINT			PAGE 1
PRT001 PRINT SEQUENCE REPORT					
RPT ID	NUM OF RECS	IND	PRT SEQ ID	PRINT SEQ FIELDS	
001	993	P	SPEIN1	S1 FM SN	
002	1,049	G	DEFLT	FE SC FM EC SN	
007	140	G	L1L2NU	L1 L2 NU S1 FM SN	
100	144	G	DEFLT	FE SE FM EC SN	
IND KEY: G = PRINT SEQ ORIGINATES FROM GEN002; P = PRINT SEQ ORIGINATES FROM PRT001					

PR6000 - Regulatory Reporting Magnetic Media XML/CSV Formatting

When magnetic media is produced in XML or CSV format, this report shows the following information:

- Date and time of the PL6000 execution
- Report number, record internal subkey, and version year
- Detail input records, number of records skipped, and the number of data blocks of XML- or CSV-formatted records output
- The Submitter Reference Number for the file (assigned by the XML/CSV Formatting Utility) for T4 and T4A

This report is produced when the Regulatory Reporting XML/CSV Formatting Utility (PL6000) is executed.

```

PR6000 - REGULATORY REPORT PRINT - MAGNETIC MEDIA XML FORMATTING
BEGIN  PL6000 1.1          07/02/2004 AT 08:34:14.86

      REPORT  REPORT
      NUM    SUBKEY---
      201    00100    2000    ---MASK---    SOURCE
                        $$T4XML    080 CHAR FILE

RECORDS INPUT    00000000083
RECORDS SKIPPED  00000000000

DATA BLOCKS OUT  00000000130 FOR SUBMITTER REFERENCE NUMBER 04021230
-----

      REPORT  REPORT
      NUM    SUBKEY---
      203    00100    2001    ---MASK---    SOURCE
                        $$T4AXML    080 CHAR FILE

RECORDS INPUT    00000000111
RECORDS SKIPPED  00000000000

DATA BLOCKS OUT  00000000147 FOR SUBMITTER REFERENCE NUMBER 14021230
END  PL6000          07/02/2004 AT 08:34:22.13

```

RECORDS SKIPPED refers to the non-XML-formatted input records on the sequential T4, T4A, RL-1, and RL-2 files that cannot be recognized from their first three positions.

PL6000 Regulatory XML/CSV File Process Overview

HCM:E produces a number of U.S. and Canadian regulatory reports in a variety of formats acceptable to regulatory authorities. A growing trend is to require producing regulatory reports in a format other than the standard mainframe format. HCM:E has enhanced the Regulatory Reporting features to produce regulatory reporting files that satisfy new requirements.

HCM:E uses the PL6000 utility program to produce specially formatted files for all regulatory authorities that require them.

Supported Specially Formatted Regulatory Files

Refer to KB Article 1049587 (Regulatory Reporting Supported File Formats (including XML and CSV)) for further information on specific special format files:

Technical Information

This section provides technical information for the process.

PROC Naming Convention

HCM:E has a separate PROC for each report ID. The naming convention for these PROCs is HR6xxx, where xxx is the standard, 3-digit report ID. For example, HR6102 is the PROC for the State Quarterly Unemployment report (102), and HR6201 is the PROC for the T4 report (201).

Files

Two main files are used, PW5xxx and PW6xxx, where xxx is the standard, 3-digit report ID:

- PW5xxx - This is the sequential file generated in PL5000 using the PW30RF file from the Regulatory Reporting Audit/Exception program (PL3000) and the SRMs on your HRMS Table File. PW5xxx is used as input by PL6000.
- PW6xxx - This is the formatted output file generated by PL6000.

Parameter Inputs for PL6000

HCM:E delivers the following parameter inputs for PL6000 as data members.

PX6MSK. This is the mask. It is used by the PL6000 Utility to format all the information on the formatted output file (for example, to generate the proper before and after tags for XML formatted files). The mask also controls the sequence in which the information appears in the formatted output file.

Each unique file type (State Quarterly, Federal T4, and so on) has its own set of records that make up the mask for that file. Note that delivered PX6MSK data members can contain mask records for more than one regulatory file. For example, both the Canadian federal masks are delivered in a single data member: MASKT4 nn , where nn is the current effective year for the report requirements.

The naming convention used for

- U.S. reports is **MASKxx99**, where xx is state postal abbreviation and 99 is the year of issue.
- Canadian T4 and T4A reports is **MASKT499**, where 99 is the year of issue.
- Canadian RL-1 and RL-2 reports is **MASKRL99**, where 99 is the year of issue.

PX6SRM. This is special, internal parser data. It is used by the PL6000 utility to identify the values of all the fields on the input sequential file that are different from PL5000. Note that delivered PX6SRM data members can contain parser data for more than one regulatory reporting file. For example, data for one state's Quarterly Unemployment, W-2, and 1099-R files can be delivered in a single data member.

Although this data member may initially appear to be a standard set of regulatory SRMs, it is not. **Do not make any changes** to any parser data unless Support specifically instructs you to do so.

The naming convention used for

- U.S. reports is **XSRMxx99**, where xx is state postal abbreviation and 99 is the year of issue.
- Canadian T4 and T4A reports is **XSRMT499**, where 99 is the year of issue.
- Canadian RL-1 and RL-2 reports is **XSRMRL99**, where 99 is the year of issue.

SYS005. This is a run control transaction. It initiates the execution of the PL6000 utility and identifies the runtime options used, such as the name of the operative mask and the ID of the specific SRM parser data records within the PX6SRM file used.

The naming convention used for

- U.S. reports is **XML999xx**, where 999 is the HCM:E report ID and xx is state postal abbreviation.
- Canadian reports is **RUNXMLxx**, where xx a 2-character report ID (T4, TA, R1, R2).

File and Data Members for Supported Reports

This table shows the files and data members used for each supported report:

Report ID	Name	Input File	Output File	PX6MSK	PX6SRM	SYS005
102	California Qtrly Unemp	PW5102	PW6102	MASKCA13	XSRMCA13	XML102CA
102	Florida Qtrly Unemp	PW5102	PW6102	MASKFL10	XSRMFL10	XML102FL
102	Iowa Qtrly Unemp	PW5CSV	PW6CSV	MASKIA10	XSRMIA10	XML102IA
102	New Mexico Qtrly Unemp	PW5102	PW6102	MASKNM08	XSRMNM08	XML102NM
102	Vermont Qtrly Unemp	PW5CSV	PW6CSV	MASKVT10	XSRMVT10	XML102VT
102	Wyoming Qtrly Unemp	PW5CSV	PW6CSV (PW6CS1- PW6CS9)	MASKWY10	XSRMWY10	XML102WY
106	Illinois Monthly Unemp	PW5CSV	PW6CSV	MASKIL13	XSRMIL13	XML106IL
201	T4	PW5201	PW6201	MASKT410	XSRMT410	RUNXMLT4
203	T4A	PW5203	PW6203	MASKT410	XSRMT410	RUNXMLTA
302	RL-1	PW530X	PW6302	MASKRL10	XSRMRL10	RUNXMLR1
303	RL-2	PW530X	PW6303	MASKRL10	XSRMRL10	RUNXMLR2

Generating Specially Formatted Files

To generate specially formatted file, complete this process:

Stage	Description
1	Generate a sequential magnetic media file using PL1000 through PL5000.
2	Using your sequential magnetic media file from Step 1 as input, run the PL6000 utility to generate your specially formatted output. Note: Review any messages issued by PL6000 on the PR6000 summary report.
3	Transfer the specially formatted file from your mainframe to your PC. Note: When you download the mainframe output to your PC, use file transfer options that accommodate variable length records and that do not append an end of line or carriage return character.
4	Submit the file from your PC to the appropriate regulatory agency using the Internet, or copy the file to diskette or CD-ROM as required.

Process Report

The Magnetic Media Formatting report (PR6000) shows the report number, SRM ID, and mask used.

It also provides the number of

- Input records read from the PW5xxx sequential file
- Input records skipped
- Blocks of data written to the PW6xxx output file
- Records written to each output file and the split field value associated with each output file (only for CSV files that produce multiple output files).

Also, for reports that require a unique reference ID associated with the formatted file, this report identifies the reference number.

4 Audit and Exception Reports

Chapter Contents

4-1	Introduction
4-2	Generate Audit/Exception Processing
4-4	Federal W-2 Form Audit Report
4-10	Federal W-2 File Audit Report
4-14	Federal 1099-R Form Audit Report
4-18	Federal 1099-R File Audit Report
4-22	Puerto Rico W-2PR Form Audit Report
4-27	State W-2 File Audit Report
4-32	State Quarterly Unemployment Form Audit Report
4-36	State Quarterly Unemployment File Audit Report
4-40	State 1099-R File Audit Report
4-43	State Quarterly Wage/Tax Form Audit Report
4-47	State Quarterly Wage/Tax File Audit Report
4-51	State Monthly Unemployment File Audit Report
4-55	State Quarterly Family Leave Insurance File Audit Report
4-58	T4 Slip Audit Report (Canada)
4-61	T4 XML File Audit Report (Canada)
4-65	T4A Slip Audit Report (Canada)
4-69	T4A XML File Audit Report (Canada)
4-73	Relevé 1 Slip Audit Report (Canada)
4-76	Relevé 2 Slip Audit Report (Canada)
4-79	Relevé 1 XML File Audit Report (Canada)
4-82	Relevé 2 XML File Audit Report (Canada)
4-85	Local W-2 File Audit Report
4-89	Pennsylvania Local File Audit Report

Introduction

Audit and Exception reports are produced as a result of Step 3 of the regulatory reporting generate process. All audit and exception conditions for an employee for a form or file are identified during the generate process.

Chapter Objectives

Show examples of the audit reports produced by the generate process.

Generate Audit/Exception Processing

This function defines the entire Generate Audit/Exception Process:

- Load/Edit Input Control.
- Establish Company Level Breaks.
- Produce Employee Detail.
- Produce Audit/Exception Reports.

Audit and Exception reports are reported in the same sequence as the regulatory reports, which are controlled by the sort sequence identifiers on the GEN002 transaction.

You have the option to print audit report detail, totals only, or no audit report at all, based on your selections on the GEN001 transaction.

The Exception report identifies forms that are **not** printed and file records that are **not** created, along with a message. When you perform Generate Step 3, the Exception report is produced, whether or not you print an Audit report.

The system produces audit and exception reports for

- Federal W-2 form (001)
- Federal W-2 file (002)
- Federal 1099-R form (003)
- Federal 1099-R file (004)
- W-2PR (Puerto Rico) form (007)
- State W-2 file (100) including Puerto Rico
- State Quarterly Unemployment form (101)
- State Quarterly Unemployment file (102)
- State 1099-R file (103)
- State Quarterly Wage/Tax form (104)
- State Quarterly Wage/Tax file (105)
- State Monthly Unemployment file (106)
- State Quarterly Family Leave Insurance file (107)
- T4 slip (200)
- T4 XML file (201)
- T4A slip (202)
- T4A XML file (203)
- Relevé 1 slip (300)

- Relevé 2 slip (301)
- Relevé 1 XML file (302)
- Relevé 2 XML file (303)
- Local W-2 file (400)
- Pennsylvania Local Reporting file (439)

Federal W-2 Form Audit Report

Titles for Employer Other Items box may be entered on the TZ1-nnn transaction to assign the DOEs for the item. The first eight characters of your title are used as the label for identifying the amount in the employee detail data area of the report.

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

FED W-2 FORM AUDIT REPORT
RUN DATE 09/11/2019

PR301A PAGE 1
PERIOD END DATE 06/20/2016

SELF-MAILER POSTAL INFORMATION:

FIRST LINE XXXXXXXX
SECOND LINE XXXXXXXX
THIRD LINE XXXXXXXX
FOURTH LINE XXXX
FIFTH LINE XXXXXXXX

KEY FOR W-2 EMPLOYEE DETAIL

AAB FMIS	ADOPTION ASSISTANCE BENEFITS PAYMENTS	PARA	GOLDEN PARACHUTE PAYMENT
AK SUI	ALASKA STATE UNEMPLOYMENT TAX	RET PLAN	TOT NUMBER OF EMPES CONTRIBUTING TO A RETIREMENT PLAN
ALLO TIP	ALLOCATED TIPS	SDI NUM	STATE DISABILITY TAX NUMBER
BUS EXP	EMPLOYEE BUSINESS EXPENSES	SDI TAX	STATE DISABILITY TAX
CA CASDI	CALIFORNIA STATE DISABILITY INSURANCE	SDI TTL1	STATE DISABILITY TAX TITLE 1
CA VPDI	CALIFORNIA VOLUNTARY PRIVATE DISABILITY INSURANCE	SDI TTL2	STATE DISABILITY TAX TITLE 2
CMBT PAY	NONFEL COMBAT PAY FOR USE BY MIL EMPLOYERS	SICK PAY	NONTAXABLE THIRD-PARTY SICK PAY
DECEASED	TOTAL NUMBER OF DECEASED EMPLOYEES	SID	STATE TAX IDENTIFICATION NUMBER
DEP CARE	DEPENDENT CARE BENEFITS	SIT	STATE INCOME TAX
EIC	EARNED INCOME CREDIT	SPC AMT1	STATE SPECIAL AMOUNT 1
EX LIFE	EXCESS GROUP LIFE INSURANCE	SPC AMT2	STATE SPECIAL AMOUNT 2
FED WAGE	FEDERAL TAXABLE WAGES	SPC AMT3	STATE SPECIAL AMOUNT 3
FIT	FEDERAL INCOME TAX	SPC TTL1	STATE SPECIAL AMOUNT TITLE 1
HLTH COV	COST OF EMPLOYER SPONSORED HEALTH COVERAGE	SPC TTL2	STATE SPECIAL AMOUNT TITLE 2
HSA	HEALTH SAVINGS ACCOUNT CONTRIBUTIONS	SPC TTL3	STATE SPECIAL AMOUNT TITLE 3
LIT	LOCAL INCOME TAX	SRA CONT	SIMPLE RETIREMENT ACCOUNT CONTRIBUTIONS
LOC WAGE	LOCAL TAXABLE WAGES	SS TAX	SOCIAL SECURITY TAX
LOCAL	LOCALITY NAME	SS TIPS	SOCIAL SECURITY TIPS
MED TAX	MEDICARE TAX	SS WAGE	SOCIAL SECURITY WAGES
MED WAGE	MEDICARE WAGES/TIPS	ST WAGE	STATE TAXABLE WAGES
MIL QTRS	MILITARY EMPLOYEES QUARTERS AND SUBSISTENCE	STAT EE	TOTAL NUMBER OF STATUTORY EMPLOYEES
MOV EXP	MOVING EXPENSE REIMBURSEMENT	STATE	STATE NAME
MSA CONT	MEDICAL SAVINGS ACCOUNT CONTRIBUTIONS	STOCK OPT	INCOME FROM NONSTATUTORY STOCK OPTIONS
NJ PPN	NEW JERSEY PRIVATE DISABILITY PLAN ID NUMBER	SUI ID	STATE UNEMPLOYMENT IDENTIFICATION NUMBER
NJ SDI	NEW JERSEY STATE DISABILITY INSURANCE	SUI TAX	STATE UNEMPLOYMENT TAX
NJ SUI	NEW JERSEY STATE UNEMPLOYMENT TAX	SUI TTL	STATE UNEMPLOYMENT IDENTIFICATION TITLE
NON-Q	NONQUALIFIED PLANS	TOT VEH	TOTAL VEHICLE VALUE
OTH RPT1	OTHER REPORTABLE ITEM 1	UNC MD I	UNCOLLECTED MEDICARE TAX ON GROUP INSURANCE
OTH RPT1	OTHER REPORTABLE ITEM 2	UNC MD T	UNCOLLECTED MEDICARE TAX ON TIPS
OTH RPT1	OTHER REPORTABLE ITEM 3	UNC SS I	UNCOLLECTED SOCIAL SECURITY TAX ON GROUP INSURANCE
OTH RPT1	OTHER REPORTABLE ITEM 4	UNC SS T	UNCOLLECTED SOCIAL SECURITY TAX ON TIPS
OTH RPT2	OTHER REPORTABLE ITEM 5	3RD PRY	TOTAL NUMBER OF THIRD-PARTY SICK PAY EMPLOYEES
OTH RPT3	OTHER REPORTABLE ITEM 6	401(K)	401(K) PLAN
OTH RPT4	OTHER REPORTABLE ITEM 7	401K RTH	DESIGNATED ROTH CONTRIBUTIONS TO 401(K) PLANS
OTH RPT5	OTHER REPORTABLE ITEM 8	403(B)	403(B) PLAN
OTH RPT6	OTHER REPORTABLE ITEM 9	403B RTH	DESIGNATED ROTH CONTRIBUTIONS TO 403(B) PLANS
OTH RPT7	OTHER REPORTABLE ITEM 10	408(K)	408(K) (6) PLAN
OTH RPT8	OTHER REPORTABLE ITEM 11	409(A)-D	DEFERRALS UNDER 409(A) NONQUALIFIED PLAN
OTH RPT9	OTHER REPORTABLE ITEM 12	409(A)-I	INCOME UNDER 409(A) NONQUALIFIED PLAN
OTHRPT10	OTHER REPORTABLE ITEM 13	457	SECTION 457 DEFERRED COMPENSATION CONTRIBUTIONS
OTHRPT10	OTHER REPORTABLE ITEM 14	457B RTH	DESIGNATED ROTH CONTRIBUTIONS TO GOVT SEC 457(B) PLAN
OTHRPT10	OTHER REPORTABLE ITEM 15	501(C)	501(C) (18) (D) PLAN
OTHRPT10	OTHER REPORTABLE ITEM 16	83(I)-A	AGGREGATE DEFERRALS SEC 83(I)
PA SUI	PENNSYLVANIA STATE UNEMPLOYMENT TAX	83(I)-D	QUALIFIED EQUITY GRANTS SEC 83(I)

Audit Employee Detail

FED W-2 FORM AUDIT REPORT		FED TAX ID	ALWA	SYSTEM TEST-ORG*ALWA	X STATE/LOCAL 69 NUMBER	PR301A	PAGE	2
RUN DATE 06/25/2018		10-3456789		US COMBINED, W2/1099R, BENEFIT 111111111		PERIOD END DATE 12/31/2011		
HIGH VOL PRIMARY PAYMENT COMPLEX								
FILL SPACE&TO%USE THIRTY CHARS								
ATLANTA AA 30450								

				SORT SEQUENCE FIELDS		(* = FIELD USED IN CONTROL BREAK TOTALS)		
*LEVEL 1	*LEVEL 2	EMPLOYEE STATUS 1	EMPLOYEE NUMBER					
AL	WA							

BRECKENRIDGE DOROTHEA		L1L2: ALWA	L3-L4-L5: P001 D011 S021					
4182 BRIARCLIFF ROAD, N.E.		EMP NO: 1	FICA/MQGE IND: FICA					
ATLANTA GA 30329		SSN: 123-45-6789	EE STATUS: ACTIVE					
***** FEDERAL W-2 FORM NOT PRINTED FOR THIS EMPLOYEE. SEE FEDERAL W-2 FORM EXCEPTION REPORT. *****								

CANNON DORSEY		L1L2: ALWA	L3-L4-L5: P001 D011 S021		STATUTORY EE				
1230 EAST ROCK SPRINGS ROAD		EMP NO: 2	FICA/MQGE IND: FICA						
ATLANTA GA 30306		SSN: 234-56-7891	EE STATUS: ACTIVE						
FIT		SS TAX	6,621.60	MED TAX	29,754.00	SIT	121,014.04	ST WAGE	2,052,000.00
FED WAGE	2,052,000.00	SS WAGE	106,800.00	MED WAGE	2,052,000.00	STATE	GEORGIA	SID	120610011
SUI ID	1112345ALWA	HIRE WGS	106,800.00						

FRANKE JEFFERSON		L1L2: ALWA	L3-L4-L5: P001 D011 S021						
310 PONCE DE LEON AVENUE, N.E.		EMP NO: 3	FICA/MQGE IND: FICA						
ATLANTA GA 30329		SSN: 345-67-8912	EE STATUS: ACTIVE						
FIT	342.00	SS TAX	1,178.00	MED TAX	275.50	SIT	760.00	ST WAGE	19,000.00
FED WAGE	19,000.00	SS WAGE	19,000.00	MED WAGE	19,000.00	STATE	GEORGIA	SID	120610011
SUI ID	1112345ALWA	HIRE WGS	11,000.00						

HOLDEN EDITHANNE		L1L2: ALWA	L3-L4-L5: P001 D011 S021						
830 PIEDMONT AVENUE, N.E.		EMP NO: 4	FICA/MQGE IND: FICA						
APARTMENT 4		SSN: 456-78-9123	EE STATUS: ACTIVE						
ATLANTA GA 30308									
FIT	660,824.75	SS TAX	6,621.60	MED TAX	29,754.00	SIT	53.20	ST WAGE	2,052,000.00
FED WAGE	2,052,000.00	SS WAGE	106,800.00	MED WAGE	2,052,000.00	STATE	GEORGIA	SID	120610011
LIT	41,034.30	LOC WAGE	2,052,000.00	SUI ID	1112345ALWA				

JAMESON ARTHUR		L1L2: ALWA	L3-L4-L5: P001 D011 S021						
3545 CHAMBLEE TUCKER ROAD		EMP NO: 5	FICA/MQGE IND: FICA						
APARTMENT F		SSN: 567-89-1234	EE STATUS: ACTIVE						
DORAVILLE GA 30340									
FIT	95.00	SS TAX	1,178.00	MED TAX	275.50	LIT	38.00	LOC WAGE	19,000.00
FED WAGE	19,000.00	SS WAGE	19,000.00	MED WAGE	19,000.00	83(I)-D	3,000.00	83(I)-A	500.00

Audit Total

FED W-2 FORM AUDIT REPORT FED TAX ID ALWA SYSTEM TEST ORG ALWA X STATE/LOCAL 69 NUMBER PR301A PAGE 17
 RUN DATE 01/09/2012 12-3456789 US COMBINED, W2/1099R, BENEFIT PERIOD END DATE 12/31/2011
 HIGH VOL PRIMARY PAYMENT COMPLEX
 FILL SPACE TO USE THIRTY CHARS
 ATLANTA AA 30450-2245

CONTROL BREAK TOTALS

*LEVEL 1 *LEVEL 2

AL

WA

===== LEVEL OF BREAK TOTALS

EMPLOYEE W-2 FORMS

934

FIT	1652,153.48	SS TAX	190,637.12	MED TAX	128,396.92	SIT	159,247.13	ST WAGE	9898,753.01
FED WAGE	8799,376.79	SS WAGE	4393,920.81	MED WAGE	9806,255.72	LIT	10,416.38	LOC WAGE	1967,744.70
SUI TAX	2,213.84	SDI TAX	2,446.08	SS TIPS	40,374.00	EIC	184.68	ALLO TIP	29,765.58
DEP CARE	1,277.78	NON-Q		UNC SS T				EX LIFE	3,348.00
401 (K)	6.66	403 (B)	100,357.00	408 (K)	2,688.58	457	33,018.06	501 (C)	7,622.49
SICK PAY	61,019.40	PARA	1,181.88	BUS EXP	2,724.72	UNC SS I	7,230.00	UNC MD I	8,334.00
MOV EXP	7,582.50	CMET PAY	44,016.00	MSA CONT	3,966.00	SRA CONT	4,494.00	AAB EMTS	7,620.00
SICK OPT	31,131.85	HSA CONT	3,264.00	409A - D	5,349.78	409A - I	5,349.78	401K RTH	
403B RTH		HLTH COV	16,476.87	TOT VEH	46,816.71	REPRIBLE	14,450.16	REPRIBLE	12,087.18
OTH RPT3		OTHR4	2,049.36	OTHER5	905.82	NJ TRANS	1,140.54	OTHER7	1,175.40
OTH RPT8		OTH RPT9		OTHRPT10		STAT EE	10	RET PLAN	658
DECEASED		3RD PRTY	6						

TOTALS BY STATE

STATE	CODE	W-2 FORMS	STATE WAGES	STATE TAX	SUI TAX	SDI TAX	SPEC AMT 1	SPEC AMT 2
AL	001	18	222,955.76	6,509.78				
AK	002	17	138,805.18		546.62			
AZ	003	18	147,592.77	2,697.90				
AR	004	7	69,885.00	3,220.86				
CA	005	30	228,644.88	5,693.76	981.90	1,578.90		
CO	006	28	175,320.00	4,734.00				
CT	007	5	42,482.40	16.14				
DE	008	11	59,817.06	1,033.98				
DC	009	14	81,855.54	3,234.00				
FL	010	43	3,576,957.15					
GA	011	18	110,418.23	4,575.02				
HI	012	8	44,281.14	2,199.00		103.80		
ID	013	6	63,810.45	2,172.00				
IL	014	9	56,029.56	1,382.40				
IN	015	11	44,894.94	1,648.56			11.04	
IA	016	6	32,220.00	1,263.00				
KS	017	16	47,547.24	1,282.44				
KY	018	33	275,478.60	13,501.76				
LA	019	7	34,350.78	384.66				
ME	020	10	55,927.17	2,797.00				
MD	021	18	94,724.49	2,304.12				
MA	022	14	102,062.25	3,318.15				
MI	023	7	36,813.30	1,079.58				
MN	024	9	74,619.22	1,309.40				
MS	025	7	75,360.00	1,899.00				
MO	026	17	65,077.26	2,046.00			72.00	
MT	027	8	68,092.29	2,868.00				
NE	028	17	37,629.30	1,154.30				
NV	029	8	38,199.33					

TOTALS BY LOCALITY				
LOCALITY	SOC CODE	W-2 FORMS	LOCAL WAGES	LOCAL TAX
ALWA 101 SCC	200101	1	9,503.16	.82
EUGENE TE CITY	309064	17	14,118.16	321.00
ALWA 9002 SCC	309002	15	29,251.38	290.00
FAIRBANKS COUNTY	200126	1	24.00	.30
BOONE CO KY KY OCC TAX	200843	13	5,622.77	779.52
PRINCE GEORGES TD COUNTY	200077	2	400.00	
ALWA 9062 SCC	309062	1	200.00	16.00
BROOKLYN TE CITY	309004	5	10,786.47	250.00
XYZ	309057	1	200.00	16.00
ZC-20 NR	200127	1	316.80	3.16
MI CITY 1	302301	2	252.80	7.42
ALWA 9036 SCC	309036	15	8,170.00	652.50
ALWA 9058 SCC	309058	2	400.00	32.00

Exception Detail

FED W-2 FORM EXCEPTION REPORT		FED TAX ID	ALWA	SYSTEM TEST ORG ALWA		X STATE/LOCAL 69 NUMBER		PR301E	PAGE	2
RUN DATE 01/09/2012		12-3456789		US COMBINED, W2/1099R, BENEFIT				PERIOD END DATE 12/31/2011		
				HIGH VOL PRIMARY PAYMENT COMPLEX						
				FILL SPACE TO USE THIRTY CHARS						
				ATLANTA AA 30450-2245						
<div style="text-align: center;"> SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS) </div>										
*LEVEL 1	*LEVEL 2	EMPLOYEE NUMBER								
AL	WA									
<div> <div> MARCUS ALWA1012 CHILDS 4445 BECKWICH STREET SUITE 2001 JUNO AK 99503-1012 </div> <div> L1L2: ALWA EMP NO: 1012 SSN: 111-11-1111 </div> <div> L3-L4-L5: FICA/MQGE IND: FICA EE STATUS: ACTIVE </div> <div> ESTABLISHMENT CODE: 0002 RETIRE PLAN </div> </div>										
FIT	739.88	SS TAX	237.82	MED TAX	55.62	ST WAGE	3,835.82	STATE	ALASKA	
FED WAGE	3,835.82	SS WAGE	3,835.82	MED WAGE	3,835.82	SID	02123456789ALWA	SUI TAX		19.18
SUI ID	0212345ALWA	SUI TITL AL SUI		MSA CONT	609.94	SRA CONT	611.94	AAB FMTS		613.94
***** SSN INVALID *****										
<div> <div> SAMMUAALWA1018 WALKER-FELTON 2830 SANTA BARBARA DRIVE APARTMENT 1 TRENTON NJ 08865-1018 </div> <div> L1L2: ALWA EMP NO: 1018 SSN: 123-45-6789 </div> <div> L3-L4-L5: FICA/MQGE IND: FICA EE STATUS: ACTIVE </div> <div> RETIRE PLAN </div> </div>										
FIT	1,449.96	SS TAX	374.48	MED TAX	87.58	SIT	447.46	ST WAGE		6,040.00
FED WAGE	6,040.00	SS WAGE	6,040.00	MED WAGE	6,040.00	STATE	IDAHO	SID	13123456789ALWA	
SUI ID	1312345ALWA									
***** SSN INVALID *****										
<div> <div> CARL ALWA1032 TEDLIE JR 981 BRINKLY STREET, N.E. APARTMENT 38 SALEM OR 97204-1032 </div> <div> L1L2: ALWA EMP NO: 1032 SSN: 740-81-2345 </div> <div> L3-L4-L5: FICA/MQGE IND: FICA EE STATUS: ACTIVE </div> <div> ESTABLISHMENT CODE: 0002 RETIRE PLAN </div> </div>										
FIT		SS TAX	12.40	MED TAX	2.90	ST WAGE	200.00	STATE	OREGON	
FED WAGE	200.00	SS WAGE	200.00	MED WAGE	200.00	SID	38123456789	LIT		20.00
LOC WAGE	200.00	LOCAL	ALWA 9064 SCC	SUI ID	3812345	83 (I)-D	16,500.00	83 (I)-A		8,250.00
***** SSN INVALID *****										
<div> <div> STEPHEN ALWA1034 GASTON SR 161 SIMMONS STREET APARTMENT 8 HARRISBURG PA 19107-1034 </div> <div> L1L2: ALWA EMP NO: 1034 SSN: 810-01-2345 </div> <div> L3-L4-L5: FICA/MQGE IND: FICA EE STATUS: ACTIVE </div> <div> RETIRE PLAN </div> </div>										
FIT		SS TAX	12.40	MED TAX	2.90	SIT	5.60	ST WAGE		200.00
FED WAGE	200.00	SS WAGE	200.00	MED WAGE	200.00	STATE	PENN.	SID	39123456789ALWA	
LOC WAGE	200.00	LOCAL	ALWA 077 SCC	SUI ID	3912345ALWA					
***** SSN INVALID *****										

Federal W-2 File Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

1Federal EFW2 Audit Report		FR302A Page 1	
Run Date 07/02/2018		Period End Date 12/31/2017	

0Format: Electronic W2 Filing

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0Payment Year: 2017	Submitter EIN: 123456789	Submitter PIN: SUBMITTER PINXXXX	
Software Code: 99	Submitter Name and Address:		
Resub WFID: *TLQN*	SUBMITTER NAME TO XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX HERE		
Method of Notification: 1	SUBMITTER LOCATION ADD	SUBMITTER DELIVERY ADD	
Preparer Code: A	SUBMITTER CITY	GA 36116-2104	

Submitter Contact Information:	Company Information:
Name: SUBMITTER CONTACT NAME XXXX	Company Name and Address:
Phone: 404522115299999 X4432	COMPANY NAME XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
Email: SUBMITTER CONTACT EMAIL =====	COMPANY LOCATION ADDRESS COMPANY DELIVERY ADDRESS
Fax: 0123456789	INDIAN SPRINGS VILLAGE AL 36116-2104

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0 KEY FOR W-2 EMPLOYEE DETAIL

ADOPTION Qualified Adoption Expenses	SEC 457 Non-Qualified Section 457 Plan Distribution
ALLO TIP Allocated Tips	SIMPLE Simple Retirement Account
CMBT PAY NonTaxable Combat Pay For Military Employers	SS TAX Social Security Tax
COST HC Cost of Employer-Sponsored Health Coverage	SS TIPS Social Security Tips
DECEASED Total Number of Deceased Employees	SS WAGE Social Security Wages
DEF COMP Total of All Deferred Compensation Plans	STAT EE Total Number of Statutory Employees
DEP CARE Dependent Care Benefits	STOCK OPT Income from Nonstatutory Stock Options
EIC Earned Income Credit	UNC EE T Uncollected Employee Tax on Tips
EX LIFE Excess Group Life Insurance	UNC MD I Uncollected Medicare Tax on Group Term Life Insurance
FED WAGE Federal Taxable Wages	UNC MD T Uncollected Medicare Tax on Tips
FTT Federal Income Tax	UNC SS I Uncollected Social Sec Tax on Grp Term Life Insurance
HSA Health Savings Account Contributions	UNC SS T Uncollected Social Security Tax on Tips
MED SAV Medical Savings Account Contributions	3RD PRIY Total Number of Third-Party Sick Pay Employees
MED TAX Medicare Tax	3RD TAX Third-Party Sick Pay Federal Tax Withheld
MED WAGE Medicare Wages/Tips	401(K) Deferred Compensation to a 401(k) Plan
MISC AMT Miscellaneous Amount	401K RTH Designated Roth Contributions to 401(k) Plans
MISC FLD Miscellaneous Field	403(B) Deferred Compensation to a 403(b) Plan
NON 457 Non-Qualified Not Section 457 Plan Distribution	403B RTH Designated Roth Contributions to 403(b) Plans
RET PLAN Total # of Employees Contributing to a Retirement Plan	408(K) Deferred Compensation to a 408(k) (6) Plan
ER ALLOW Allowances Subject to Puerto Rico Tax	409(A)-D Deferrals Under 409(a) Non-qualified Plan
ER COMM Commissions Subject to Puerto Rico Tax	409(A)-I Income Under 409(a) Non-qualified Plan
ER RETIR Puerto Rico Retirement Fund Annual Contributions	457(B) Deferred Compensation to a 457(b) Plan
ER TAX Puerto Rico Tax Withheld	457B RTH Designated Roth Contributions Under 457(b)
ER TIPS Tips Subject to Puerto Rico Tax	501(C) Deferred Compensation to a 501(c) Plan
ER TOTAL Total Income Subject to Puerto Rico Tax	83(I)-A Aggregate Deferrals Sec 83(I)
ER WAGES Wages Subject to Puerto Rico Tax	83(I)-D Qualified Equity Grants Sec 83(I)

Audit Employee Detail

Federal EFW2 Audit Report Fed Tax ID ALWA ENTERPRISE SOLUTIONS, INC PR302A Page 2
 Run Date 10/31/2013 10-3456789 . Period End Date 10/23/2013
 Agent Ind Agent EIN Other EIN SUITE 667, 7TH FLOOR Term Ind: 0 Emp Cd: A
 1 103456789 66 PERIMETER CENTER EA Tax Jur: Kind of Employer: N
 ATLANTA GA 30346-2245

Employer Contact Name: DANIELLE FRICKENBACHER Phone: 2134457789 Ext: 12345 Fax: 2132214457
 Email: DANIELLE.FRICKENBACHER@MOTHERJONES.NET

SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS)

FEDERAL	STATE	FICA/MQGE	ESTABLISH	SOC SEC
*TAX ID	*SOC CODE	*INDICATOR	*CODE	NUMBER

103456789	00000	F		
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PAMELA A IESLIE L1L2: ALWA L3-L4-L5: RETIRE PLAN
 DESPACHO 102 EMP NO: 1046 FICA/MQGE IND: FICA
 COLONIA CH SSN: 000-00-0000 EE STATUS: ACTIVE
 APULITEREC MORALE D.F.

FIT		SS TAX	12.60	MED TAX	4.35
FED WAGE	300.00	SS WAGE	300.00	MED WAGE	300.00

NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED

WARNING - EMPLOYEE SSN IS ALL ZEROES - SSN CHANGED TO REQUIRED FORMAT

EMILY A OYOUSLY L1L2: ALWA L3-L4-L5: RETIRE PLAN
 3824 SUNSET STRIP EMP NO: 1048 FICA/MQGE IND: FICA
 APARIMENT 15 SSN: 000-00-0000 EE STATUS: ACTIVE
 MONTEPELIER VT 05819

FIT	132.69	SS TAX	113.40	MED TAX	39.15
FED WAGE	2,700.00	SS WAGE	2,700.00	MED WAGE	2,700.00
83(I)-A	1,357.95			83(I)-D	3,816.67

WARNING - EMPLOYEE SSN IS ALL ZEROES - SSN CHANGED TO REQUIRED FORMAT

JENN A RADAMACHER L1L2: ALWA L3-L4-L5: RETIRE PLAN
 2005 DARRELL DRIVE EMP NO: 1074 FICA/MQGE IND: FICA
 APARIMENT G SSN: 000-00-0000 EE STATUS: ACTIVE
 HARTFORD CT 06114

FIT	2,278.53	SS TAX	504.00	MED TAX	174.00
FED WAGE	12,000.00	SS WAGE	12,000.00	MED WAGE	12,000.00

WARNING - EMPLOYEE SSN IS ALL ZEROES - SSN CHANGED TO REQUIRED FORMAT

IBBY A O'NEIL-PARKER L1L2: ALWA L3-L4-L5: RETIRE PLAN
 54784 TAMPA STREET N.W. EMP NO: 1080 FICA/MQGE IND: FICA
 BUILDING C SSN: 000-00-0000 EE STATUS: ACTIVE
 MIAMI FL 32602

FIT	209.40	SS TAX	126.00	MED TAX	43.50
FED WAGE	3,000.00	SS WAGE	3,000.00	MED WAGE	3,000.00

WARNING - EMPLOYEE SSN IS ALL ZEROES - SSN CHANGED TO REQUIRED FORMAT

Audit Total

Federal EFW2 Audit Report		Fed Tax ID	ALWA	ENTERPRISE SOLUTIONS, INC		PR302A	Page	2
Run Date 12/31/2011		10-3456789	.			Period End Date 03/31/2011		
Agent Ind	Agent EIN	Other EIN	SUITE 667, 7TH FLOOR		Term Ind: 0	Emp Cd: A		
1		198765432	66 PERIMETER CENTER EA		Tax Jur:	Kind of Employer: N		
			ATLANTA		GA 30346-2245			

CONTROL BREAK TOTALS								
FEDERAL	STATE	FICA/MQGE	ESTABLISH					
*TAX ID	*SCC CODE	*INDICATOR	*CODE					

103456789	00000	F						
			*****		===== LEVEL OF BREAK TOTALS			

FIT	454,780.08	SS TAX	171,081.84	MED TAX	57,479.54	SS TIPS	40,074.00	EIC 184.68
FED WAGE	3938,869.79	SS WAGE	3939,333.27	MED WAGE	4915,402.64	UNC SS T	UNC MD T	
UNC EE T		ALLO TIP	29,765.58	EX LIFE	348.00	DEF COMP	73,765.97	DEP CARE 655.88
SEC 457		NON 457		CMBT PAY	25,650.00	UNC SS I	4,800.00	UNC MD I 5,424.00
ADOPTION	5,676.00	MED SAV	2,748.00	SIMPLE	3,216.00	STCK OPT	24,370.57	401(K) 6.66
403(B)	28,115.74	408(K)	1,408.00	457(B)	30,018.06	501(C)	5,741.73	PR ALLOW
PR COMM		PR TAX		PR TIPS		PR TOTAL		PR WAGES
PR RETIR		3RD TAX		HSA	2,316.00	409(A)-D	5,259.78	409(A)-I 5,259.78
401K RTH		403B RTH		457B RTH	31,698.27	COST HC	9,340.65	STAT EE 6
RET PLAN		375 DECEASED		3RD PRTY	3			

Exception Detail

Federal EFW2 Exception Report				Fed Tax ID	ALWA	ENTERPRISE SOLUTIONS, INC	PR302E	Page	4
Run Date 12/31/2011				10-3456789		.	Period End Date 08/24/2011		
<hr/>									
GLORIA HAMILTON		L1L2: ALWA		L3-L4-L5: P002 D013 S023					
216 N.W. 16TH STREET		EMP NO: 25		FICA/MQGE IND: FICA					
DELRAY BEACH		FL 33444	SSN: 456-78-1123		EE STATUS: ACTIVE				
FIT		1.61-	SS TAX	2.45-	MED TAX				
FED WAGE		55.76-	SS WAGE	55.76-	MED WAGE 55.76-				
***** NEGATIVE AMOUNT(S) FOUND *****									
<hr/>									
SAM S BILL		L1L2: ALWA		L3-L4-L5:					
2499 FRANKLIN CIRCLE		EMP NO: 0000525225		FICA/MQGE IND: FICA					
00000		SSN: 520-52-5225		EE STATUS: ACTIVE					
FIT		SS TAX	286.17	MED TAX	98.80	SS TIPS	800.00	UNC SS I	70.00
FED WAGE		8,415.20-	SS WAGE	6,013.60	MED WAGE	6,813.60	UNC MD I	80.00	
***** NEGATIVE AMOUNT(S) FOUND *****									
<hr/>									
SAM S BILL		L1L2: ALWA		L3-L4-L5:					
2499 FRANKLIN CIRCLE		EMP NO: 0000525226		FICA/MQGE IND: FICA					
00000		SSN: 520-52-5226		EE STATUS: ACTIVE					
FIT		SS TAX	286.17	MED TAX	98.80	SS TIPS	800.00	UNC SS I	70.00
FED WAGE		8,415.20-	SS WAGE	6,013.60	MED WAGE	6,813.60	UNC MD I	80.00	
***** NEGATIVE AMOUNT(S) FOUND *****									
<hr/>									
LUCIA A CARBINE		L1L2: ALWA		L3-L4-L5:				RETIRE PLAN	
123 BRIARCLIFF ROAD		EMP NO: 1056		FICA/MQGE IND: FICA					
LOCAL W-2 U.S.		SSN: 771-00-0000		EE STATUS: ACTIVE					
DECATUR		GA 30033-1234							
FIT		SS TAX	214.20	MED TAX	73.95				
FED WAGE		5,100.00	SS WAGE	5,100.00	MED WAGE	5,100.00			
***** SSN INVALID *****									
NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED									
<hr/>									
RENEE' A JORDAN		L1L2: ALWA		L3-L4-L5:				RETIRE PLAN	
2675 N. 124TH STREET		EMP NO: 1160		FICA/MQGE IND: FICA					
BUILDING 4 APT 44-B		SSN: 771-00-0000		EE STATUS: ACTIVE					
MADISON		WI 53402							
FIT		SS TAX	214.20	MED TAX	73.95				
FED WAGE		5,100.00	SS WAGE	5,100.00	MED WAGE	5,100.00			
***** SSN INVALID *****									

Federal 1099-R Form Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

FEDERAL 1099-R FORM AUDIT RPT

PR303A PAGE 1

RUN DATE 11/19/2018

PERIOD END DATE 11/08/2018

SELF-MAILER POSTAL INFORMATION:

POSTAL INFO LINE 1

POSTAL INFO LINE 2

POSTAL INFO LINE 3

POSTAL INFO LN4

POSTAL INFO LINE 5

KEY FOR 1099-R EMPLOYEE DETAIL

ACCT NUM

EMPLOYEE ACCOUNT NUMBER

LOC WAGE

LOCAL WAGE

DATEPAY

DATE OF PAYMENT

* NET APPR

NET UNREALIZED APPRECIATION IN EMPLYR SCURTYS

DIST CD

DISTRIBUTION CODE

* OTHER %

OTHER PERCENT

* DIST %

YOUR PERCENT OF THE TOTAL DISTRIBUTION

* OTHR AMT

OTHER AMOUNT

EE CONTR

EMPLOYEE CONTRIBUTIONS (DESIG ROTH ACCOUNT)

STATE ID

STATE IDENTIFICATION ABBREVIATION

* ELIG GAN

AMOUNT ELIGIBLE FOR CAPITAL GAIN

SID

STATE TAX IDENTIFIER

FIT

FEDERAL INCOME TAX

SIT

STATE INCOME TAX

GROSS

GROSS DISTRIBUTION

ST WAGE

STATE WAGE

IRA/S/S

IRA/SEP/SIMPLE INDICATOR

TAND

TAXABLE AMOUNT NOT DETERMINED

IRR AMT

AMOUNT ALLOCABLE TO IN-PLAN ROTH ROLLOVER

* TOT CNTR

TOTAL EMPLOYEE CONTRIBUTIONS AMOUNT

LIT

LOCAL INCOME TAX

* TOT DIST

TOTAL DISTRIBUTION INDICATOR

LOC NAME

LOCALITY NAME

TXBL AMT

TAXABLE AMOUNT

LOC TYPE

LOCAL TYPE CODE

YR ROTH

1ST YEAR OF DESIGNATED ROTH CONTRIBUTION

LOCAL CD

LOCAL CODE

* --

INDICATES FIELD NOT SUPPORTED BY HRE

Audit Employee Detail

FEDERAL 1099-R FORM AUDIT RPT FED TAX ID TNRA SYSTEM TEST ORG TNRA X
 Run Date 12/31/2011 50-3456789 US COMBINED, 1099R ONLY X
 PYR CNT 678 319-8000 8278 FILL SPACE TO USE THIRTY CHARS
 FILL SPACE TO USE THIRTY CHARS
 FILL SPACE TO GA 30326

PR303A Page 2
 Period End Date 12/31/2011

*LEVEL 1		*LEVEL 2		EMPLOYEE STATUS 1	EMPLOYEE NUMBER	SORT SEQUENCE FIELDS				(* = FIELD USED IN CONTROL BREAK TOTALS)			
TN		RA											
JOSEPH TNRA5010 KENNYS		4452 RUSHING BLVD.			L1L2: TNRA	L3-L4-L5: 4444							
MONGOMERY AL 35010					EMP NO: 5010	EE STATUS: ACTIVE							
GROSS 18,525.00		FIT			SSN: 001-23-5457	ACCT NO: TNRA501001							
YR ROTH 40100101		STATE ID WI			61,550.26	DIST CD 1B				TXBL AMT 8,705.00			
					SID 50123456789TNRA	SIT				EE CNTR 9,820.00			
										IRR AMT 200.00			
JOSEPH TNRA5010 KENNYS		4452 RUSHING BLVD.			L1L2: TNRA	L3-L4-L5: 4444							
MONGOMERY AL 35010					EMP NO: 5010	EE STATUS: ACTIVE							
GROSS 18,637.50		FIT			SSN: 001-23-5457	ACCT NO: TNRA501002							
IRA/S/S X						DIST CD 2B				EE CNTR 19,455.00			
										YR ROTH 40100101			
JOSEPH TNRA5010 KENNYS		4452 RUSHING BLVD.			L1L2: TNRA	L3-L4-L5: 4444							
MONGOMERY AL 35010					EMP NO: 5010	EE STATUS: ACTIVE							
GROSS 18,650.00		FIT			SSN: 001-23-5457	ACCT NO: TNRA501003							
YR ROTH 40100101						DIST CD 2B				TXBL AMT 8,916.37			
					IRR AMT 400.00					EE CNTR 9,733.63			
JOSEPH TNRA5010 KENNYS		4452 RUSHING BLVD.			L1L2: TNRA	L3-L4-L5: 4444							
MONGOMERY AL 35010					EMP NO: 5010	EE STATUS: ACTIVE							
GROSS 19,150.00		FIT			SSN: 001-23-5457	ACCT NO: TNRA501004							
YR ROTH 40100101						DIST CD B				TXBL AMT 18,561.25			
					IRR AMT 1,200.00					EE CNTR 588.75			
JOSEPH TNRA5010 KENNYS		4452 RUSHING BLVD.			L1L2: TNRA	L3-L4-L5: 4444							
MONGOMERY AL 35010					EMP NO: 5010	EE STATUS: ACTIVE							
GROSS 9,925.00		FIT			SSN: 001-23-5457	ACCT NO: TNRA501005							
YR ROTH 40100101						DIST CD BG				TXBL AMT 9,232.70			
					IRR AMT 1,400.00					EE CNTR 692.30			
JOSEPH TNRA5010 KENNYS		4452 RUSHING BLVD.			L1L2: TNRA	L3-L4-L5: 4444							
MONGOMERY AL 35010					EMP NO: 5010	EE STATUS: ACTIVE							
GROSS 10,037.50		FIT			SSN: 001-23-5457	ACCT NO: TNRA501006							
YR ROTH 40100101						DIST CD BL				TXBL AMT 9,187.50			
					IRR AMT 1,600.00					EE CNTR 850.00			

Audit Total

FEDERAL 1099-R FORM AUDIT RPT	FED TAX ID	TNRA	SYSTEM TEST ORG TNRA	X	PR303A	Page	60
Run Date 12/31/2011	50-3456789		US COMBINED, 1099R ONLY	X	Period End Date	12/31/2011	
PYR CNT 678 319-8000 8278			FILL SPACE TO USE THIRTY CHARS				
			FILL SPACE TO USE THIRTY CHARS				
			FILL SPACE TO GA 30326				

CONTROL BREAK TOTALS							
*LEVEL 1	*LEVEL 2						

TN	RA						

===== LEVEL OF BREAK TOTALS							

EMPLOYEE 1099-R FORMS	213						
GROSS	375,363.82	TXBL AMT	254,493.59	ELIG GAN	FIT	278,561.57	EE CNTR
NET APFR		OTHR AMT		SIT	41,625.72	LIT	449.17
LOC WAGE	7,032.01	TOT CNTR		IRR AMT	15,450.00	ST WAGE	284,764.88

Exception Detail

FEDERAL 1099-R FORM AUDIT RPT	FED TAX ID	TNRA	SYSTEM TEST ORG TNRA	X	PR303A	Page	2
Run Date 12/31/2011	50-3456789		US COMBINED, 1099R ONLY	X	Period End Date	12/31/2011	
PYR CNT 678 319-8000 8278			FILL SPACE TO USE THIRTY CHARS				
			FILL SPACE TO USE THIRTY CHARS				
			FILL SPACE TO GA	30326			

			SORT SEQUENCE FIELDS		(* = FIELD USED IN CONTROL BREAK TOTALS)		
*LEVEL 1	*LEVEL 2	EMPLOYEE					
		NUMBER					

AL	WB						
----	----	--	--	--	--	--	--

E. B. ALWB3030 HOWARD	L1L2: ALWB	L3-L4-L5: 0003 0004 0005
7429 OVIS LANE	EMP NO: 3030	EE STATUS: ACTIVE
HONOLULU, HI 96818-3030	SSN: 346-12-3758	
GROSS	FIT	DIST CD R
SID 12123456789ALWB	SIT 86.06	TAND X
		STATE ID HI

***** NO GROSS DISTRIBUTION *****

THOMAS ALWB3114 GIANINO	L1L2: ALWB	L3-L4-L5:
7181 COMMERCIAL DR.	EMP NO: 3114	EE STATUS: ACTIVE
APT. 21-B	SSN: 333-33-3333	
HATO REY PR 00917		
GROSS 5,715.19	FIT 615.45	DIST CD R
SID 52123456789ALWB	SIT 485.81	TXBL AMT 5,715.19
		STATE ID PR

***** SSN INVALID *****

WILLIAMS ALWB3118 MOMENIMEN	L1L2: ALWB	L3-L4-L5:
670 WINTER AVENUE	EMP NO: 3118	EE STATUS: ACTIVE
APT. 40-C	SSN: 000-65-4331	
HATO REY PR 00917-3118		
GROSS 3,771.04	FIT 323.84	DIST CD R
SID 52123456789ALWB	SIT 252.46	TXBL AMT 3,771.04
		STATE ID PR

***** SSN INVALID *****

RUSSELL ALWB3186 CHUBB	L1L2: ALWB	L3-L4-L5: 2 0004 0005
189 RUSSELL LANE, S.W.	EMP NO: 3186	EE STATUS: ACTIVE
COLUMBUS OH 43812-3186	SSN: 666-29-3801	
GROSS 5,722.60	FIT 458.52	DIST CD R
SID 36123456789ALWB	SIT 151.32	TXBL AMT 5,722.60
		STATE ID OH

***** SSN INVALID *****

Federal 1099-R File Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

FEDERAL 1099-R TAPE AUDIT RPT
RUN DATE 11/20/2018

PR304A PAGE 1
PERIOD END DATE 11/08/2018

TRANSMITTER NAME AND ADDRESS:	TAPE RETURN NAME AND ADDRESS:	PAYMENT YEAR: 2018
TZ1001NAME TZ1001NAME TZ1001NAME TZ1001NAME	MATTHEW SMITH ASSOCIATES, INC.	FED TIN: 530523567
TZ1001ADDRESS TZ1001ADDRESS	3445 PEACHTREE ROAD, N.E.	CONTROL CODE: 1099R
INDIAN SPRINGS VILLAGE 02 GA 30450	ATLANTA GA 30450-3445	FOREIGN CORP: 1

TRANSMITTER CONTACT:	REPLACEMENT FILE
MR.@RANDY%J.\$JOHNSON!!!	
10126223762242	
EMAILADDRESS@IRS.GOV 50 CHARACTERS LONG TO THIS **	

KEY FOR 1099-R EMPLOYEE DETAIL

ACCT NO	PAYER'S ACCOUNT NUMBER FOR PAYEE	ISS AMT	IRA/SEP/SIMPLE AMOUNT
DATEPAY	DATE OF PAYMENT	ISS IND	IRA/SEP/SIMPLE INDICATOR
DIST CD	DISTRIBUTION CODE	* NET APPR	NET UNREALIZED APPRECIATION IN EMPLYR SCURTYS
* DIST %	DISTRIBUTION PERCENT	* OTHR AMT	OTHER AMOUNT
EE CONTR	EMPLOYEE CONTRIBUTIONS (DESIG ROTH ACCOUNT)	* OTHER %	OTHER PERCENT
* ELIG GAN	AMOUNT ELIGIBLE FOR CAPITAL GAIN	TAND	TAXABLE AMOUNT NOT DETERMINED
FIT	FEDERAL INCOME TAX	* TOT DIST	TOTAL DISTRIBUTION INDICATOR
GROSS	GROSS DISTRIBUTION	TXBL AMT	TAXABLE AMOUNT
IRR AMT	AMOUNT ALLOCABLE TO IN-PLAN ROTH ROLLOVER	YR ROTH	1ST YEAR OF DESIGNATED ROTH CONTRIBUTION

* -- INDICATES FIELD NOT SUPPORTED BY HRE

Audit Employee Detail

FEDERAL 1099-R FILE AUDIT RPT		FED TAX ID	TNRA	SYSTEM TEST ORG TNRA	X	PR304A	Page	2
Run Date 12/31/2011		50-3456789		US COMBINED, 1099R ONLY	X	Period End Date 12/31/2011		
		FILL SPACE TO USE THIRTY CHARS						
		FILL SPACE TO USE THIRTY CHARS						
		FILL SPACE TO USE GA 30326						
<hr/>								
TEST INDICATOR:			TRANSFER NAME:		TRANSFER AGENT NAME TNRA -----			
SERVICE BUREAU INDICATOR:			TRANSFER ADDR:		TRANSFER AGENT SHIPPING ADDRESS TNRA ---			
FOREIGN CORP INDICATOR:			TRANSFER CITY:		TRANSFER AGENT CITY TNRA ----AL330992033			
			TRANSFER PHONE:		678 319 8000 8278			
<hr/>								
SORT SEQUENCE FIELDS					(* = FIELD USED IN CONTROL BREAK TOTALS)			
FEDERAL	SOC SEC							
*TAX ID	NUMBER							
<hr/>								
503456789								
<hr/>								
ENNYS JOSEPH T		L1L2: TNRA		L3-L4-L5: 4444				
4452 RUSHING BLVD.		EMP NO: 5010		EE STATUS: ACTIVE				
MONTGOMERY		SSN: 001-23-5457		ACCT NO: TNRA501025				
GROSS	18,525.00	FTT	61,550.26	DIST CD	1B	ISS IND	TXBL AMT	8,705.00
EE CONTR	9,820.00	YR	ROTH 40100101	IRR AMT	200.00			
<hr/>								
KENNYS JOSEPH T		L1L2: TNRA		L3-L4-L5: 4444				
4452 RUSHING BLVD.		EMP NO: 5010		EE STATUS: ACTIVE				
MONTGOMERY		SSN: 001-23-5457		ACCT NO: TNRA501026				
GROSS	18,637.50	FTT		DIST CD	2B	ISS IND 1	EE CONTR	19,455.00
YR	ROTH 40100101	ISS AMT	18,637.50					
<hr/>								
KENNYS JOSEPH T		L1L2: TNRA		L3-L4-L5: 4444				
4452 RUSHING BLVD.		EMP NO: 5010		EE STATUS: ACTIVE				
MONTGOMERY		SSN: 001-23-5457		ACCT NO: TNRA501027				
GROSS	18,650.00	FTT		DIST CD	2B	ISS IND	TXBL AMT	8,916.37
EE CONTR	9,733.63	YR	ROTH 40100101	IRR AMT	400.00			
<hr/>								
KENNYS JOSEPH T		L1L2: TNRA		L3-L4-L5: 4444				
4452 RUSHING BLVD.		EMP NO: 5010		EE STATUS: ACTIVE				
MONTGOMERY		SSN: 001-23-5457		ACCT NO: TNRA501028				
GROSS	19,150.00	FTT		DIST CD	B	ISS IND	TXBL AMT	18,561.25
EE CONTR	588.75	YR	ROTH 40100101	IRR AMT	1,200.00			
<hr/>								
KENNYS JOSEPH T		L1L2: TNRA		L3-L4-L5: 4444				
4452 RUSHING BLVD.		EMP NO: 5010		EE STATUS: ACTIVE				
MONTGOMERY		SSN: 001-23-5457		ACCT NO: TNRA501029				
GROSS	9,925.00	FTT		DIST CD	BG	ISS IND	TXBL AMT	9,232.70
EE CONTR	692.30	YR	ROTH 40100101	IRR AMT	1,400.00			

Audit Total

FEDERAL 1099-R FILE AUDIT RPT	FED TAX ID	TNRA	SYSTEM TEST ORG TNRA	X	PR304A	Page	60
Run Date 12/31/2011	50-3456789		US COMBINED, 1099R ONLY	X	Period End Date	12/31/2011	
FILL SPACE TO USE THIRTY CHARS							
FILL SPACE TO USE THIRTY CHARS							
FILL SPACE TO USE GA 30326							

TEST INDICATOR:		TRANSFER NAME:		TRANSFER AGENT NAME TNRA -----			
SERVICE BUREAU INDICATOR:		TRANSFER ADDR:		TRANSFER AGENT SHIPPING ADDRESS TNRA ---			
FOREIGN CORP INDICATOR:		TRANSFER CITY:		TRANSFER AGENT CITY TNRA ---AL330992033			
		TRANSFER PHONE:		678 319 8000 8278			

CONTROL BREAK TOTALS							
FEDERAL							
*TAX ID							

503456789							

<===== LEVEL OF BREAK TOTALS							

GROSS	375,363.82	TXBL AMT	254,493.59	ELIG GAN	FIT	278,561.57	EE CONIR
NET APPR		OTHR AMT		ISS AMT	66,348.03	IRR AMT	15,450.00
							229,117.82

Exception Detail

FEDERAL 1099-R FILE AUDIT RPT		FED TAX ID	TNRA	SYSTEM TEST ORG TNRA	X	PR304A	Page	2		
Run Date 12/31/2011		50-3456789		US COMBINED, 1099R ONLY	X	Period End Date 12/31/2011				
				FILL SPACE TO USE THIRTY CHARS						
				FILL SPACE TO USE THIRTY CHARS						
				FILL SPACE TO USE GA 30326						
TEST INDICATOR:			TRANSFER NAME:			US COMBINED, W2/1099R, BENEFIT				
SERVICE BUREAU INDICATOR:			TRANSFER ADDR:			FILL SPACE TO USE THIRTY CHARS				
FOREIGN CORP INDICATOR:			TRANSFER CITY:			ATLANTA AA304502245				
			TRANSFER PHONE:			404 239 HELP 1099R				
				SORT SEQUENCE FIELDS		(* = FIELD USED IN CONTROL BREAK TOTALS)				
STATE			SOC SEC	EMPLOYEE	CHECK	EMPLOYEE				
*SOC CODE	*LEVEL 1	LEVEL 2	NUMBER	NAME	SEQUENCE	NUMBER				
00000	AL									
WELLSBYSON F M			L1L2: ALWA		L3-L4-L5:					
111 BEVERLY DRIVE, N.E.			EMP NO: 1020		EE STATUS: ACTIVE					
APARTMENT 2			SSN: 666-71-2345							
SANTA FE			NM 87102							
GROSS	7,113.17	FTT	1,468.70	DIST CD N	ISS IND	TAND	1			
***** SSN INVALID *****										
WILLIAMS A MOMENIMEN			L1L2: ALWB		L3-L4-L5:					
670 WINTER AVENUE			EMP NO: 3118		EE STATUS: ACTIVE					
APT. 40-C			SSN: 000-65-4331							
HATO REY			PR 00917-3118							
GROSS	290.08	FTT	24.97	DIST CD R	ISS IND	TXBL AMT	290.08			
***** SSN INVALID *****										
THOMAS A GIANINO			L1L2: ALWB		L3-L4-L5:					
7181 COMMERICAL DR.			EMP NO: 3114		EE STATUS: ACTIVE					
APT. 21-B			SSN: 333-33-3333							
HATO REY			PR 00917							
GROSS	439.63	FTT	47.41	DIST CD R	ISS IND	TXBL AMT	439.63			
***** SSN INVALID *****										
RUSSELL A CHUBB			L1L2: ALWB		L3-L4-L5: 2 0004 0005					
189 RUSSELL LANE, S.W.			EMP NO: 3186		EE STATUS: ACTIVE					
			SSN: 666-29-3801							
COLUMBUS			OH 43812							
GROSS	440.20	FTT	36.17	DIST CD R	ISS IND	TXBL AMT	440.20			
***** SSN INVALID *****										

Puerto Rico W-2PR Form Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

1Puerto Rico W-2PR Form Audit

Run Date 12/14/2022

PR307A Page 1

Period End Date 12/09/2022

0Self-Mailer Postal Information:

FIRST LINE XXXXXXXX

SECOND LINEXXXXXXXX

THIRD LINEXXXXXXXXX

FOURTH LINEXXXXX

FIFTH LINEXXXXXXXXX

0

0

Key for W2PR Employee Detail

ALLOWANC Puerto Rico Allowance PR CHEXA Puerto Rico Check Box A

CHARITBL Puerto Rico Charitable Contributions PR CHEXB Puerto Rico Check Box B

COMMISSN Puerto Rico Commissions PR CHEXE Puerto Rico Check Box E

COST HC Cost of Employer-Sponsored Health Coverage PR CHEXF Puerto Rico Check Box F

EMPE DOB Employee Date of Birth PR CHEXG Puerto Rico Check Box G

ESTAB CD Establishment Code PR TIPS Puerto Rico Tips

EXSL CD1 Exempt Salaries 1 Code REIM EXP Puerto Rico Reimbursement Expenses

EXSL CD2 Exempt Salaries 2 Code RET FUND Puerto Rico Retirement Fund

EXSL CD3 Exempt Salaries 3 Code SAVE/DUP Puerto Rico Save & Duplicate Money Program

EXSLAMT1 Exempt Salaries 1 Amount SIT State Income Tax

EXSLAMT2 Exempt Salaries 2 Amount SS TAX Social Security Tax

EXSLAMT3 Exempt Salaries 3 Amount SS TIPS Social Security Tips

FED MISC Federal Miscellaneous Wages SS WAGE Social Security Wages

MED TAX Medicare Tax ST TOTWG State Total Wages

MED WAGE Medicare Wage ST WAGE State Wages

NONQ PLN Non-Qualified Plans UNC MD T Uncollected Medicare Tax

PENS ANU Cost of Pension Annuity UNC SS T Uncollected Social Security Tax

Audit Employee Detail

Puerto Rico W-2PR Form Audit Fed Tax ID ALWA MATTHEW SMITH ASSOCIATES, INC. PR307A Page 2
 Run Date 12/01/2022 10-3456789 THE FINANCIAL SOFTWARE COMPANY Period End Date 12/09/2022
 Emplr Phone: 404-239-3000 Ext: X2543 3445 PEACHTREE ROAD, N.E. Email: DANIELLE.FRICKENBACHER@MOTHERJONES
 SUITE 1300
 ATLANTA GA 30450

Electronic Filing Confirmation Number: 0000000

*LEVEL 1		*LEVEL 2	EMPLOYEE STATUS 1	EMPLOYEE NUMBER	SSN	SS TAX	SS WAGE	ST TAX	ST WAGE	EXSLMT1	EXSL CD1 E	EXSL CD3 IC
<p>ALWA WA</p>												
<p>JOHN ALWA7 RODRIGUES DE LA DIEGO SAN L1L2: ALWA I3-I4-I5: P001 D011 S021 St Tax ID: 52123456789ALWA 4078 THUNDERBIRD TRAIL Emp No: 7 EE Status: ACTIVE PR Ser Num: 000000001 STONE MOUNTAIN GA 30083 SSN: 289-12-3856</p>												
<p>SS TAX SS WAGE MED TAX MED WAGE EXSLMT1 12,620.00 SIT 2,567.34 ST WAGE ST TOTWG SS TIPS EXSL CD1 E EMPE DOB 19960606 EXSLMT2 2,400.00 EXSL CD2 G EXSLMT3 2,400.00 EXSL CD3 IC PR CHEXA X PR CHEXB X PR CHEXG X PR CHEXF X</p>												
<p>JON ALWA38 APONIE DE LA CRUZ L1L2: ALWA I3-I4-I5: P002 D014 S026 St Tax ID: 52123456789ALWA 2830 SANTA BARBARA DRIVE Emp No: 38 EE Status: ACTIVE PR Ser Num: 000000002 DECATUR GA 30033 SSN: 781-22-3456</p>												
<p>***** PUERTO RICO W-2 PR FORM NOT PRINTED FOR THIS EMPLOYEE. SEE PUERTO RICO W-2 PR EXCEPTION REPORT. *****</p>												
<p>JOE ALWA252 DE LA ROSA TORREZ L1L2: ALWA I3-I4-I5: St Tax ID: 52123456789ALWA 6TH FLOOR Emp No: 252 EE Status: ACTIVE PR Ser Num: 000000003 3322 MAGISTRATE COURT PLAZA SSN: 375-12-3455</p>												
<p>BELLIE PR 21005 ***** PUERTO RICO W-2 PR FORM NOT PRINTED FOR THIS EMPLOYEE. SEE PUERTO RICO W-2 PR EXCEPTION REPORT. *****</p>												
<p>CINDY ALWA1060 STOFFER L1L2: ALWA I3-I4-I5: St Tax ID: 52123456789ALWA 777 ANYONES HOME , N.E. Emp No: 1060 EE Status: ACTIVE PR Ser Num: 000000004 SAN JUAN PR 00926-1060 SSN: 123-45-6789</p>												
<p>***** PUERTO RICO W-2 PR FORM NOT PRINTED FOR THIS EMPLOYEE. SEE PUERTO RICO W-2 PR EXCEPTION REPORT. *****</p>												

Exception Detail

Puerto Rico W-2PR Form Excpt	Fed Tax ID	ALWA	MATTHEW SMITH ASSOCIATES, INC.	PR307E	Page	2
Run Date 12/14/2020	10-3456789		THE FINANCIAL SOFTWARE COMPANY	Period End Date	08/13/2020	
Emplr Phone: 404-239-3000 Ext: X2543			3445 PEACHTREE ROAD, N.E.			
			SUITE 1300			
			ATLANTA GA 30450			

Electronic Filing Confirmation Number: 0000000

		SORT SEQUENCE FIELDS		(* = FIELD USED IN CONTROL BREAK TOTALS)	
*LEVEL 1	*LEVEL 2	EMPLOYEE STATUS 1	EMPLOYEE NUMBER		
AL	WA				

JOE ALWA252 DE LA ROSA TORREZ L1L2: ALWA L3-L4-L5: St Tax ID: 52123456789ALWA
 6TH FLOOR Emp No: 252 EE Status: ACTIVE PR Ser Num: 000000003
 3322 MAGISTRATE COURT PLAZA SSN: 375-12-3455
 BELLIE PR 21005

SS TAX		SS WAGE		MED TAX		MED WAGE		COMMISSN	750.00
SIT	17,848.25	ST WAGE	56,000.00	ST TOTWG	62,250.00	SS TIPS		ALLOWANC	3,250.00
PR TIPS	2,250.00	EXSL CD EC01		EXSLAMT1	40,000.00	EXSL CD1 E		EMPE DOB	
EXSLAMT2	2,250.00	EXSL CD2 G		EXSLAMT3	4,500.00	EXSL CD3 CJ		PR CHEXA X	
PR CHEXB X		PR CHEXF X		PR CHEXE X					

***** INVALID EMPLOYEE DOB *****

CINDY ALWA1060 STOUFFER L1L2: ALWA L3-L4-L5: St Tax ID: 52123456789ALWA
 777 ANYONES HOME , N.E. Emp No: 1060 EE Status: ACTIVE PR Ser Num: 000000004
 SAN JUAN PR 00926-1060 SSN: 123-45-6789

SS TAX		SS WAGE		MED TAX		MED WAGE		ALLOWANC	9,250.00
SIT	1,268.07	ST WAGE		ST TOTWG	14,000.00	SS TIPS		PR TIPS	4,750.00
EXSLAMT1	40,000.00	EXSL CD1 E		EMPE DOB		EXSLAMT2	4,750.00	EXSL CD2 G	
EXSLAMT3	58,800.00	EXSL CD3 CJ		PR CHEXA X		PR CHEXB X		PR CHEXF X	
PR CHEXE X									

***** SSN INVALID *****
 ***** INVALID EMPLOYEE DOB *****

FRANCISCO ALWA1164 PORRATA-DORIA L1L2: ALWA L3-L4-L5: St Tax ID: 52123456789ALWA
 1212 MARTIN LANE Emp No: 1164 EE Status: ACTIVE PR Ser Num: 000000005
 ROME NY 13135-4321 SSN: 666-36-6811

SS TAX		SS WAGE		MED TAX		MED WAGE		COMMISSN	5,250.00
SIT	88,082.40	ST WAGE	161,350.00	ST TOTWG	277,100.00	SS TIPS		ALLOWANC	55,300.00
PR TIPS	55,200.00	EXSLAMT1	25,000.00	EXSL CD1 E		EMPE DOB		EXSLAMT2	55,200.00
EXSL CD2 G		EXSLAMT3	110,400.00	EXSL CD3 CJ		PR CHEXA X		PR CHEXB X	
PR CHEXF X		PR CHEXE X							

***** SSN INVALID *****
 ***** INVALID EMPLOYEE DOB *****
 NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED

Exception Total

Puerto Rico W-2PR Form Excpt	Fed Tax ID	ALWA	MATTHEW SMITH ASSOCIATES, INC.	PR307E	Page	4
Run Date 10/24/2016	10-3456789		THE FINANCIAL SOFTWARE COMPANY	Period End Date	10/24/2016	
Emplr Phone: 404-239-3000	Ext: X2543		3445 PEACHTREE ROAD, N.E.			
			SUITE 1300			
			ATLANTA GA 30450			

Electronic Filing Confirmation Number: B888888

CONTROL BREAK TOTALS

*LEVEL 1	*LEVEL 2
AL	WA

===== <===== LEVEL OF BREAK TOTALS

Exception W-2 PR Forms	6
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SS TAX	SS WAGE	MED TAX	MED WAGE	SIT	17,449.82
ST WAGE	27,760.00	ST TOIWG	71,711.04	SS TIPS	UNC SS T
COMMISSN	1,831.04	RET FUND	ALLOWANC	24,070.00	REIM EXP
NONQ PLN	PENS ANU	FR TIPS	18,050.00	FED MISC	UNC MD T
CHARITBL	SAVE/DUP	EXMT SAL	121,743.18	COST HC	165 (E)

State W-2 File Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

State EFW2 Audit Report		FR310A Page 1	
Run Date 12/15/2020		Period End Date 08/13/2020	
Format: Electronic W2 Filing		Format: TIB-4	
Payment Year: 2020	Submitter EIN: 123456789	PIN: SUBMITTER PINXXXX	Transmitter EIN: 530523567
Software Code: 99	Submitter Name and Address:		Transmitter Name and Address:
Resub WFID: *TLCN*	SUBMITTER NAME TO XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX HERE		TZ1001NAME TZ1001NAME TZ1001NAME
Method of Notification: 1	SUBMITTER LOCATION ADD	SUBMITTER DELIVERY ADD	TZ1001ADDRESS TZ1001ADDRESS
Preparer Code: A	SUBMITTER CITY GA	36116-2104	INDIAN SPRINGS VILLAGE 02 GA 30450-3445
Company Information		TIB-4: Payment Year: 2020	
Company Name and Address:		Comptr Mnfr: IBM 360	
COMPANY NAME XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		Name: SUBMITTER CONTACT NAME XXXX	
COMPANY LOCATION ADDRE COMPANY DELIVERY ADDRE		Phone: 404522115299999 x4432	
INDIAN SPRINGS VILLAGE AL 36116-2104		Email: SUBMITTER CONTACT EMAIL =====	
		Fax: 0123456789	
		Density: 62	
		Charactr Set: EBC	

KEY FOR STATE W-2 EMPLOYEE DETAIL			
ADD BACK	New York Add-Back Amount	PR DEFER	Puerto Rico Contributions to Qualified Plans
ADOPTION	Qualified Adoption Expenses	PR EXSA1	Puerto Rico Exempt Salaries 1 amount
ALLO TIP	Allocated Tips	PR EXSA2	Puerto Rico Exempt Salaries 2 amount
CA CASDI	California State Disability Insurance	PR EXSA3	Puerto Rico Exempt Salaries 3 amount
CA VPDI	California Voluntary Private Disability Insurance	PR EXSC1	Puerto Rico Exempt Salaries 1 Code
CMBT PAY	NonTaxable Combat Pay For Military Employers	PR EXSC2	Puerto Rico Exempt Salaries 2 Code
COST HC	Cost of Employer-Sponsored Health Coverage	PR EXSC3	Puerto Rico Exempt Salaries 3 Code
CTL NO	State Control Number For Income Tax Reporting	PR PENSN	Puerto Rico Cost of Pension Annuity
DECEASED	Total Number of Deceased Employees	PR REIMB	Puerto Rico Cost of Reimbursements
DEF COMP	Total of All Deferred Compensation Plans	PR RETIR	Puerto Rico Retirement Fund Annual Contributions
DEP CARE	Dependent Care Benefits	PR SAVE	Puerto Rico Save & Duplicate Money Program
EIC	Earned Income Credit	PR TAX	Puerto Rico Tax Withheld
EMPE DOB	Employee Date of Birth	PR TIPS	Tips Subject to Puerto Rico Tax
EX LIFE	Excess Group Life Insurance	PR TWAGE	Puerto Rico Total Wages/Commissions/Tips & Allowances
FED WAGE	Federal Taxable Wages	PR WAGES	Wages Subject to Puerto Rico Tax
FIC WAGE	Social Security/Medicare Wages	SCC CODE	Local SALTA SCC Code
FICA TAX	Social Security/Medicare Tax	SDI TAX	State Disability Tax
FICA TIP	Social Security/Medicare Tips	SEC 457	Non-Qualified Section 457 Plan Distribution
FIT	Federal Income Tax	SIMPLE	Simple Retirement Account
FRG BENE	Fringe Benefits	SIT	State Income Tax
F/M TAX	Total Social Security/Medicare/MQGE Tax	SPC AMT#	State Special Amount #, Where # = 1 Thru 3
F/M TIPS	Total Social Security/Medicare/MQGE Tips	SPC TTL#	State Special Amt Title #, Where # = 1 Thru 3
F/M WAGE	Total Social Security/Medicare/MQGE Wages	SS TAX	Social Security Tax
HSA	Health Savings Account Contributions	SS TIPS	Social Security Tips
LIT	Local Income Tax	SS WAGE	Social Security Wages
LO TX EN	Local Taxing Entity Code	ST TX EN	State Taxing Entity Code
LOC WAGE	Local Taxable Wages	ST WAGE	State Taxable Wages
MAR STAT	Marital Status	STAT EE	Total Number of Statutory Employees
MED SAV	Medical Savings Account Contributions	STOCK OPT	Income from Nonstatutory Stock Options
MED TAX	Medicare Tax	SUI TAX	State Unemployment Tax
MED WAGE	Medicare Wages/Tips	TAX TYPE	Local Tax Type
MSC FLD#	Misc Field #, Where # = 1 Thru 3	UNC EE T	Uncollected Employee Tax on Tips
MSC AMT#	Misc Amount #, Where # = 1 Thru 4	UNC FC T	Uncollected Social Security/Medicare Tax on Tips
MISC FED	Miscellaneous Reportable Federal Amount	UNC MD I	Uncollected Medicare Tax on Group Term Life Insurance
NON 457	Non-Qualified Not Section 457 Plan Distribution	UNC MD T	Uncollected Medicare Tax on Tips
NYC TAX	New York City Income Tax	UNC SS I	Uncollected Social Sec Tax on Grp Term Life Insurance
OPTNL CD	Optional Code For State Unemployment Reporting	UNC SS T	Uncollected Social Security Tax on Tips

(continued)

Audit Key (cont'd)

OPINL CD	Optional Code For State Unemployment Reporting	UNC SS I	Uncollected Social Sec Tax on Grp Term Life Insurance
ODATA	Data Defined By State For Income Tax Reporting	UNC SS T	Uncollected Social Security Tax on Tips
OST CD#	Other State # Code (# = 1-5)	YONK TAX	Yonkers Income Tax
OST ACT#	Other State # Employer Account Number	3RD PRTY	Total Number of Third-Party Sick Pay Employees
OST WGS#	Other State # Wages	3RD TAX	Third-Party Sick Pay Federal Tax Withheld
OST TAX#	Other State # Taxes	401 (K)	Deferred Compensation to a 401(k) Plan
RET PLAN	Total # of Employees Contributing to a Retirement Plan	401K RTH	Designated Roth Contributions to 401(k) Plans
PICKUP	Maryland Pickup Amount	403 (B)	Deferred Compensation to a 403(b) Plan
FRIV SDI	New Jersey State Private Disability Insurance	403B RTH	Designated Roth Contributions to 403(b) Plans
FR ALLOW	Allowances Subject to Puerto Rico Tax	408 (K)	Deferred Compensation to a 408(k) (6) Plan
FR CHAR	Puerto Rico Charitable Contributions	409(A)-D	Deferrals Under 409(a) Non-qualified Plan
FR CHEXA	Puerto Rico Check Box A	409(A)-I	Income Under 409(a) Non-qualified Plan
FR CHEXB	Puerto Rico Check Box B	457 (B)	Deferred Compensation to a 457(b) Plan
FR CHEXE	Puerto Rico Check Box E	457B RTH	Designated Roth Contributions Under 457(b)
FR CHEXF	Puerto Rico Check Box F	501 (C)	Deferred Compensation to a 501(c) Plan
FR CHEXG	Puerto Rico Check Box G	83 (I)-A	Aggregate Deferrals Sec 83(I)

Audit Employee Detail

State EFW2 Audit Report		Fed Tax ID	ALWA	GEAC ENTERPRISE SOLUTIONS, INC ST TAX ID		PR310A	Page	2
Run Date 12/05/2022		10-3456789	.	52123456789ALWA		Period End Date 12/09/2022		
Agent Ind	Agent EIN	Other EIN	SUITE 667, 7TH FLOOR		Term Ind: 0	Emp Cd: A		
1	103456789		66 PERIMETER CENTER EA		Tax Jur:	Kind of Employer: N		
			ATLANTA		GA 30346-2245			

State Name: PUERTO RICO		State FIPS Code: 72	State SUI ID: 5212345ALWA	SDI ID:	Report Period: 122022
Employer Contact Name: DANIELLE FRICKENBACHER		Phone: 2134457789	Ext: 12345	FAX: 21322	
Email: DANIELLE.FRICKENBACHER@MOTHERJONES.NET					

SORT SEQUENCE FIELDS					(* = FIELD USED IN CONTROL BREAK TOTALS)			
FEDERAL *TAX ID	STATE *TAX ID	FICA/MQGE *INDICATOR	ESTABLISH *CODE	SOC SEC NUMBER				
103456789	5212345678 F							
	9ALWA							
<hr/>								
NESMITH R A			L1L2: ALWA		L3-L4-L5:	SER #: 000000105		
ADDRESS LINE 1-98		X	EMP NO: 2898		FICA/MQGE IND: FICA	MARRIED		
ADDRESS LINE 2-98		X	SSN: 231-43-2898		EE STATUS: ACTIVE	DEPENDENTS: 00		
CITY98		XPR 91606						
SIT		PR WAGES	12,600.00	PR TWAGS	12,600.00	PR TAX	365.04	
ST WAGE								
<hr/>								
RODRIGUES DE LA DIEGO SANCHEZ J A			L1L2: ALWA		L3-L4-L5: P001 D011 S021	SER #: 000000001		
4078 THUNDERBIRD TRAIL			EMP NO: 7		FICA/MQGE IND: FICA			
STONE MOUNTAIN		GA 30083	SSN: 289-12-3856		EE STATUS: ACTIVE	DEPENDENTS: 00		
SIT		PR TAX	2,567.34	PR EXSA2	2,400.00	PR EXSC2 G	PR EXSA1	12,620.00
ST WAGE		PR EXSC1 E		EMFE DOB	19960606	PR EXSA3	2,400.00	PR EXSC3 IC
PR CHEXA 1		PR CHEXB 1		PR CHEXF 1		PR CHEXG 1	MSC AMT2	17,420.00
<hr/>								
ARONTE DE LA CRUZ J A			L1L2: ALWA		L3-L4-L5: P002 D014 S026	SER #: 000000002		
2830 SANTA BARBARA DRIVE			EMP NO: 38		FICA/MQGE IND: FICA	MARRIED		
DECATUR		GA 30033	SSN: 781-22-3456		EE STATUS: ACTIVE	DEPENDENTS: 01		
SIT		MED TAX	978.75	SS TAX	4,185.00	MED WAGE	67,500.00	SS WAGE
ST WAGE		PR WAGES	45,500.00	PR COMM	2,500.00	PR TIPS	4,500.00	PR ALLOW
PR TWAGS		57,500.00	PR TAX	12,775.00	PR EXSA2	4,500.00	PR EXSC2 G	PR EXSA1
PR EXSC1 E			EMFE DOB	19960406	PR EXSA3	8,500.00	PR EXSC3 CJ	PR CHEXA 1
PR CHEXB 1		PR CHEXE 1		PR CHEXF 1		MSC AMT2	53,000.00	

Exception Detail

State EFW2 Exception Report Fed Tax ID ALWA GEAC ENTERPRISE SOLUTIONS, INC ST TAX ID PR310E Page 2
 Run Date 12/16/2015 10-3456789 . 52123456789ALWA Period End Date 12/31/2015
 Agent Ind Agent EIN Other EIN SUITE 667, 7TH FLOOR Term Ind: 0 Emp Cd: A
 1 103456789 66 PERIMETER CENTER EA Tax Jur: Kind of Employer: N
 ATLANTA GA 30346-2245

State Name: PUERTO RICO State FIPS Code: 72 State SUI ID: 5212345ALWA SDI ID: Report Period: 122015
 Employer Contact Name: DANELLE FRICKENBACHER Phone: 2134457789 Ext: 12345 FAX: 21322
 Email: DANELLE.FRICKENBACHER@MOTHERJONES.NET

SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS)

FEDERAL	STATE	FICA/MQGE	ESTABLISH	SOC SEC
*TAX ID	*TAX ID	*INDICATOR	*CODE	NUMBER
103456789	5212345678	F		
	9ALWA			

HUBER R A L1L2: ALWA L3-L4-L5: SER #: 000012120
 97-A TURNER HILL RD EMP NO: 1304 FICA/MQGE IND: FICA MARRIED
 CONYERS GA 30387 SSN: 000-00-0000 EE STATUS: ACTIVE DEPENDENTS: 00
 RETIRE PLAN

SIT PR TAX 631.28 PR EXSAL 38,542.78 PR EXCD E
 ST WAGE

***** SSN INVALID *****

NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED

COLON-ZAYAS L A L1L2: ALWA L3-L4-L5: 0003 0004 0005 SER #: 000012128
 777 ANYONES HOME , N.E. EMP NO: 2290 FICA/MQGE IND: FICA MARRIED
 APARIMENT 20 SSN: 000-00-0000 EE STATUS: ACTIVE DEPENDENTS: 01
 SAN JUAN PR 00926-2290 RETIRE PLAN

SIT PR TIPS 5,060.00 PR TWGS 5,060.00 PR EXSAL 9,000.00 PR EXCD E
 ST WAGE

***** SSN INVALID *****

STOUFFER C A L1L2: ALWA L3-L4-L5: SER #: 000012116
 777 ANYONES HOME , N.E. EMP NO: 1060 FICA/MQGE IND: FICA MARRIED
 SAN JUAN PR 00926-1060 SSN: 123-45-6789 EE STATUS: ACTIVE DEPENDENTS: 01
 RETIRE PLAN

SIT PR WAGES 1,490.00 PR COMM 550.00 PR TIPS 950.00 PR ALLOW 11,010.00
 ST WAGE PR TWGS 14,000.00 PR TAX 1,182.06 PR EXSAL 40,000.00 PR EXCD E

***** SSN INVALID *****

*

Exception Totals

State EFW2 Exception Report		Fed Tax ID	ALWA	GEAC ENTERPRISE SOLUTIONS, INC	ST TAX ID	PR310E	Page	4
Run Date 12/16/2015		10-3456789	.	52123456789ALWA		Period End Date 12/31/2015		
Agent Ind	Agent EIN	Other EIN	SUITE 667, 7TH FLOOR		Term Ind: 0	Emp Cd: A		
1	103456789		66 PERIMETER CENTER EA		Tax Jur:	Kind of Employer: N		
			ATLANTA		GA 30346-2245			

State Name: PUERTO RICO		State FIPS Code: 72	State SUI ID: 5212345ALWA	SDI ID:	Report Period: 122015
Employer Contact Name: DANELLE FRICKENBACHER		Phone: 2134457789	Ext: 12345	FAX: 21322	
Email: DANELLE.FRICKENBACHER@MOTHERJONES.NET					

CONTROL BREAK TOTALS

FEDERAL	STATE	FICA/MQGE	ESTABLISH	
*TAX ID	*TAX ID	*INDICATOR	*CODE	
103456789	5212345678 F			
	9ALWA			
		*****		===== LEVEL OF BREAK TOTALS

Exception W-2 Statements 5

SIT	FIT	MED TAX	FICA TAX	SS TAX	
ST WAGE	FED WAGE	MED WAGE	FIC WAGE	SS WAGE	
SS TIPS	FICA TIP	F/M TAX	F/M WAGE	F/M TIPS	
EIC	ALLO TIP	FRG BENE	DEP CARE	SEC 457	
NON 457	EX LIFE	UNC SS T	UNC MD T	UNC FC T	
UNC EE T	DEF COMP	SUI TAX	SDI TAX	MSC AMT1	
LOC WAGE	LIT	-----	ADOPTION	MED SAV	
CMET PAY	SIMPLE	STCK OPT	UNC MD I	UNC SS I	
401 (K)	403 (B)	408 (K)	457 (B)	501 (C)	
3RD TAX	HSA	409 (A) -D	409 (A) -I	401K RIH	
403B RIH	PR ALLOW	22,070.00	PR COMM	1,600.00	PR DEFER
PR REIMB	PR RETIR		17,449.82	PR TIPS	17,050.00
PR WAGES	27,760.00	MISC FED	457B RIH	COST HC	PR TWAGS
PR CSHC	PR SAVE	PR EXSAL	112,743.18	STAT EE	PR CHAR
DECEASED	3RD PRTY				RET PLAN
					68,480.00
					4

State Quarterly Unemployment Form Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

ST QTR UNEMPLMT FRM AUD RPT		PR311A PAGE 1	
RUN DATE 09/26/2001		PERIOD END DATE 06/30/2001	

KEY FOR ST QIRLY FORM RPT			
CORP OFF	CORPORATE OFFICER INDICATOR	RATE	RATE - HOURLY EMPLOYEE
EXCESS	EXCESS WAGES	REG HOUR	REGULAR HOURS WORKED
GROSS WG	GROSS WAGES	SIT TAX	SIT TOTAL TAXES
HIRED	HIRE DATE	SPC HOUR	SPECIAL HOURS WORKED
HIRED QT	HIRE DATE WITHIN THE QUARTER	SUI TOTL	SUI TOTAL WAGES
MSC FLD1	MISC FIELD 1	SUI TXBL	SUI TAXABLE WAGES
MSC FLD2	MISC FIELD 2	TAS 1	TAX AUTHORITY SUPPLEMENT 1
MSC FLD3	MISC FIELD 3	TAS 2	TAX AUTHORITY SUPPLEMENT 2
MSC AMT1	MISC AMOUNT 1	TAS 3	TAX AUTHORITY SUPPLEMENT 3
MSC AMT2	MISC AMOUNT 2	TERMIN	TERMINATION DATE
MSC AMT3	MISC AMOUNT 3	TIPS	REPORTED TIPS
OVT HOUR	OVERTIME HOURS WORKED	TOT HRS	TOTAL HOURS PAID -HOURLY EMPLOYEE
QTR HRS	QUARTER HOURS WORKED	WKS WRKD	WEEKS WORKED

Audit Employee Detail

ST QTR UNEMPLMT FRM AUD RPT		FED TAX ID		ALWA	SYSTEM TEST ORG ALWA		X	PR311A		PAGE	2
RUN DATE 09/26/2001		12-3456789			US COMBINED, W2/1099R, BENEFIT			PERIOD END DATE		06/30/2001	
					HIGH VOL PRIMARY PAYMENT COMEX			QUARTER END DATE		09/30/2001	
					FILL SPACE TO USE THIRTY CHARS						
					ATLANTA		AA 30345				
STATE NAME: ALABAMA				STATE FIPS CODE: 01				STATE SUI ID: 0112345ALWA			
<div style="text-align: center;"> SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS) </div>											
STATE		SOC SEC									
*LEVEL 1	*LEVEL 2	*UNIT CODE	NUMBER								
AL	WA										
FOREIGN-EMPLOYEE M											
		L1L2: ALWA		L3-L4-L5: 1002 0003 0000							
		EMP NO: 2296		EE STATUS: ACTIVE							
		SSN: 000-00-0000		MARITAL STATUS: MARRIED				SEX: FEMALE		PAY STAT: SALARIED	
***** STATE QUARTERLY FORM DOES NOT INCLUDE THIS EMPLOYEE. SEE STATE QUARTERLY FORM EXCEPTION REPORT. *****											
ERBY H A											
		L1L2: ALWA		L3-L4-L5:							
		EMP NO: 2004		EE STATUS: ACTIVE							
		SSN: 135-62-1660		MARITAL STATUS: MARRIED				SEX: FEMALE		PAY STAT: SALARIED	
SUI TOTL	5,000.00	SUI TXBL	5,000.00	WKS WRKD	10.00	HIRED	01/19/1957	QTR HRS	400.00		
REG HOUR	400.00	GROSS WG	5,000.00	SIT TAX	133.30						
JAGGEARSS L A											
		L1L2: ALWA		L3-L4-L5:							
		EMP NO: 1334		EE STATUS: ACTIVE							
		SSN: 241-20-2345		MARITAL STATUS: MARRIED				SEX: FEMALE		PAY STAT: SALARIED	
SUI TOTL	500.00	SUI TXBL	500.00	WKS WRKD	10.00	HIRED	09/10/1965	QTR HRS	50.00		
REG HOUR	50.00										
MILLER A A											
		L1L2: ALWA		L3-L4-L5: 200 PUT2 7000							
		EMP NO: 2320		EE STATUS: ACTIVE							
		SSN: 258-54-1001		MARITAL STATUS: MARRIED				SEX: FEMALE		PAY STAT: HOURLY	
SUI TOTL	520.00	SUI TXBL	520.00	WKS WRKD	2.00	HIRED	06/20/1969	QTR HRS	80.00		
REG HOUR	80.00	GROSS WG	520.00	SIT TAX	10.22	TOT HRS	80.00	RATE	6.50		
ATKINS S A											
		L1L2: ALWA		L3-L4-L5:							
		EMP NO: 1390		EE STATUS: ACTIVE							
		SSN: 269-20-4567		MARITAL STATUS: SINGLE				SEX: MALE		PAY STAT: HOURLY	
SUI TOTL	7,900.00	SUI TXBL	7,900.00	WKS WRKD	10.00	HIRED	07/04/1988	QTR HRS	400.00		
REG HOUR	400.00	GROSS WG	7,900.00	SIT TAX	278.65	CORP OFF X	TOT HRS		400.00		
RATE	19.75										
ATKINS S A											
		L1L2: ALWA		L3-L4-L5:							
		EMP NO: 1776		EE STATUS: ACTIVE							
		SSN: 269-20-4567		MARITAL STATUS: SINGLE				SEX: MALE		PAY STAT: HOURLY	
SUI TOTL	9,200.00	SUI TXBL	8,000.00	EXCESS	1,200.00	WKS WRKD	10.00	HIRED	07/04/1988		
QTR HRS	400.00	REG HOUR	400.00	GROSS WG	9,200.00	TIPS	1,000.00	SIT TAX	325.45		
CORP OFF X		TOT HRS	400.00	RATE	20.50						

Audit Total

ST QTR UNEMPLMT FRM AUD RPT	FED TAX ID	ALWA	SYSTEM TEST ORG ALWA	X	PR311A	PAGE	5
RUN DATE 09/26/2001	12-3456789		US COMBINED, W2/1099R, BENEFIT		PERIOD END DATE	06/30/2001	
			HIGH VOL PRIMARY PAYMENT COMEX		QUARTER END DATE	09/30/2001	
			FILL SPACE TO USE THIRTY CHARS				
			ATLANTA	AA 30345			

STATE NAME: ALABAMA	STATE FIPS CODE: 01	STATE SUI ID: 0112345ALWA
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CONTROL BREAK TOTALS

*SEQ ID

DEFLT

EMPLOYEE QTRLY RECORDS	14						
SUI TOTL	63,985.02	SUI TXBL	60,335.02	EXCESS	3,650.00	GROSS WG	61,285.02
WKS WRKD	102.60	REG HOUR	3,571.66	OVT HOUR		SPC HOUR	
SIT TAX	2,059.95					TIPS	1,000.00
						QTR HRS	3,571.66

ST QTR UNEMPLMT FRM AUD RPT	FED TAX ID	ALWA	SYSTEM TEST ORG ALWA	X	PR311A	PAGE	9
RUN DATE 09/26/2001	12-3456789		US COMBINED, W2/1099R, BENEFIT		PERIOD END DATE	06/30/2001	
			HIGH VOL PRIMARY PAYMENT COMEX		QUARTER END DATE	09/30/2001	
			FILL SPACE TO USE THIRTY CHARS				
			ATLANTA	AA 30345			

STATE NAME: ALABAMA	STATE FIPS CODE: 01	STATE SUI ID: 0112345ALWA
---------------------	---------------------	---------------------------

CONTROL BREAK TOTALS

GRAND

*TOTALS

EMPLOYEE QTRLY RECORDS	14						
SUI TOTL	63,985.02	SUI TXBL	60,335.02	EXCESS	3,650.00	GROSS WG	61,285.02
WKS WRKD	102.60	REG HOUR	3,571.66	OVT HOUR		SPC HOUR	
SIT TAX	2,059.95					TIPS	1,000.00
						QTR HRS	3,571.66

ST QTR UNEMPLMT FRM EXC RPT	PR311E	PAGE	1
RUN DATE 09/26/2001	PERIOD END DATE	06/30/2001	

Exception Detail

ST QTR UNEMPLMT FRM EXC RPT	FED TAX ID	ALWA	SYSTEM TEST ORG ALWA	X	PR311E	PAGE	2
RUN DATE 09/26/2001	12-3456789		US COMBINED, W2/1099R, BENEFIT		PERIOD END DATE	06/30/2001	
			HIGH VOL PRIMARY PAYMENT COMEX		QUARTER END DATE	09/30/2001	
			FILL SPACE TO USE THIRTY CHARS				
			ATLANTA	AA 30345			

STATE NAME: COLORADO		STATE FIPS CODE: 08		STATE SUI ID: 0612345ALWA			
DUE DATE: 10/31/2001							

				SORT SEQUENCE FIELDS	(* = FIELD USED IN CONTROL BREAK TOTALS)		
STATE		SOC SEC					
*LEVEL 1	*LEVEL 2	*UNIT CODE	NUMBER				

AL	WA						

LAWYEAAL K A		L1L2: ALWA		L3-L4-L5:			
		EMP NO: 1188		EE STATUS: ACTIVE			
		SSN: 773-11-1111		MARITAL STATUS: HEAD HOUSHOLD SEX: MALE PAY STAT: SALARIED			
SUI TOTL	3,000.00	SUI TXBL	3,000.00	WKS WRKD	6.00	HIRED	04/10/1940 QTR HRS 240.00
REG HOUR	240.00	GROSS WG	3,000.00	SIT TAX	128.64		
***** SSN INVALID *****							

State Quarterly Unemployment File Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

ST QTR UNEMPLMT FILE AUD RPT

PR312A PAGE 1

RUN DATE 03/31/2013

PERIOD END DATE 03/31/2013

PAYMENT YEAR: 2013

TRANSMITTER EIN: 530523567

TRANSMITTER CONTACT INFO:

RETURN NAME AND ADDRESS:

TRANSMITTER NAME AND ADDRESS:

NAME: MR.@RANDY%J.\$JOHNSON!!!

MATTHEW SMITH ASSOCIATES, INC.

MATTHEW SMITH ASSOCIATES, INC.

PHONE / EXT: 1012622376 / 2242

3445 PEACHTREE ROAD, N.E.

3445 PEACHTREE ROAD, N.E.

EMAIL:

ATLANTA GA 30450-3445

ATLANTA GA 30450-3445

COMPUTER MANUFACTURER: IBM 360

DENSITY/PREPARER CODE: 62

MEDIA TRANSMITTER/AUTH NUM: 233456 (MI)

INTERNAL LABEL: SL

CHARACTER SET: EBC

MULTI-PURPOSE:

KEY FOR ST QIRLY FILE RPT

CORP OFF CORPORATE OFFICER INDICATOR

QTR HRS QUARTER HOURS WORKED

CITY FIPS COUNTY FIPS CODE

RATE RATE - HOURLY EMPLOYEE

EXC WAGE EXCESS WAGES

REG HRS REGULAR HOURS WORKED

GROSS WG GROSS WAGES

RPT PRD REPORTING PERIOD

HIRED QT HIRE DATE WITHIN THE QUARTER

SPC HOUR SPECIAL HOURS WORKED

MSC FLD1 MISC FIELD 1

SIT TAX SIT TOTAL TAXES

MSC FLD2 MISC FIELD 2

SUI TOTL SUI TOTAL WAGES

MSC FLD3 MISC FIELD 3

SUI TXBL SUI TAXABLE WAGES

MSC AMT1 MISC AMOUNT 1

SUM EMPS SUM OF MO1 MO2 AND MO3 12TH DAY EMPLOYEES

MSC AMT2 MISC AMOUNT 2

TAS 1 TAX AUTHORITY SUPPLEMENT 1

MSC AMT3 MISC AMOUNT 3

TAS 2 TAX AUTHORITY SUPPLEMENT 2

MO 1 EE EMPLOYED IN THE 1ST MONTH OF THE QUARTER

TAS 3 TAX AUTHORITY SUPPLEMENT 3

MO 2 EE EMPLOYED IN THE 2ND MONTH OF THE QUARTER

TERMIN TERMINATION DATE

MO 3 EE EMPLOYED IN THE 3RD MONTH OF THE QUARTER

TIPS REPORTED TIPS

* OPT CODE OPTIONAL CODE

TOT HRS TOTAL HOURS PAID - HOURLY EMPLOYEE

* OPT ENT OPTIONAL TAXING ENTITY

TOTL EE TOTAL SUI WAGES - IN AND OUT OF STATE

* OPT ID OPTIONAL STATE EMPLOYER ID

TXBL EE TAXABLE SUI WAGES - IN AND OUT OF STATE

* OPT USE OPTIONAL EMPLOYER USE

TOTL XX TOTAL OUT OF STATE WAGES EARNED IN STATE XX

* OTH DATA OTHER STATE DATA

TXBL XX TAXABLE OUT OF STATE WAGES EARNED STATE XX

OVT HOUR OVERTIME HOURS WORKED

WKS WRKD WEEKS WORKED

* -- INDICATES FIELD NOT SUPPORTED

Note: The employee name that appears on the Audit/Exception report is formatted from the name components on the 203 segment of the Employee Master File. Because some states have special formatting requirements for the name on the quarterly file, the employee name on the quarterly Audit/Exception report might not appear as it is reported on the quarterly file.

Audit Employee Detail

ST QTR UNEMPLMT FILE AUD RPT		FED TAX ID	ALWA	MATTHEW SMITH ASSOCIATES, INC.		PR312A		Page	2
Run Date 03/31/2013		10-3456789		THE FINANCIAL SOFTWARE COMPANY		Period End Date 03/31/2013			
				3445 PEACHREE ROAD, N.E.		QUARTER END DATE 03/31/2013			
				SUITE 1300					
				ATLANTA		GA 30450			
STATE NAME: MICHIGAN		STATE FIPS CODE: 26		STATE SUI ID: 231111111					
				SORT SEQUENCE FIELDS		(* = FIELD USED IN CONTROL BREAK TOTALS)			
FEDERAL	SUI	SOC SEC							
*TAX ID	*TAX ID	NUMBER							
103456789	231111111								
CARSON S A		L1L2: ALWA		L3-L4-L5: 3333 4444 5555		EMPLD MO-1: N MO-2: Y MO-3: N			
106-B WEST PALM SPRING BLVD.		EMP NO: 1068		EE STATUS: ACTIVE		HIRED: 02/15/2013			
APARIMENT B	SECTION CENTRAL	SSN: 010-14-1068		MARITAL STATUS: MARRIED		SEX: FEMALE PAY STAT: SALARIED			
LITTLE ROCK		AR 72205-1068							
SUI TOTL	5,000.00	SUI TXBL	4,500.00	EXC WAGE	500.00	GROSS WG	5,000.00	SIT TAX	217.50
HIRED QT	02/15/2013	TAS 1	1	MSC FLD3 TX		MSC AMT1	5,000.00	MSC AMT3	5,000.00
TXBL TX	5,000.00	TOTL TX	5,000.00	TOTL EE	10,000.00	TXBL EE	9,500.00		
CANNON A A		L1L2: ALWA		L3-L4-L5: 3333 4444 5555		EMPLD MO-1: Y MO-2: N MO-3: N			
106-B WEST PALM SPRING BLVD.		EMP NO: 1804		EE STATUS: ACTIVE		HIRED: 02/15/2013			
APARIMENT B	SECTION CENTRAL	SSN: 010-14-1804		MARITAL STATUS: MARRIED		SEX: FEMALE PAY STAT: HOURLY			
LITTLE ROCK		AR 72205							
SUI TOTL	5,000.00	SUI TXBL	5,000.00	EXC WAGE	0.00	GROSS WG	5,000.00	SIT TAX	217.50
HIRED QT	02/15/2013	CORP OFF X		TAS 1	1	RATE	23.25	TOTL EE	5,000.00
TXBL EE	5,000.00								
MASS F A		L1L2: ALWA		L3-L4-L5: 3333 4444 5555		EMPLD MO-1: N MO-2: N MO-3: N			
14725 CONOGA BOULEVARD		EMP NO: 2602		EE STATUS: ACTIVE		HIRED: 02/15/2013			
APARIMENT 2C		SSN: 010-14-2602		MARITAL STATUS: MARRIED		SEX: MALE PAY STAT: HOURLY			
SPRING VALLEY		CA 21564-4725							
SUI TOTL	1,000.00	SUI TXBL	0.00	EXC WAGE	1,000.00	GROSS WG	1,000.00	SIT TAX	36.79
HIRED QT	02/15/2013	MSC FLD3 MU		MSC AMT1	9,500.00	MSC AMT3	9,500.00	RATE	25.00
TXBL UT	2,000.00	TOTL UT	2,000.00	TXBL CH	2,000.00	TOTL CH	2,000.00	TXBL MD	2,000.00
TOTL MD	2,000.00	TXBL AR	2,000.00	TOTL AR	2,000.00	TXBL AK	1,500.00	TOTL AK	1,500.00
TOTL EE	10,500.00	TXBL EE	9,500.00						
WILKERSON M A		L1L2: ALWA		L3-L4-L5: 3333 4444 5555		EMPLD MO-1: Y MO-2: N MO-3: N			
ADDRESS LINE 1-04		X	EMP NO: 2804	EE STATUS: ACTIVE		HIRED: 02/15/2013			
ADDRESS LINE 2-04		X	SSN: 010-14-2804	MARITAL STATUS: MARRIED		SEX: MALE PAY STAT: HOURLY			
CITY04		XFR 91606							
SUI TOTL	1,000.00	SUI TXBL	1,000.00	EXC WAGE	0.00	GROSS WG	1,000.00	SIT TAX	37.30
HIRED QT	02/15/2013	TAS 1	1	RATE	26.00	TOTL EE	1,000.00	TXBL EE	1,000.00

Audit Total

ST QTR UNEMPLYMT TAPE AUD RPT	FED TAX ID	ALWA	SYSTEM TEST-ORG*ALWA	X	PR312A	Page	7
Run Date 03/19/2012	10-3456789		US COMBINED, W2/1099R, BENEFIT		Period End Date	03/31/2012	
			HIGH VOL PRIMARY PAYMENT COMEX		QUARTER END DATE	03/31/2012	
			BOX 3624				
			ATLANTA	AA 30450			

STATE NAME: COLORADO		STATE FIPS CODE: 08		STATE SUI ID: 0612345ALWA			

CONTROL BREAK TOTALS							
FEDERAL	SUI						
*TAX ID	*TAX ID						

103456789	0612345ALW						
	A						

				=====	LEVEL OF BREAK TOTALS		

EMPLOYEE QTRLY RECORDS		27					
SUI TOTL	1045,620.00	SUI TXBL	270,000.00	EXC WAGE	775,620.00	GROSS WG	1064,450.00
WKS WRKD	196.00	REG HRS	88,840.00	OVT HOUR	SPC HOUR	QTR HRS	88,840.00
SIT TAX	35,710.90	MSC AMT1		MSC AMT2	MSC AMT3	MD 1 EE	24
MD 2 EE	26	MD 3 EE	27				

Exception Detail

ST QTR UNEMPLMT TAPE EXC RPT	FED TAX ID	ALWA	SYSTEM TEST ORG ALWA	X	PR312E	Page	2
Run Date 03/19/2012	10-3456789		US COMBINED, W2/1099R, BENEFIT		Period End Date	03/31/2012	
			HIGH VOL PRIMARY PAYMENT COMEX		QUARTER END DATE	03/31/2012	
			BOX 3624				
			ATLANTA	AA 30450 9999			
<hr/>							
STATE NAME: FLORIDA		STATE FIPS CODE: 12		STATE SUI ID: 7654321			
<hr/>							
SORT SEQUENCE FIELDS				(* = FIELD USED IN CONTROL BREAK TOTALS)			
FEDERAL	SUI	SOC SEC					
*TAX ID	*TAX ID	NUMBER					
<hr/>							
103456789	7654321						
<hr/>							
O'NEIL-PARKER I A		L1L2: ALWA	L3-L4-L5:	EMPLD MO-1: Y MO-2: Y MO-3: Y			
54784 TAMPA STREET N.W.		EMP NO: 1080	EE STATUS: ACTIVE				
BUILDING C		SSN: 000-00-0000	MARITAL STATUS: MARRIED	SEX: FEMALE PAY STAT: SALARIED			
MIAMI		FL 32602					
SUI TOTL	52,000.00	SUI TXBL	7,000.00	EXC WAGE	45,000.00	WKS WRKD	4.00 HIRED 01/19/1957
QTR HRS	5,200.00	REG HRS	5,200.00	GROSS WG	52,000.00	TAS 1 111	
***** SSN INVALID *****							
<hr/>							
HUBER R A		L1L2: ALWA	L3-L4-L5:	EMPLD MO-1: Y MO-2: Y MO-3: Y			
97-A TURNER HILL RD		EMP NO: 1304	EE STATUS: ACTIVE				
CONYERS		GA 30387	MARITAL STATUS: MARRIED	SEX: FEMALE PAY STAT: SALARIED			
SUI TOTL	54,561.00	SUI TXBL	7,000.00	EXC WAGE	47,561.00	WKS WRKD	4.00 HIRED 01/19/1957
QTR HRS	5,200.00	REG HRS	5,200.00	GROSS WG	51,545.00	TAS 1 111	
***** SSN INVALID *****							
NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED							
<hr/>							
IRBY C A		L1L2: ALWA	L3-L4-L5:	EMPLD MO-1: N MO-2: N MO-3: Y			
54784 TAMPA STREET N.W.		EMP NO: 1872	EE STATUS: ACTIVE				
BUILDING C		SSN: 000-00-0000	MARITAL STATUS: MARRIED	SEX: FEMALE PAY STAT: HOURLY			
MIAMI		FL 32602					
SUI TOTL	41,820.00	SUI TXBL	7,000.00	EXC WAGE	34,820.00	WKS WRKD	13.00 HIRED 01/19/1957
QTR HRS	4,160.00	REG HRS	4,160.00	GROSS WG	41,820.00	TAS 1 1	MSC FLD3 KY
MSC AMT3	1,000.00	TOT HRS	4,160.00	RATE	30.75		
***** SSN INVALID *****							
<hr/>							
IRBY F A		L1L2: ALWA	L3-L4-L5:	EMPLD MO-1: N MO-2: N MO-3: Y			
54784 TAMPA STREET N.W.		EMP NO: 1878	EE STATUS: ACTIVE				
BUILDING C		SSN: 000-00-0000	MARITAL STATUS: MARRIED	SEX: FEMALE PAY STAT: HOURLY			
MIAMI		FL 32602					
SUI TOTL	42,840.00	SUI TXBL	7,000.00	EXC WAGE	35,840.00	WKS WRKD	13.00 HIRED 01/19/1957
QTR HRS	4,160.00	REG HRS	4,160.00	GROSS WG	42,840.00	TAS 1 1	MSC FLD3 KY
MSC AMT3	1,000.00	TOT HRS	4,160.00	RATE	31.50		
***** SSN INVALID *****							

State 1099-R File Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

State 1099-R File Audit Rpt
Run Date 12/11/2018

FR313A Page 1
Period End Date 12/07/2018

Transmitter Name and Address:
TZ1001NAME
TZ1001NAME
TZ1001NAME
TZ1001NAME
INDIAN SPRINGS VILLAGE 02 GA 30450

File Return Name and Address:
MATTHEW SMITH ASSOCIATES, INC.
3445 PEACHTREE ROAD, N.E.
ATLANTA GA 30450-3445

Payment Year: 2018
FED TIN: 530523567
Control Code: 1099R
Foreign Corp: 1

Transmitter Contact:
MR.@RANDY%J.\$JOHNSON!!!
10126223762242
EMAILADDRESS@IRS.GOV 50 CHARACTERS LONG TO THIS **

Replacement File

Key for State 1099-R Employee Detail

ACCT NO PAYER'S ACCOUNT NUMBER FOR PAYEE
DATEPAY DATE OF PAYMENT
DIST CD DISTRIBUTION CODE
* DIST % DISTRIBUTION PERCENT
EE CONTR EMPLOYEE CONTRIBUTION (DESIG ROTH ACCOUNT)
* ELIG GAN AMOUNT ELIGIBLE FOR CAPITAL GAIN
ESTAB CD ESTABLISHMENT CODE
FED GROS FEDERAL GROSS DISTRIBUTION
FIT FEDERAL INCOME TAX
IRR AMT AMOUNT ALLOCABLE TO IN-PLAN ROTH ROLLOVER
ISS AMT IRA/SEP/SIMPLE AMOUNT
ISS IND IRA/SEP/SIMPLE INDICATOR
LIT LOCAL INCOME TAX
LOC FIPS LOCAL FIPS CODE
LOC WAGE LOCAL TAXABLE WAGES
MD PK UP MARYLAND PICKUP AMOUNT
MISC 1 MISCELLANEOUS FIELD 1
MISC 2 MISCELLANEOUS FIELD 2

* NET APPR NET APPRECIATION
NY ADD NEW YORK PUBLIC-EMP RETIREMENT CONT ADDBACK
NY TOT TOTAL FOR NEW YORK STATE WAGES
NYC TAX NEW YORK CITY TAX WITHHELD
* OTHR AMT OTHER AMOUNT
* OTH ST OTHER STATE DATA
* OTHER % OTHER STATE PERCENT
SCC CODE LOCAL SALITA SCC CODE
SIT STATE INCOME TAX
ST GROSS STATE GROSS DISTRIBUTION
ST TXBL STATE TOTAL TAXABLE AMOUNT
TAND TAXABLE AMOUNT NOT DETERMINED INDICATOR
TAX TYPE LOCAL TAX TYPE
* TOT DIST TOTAL DISTRIBUTION
TXBL AMT TAXABLE AMOUNT
YNC TAX YONKERS CITY TAX
YR ROTH 1ST YEAR OF DESIGNATED ROTH CONTRIBUTION

* -- INDICATES FIELD NOT SUPPORTED

Audit Employee Detail

STATE 1099-R FILE AUDIT RPT		FED TAX ID	TNRA	SYSTEM TEST ORG TNRA	X	STATE/LOCAL 69 NUMBER	PR313A	Page	3
Run Date 12/31/2011		50-3456789		US COMBINED, 1099R ONLY	X			Period End Date 12/31/2011	
STATE NAME:		COLORADO	STATE TAX ID:		06123456789TNRA		STATE FIPS CODE: 08		
NOLA DEADWYLE		L1L2: TNRA		L3-L4-L5: 4444					
DESPACHO 102		EMP NO: 5020		EE STATUS: ACTIVE					
COLONIA CH		SSN: 006-12-3456		ACCT NO: TNRA502043					
APULITEREC MORALE		D.F.							
FIT		SIT		FED GROS	1,700.00	DIST CD	BG	EE CONTR	22,000.00
YR ROTH 20050101		IRR AMT	750.00						
NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED									
NOLA DEADWYLE		L1L2: TNRA		L3-L4-L5: 4444					
DESPACHO 102		EMP NO: 5020		EE STATUS: ACTIVE					
COLONIA CH		SSN: 006-12-3456		ACCT NO: TNRA502044					
APULITEREC MORALE		D.F.							
FIT		SIT		FED GROS	22,000.00	DIST CD	BL	EE CONTR	22,000.00
YR ROTH 20050101		IRR AMT	850.00						
NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED									
NOLA DEADWYLE		L1L2: TNRA		L3-L4-L5: 4444					
DESPACHO 102		EMP NO: 5020		EE STATUS: ACTIVE					
COLONIA CH		SSN: 006-12-3456		ACCT NO: TNRA502045					
APULITEREC MORALE		D.F.							
FIT		SIT		FED GROS	22,000.00	DIST CD	BP	EE CONTR	22,000.00
YR ROTH 20050101		IRR AMT	950.00						
NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED									
NOLA DEADWYLE		L1L2: TNRA		L3-L4-L5: 4444					
DESPACHO 102		EMP NO: 5020		EE STATUS: ACTIVE					
COLONIA CH		SSN: 006-12-3456		ACCT NO: TNRA502046					
APULITEREC MORALE		D.F.							
FIT		SIT		FED GROS	23,000.00	DIST CD	BU	EE CONTR	23,000.00
YR ROTH 20050101		IRR AMT	1,050.00						
NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED									
NOLA DEADWYLE		L1L2: TNRA		L3-L4-L5: 4444					
DESPACHO 102		EMP NO: 5020		EE STATUS: ACTIVE					
COLONIA CH		SSN: 006-12-3456		ACCT NO: TNRA502047					
APULITEREC MORALE		D.F.							
FIT		SIT		FED GROS	1,600.00	DIST CD	4B	TXBL AMT	75.00
EE CONTR		1,525.00	YR ROTH 20050101	ISS IND 1		ISS AMT	1,600.00		
NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED									

Audit Total

STATE 1099-R FILE AUDIT RPT Run Date 12/31/2011	FED TAX ID 50-3456789	TNRA	SYSTEM TEST ORG TNRA US COMBINED, 1099R ONLY FILL SPACE TO USE THIRTY CHARS FILL SPACE TO USE THIRTY CHARS FILL SPACE TO USE GA 30326	X STATE/LOCAL 69 NUMBER X	PR313A Page 7 Period End Date 12/31/2011
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STATE NAME:	COLORADO	STATE TAX ID:	06123456789TNRA	STATE FIPS CODE:	08
TEST INDICATOR:		TRANSFER NAME:	TRANSFER AGENT NAME TNRA -----		
SERVICE BUREAU INDICATOR:		TRANSFER ADDR:	TRANSFER AGENT SHIPPING A		
FOREIGN CORP INDICATOR:		TRANSFER CITY:	TRANSFER AGENT CITY TNRA ----AL330992033		
		TRANSFER PHONE:	678 319 8000 8278		

CONTROL BREAK TOTALS

FEDERAL
*TAX ID

503456789

<===== LEVEL OF BREAK TOTALS

FED GROS	86,297.20	ST GROSS		TXBL AMT	44,512.34	ELIG GAN		FTT	13,925.95
EE CONTR	162,772.66	NET APPR		OTHR AMT		SIT	1,339.00	NY ADD	
NYC TAX		YNC TAX		NY TOT		MD FK UP		MISC 1	
MISC 2		ST TXBL	538,185.00	LOC WAGE		LIT		ISS AMT	4,550.00
IRR AMT	5,450.00								

Exception Detail

STATE 1099-R FILE AUDIT RPT Run Date 12/31/2011	FED TAX ID 50-3456789	TNRA	SYSTEM TEST ORG TNRA US COMBINED, 1099R ONLY FILL SPACE TO USE THIRTY CHARS FILL SPACE TO USE THIRTY CHARS FILL SPACE TO USE GA 30326	X STATE/LOCAL 69 NUMBER X	PR313A Page 2 Period End Date 12/31/2011
--	--------------------------	------	---	------------------------------	---

STATE NAME:	COLORADO	STATE TAX ID:	06123456789TNRA	STATE FIPS CODE:	08
TEST INDICATOR:		TRANSFER NAME:	TRANSFER AGENT NAME TNRA -----		
SERVICE BUREAU INDICATOR:		TRANSFER ADDR:	TRANSFER AGENT SHIPPING A		
FOREIGN CORP INDICATOR:		TRANSFER CITY:	TRANSFER AGENT CITY TNRA ----AL330992033		
		TRANSFER PHONE:	678 319 8000 8278		

CONTROL BREAK TOTALS

*LEVEL 1 *LEVEL 2

AL WA

<===== LEVEL OF BREAK TOTALS

THERE ARE NO EXCEPTIONS TO REPORT

State Quarterly Wage/Tax Form Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

ST QTR UNEMPLMT FRM AUD RPT	PR311A PAGE	1
QTRLY FORM WAGE/TAX AUDIT RPT	PR314A PAGE	1
RUN DATE 01/01/2020	PERIOD END DATE 12/31/2019	

KEY FOR STATE QTRLY WAGE/TAX DETAIL		
OTH WAGE TOTAL OTHER WAGES	SUI TOTL QTD SUI TOTAL WAGES	
QTR WAGE QTD SIT WAGES	TOT TAX QTD STATE AND LOCAL TAX WITHHELD	

Audit Employee Detail

QIRLY FORM WAGE/TAX AUDIT RPT		ALWA MATTHEW SMITH ASSOCIATES, INC.		PR314A Page 2	
Run Date 01/01/2020		10-3456789		Period End Date 12/31/2019	
		THE FINANCIAL SOFTWARE COMPANY		QUARTER END DATE 12/31/2019	
		3445 PEACHTREE ROAD, N.E.			
		SUITE 1300			
		ATLANTA		GA 30450	

STATE NAME: NEW YORK	STATE FIPS CODE: 36	STATE INCOME TAX ID: 33123456789ALWA	BENEFIT WAGES
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		SORT SEQUENCE FIELDS		(* = FIELD USED IN CONTROL BREAK TOTALS)	
*LEVEL 1	*LEVEL 2	SOC SEC			
		NUMBER			
AL	WA				

BJORKLUND BRADFORD A		L1L2: ALWA		L3-L4-L5:	
		EMP NO: 2220		EE STATUS: ACTIVE	
		SSN: 031-33-2910			
QTR WAGE	2,812.55	SUI TOTL	2,310.00	TOT TAX	159.17

LOHRENGEL LARRY A		L1L2: ALWA		L3-L4-L5: 3000 1111 FND1	
		EMP NO: 2306		EE STATUS: ACTIVE	
		SSN: 105-19-8984			
QTR WAGE	4,502.49	SUI TOTL	3,999.94	TOT TAX	35.94

CRAMBLETT MEGAN A		L1L2: ALWA		L3-L4-L5: 100 BUDG 4000	
		EMP NO: 2332		EE STATUS: ACTIVE	
		SSN: 123-45-6789			
***** STATE QIRLY WAGE/TAX FORM DOES NOT INCLUDE THIS EMPLOYEE. SEE STATE QIRLY WAGE/TAX FORM EXCEPTION REPORT. *****					

RUTLEDGE DWIGHT A		L1L2: ALWA		L3-L4-L5: 3000 1111 FND2	
		EMP NO: 2416		EE STATUS: ACTIVE	
		SSN: 238-47-8783			
QTR WAGE	17,625.97	SUI TOTL	4,799.93	TOT TAX	1,894.79

KIMERE JOHN A		L1L2: ALWA		L3-L4-L5:	
		EMP NO: 1346		EE STATUS: ACTIVE	
		SSN: 247-40-2345			
***** STATE QIRLY WAGE/TAX FORM DOES NOT INCLUDE THIS EMPLOYEE. SEE STATE QIRLY WAGE/TAX FORM EXCEPTION REPORT. *****					

KAUFEN GARVEY A		L1L2: ALWA		L3-L4-L5:	
		EMP NO: 1350		EE STATUS: ACTIVE	
		SSN: 248-80-2345			
QTR WAGE	1,507.23	SUI TOTL	100.00	TOT TAX	61.18

KEITH DAVID A		L1L2: ALWA		L3-L4-L5:	
		EMP NO: 1356		EE STATUS: ACTIVE	
		SSN: 252-30-2345			

Audit Total

QTRLY FORM WAGE/TAX AUDIT RPT	ALWA MATTHEW SMITH ASSOCIATES, INC.	PR314A	Page	5
Run Date 01/01/2020	10-3456789	THE FINANCIAL SOFTWARE COMPANY	Period End Date	12/31/2019
	3445 PEACHTREE ROAD, N.E.	QUARTER END DATE		12/31/2019
	SUITE 1300			
	ATLANTA	GA 30450		

STATE NAME: NEW YORK	STATE FIPS CODE: 36	STATE INCOME TAX ID: 33123456789ALWA	BENEFIT WAGES
----------------------	---------------------	--------------------------------------	---------------

CONTROL BREAK TOTALS

*LEVEL 1	*LEVEL 2
AL	WA

<===== LEVEL OF BREAK TOTALS

EMPLOYEE QTRLY RECORDS	19
QTR WAGE	45,242.31 SUI TOTL
	26,171.03 TOT TAX
	2,874.52 OTH WAGE

Exception Detail

ST QTR UNEMPLMT FRM EXC RPT	FED TAX ID	ALWA	SYSTEM TEST ORG ALWA	X	PR311E	PAGE	2
RUN DATE 09/26/2001	12-3456789		US COMBINED, W2/1099R, BENEFIT		PERIOD END DATE	06/30/2001	
			HIGH VOL PRIMARY PAYMENT COMEX		QUARTER END DATE	09/30/2001	
			FILL SPACE TO USE THIRTY CHARS				
			ATLANTA	AA 30345			
<hr/>							
STATE NAME: COLORADO		STATE FIPS CODE: 08		STATE SUI ID: 0612345ALWA			
DUE DATE: 10/31/2001							
<hr/>							
				SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS)			
STATE		SOC SEC					
*LEVEL 1	*LEVEL 2	*UNIT CODE	NUMBER				
<hr/>							
AL	WA						
<hr/>							
LAWYEAAL K A		L1L2: ALWA		L3-L4-L5:			
		EMP NO: 1188		EE STATUS: ACTIVE			
		SSN: 773-11-1111		MARITAL STATUS: HEAD HOUSHOLD SEX: MALE PAY STAT: SALARIED			
SUI TOTL	3,000.00	SUI TXBL	3,000.00	WKS WRKD	6.00	HIRED	04/10/1940 QTR HRS 240.00
REG HOUR	240.00	GROSS WG	3,000.00	SIT TAX	128.64		
***** SSN INVALID *****							

State Quarterly Wage/Tax File Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

QIRLY WAGE/TAX FILE AUDIT RPT			PR315A PAGE 1	
RUN DATE 01/01/2020			PERIOD END DATE 12/31/2019	
<hr/>				
PAYMENT YEAR: 2019		TRANSMITTER EIN: 530523567		TRANSMITTER CONTACT INFO:
RETURN NAME AND ADDRESS:		TRANSMITTER NAME AND ADDRESS:		NAME: MR.@RANDY%J.\$JOHNSON!!!
MATTHEW SMITH ASSOCIATES, INC.		TZ1001NAME1TZ1001NAME1TZ1001NAME1TZ1001NAME		PHONE / EXT: 1012622376 / 2242
3445 PEACHTREE ROAD, N.E.		TZ1001ADDRESS1TZ1001ADDRESS		
ATLANTA GA 30450-3445		INDIAN SPRINGS VILLAGE 02 GA 30450-3445		
<hr/>				
KEY FOR STATE QIRLY WAGE/TAX DETAIL				
QIR WAGE	QTD SIT WAGES	SUI TOTL	QTD SUI TOTAL WAGES	
REC IND	RECORD INDICATOR (W = BENEFITS; O = OTHER)	TOT TAX	QTD STATE AND LOCAL TAX WITHHELD	
SIT TAX	QTD SIT TAX			

Employee Audit Detail

QIRLY WAGE/TAX FILE AUDIT RPT			ALWA MATTHEW SMITH ASSOCIATES, INC.			PR315A Page 2		
Run Date 01/01/2020			10-3456789			THE FINANCIAL SOFTWARE COMPANY 33123456789ALWA		
						3445 PEACHTREE ROAD, N.E.		
						SUITE 1300		
						ATLANTA GA 30450		
STATE NAME: NEW YORK			STATE FIPS CODE: 36			STATE INCOME TAX ID: 33123456789ALWA		
						REPORT PERIOD: 122019		
			SORT SEQUENCE FIELDS			(* = FIELD USED IN CONTROL BREAK TOTALS)		
FEDERAL	STATE	SOC SEC						
*TAX ID	*TAX ID	NUMBER						
103456789			3312345678					
			9ALWA					
BJORKLUND B A			L1L2: ALWA			L3-L4-L5:		
2945 WHISPER LANE			EMP NO: 2220			EE STATUS: ACTIVE		
ALBANY			SSN: 031-33-2910					
REC IND	W		QTR WAGE	2,812.55	SUI TOTL	2,310.00	TOT TAX	159.17
BJORKLUND B A			L1L2: ALWA			L3-L4-L5:		
2945 WHISPER LANE			EMP NO: 2220			EE STATUS: ACTIVE		
ALBANY			SSN: 031-33-2910					
REC IND	O		SUI TOTL	200.72				
LOHRENGEL L A			L1L2: ALWA			L3-L4-L5: 3000 1111 FND1		
10838 CARISSA DR.			EMP NO: 2306			EE STATUS: ACTIVE		
FT.WORTH			SSN: 105-19-8984					
REC IND	W		QTR WAGE	4,502.49	SUI TOTL	3,999.94	TOT TAX	35.94
LOHRENGEL L A			L1L2: ALWA			L3-L4-L5: 3000 1111 FND1		
10838 CARISSA DR.			EMP NO: 2306			EE STATUS: ACTIVE		
FT.WORTH			SSN: 105-19-8984					
REC IND	O		SUI TOTL	200.72				
CRAMBLETT M A			L1L2: ALWA			L3-L4-L5: 100 BUDG 4000		
301 RIPLEY HILL ROAD			EMP NO: 2332			EE STATUS: ACTIVE		
BUILDING F			SSN: 123-45-6789					
HAMDEN			CT 06114					
***** STATE QIRLY WAGE/TAX FILE REC NOT CREATED FOR THIS EMPLOYEE. SEE STATE QIRLY WAGE/TAX TAPE EXCEPTION REPORT. *****								
RUTLEDGE D A			L1L2: ALWA			L3-L4-L5: 3000 1111 FND2		
4065 BLUFFVIEW BLVD			EMP NO: 2416			EE STATUS: ACTIVE		
DALLAS			SSN: 238-47-8783					
REC IND	W		QTR WAGE	17,625.97	SUI TOTL	4,799.93	TOT TAX	1,894.79

Audit Total

QTRLY WAGE/TAX FILE AUDIT RPT		FED TAX ID	ALWA	MATTHEW SMITH ASSOCIATES, INC. ST TAX ID		PR315A	Page	3
Run Date 11/21/2014		12-3456789		THE FINANCIAL SOFTWARE COMPANY 20123456789ALWA		Period End Date		01/31/2014
				3445 PEACHTREE ROAD, N.E.				
				SUITE 1300				
				ATLANTA		GA		30450

STATE NAME: MAINE	STATE FIPS CODE: 23	STATE INCOME TAX ID: 20123456789ALWA	REPORT PERIOD: 122014
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CONTROL BREAK TOTALS

FEDERAL	STATE
*TAX ID	*TAX ID
123456789	2012345678
	9ALWA

<===== LEVEL OF BREAK TOTALS

QTR WAGE	98,471.30	SIT TAX	5,524.00	YTD WAGE		YTD TAX		SUI TOTL
MSC AMT1		MSC AMT2		MSC AMT3				

EMPLOYER TOTAL RECORD AMOUNTS/FIELDS

TOTAL DUE:	5,237.30	VCHR PYMNT:	286.70	SIT DUE:	5,237.30	SIT EMPS:	6
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VOUCHER PAYMENTS

DATE	AMOUNT	AMOUNT	DATE	AMOUNT	AMOUNT	DATE	AMOUNT	AMOUNT
WAGES PAID	WITHHELD	DEPOSITED	WAGES PAID	WITHHELD	DEPOSITED	WAGES PAID	WITHHELD	DEPOSITED
10/01/2014	99.99	10.00	10/15/2014	11.11	22.22	10/30/2014	33.33	44.01
11/15/2014	33.33	44.15	11/30/2014	33.33	44.30	12/15/2014	55.55	66.01
12/31/2014	55.55	66.01						

Exception Detail

QTRLY WAGE/TAX FILE EXCEP RPT		ALWA	MATTHEW SMITH ASSOCIATES, INC.		PR315E	Page	2
Run Date 01/01/2020		10-3456789	THE FINANCIAL SOFTWARE COMPANY 33123456789ALWA		Period End Date 12/31/2019		
			3445 PEACHTREE ROAD, N.E.				
			SUITE 1300				
			ATLANTA		GA 30450		

STATE NAME: NEW YORK	STATE FIPS CODE: 36	STATE INCOME TAX ID: 33123456789ALWA	REPORT PERIOD: 122019
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			SORT SEQUENCE FIELDS	(* = FIELD USED IN CONTROL BREAK TOTALS)
FEDERAL	STATE	SOC SEC		
*TAX ID	*TAX ID	NUMBER		

103456789	3312345678			
	9ALWA			

CRAMBLETT M A	L1L2: ALWA	L3-L4-L5: 100 BUDG 4000
301 RIPLEY HILL ROAD	EMP NO: 2332	EE STATUS: ACTIVE
BUILDING F	SSN: 123-45-6789	
HAMDEN	CT 06114	

REC IND W	QTR WAGE	8,083.82	SUI TOTL	8,083.82	TOT TAX	428.06
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***** SSN INVALID *****

State Monthly Unemployment File Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

ST MO UNEMPLMT FILE AUD RPT		PR316A PAGE 1	
RUN DATE 02/07/2013		PERIOD END DATE 02/06/2013	
<hr/>			
PAYMENT YEAR:	2013	TRANSMITTER EIN:	530523567
TRANSMITTER CONTACT INFO:			
RETURN NAME AND ADDRESS:	SYSTEM TEST TAPE RETURN NAME	TRANSMITTER NAME AND ADDRESS:	NAME: JOHN QUINCY PUBLIC
SYSTEM TEST RETURN ADDR LINE 1	SYSTEM TEST TRANSMITTER	PHONE / EXT:	4042392000 / 2941
RETURN CITY	GA 30327-3345	TRANSMIT ADDR LINE 1	EMAIL:
		TRANSMIT CITY	GA 303273445
<hr/>			
		MEDIA TRANSMITTER/AUTH NUM:	(IL)
		MULTI-PURPOSE:	
<hr/>			
KEY FOR ST MNTHLY FILE RPT			
CORP OFF	CORPORATE OFFICER INDICATOR	MO HRS	MONTH HOURS WORKED
HIRED	HIRE DATE	RPT PRD	REPORTING PERIOD
HIRED MO	HIRE DATE WITHIN THE MONTH	SIT TAX	SIT TOTAL TAXES
MSC FLD1	MISC FIELD 1	SUI TOTL	SUI TOTAL WAGES
MSC FLD2	MISC FIELD 2	SUI TXBL	SUI TAXABLE WAGES
MSC FLD3	MISC FIELD 3	TAS 1	TAX AUTHORITY SUPPLEMENT 1
MSC AMT1	MISC AMOUNT 1	TAS 2	TAX AUTHORITY SUPPLEMENT 2
MSC AMT2	MISC AMOUNT 2	TAS 3	TAX AUTHORITY SUPPLEMENT 3
MSC AMT3	MISC AMOUNT 3	TERMIN	TERMINATION DATE
* OTH DATA	OTHER STATE DATA		
* -- INDICATES FIELD NOT SUPPORTED			

Audit Employee Detail

ST MO UNEMPLMT FILE AUD RPT	FED TAX ID	ALWA	SYSTEM TEST-ORG*ALWA	X	PR316A	Page	2
Run Date 02/07/2013	12-3456789		US COMBINED, W2/1099R, BENEFIT		Period End Date	02/06/2013	
			HIGH VOL PRIMARY PAYMENT COMPLEX		MONTH END DATE	02/28/2013	
			FILL SPACE&TO%USE THIRTY CHARS				
			ATLANTA	GA 30450			

STATE NAME: ILLINOIS STATE FIPS CODE: 17 STATE SUI ID: 1412345ALWA

FEDERAL SUI SOC SEC
 *TAX ID *TAX ID NUMBER

123456789 1412345ALW
A

 SORT SEQUENCE FIELDS

(* = FIELD USED IN CONTROL BREAK TOTALS)

BOOZER M	L1L2: ALWA	L3-L4-L5:	EMPLD 12TH DAY: N
4534 UNION ROAD	EMP NO: 1088	EE STATUS: ACTIVE	
CHICAGO	IL 60611-1088 SSN: 000-00-0000	MARITAL STATUS: MARRIED	SEX: FEMALE
SUI TOTL	1,123.88	SUI TXBL	1,700.00
TAS 1	1	SIT TAX	51.00
		MD HRS	490.00
		HIRED	06/12/1979

WARNING - EMPLOYEE SSN IS ALL ZEROES - SSN CHANGED TO REQUIRED FORMAT

JENKINS M	L1L2: ALWA	L3-L4-L5: 0003 0004 0005	EMPLD 12TH DAY: Y
4534 UNION ROAD	EMP NO: 2450	EE STATUS: ACTIVE	
CHICAGO	IL 60611-2450 SSN: 023-45-1673	MARITAL STATUS: MARRIED	SEX: FEMALE
SUI TOTL	8,123.50	SUI TXBL	11,000.00
TAS 1	111	SIT TAX	1,054.50
		MD HRS	2,960.00
		HIRED	06/12/1979

MAYS K	L1L2: ALWA	L3-L4-L5:	EMPLD 12TH DAY: Y
4534 UNION ROAD	EMP NO: 1820	EE STATUS: ACTIVE	
CHICAGO	IL 60611 SSN: 123-42-3156	MARITAL STATUS: MARRIED	SEX: FEMALE
SUI TOTL	6,123.20	SUI TXBL	11,000.00
TAS 1	111	SIT TAX	2,484.60
		MD HRS	3,280.00
		HIRED	06/12/1979

HUET M	L1L2: ALWA	L3-L4-L5:	EMPLD 12TH DAY: Y
4534 UNION ROAD	EMP NO: 1312	EE STATUS: ACTIVE	
CHICAGO	IL 60611 SSN: 230-10-3456	MARITAL STATUS: MARRIED	SEX: FEMALE
SUI TOTL	4,123.12	SUI TXBL	11,000.00
TAS 1	111	SIT TAX	1,170.00
		MD HRS	3,900.00
		HIRED	06/12/1979

JEFFERS L	L1L2: ALWA	L3-L4-L5: 200 PJT2 7000	EMPLD 12TH DAY: Y
WINDY CITY	EMP NO: 2256	EE STATUS: ACTIVE	
CHICAGO	IL 60606 SSN: 258-64-1009	MARITAL STATUS: SINGLE	SEX: MALE
SUI TOTL	7,123.56	SUI TXBL	11,000.00
TAS 1	111	SIT TAX	1,493.26
		MD HRS	3,553.47
		HIRED	08/12/1980

WINN M 4534 UNION ROAD CHICAGO	IL 60611	L1L2: ALWA EMP NO: 1414 SSN: 283-10-3456	L3-L4-L5: EE STATUS: ACTIVE MARITAL STATUS: MARRIED	EMPLD 12TH DAY: Y SEX: FEMALE
SUI TOTL	5,123.14	SUI TXBL	4,100.00	MO HRS 410.00 HIRED 06/12/1979 TAS 1 111
HORNEBUCKLE J SUITE 227 222 NORTH LAKE SHORE DRIVE CHICAGO	IL 21130	L1L2: ALWA EMP NO: 214 SSN: 373-12-3453	L3-L4-L5: EE STATUS: ACTIVE MARITAL STATUS: SINGLE	EMPLD 12TH DAY: Y UNIT CODE: U01 SEX: UNKNOWN
***** STATE MONTHLY FILE DOES NOT INCLUDE THIS EMPLOYEE RECORD. SEE STATE MONTHLY FILE EXCEPTION REPORT. *****				

Audit Total

ST MO UNEMPLMT FILE AUD RPT Run Date 02/07/2013	FED TAX ID 12-3456789	ALWA	SYSTEM TEST-ORG*ALWA US COMBINED, W2/1099R, BENEFIT HIGH VOL PRIMARY PAYMENT COMEX FILL SPACE&TO%USE THIRTY CHARS ATLANTA GA 30450	X	PR316A Page 4 Period End Date 02/06/2013 MONTH END DATE 02/28/2013
<hr/>					
STATE NAME: ILLINOIS		STATE FIPS CODE: 17		STATE SUI ID: 1412345ALWA	
<hr/>					
CONTROL BREAK TOTALS					
FEDERAL	SUI				
*TAX ID	*TAX ID				
<hr/>					
123456789	1412345ALW				
	A				
	*****	<===== LEVEL OF BREAK TOTALS			
<hr/>					
EMPLOYEE MONTHLY RECORDS		8			
SUI TOTL	36,986.66	SUI TXBL	71,800.00	SIT TAX	8,187.27
MSC AMT2		MSC AMT3		MO HRS	18,283.47
				MSC AMT1	

Exception Detail

ST MO UNEMPLMT FILE EXC RPT	FED TAX ID	ALWA	SYSTEM TEST-ORG*ALWA	X	PR316E	Page	2
Run Date 02/07/2013	12-3456789		US COMBINED, W2/1099R, BENEFIT		Period End Date	02/06/2013	
			HIGH VOL PRIMARY PAYMENT COMEX		MONTH END DATE	02/28/2013	
			FILL SPACE&TO%USE THIRTY CHARS				
			ATLANTA	GA 30450			

STATE NAME: ILLINOIS	STATE FIPS CODE: 17	STATE SUI ID: 1412345ALWA
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			SORT SEQUENCE FIELDS	(* = FIELD USED IN CONTROL BREAK TOTALS)
FEDERAL	SUI	SOC SEC		
*TAX ID	*TAX ID	NUMBER		
123456789	1412345ALW			
	A			

HORNBuckle J	L1L2: ALWA	L3-L4-L5:	EMPLD 12TH DAY: Y
SUITE 227	EMP NO: 214	EE STATUS: ACTIVE	UNIT CODE: U01
222 NORTH LAKE SHORE DRIVE	SSN: 373-12-3453	MARITAL STATUS: SINGLE	SEX: UNKNWN
CHICAGO	IL 21130		

SUI TOTL	SUI TXBL	9,600.00	SIT TAX	232.56	MO HRS	960.00	HIRED	01/01/1991
TAS 1	111							

***** REJECTED, REQUIRED \$ FIELDS ARE ZERO *****

State Quarterly Family Leave Insurance File Audit Report

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

ST QTR FLI FILE AUDIT REPORT		PR317A PAGE 1	
RUN DATE 03/04/2025		PERIOD END DATE 03/05/2025	
Payment Year:	2025	Transmitter EIN: 530523567	Transmitter Contact Info:
Return Name and Address:		Transmitter Name and Address:	Name: MR.@RANDY%J.\$JOHNSON!!!
MATTHEW SMITH ASSOCIATES, INC.		TZ1001NAME TZ1001NAME TZ1001NAME TZ1001NAME	PHONE / EXT: 1012622376 / 2242
3445 PEACHTREE ROAD, N.E.		TZ1001ADDRESS TZ1001ADDRESS	Email:
ATLANTA	GA 30450-3445	INDIAN SPRINGS VILLAGE 02 GA 30450-3445	
Computer Manufacturer:	IBM 360	Density/Preparer Code:	62
Internal Label:	SL	Character Set:	EBC
		Media Transmitter/Auth Num:	083456
		Multi-Purpose:	
Key for State Qtr FLI Report			
CORP OFF	CORPORATE OFFICER INDICATOR	* OPT ENT	OPTIONAL TAXING ENTITY
CITY FIPS	COUNTY FIPS CODE	* OPT ID	OPTIONAL STATE EMPLOYER ID
EEWV TXL	Employee FLI taxable wage of waived employee	* OPT USE	OPTIONAL EMPLOYER USE
EMPE DOB	EMPLOYEE DATE OF BIRTH	* OTH DATA	OTHER STATE DATA
EFWV TXL	Employer FLI taxable wage of waived employee	OOS SUI	OTHER STATE SUI TOTAL WAGES - SUMMATION
EXC WAGE	EXCESS WAGES	OVT HOUR	OVERTIME HOURS WORKED
FLI EETX	FLI EMPLOYEE TAX	QTR HRS	QUARTER HOURS WORKED
FLEE TXL	Employee FLI taxable wages	RATE	RATE - HOURLY EMPLOYEE
FLER TXL	Employer FLI taxable wages	REG HRS	REGULAR HOURS WORKED
FLI ERTX	FLI EMPLOYER TAX	RPT PRD	REPORTING PERIOD
FLI TOTL	FLI Total Wages	SPC HOUR	SPECIAL HOURS WORKED
GROSS WG	GROSS WAGES	SIT TAX	SIT TOTAL TAXES
HIRED QT	HIRE DATE WITHIN THE QUARTER	SUM EMPS	SUM OF MO1 MO2 AND MO3 12TH DAY EMPLOYEES
MSC FLD1	MISC FIELD 1	TAS 1	TAX AUTHORITY SUPPLEMENT 1
MSC FLD2	MISC FIELD 2	TAS 2	TAX AUTHORITY SUPPLEMENT 2
MSC FLD3	MISC FIELD 3	TAS 3	TAX AUTHORITY SUPPLEMENT 3
MSC AMT1	MISC AMOUNT 1	TAS 4	TAX AUTHORITY SUPPLEMENT 4
MSC AMT2	MISC AMOUNT 2	TERMIN	TERMINATION DATE
MSC AMT3	MISC AMOUNT 3	TIPS	REPORTED TIPS
MO 1 EE	EMPLOYED IN THE 1ST MONTH OF THE QUARTER	TOT HRS	TOTAL HOURS PAID - HOURLY EMPLOYEE
MO 2 EE	EMPLOYED IN THE 2ND MONTH OF THE QUARTER	TOTL XX	TOTAL OUT OF STATE WAGES EARNED IN STATE XX
MO 3 EE	EMPLOYED IN THE 3RD MONTH OF THE QUARTER	TXBL XX	TAXABLE OUT OF STATE WAGES EARNED STATE XX
* OPT CODE	OPTIONAL CODE	WKS WRKD	WEEKS WORKED
* -- INDICATES FIELD NOT SUPPORTED			

Audit Employee Detail

ST QTR FLI FILE AUDIT REPORT		FED TAX ID	ALWA	MATTHEW SMITH ASSOCIATES, INC.		PR317A		Page	2
Run Date 09/30/2019		10-3456789	THE FINANCIAL SOFTWARE COMPANY		3445 PEACHREE ROAD, N.E.		Period End Date 07/15/2019		
			SUITE 1300		ATLANTA		GA 30450		
STATE NAME: WASHINGTON		STATE FIPS CODE: 53		STATE SUI ID: 4812345ALWA					
EMPLYR UBI: 123455999									

SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS)									
FEDERAL	SUI	SOC SEC							
*TAX ID	*TAX ID	NUMBER							

103456789	123455999								

WISE S A		L1L2: ALWA		L3-L4-L5:		EMPLD MO-1: N MO-2: N MO-3: N			
3824 BORROW STREET		EMP NO: 1380		EE STATUS: ACTIVE		HIRED: 11/11/1956			
APARIMENT 17		SSN: 264-10-7121		MARITAL STATUS: MARRIED		SEX: MALE		PAY STAT: SALARIED	
SEATTLE		WA 99202							
FLI EMPE	700.00	FLI EMPR	1,300.00	EXC WAGE	0.00	FLI TOTL	1,300.00	SIT TAX	0.00
QTR HRS	130.00	REG HRS	130.00	RATE	1.2500	FLI EETX	336.66	FLI ERIX	1.95

ENGLES T A		L1L2: ALWA		L3-L4-L5:		EMPLD MO-1: N MO-2: N MO-3: N			
3824 BORROW STREET		EMP NO: 1052		EE STATUS: ACTIVE		HIRED: 11/11/1956			
APARIMENT 17		SSN: 604-82-3645		MARITAL STATUS: MARRIED		SEX: MALE		PAY STAT: HOURLY	
SEATTLE		WA 99202							
FLI EMPE	11,280.00	FLI EMPR	15,280.00	EXC WAGE	0.00	FLI TOTL	15,280.00	SIT TAX	0.00
QTR HRS	1,301.00	REG HRS	960.00	CORP OFF X		TOT HRS	1,301.00	RATE	11.7500
FLI EETX	28.56	FLI ERIX	60.56						

PRICELESS B A		L1L2: ALWA		L3-L4-L5:		EMPLD MO-1: N MO-2: N MO-3: N			
3824 BORROW STREET		EMP NO: 1156		EE STATUS: ACTIVE		HIRED: 11/11/1956			
APARIMENT 17		SSN: 658-82-6641		MARITAL STATUS: MARRIED		SEX: MALE		PAY STAT: HOURLY	
SEATTLE		WA 99202							
FLI EMPE	132,900.00	FLI EMPR	13,260.00	EXC WAGE	0.00	FLI TOTL	273,260.00	SIT TAX	0.00
QTR HRS	1,040.00	REG HRS	1,040.00	TOT HRS	1,040.00	RATE	12.7500	FLI EETX	336.66
FLI ERIX	19.50								

FARNSWORTH JR. G L		L1L2: ALWA		L3-L4-L5:		EMPLD MO-1: N MO-2: N MO-3: N			
APARIMENT 923		EMP NO: 248		EE STATUS: ACTIVE		HIRED: 01/01/1991			
671 PUGET SOUND LAKE ROAD		SSN: 377-12-3457		MARITAL STATUS: SINGLE		SEX: UNKNOWN		PAY STAT: SALARIED	
SEATTLE		WA 21132							
FLI EMPE	132,900.00	FLI EMPR	132,900.00	EXC WAGE	0.00	FLI TOTL	417,224.43	SIT TAX	0.00
QTR HRS	2,250.00	REG HRS	929.99	RATE	5.0000	FLI EETX	336.66	FLI ERIX	194.94

Audit Total

ST QTR FLI FILE AUDIT REPORT Run Date 09/30/2019	FED TAX ID 10-3456789	ALWA	MATTHEW SMITH ASSOCIATES, INC. THE FINANCIAL SOFTWARE COMPANY 3445 PEACHTREE ROAD, N.E. SUITE 1300 ATLANTA GA 30450	PR317A Page 3 Period End Date 07/15/2019 QUARTER END DATE 09/30/2019
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STATE NAME: WASHINGTON	STATE FIPS CODE: 53	STATE SUI ID: 4812345ALWA
EMPLR UBI: 123455999		

CONTROL BREAK TOTALS

FEDERAL	SUI	
*TAX ID	*TAX ID	

103456789	123455999	

<===== LEVEL OF BREAK TOTALS

EMPLOYEE QTRLY RECORDS 4

FLI EMPE	277,780.00	FLI EMPE	162,740.00	EXC WAGE		FLI TOTL	707,064.43	TIPS	
WKS WKD		REG HRS	3,059.99	OVT HOUR		SPC HOUR		QTR HRS	4,721.00
SIT TAX		MSC AMT1		MSC AMT2		MSC AMT3		FLI EETX	1,038.54
FLI ERIX	276.95								

MO 1 EE	MO 2 EE	MO 3 EE
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Exception Detail

ST QTR FLI FILE EXCEPTION RPT Run Date 09/30/2019	FED TAX ID 10-3456789	ALWA	MATTHEW SMITH ASSOCIATES, INC. THE FINANCIAL SOFTWARE COMPANY 3445 PEACHTREE ROAD, N.E. SUITE 1300 ATLANTA GA 30450	PR317E Page 2 Period End Date 07/15/2019 QUARTER END DATE 09/30/2019
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STATE NAME: WASHINGTON	STATE FIPS CODE: 53	STATE SUI ID: 4812345ALWA
EMPLR UBI: C09876543		

SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS)

FEDERAL	SUI	SOC SEC
*TAX ID	*TAX ID	NUMBER

103456789	C09876543	
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ENGLES T A 3824 BORROW STREET APARIMENT 17 SEATTLE WA 99202	L1L2: ALWA EMP NO: 1052 SSN: 999-82-3645	L3-L4-L5: EE STATUS: ACTIVE MARITAL STATUS: MARRIED	EMPLD MO-1: N MO-2: N MO-3: N HIRED: 11/11/1956 SEX: MALE PAY STAT: HOURLY
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FLI EMPE	11,280.00	FLI EMPE	15,280.00	EXC WAGE	0.00	FLI TOTL	15,280.00	SIT TAX	0.00
QTR HRS	1,301.00	REG HRS	960.00	CORP OFF X		TOT HRS	1,301.00	RATE	11.7500
FLI EETX	28.56	FLI ERIX	60.56						

***** SSN INVALID *****

T4 Slip Audit Report (Canada)

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

T4 SLIP AUDIT REPORT
RUN DATE 12/31/2024

PR320A PAGE 1
PERIOD END DATE 12/05/2024

KEY FOR T4 SLIP EMPLOYEE DETAIL

AUTO	PERSONAL USE OF EMPLOYERS AUTO	OTH AMT#	OTHER INFORMATION AMOUNT
CHARITY	CHARITABLE DONATIONS	PENS ADJ	PENSION ADJUSTMENT
COMMISSN	EMPLOYMENT COMMISSIONS	PPIP INC	PPIP INSURABLE EARNINGS
CPP CONT	EMPLOYEE PENSION PLAN CONTRIBUTION - CANADA PLAN	PPIP TAX	PPIP PREMIUMS
CPP2 CON	EMPLOYEE SECOND ADDITIONAL PENSION AMT-CPP2	PPIP XMP	PPIP EXEMPT EMPLOYEE
CPP EARN	CPP/QPP PENSIONABLE EARNINGS	QPP2 CON	EMPLOYEE SECOND ADDITIONAL PENSION AMT-QPP2
EI EARN	EI INSURABLE EARNINGS	QPP CONT	EMPLOYEE PENSION PLAN CONTRIBUTION - QUEBEC PLAN
EI PREMS	EMPLOYEE EI PREMIUMS PAID	RET ELIG	RETIRING ALLOWANCES - ELIGIBLE
EMPR CPP	EMPLOYER CANADIAN PENSION PLAN CONTRIBUTION	RET NOEL	RETIRING ALLOWANCES - NON-ELIGIBLE
EXEMPT	CPP/QPP EXEMPT	RPP #1	FIRST REGISTERED PENSION PLAN NUMBER
FNOTE D#	FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)	RPP #2	SECOND REGISTERED PENSION PLAN NUMBER
FNOTE \$#	AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURANCE #	RPP #3	THIRD REGISTERED PENSION PLAN NUMBER
HOUSING	HOUSING, BOARD AND LODGING	RPP CONT	REGISTERED PENSION PLAN CONTRIBUTIONS
INC TAX	INCOME TAX DEDUCTED	STCK OPT	STOCK OPTION BENEFITS
LOAN	INTEREST-FREE AND LOW-INTEREST LOANS	TOT EARN	EMPLOYMENT INCOME BEFORE DEDUCTIONS
OTH BENE	OTHER TAXABLE ALLOWANCES AND BENEFITS	TRAVEL	TRAVEL IN A PRESCRIBED AREA
OTH BOX#	OTHER INFORMATION BOX CODE (DEFINED BY THE CRA)	UNION	UNION DUES

Audit Employee Detail

T4 SLIP AUDIT REPORT				CNDL SYSTEM TEST ORG CNDL		X		PR320A Page 2	
Run Date 12/31/2024				CANADA COMBINED		X		Period End Date 12/05/2024	
				FILL SPACE TO USE THIRTY CHARS					
				FILL SPACE TO USE THIRTY CHARS					
				FILL SPACE TO 23 1A1 1A1					
<hr/>									
BUSINESS EMPLOYEE EMPLOYEE						SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS)			
*NUMBER NAME NUMBER									
<hr/>									
123456782R									
P1743									
<hr/>									
SHARMASH, MINERV CNDL1080 L1L2: CNDL PROVINCE: QC EMPR EI RATE CD: 0									
189345 44 ST. LAURENT EMP NO: 1081 PAY ACT#: 123456782RP1743 EMPLOYMENT CODE:									
MONIMORENCY, SIN: 215-451-593 L3-L4-L5: CRP1 0345 TORO DNIL BENFIT CD: 1									
QUEBEC G8E 3W6									
TOT EARN 1,850.82 CPP CONT 0.00 QPP CONT 105.54 EI PREMS 23.51 RPP CONT 0.00									
INC TAX 157.98 EI EARN 1,850.82 CPP EARN 1,850.82 PENS ADJ 0.00 RPP #1									
PPIP INC 1,850.82 PPIP TAX 9.14									
<hr/>									
SHARMASH, MINERV CNDL1080 L1L2: CNDL PROVINCE: ON EMPR EI RATE CD: 0									
189345 44 ST. LAURENT EMP NO: 1081 PAY ACT#: 123456782RP1743 EMPLOYMENT CODE:									
MONIMORENCY, SIN: 215-451-593 L3-L4-L5: CRP1 0345 TORO DNIL BENFIT CD: 1									
QUEBEC G8E 3W6									
TOT EARN 30,000.00 CPP CONT 1,781.00 QPP CONT 0.00 EI PREMS 498.00 RPP CONT 0.00									
INC TAX 15,100.55 EI EARN 30,000.00 CPP EARN 30,000.00 PENS ADJ 0.00 RPP #1									
<hr/>									
SHARMASH, MINERV CNDL1080 L1L2: CNDL PROVINCE: MB EMPR EI RATE CD: 0									
189345 44 ST. LAURENT EMP NO: 1081 PAY ACT#: 123456782RP1743 EMPLOYMENT CODE:									
MONIMORENCY, SIN: 215-451-593 L3-L4-L5: CRP1 0345 TORO DNIL BENFIT CD: 1									
QUEBEC G8E 3W6									
TOT EARN 40,000.00 CPP CONT 1,988.38 QPP CONT 0.00 EI PREMS 520.40 RPP CONT 0.00									
INC TAX 19,306.03 EI EARN 31,349.18 CPP EARN 40,000.00 PENS ADJ 0.00 RPP #1									
CPP2 CON 134.03									
<hr/>									
SHARMASH, MINERV CNDL1080 L1L2: CNDL PROVINCE: NB EMPR EI RATE CD: 0									
189345 44 ST. LAURENT EMP NO: 1081 PAY ACT#: 123456782RP1743 EMPLOYMENT CODE:									
MONIMORENCY, SIN: 215-451-593 L3-L4-L5: CRP1 0345 TORO DNIL BENFIT CD: 1									
QUEBEC G8E 3W6									
TOT EARN 30,000.00 CPP CONT 0.00 QPP CONT 0.00 EI PREMS 0.00 RPP CONT 0.00									
INC TAX 15,004.70 EI EARN 0.00 CPP EARN 1,349.18 PENS ADJ 0.00 RPP #1									
CPP2 CON 53.97 YES									

Audit Total

T4 SLIP AUDIT REPORT		CND A SYSTEM TEST ORG CND A		X	PR320A Page 17	
Run Date 12/31/2024		CANADA COMBINED		X	Period End Date 12/05/2024	
FILL SPACE TO USE THIRTY CHARS						
FILL SPACE TO USE THIRTY CHARS						
FILL SPACE TO 23 1A1 1A1						

CONTROL BREAK TOTALS						
BUSINESS						
*NUMBER						

123456782R						
P1743						

<===== LEVEL OF BREAK TOTALS						

EMPLOYEE T4 SLIPS: 87						
TOT EARN	5301,016.47	CPP CONT	86,172.53	QPP CONT	46,401.97	EI PREMS 48,463.91 RPP CONT 4,080.00
INC TAX	1572,165.52	EI EARN	3209,540.29	CPP EARN	2404,031.84	PENS ADJ 4,575.00 HOUSING
TRAVEL		AUTO		LOAN		STCK OPT 1,332.00
COMMISSN	114,840.00	UNION	1,030.80	CHARITY		RET ELIG 1,600.00 RET NOEL
PPIP INC	1895,282.61	PPIP TAX	9,360.70			

Exception Detail

T4 SLIP EXCEPTION REPORT		CNDA	SYSTEM TEST ORG CNDA	X	PR320E	Page	2
Run Date 08/26/2013			CANADA COMBINED	X	Period End Date 07/30/2013		
			FILL SPACE TO USE THIRTY CHARS				
			FILL SPACE TO USE THIRTY CHARS				
			FILL SPACE TO 23 1A1 1A1				
<hr/>							
CONTROL BREAK TOTALS							
BUSINESS							
*NUMBER							
<hr/>							
123456782R							
P1743							

				<=====	LEVEL OF BREAK TOTALS		
<hr/>							
THERE ARE NO EXCEPTIONS TO REPORT							

T4 XML File Audit Report (Canada)

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

T4 XML FILE AUDIT REPORT
RUN DATE 10/31/2024

FR321A PAGE 1
PERIOD END DATE 10/31/2024

MAG MEDIA TRANSMITTER INFORMATION

TRANSMITTER BUS AC NO: 123456789AA5555	TRANSMITTER COUNTRY: CAN
TRANSMITTER NAME 1: INFOR GLOBAL SOLUTIONS HYDREADETELAN	TAXATION YEAR: 2024
TRANSMITTER ADDRESS 1: 13560 MORRIS ROAD	
TRANSMITTER ADDRESS 2:	TECHNICAL CONTACT: MRKCOCH INDUSTRIES UNIT
TRANSMITTER CITY: ALPHARETTA	TECHNICAL PHONE #: (123)9000900 EXT:00000
TRANSMITTER PROVINCE: GA	TECHNICAL EMAIL: TransContactEmail@infor.com
TRANSMITTER POSTAL CD: 30004	

KEY FOR T4 XML EMPLOYEE DETAIL

AUTO	PERSONAL USE OF EMPLOYERS AUTO	OTH BOX#	OTHER INFORMATION BOX CODE (DEFINED BY THE CRA)
CHARITY	CHARITABLE DONATIONS	OTH AMT#	OTHER INFORMATION AMOUNT
COMMISSN	EMPLOYMENT COMMISSIONS	PENS ADJ	PENSION ADJUSTMENT
CPP CONT	EMPLOYEE PENSION PLAN CONTRIBUTION - CANADA PLAN	PPIP INC	PPIP INSURABLE EARNINGS
CPP2 CON	EMPLOYEE SECOND ADDITIONAL PENSION AMT-CPP2	PPIP TAX	PPIP PREMIUMS
CPP EARN	CPP/QPP PENSIONABLE EARNINGS	PPIP XMP	PPIP EXEMPT EMPLOYEE
EI EARN	EI INSURABLE EARNINGS	QPP2 CON	EMPLOYEE SECOND ADDITIONAL PENSION AMT-QPP2
EI PREMS	EMPLOYEE EI PREMIUMS PAID	QPP CONT	EMPLOYEE PENSION PLAN CONTRIBUTION - QUEBEC PLAN
EI XEMPT	EI EXEMPT EMPLOYEE	RET ELIG	RETIRED ALLOWANCES - ELIGIBLE
EMPLR EI	EMPLOYER EI CONTRIBUTION	RET NOEL	RETIRED ALLOWANCES - NON-ELIGIBLE
EMPLR CPP	EMPLOYER CANADIAN PENSION PLAN CONTRIBUTION	RPP #1	FIRST REGISTERED PENSION PLAN NUMBER
EXEMPT	CPP/QPP EXEMPT	RPP #2	SECOND REGISTERED PENSION PLAN NUMBER
FNOTE D#	FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)	RPP #3	THIRD REGISTERED PENSION PLAN NUMBER
FNOTE \$#	AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURRENCE #	RPP CONT	REGISTERED PENSION PLAN CONTRIBUTIONS
HOUSING	HOUSING, BOARD AND LODGING	STOCK OPT	STOCK OPTION BENEFITS
INC TAX	INCOME TAX DEDUCTED	TOT EARN	EMPLOYMENT INCOME BEFORE DEDUCTIONS
LOAN	INTEREST-FREE AND LOW-INTEREST LOANS	TRAVEL	TRAVEL IN A PRESCRIBED AREA
OTH BENE	OTHER TAXABLE ALLOWANCES AND BENEFITS	UNION	UNION DUES

Audit Employee Detail

T4 XML FILE AUDIT REPORT Run Date 10/31/2024		CNDL SYSTEM TEST ORG CNDL CANADA COMBINED FILL SPACE TO USE THIRTY CHARS FILL SPACE TO USE THIRTY CHARS FILL SPACE TO 23 1A1 1A1		X COUNTRY: USA X		PR321A Page 2 Period End Date 10/31/2024	
EMPLOYER: INFOR GLOBAL SOLUTIONS HCM E SERIES C/O: DOUGLAS ZANER		13560 MORRIS ROAD SUITE 4100 ATLANTA		ACCOUNTING CONTACT: LINDA ORTIZ PHONE: 404-239-2941 EXT:0000 GA 30004 YOUTH HIRES PROGRAM IND: 0			
		SORT SEQUENCE FIELDS				(* = FIELD USED IN CONTROL BREAK TOTALS)	
BUSINESS *NUMBER	EMPLOYEE NAME	SOC INS NUMBER					
123456782R P1743							
MARSHALL, MICHEL CNDL1080 189345 44 ST. LAURENT MONIMORENCY, QUEBEC		L1L2: CNDL EMP NO: 1080 SIN: 215-451-592		PROVINCE: QC L3-L4-L5: CRP1 0345 TORO STATUS: ACTIVE		EMPR EI RATE CD: 0 EMPLOYMENT CODE: 00 COUNTRY CODE: CAN DNIL BENFIT CD: 1	
	G8E 3W6						
TOT EARN	1,850.82	CPP CONT	0.00	QPP CONT	105.54	EI PREMS	23.51 RPP CONT 0.00
INC TAX	157.98	EI EARN	1,850.82	CPP EARN	1,850.82	PENS ADJ	0.00 RPP #1
PPIP INC	1,850.82	PPIP TAX	9.14	EMPLR EI	32.91		
MARSHALL, MICHEL CNDL1080 189345 44 ST. LAURENT MONIMORENCY, QUEBEC		L1L2: CNDL EMP NO: 1080 SIN: 215-451-592		PROVINCE: ON L3-L4-L5: CRP1 0345 TORO STATUS: ACTIVE		EMPR EI RATE CD: 0 EMPLOYMENT CODE: 00 COUNTRY CODE: CAN DNIL BENFIT CD: 1	
	G8E 3W6						
TOT EARN	30,000.00	CPP CONT	1,781.00	QPP CONT	0.00	EI PREMS	498.00 RPP CONT 0.00
INC TAX	15,100.55	EI EARN	30,000.00	CPP EARN	30,000.00	PENS ADJ	0.00 RPP #1
EMPLR EI	697.20	EMPLR CPP	1,781.00				
MARSHALL, MICHEL CNDL1080 189345 44 ST. LAURENT MONIMORENCY, QUEBEC		L1L2: CNDL EMP NO: 1080 SIN: 215-451-592		PROVINCE: MB L3-L4-L5: CRP1 0345 TORO STATUS: ACTIVE		EMPR EI RATE CD: 0 EMPLOYMENT CODE: 00 COUNTRY CODE: CAN DNIL BENFIT CD: 1	
	G8E 3W6						
TOT EARN	40,000.00	CPP CONT	1,988.38	QPP CONT	0.00	EI PREMS	520.40 RPP CONT 0.00
INC TAX	19,306.03	EI EARN	31,349.18	CPP EARN	40,000.00	PENS ADJ	0.00 RPP #1
EMPLR EI	728.56	EMPLR CPP	1,988.38	CPP2 CON	134.03		
1T4 XML FILE AUDIT REPORT Run Date 10/31/2024		CNDL SYSTEM TEST ORG CNDL CANADA COMBINED		X COUNTRY: USA X		PR321A Page 10 Period End Date 10/31/2024	
MARSHALL, MICHEL CNDL1080 189345 44 ST. LAURENT MONIMORENCY, QUEBEC		L1L2: CNDL EMP NO: 1080 SIN: 215-451-592		PROVINCE: NB L3-L4-L5: CRP1 0345 TORO STATUS: ACTIVE		EMPR EI RATE CD: 0 EMPLOYMENT CODE: 00 COUNTRY CODE: CAN DNIL BENFIT CD: 1	
	G8E 3W6						
TOT EARN	30,000.00	CPP CONT	0.00	QPP CONT	0.00	EI PREMS	0.00 RPP CONT 0.00
INC TAX	15,004.70	EI EARN	0.00	CPP EARN	1,349.18	PENS ADJ	0.00 RPP #1
EI XEMPT	YES	CPP2 CON	53.97				

Audit Total

T4 XML FILE AUDIT REPORT Run Date 10/31/2024	CNDA SYSTEM TEST ORG CNDA CANADA COMBINED FILL SPACE TO USE THIRTY CHARS FILL SPACE TO USE THIRTY CHARS FILL SPACE TO 23 1A1 1A1	X COUNTRY: CAN X FILL SPACE TO USE THIRTY CHARS FILL SPACE TO USE THIRTY CHARS FILL SPACE TO 23 1A1 1A1	PR321A Page 18 Period End Date 10/31/2024
---	--	---	--

EMPLOYER: INFOR GLOBAL SOLUTIONS HCM E SERIES C/O: DOUGLAS BARBER	13560 MORRIS ROAD SUITE 4100 ATLANTA	ACCOUNTING CONTACT: LINDA ORTIZ PHONE: 404-239-2941 EXT:0000 YOUTH HIRES PROGRAM IND:
---	--	---

CONTROL BREAK TOTALS

BUSINESS
*NUMBER
=====

123456782R
P1743

<===== LEVEL OF BREAK TOTALS

T4 XML EMPLOYEE RECS:	83						
TOT EARN	5051,729.44	CPP CONT	80,700.55	QPP CONT	45,723.12	EI PREMS	46,381.11
INC TAX	1481,289.97	EI EARN	3076,624.82	CPP EARN	2297,697.30	PENS ADJ	4,450.00
TRAVEL		AUTO		LOAN		STCK OPT	
COMMISSN	110,055.00	UNION	987.85	CHARITY		EMPLR EI	64,933.60
RET ELIG	1,600.00	RET NOEL		PPIP INC	1848,832.75	PPIP TAX	9,131.23
QPP2 CON	940.00					CPP2 CON	1,128.00

Exception Detail

T4 XML FILE EXCEPTION REPORT
RUN DATE 10/31/2024

PR321E PAGE 1
PERIOD END DATE 10/31/2024

MAG MEDIA TRANSMITTER INFORMATION

TRANSMITTER BUS AC NO: 123456789AA5555
TRANSMITTER NAME 1: INFOR GLOBAL SOLUTIONS HYDREADTELAN

TRANSMITTER COUNTRY: CAN
TAXATION YEAR: 2024

TRANSMITTER ADDRESS 1: 13560 MORRIS ROAD
TRANSMITTER ADDRESS 2:
TRANSMITTER CITY: ALPHARETTA
TRANSMITTER PROVINCE: GA
TRANSMITTER POSTAL CD: 30004

TECHNICAL CONTACT: MRKOCH INDUSTRIES UNIT
TECHNICAL PHONE #: (123)9000900 EXT:00000
TECHNICAL EMAIL: TransContactEmail@infor.com

AUTO PERSONAL USE OF EMPLOYERS AUTO
CHARITY CHARITABLE DONATIONS
COMMISSN EMPLOYMENT COMMISSIONS
CPP CONT EMPLOYEE PENSION PLAN CONTRIBUTION - CANADA PLAN
CPP2 CON EMPLOYEE SECOND ADDITIONAL PENSION AMT-CPP2
CPP EARN CPP/QPP PENSIONABLE EARNINGS
EI EARN EI INSURABLE EARNINGS
EI PREMS EMPLOYEE EI PREMIUMS PAID
EI XEMPT EI EXEMPT EMPLOYEE
EMPLR EI EMPLOYER EI CONTRIBUTION
EMPR CPP EMPLOYER CANADIAN PENSION PLAN CONTRIBUTION
EXEMPT CPP/QPP EXEMPT
FNOTE D# FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)
FNOTE \$# AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURANCE #
HOUSING HOUSING, BOARD AND LODGING
INC TAX INCOME TAX DEDUCTED
LOAN INTEREST-FREE AND LOW-INTEREST LOANS
OTH BENE OTHER TAXABLE ALLOWANCES AND BENEFITS

OTH BOX# OTHER INFORMATION BOX CODE (DEFINED BY THE CRA)
OTH AMT# OTHER INFORMATION AMOUNT
PENS ADJ PENSION ADJUSTMENT
PPIP INC PPIP INSURABLE EARNINGS
PPIP TAX PPIP PREMIUMS
PPIP XMP PPIP EXEMPT EMPLOYEE
QPP2 CON EMPLOYEE SECOND ADDITIONAL PENSION AMT-QPP2
QPP CONT EMPLOYEE PENSION PLAN CONTRIBUTION - QUEBEC PLAN
RET ELIG RETIRING ALLOWANCES - ELIGIBLE
RET NOEL RETIRING ALLOWANCES - NON-ELIGIBLE
RPP #1 FIRST REGISTERED PENSION PLAN NUMBER
RPP #2 SECOND REGISTERED PENSION PLAN NUMBER
RPP #3 THIRD REGISTERED PENSION PLAN NUMBER
RPP CONT REGISTERED PENSION PLAN CONTRIBUTIONS
STCK OPT STOCK OPTION BENEFITS
TOT EARN EMPLOYMENT INCOME BEFORE DEDUCTIONS
TRAVEL TRAVEL IN A PRESCRIBED AREA
UNION UNION DUES

EMPLOYER: INFOR GLOBAL SOLUTIONS
HCM E SERIES
C/O: DOUGLAS BARBER

13560 MORRIS ROAD
SUITE 4100
ATLANTA

ACCOUNTING CONTACT: LINDA ORTIZ
PHONE: 404-239-2941 EXT:0000
YOUTH HIRES PROGRAM IND:

T4 XML FILE EXCEPTION REPORT
Run Date 10/31/2024

CNDA SYSTEM TEST ORG CNDA
CANADA COMBINED
FILL SPACE TO USE THIRTY CHARS
FILL SPACE TO USE THIRTY CHARS
FILL SPACE TO 23 1A1 1A1

X COUNTRY: USA
X

PR321E Page 2
Period End Date 10/31/2024

EMPLOYER: INFOR GLOBAL SOLUTIONS
HCM E SERIES
C/O: DOUGLAS ZANER

13560 MORRIS ROAD
SUITE 4100
ATLANTA

ACCOUNTING CONTACT: LINDA ORTIZ
PHONE: 404-239-2941 EXT:0000
YOUTH HIRES PROGRAM IND: 0

BUSINESS EMPLOYEE SOC INS
*NUMBER NAME NUMBER

123456782R
P1743

SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS)

THERE ARE NO EXCEPTIONS TO REPORT

T4A Slip Audit Report (Canada)

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

T4A SLIP AUDIT REPORT
RUN DATE 08/26/2013

PR322A PAGE 1
PERIOD END DATE 07/30/2013

KEY FOR T4A SLIP EMPLOYEE DETAIL

ANNUITY	ANNUITIES (INCLUDES IAAC ANNUITIES)	OTH BOX#	OTHER INFORMATION BOX CODE (DEFINED BY THE CRA)
CHARITY	CHARITABLE DONATIONS	OTH AMT#	OTHER INFORMATION AMOUNT
COMMISSN	SELF-EMPLOYED COMMISSIONS	PAST SRV	PENSION PLAN CONTRIBUTIONS (PAST SERVICE)
ELIG RET	ELIGIBLE RETIRING ALLOWANCE	PATRONAG	PATRONAGE ALLOCATIONS
FEES	FEES FOR SERVICES	PENS ADJ	PENSION ADJUSTMENT
FNOTE D#	FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)	PENSION	PENSION OR SUPERANNUATION
FNOTE \$#	AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURANCE #	RESP ACC	RESP ACCUMULATED INCOME PAYMENTS
INC TAX	INCOME TAX DEDUCTED	RESP EDU	RESP EDUCATIONAL ASSISTANCE PAYMENTS
IAAC	INCOME AVERAGE ANNUITY CONTRACT	RPP #1	FIRST REGISTERED PENSION PLAN NUMBER
LUMP BEF	LUMP-SUM PAYMENTS ACCRUED BEFORE 12/31/71	RPP #2	SECOND REGISTERED PENSION PLAN NUMBER
LUMP SUM	LUMP-SUM PAYMENTS	RPP #3	THIRD REGISTERED PENSION PLAN NUMBER
NOEL RET	NON-ELIGIBLE RETIRING ALLOWANCE	TRAN FND	TRANSFER OF FUNDS
OTH INC	OTHER INCOME		

Audit Employee Detail

T4A SLIP AUDIT REPORT			CND A SYSTEM TEST ORG CND A X			PR322A Page 2				
Run Date 08/26/2013			CANADA COMBINED X			Period End Date 07/30/2013				
			FILL SPACE TO USE THIRTY CHARS							
			FILL SPACE TO USE THIRTY CHARS							
			FILL SPACE TO 23 1A1 1A1							
SORT SEQUENCE FIELDS						(* = FIELD USED IN CONTROL BREAK TOTALS)				
BUSINESS		EMPLOYEE		EMPLOYEE						
*NUMBER		NAME		NUMBER						
123456782R										
P1743										
ANDRETTI, M A		L1L2: CND A		PAY ACT#: 123456782RP1743		DNIL BENFIT CD: 1				
721 FIRESTONE DR		EMP NO: 90120		L3-L4-L5: 2100 3100 4100						
WESTON		SIN: 424-381-134		EMPLR EI RATE CD: 0						
ONTARIO		M9N 2H4								
T4A SLIP NOT PRINTED FOR THIS EMPLOYEE. SEE T4A SLIP EXCEPTION REPORT.										
BERTHIER, GILLES CND A1700		L1L2: CND A		PAY ACT#: 123456782RP1743		DNIL BENFIT CD: 3				
89655 DES BOIS FRANC RU		EMP NO: 1700		L3-L4-L5:						
MONTEBELLO,		SIN: 548-221-365		EMPLR EI RATE CD: 0						
QUEBEC		G1Z 9X4								
LUMP SUM		17,046.73	INC TAX	8,009.33	ANNUITY	17,046.73	OTH INC	170.99	LUMP BENF	17,046.73
OTH BOX1		028	OTH AMT1	170.99	OTH BOX2	110	OTH AMT2	17,046.73		
JENSEN, SUSAN		L1L2: CND A		PAY ACT#: 123456782RP1743		DNIL BENFIT CD: 0				
907-333-7 AVENUE S.W.		EMP NO: 90003		L3-L4-L5: ABCD ABCD ABCD						
CALGARY, ALBERTA		SIN: 632-447-894		EMPLR EI RATE CD: 0						
T2P 2Z1										
LUMP SUM		575.00	COMMISSN	575.00	INC TAX	13,522.64	OTH BOX1	144	OTH AMT1	195.00
OTH BOX2		180	OTH AMT2	130.00	OTH BOX3	180	OTH AMT3	575.00	FNOTE D1	51
FNOTE \$1		195.00	FNOTE D2	50	FNOTE \$2	130.00	FNOTE D3	AD	FNOTE \$3	575.00
LALONDE, MARGARET CND A5230		L1L2: CND A		PAY ACT#: 123456782RP1743		DNIL BENFIT CD: 1				
150 WESTVIEW BOULEVARD		EMP NO: 5230		L3-L4-L5:						
APT. 13		SIN: 424-398-170		EMPLR EI RATE CD: 0						
VALLEYFIELD, PQ		M5L 1B6								
OTH INC		523.99	OTH BOX1	028	OTH AMT1	523.99				
NEW, COLLETTIE		L1L2: CND A		PAY ACT#: 123456782RP1743		DNIL BENFIT CD: 0				
7777 BAY STREET		EMP NO: 91200		L3-L4-L5: 0001 0001 0001						
TORONTO		SIN: 459-256-321		EMPLR EI RATE CD: 0						
ONTARIO		M5G 2C8								
LUMP SUM		23.00	INC TAX	10,403.16	TRAN FND	23.00	OTH BOX1	040	OTH AMT1	230.00
OTH BOX2		046	OTH AMT2	115.00	OTH BOX3	144	OTH AMT3	195.00	OTH BOX4	180
OTH AMT4		130.00	CHARITY	115.00	RESP ACC	230.00	FNOTE D1	51	FNOTE \$1	195.00
FNOTE D2		50	FNOTE \$2	130.00	FNOTE D6	03	FNOTE \$6	115.00		

Audit Total

T4A SLIP AUDIT REPORT		CND		SYSTEM TEST ORG CND		X		PR322A Page 13	
Run Date 08/26/2013				CANADA COMBINED		X		Period End Date 07/30/2013	
				FILL SPACE TO USE THIRTY CHARS					
				FILL SPACE TO USE THIRTY CHARS					
				FILL SPACE TO 23 1A1 1A1					
<hr/>									
CONTROL BREAK TOTALS									
GRAND									
*TOTALS									
<hr/>									
EMPLOYEE T4A SLIPS:		16							
<hr/>									
ANNUITY	19,346.73	COMMISSN	1,150.00	INC TAX	105,636.78	IAAC	LUMP BEN	19,346.73	
LUMP SUM	23,738.81	NOEL RET		OTH INC	1,051.98	PAST SRV	PATRONAG		
PENS ADJ		PENSION		ELIG RET		TRAN END	2,920.08	CHARITY	483.00
RESP ACC	2,185.00	RESP EDU		FEES					

T4A XML File Audit Report (Canada)

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

T4A XML FILE AUDIT REPORT

RUN DATE 10/31/2024

PR323A PAGE 1

PERIOD END DATE 10/31/2024

MAG MEDIA TRANSMITTER INFORMATION

TRANSMITTER NUMBER:123456789AA5555

TRANSMITTER NAME 1:INFOR GLOBAL SOLUTIONS HYDREADETELAN

TRANSMITTER ADDRESS 1:13560 MORRIS ROAD

TRANSMITTER ADDRESS 2:

TRANSMITTER CITY:ALPHARETTA

TRANSMITTER PROVINCE:GA

TRANSMITTER POSTAL CD:30004

TRANSMITTER COUNTRY:CAN

TAXATION YEAR:2024

TECHNICAL CONTACT:MRKOCH INDUSTRIES UNIT

TECHNICAL PHONE #:(123)9000900 EXT:00000

TECHNICAL EMAIL:TransContactEmail@infor.com

KEY FOR T4A XML EMPLOYEE DETAIL

ANNUITY

CHARITY

COMMISSN

ELIG RET

FEES

FNOTE D#

FNOTE \$#

INC TAX

IAAC

LUMP BEF

LUMP SUM

NOEL RET

OTH INC

ANNUITIES (INCLUDES IAAC ANNUITIES)

CHARITABLE DONATIONS

SELF-EMPLOYED COMMISSIONS

ELIGIBLE RETIRING ALLOWANCE

FEES FOR SERVICES

FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)

AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURANCE #

INCOME TAX DEDUCTED

INCOME AVERAGE ANNUITY CONTRACT

LUMP-SUM PAYMENTS ACCRUED BEFORE 12/31/71

LUMP-SUM PAYMENTS

NON-ELIGIBLE RETIRING ALLOWANCE

OTHER INCOME

OTH BOX#

OTH AMT#

PAST SRV

PATRONAG

PENS ADJ

PENSION

RESP ACC

RESP EDU

RPP #1

RPP #2

RPP #3

TTL OTH

OTHER INFORMATION BOX CODE (DEFINED BY THE CRA)

OTHER INFORMATION AMOUNT

PENSION PLAN CONTRIBUTIONS (PAST SERVICE)

PATRONAGE ALLOCATIONS

PENSION ADJUSTMENT

PENSION OR SUPERANNUATION

RESP ACCUMULATED INCOME PAYMENTS

RESP EDUCATIONAL ASSISTANCE PAYMENTS

FIRST REGISTERED PENSION PLAN NUMBER

SECOND REGISTERED PENSION PLAN NUMBER

THIRD REGISTERED PENSION PLAN NUMBER

TOTAL OTHER INFO AMTS NOT ALREADY SPECIFIED

Audit Employee Detail

T4A XML FILE AUDIT REPORT				CNDL SYSTEM TEST ORG CNDL		X COUNTRY: USA		PR323A Page 2		
Run Date 08/26/2013				CANADA COMBINED		X		Period End Date 07/30/2013		
				FILL SPACE TO USE THIRTY CHARS						
				FILL SPACE TO USE THIRTY CHARS						
				FILL SPACE TO 23 1A1 1A1						
SORT SEQUENCE FIELDS						(* = FIELD USED IN CONTROL BREAK TOTALS)				
BUSINESS		EMPLOYEE		SOC INS						
*NUMBER		NAME		NUMBER						
123456782R										
P1743										
ANDRETTI, M A				L1L2: CNDL		PY ACT#: 123456782RP1743		EMPR EI RATE CD: 0		
721 FIRESTONE DR				EMP NO: 90120		L3-L4-L5: 2100 3100 4100		COUNTRY CODE: CAN		
WESTON				SIN: 424-381-134		EE STATUS: ACTIVE		DNIL BENFIT CD: 1		
ONTARIO				M9N 2H4						
T4A MAG MEDIA RECORD NOT PRINTED FOR THIS EMPLOYEE. SEE T4A MAG MEDIA EXCEPTION REPORT.										
BERTHIER, GILLES CNDL1700				L1L2: CNDL		PY ACT#: 123456782RP1743		EMPR EI RATE CD: 0		
89655 DES BOIS FRANC RU				EMP NO: 1700		L3-L4-L5:		COUNTRY CODE: CAN		
MONTEBELLO,				SIN: 548-221-365		EE STATUS: ACTIVE		DNIL BENFIT CD: 3		
QUEBEC				G1Z 9X4						
LUMP SUM		17,046.73	INC TAX	8,009.33	ANNUITY	17,046.73	OTH INC	170.99	LUMP BEF	17,046.73
OTH BOX1		028	OTH AMT1	170.99	OTH BOX2	110	OTH AMT2	17,046.73		
JENSEN, SUSAN				L1L2: CNDL		PY ACT#: 123456782RP1743		EMPR EI RATE CD: 0		
907-333-7 AVENUE S.W.				EMP NO: 90003		L3-L4-L5: ABCD ABCD ABCD		COUNTRY CODE: CAN		
CALGARY, ALBERTA				SIN: 632-447-894		EE STATUS: ACTIVE		DNIL BENFIT CD: 0		
T2P 2Z1										
LUMP SUM		575.00	COMMISSN	575.00	INC TAX	13,522.64	OTH BOX1	144	OTH AMT1	195.00
OTH BOX2		180	OTH AMT2	130.00	OTH BOX3	180	OTH AMT3	575.00	FNOTE D1	51
FNOTE \$1		195.00	FNOTE D2	50	FNOTE \$2	130.00	FNOTE D3	AD	FNOTE \$3	575.00
WARNING - BLANK VALUE FOR EMPLOYEE FIRST NAME AND/OR ADDRESS LINE 3 (CITY, PROVINCE/STATE)										
LALONDE, MARGARET CNDL5230				L1L2: CNDL		PY ACT#: 123456782RP1743		EMPR EI RATE CD: 0		
150 WESTVIEW BOULEVARD				EMP NO: 5230		L3-L4-L5:		COUNTRY CODE: CAN		
APT. 13				SIN: 424-398-170		EE STATUS: ACTIVE		DNIL BENFIT CD: 1		
VALLEYFIELD, PQ				M5L 1B6						
OTH INC		523.99	OTH BOX1	028	OTH AMT1	523.99				
NEW, EMPLOYEE				L1L2: CNDL		PY ACT#: 123456782RP1743		EMPR EI RATE CD: 0		
123 RUE FRENCH				EMP NO: 91300		L3-L4-L5: 0001 0001 0001		COUNTRY CODE: CAN		
QUE.				SIN: 458-265-337		EE STATUS: ACTIVE		DNIL BENFIT CD: 0		
QUEBEC				M5G 2C8						
LUMP SUM		23.00	INC TAX	3,467.93	RESP ACC	230.00	OTH BOX1	040	OTH AMT1	230.00
OTH BOX2		046	OTH AMT2	115.00	OTH BOX3	144	OTH AMT3	195.00	OTH BOX4	180
OTH AMT4		130.00	CHARITY	115.00	FNOTE D1	51	FNOTE \$1	195.00	FNOTE D2	50
FNOTE \$2		130.00	FNOTE D6	03	FNOTE \$6	115.00				

Audit Total

T4A XML FILE AUDIT REPORT		CNDACNDASystem Test Org CNDACNDACanada Combined		XCOUNTRY: USAX		PR323A Page 5	
Run Date 08/26/2013				X		Period End Date 07/30/2013	
				FILL SPACE TO USE THIRTY CHARS			
				FILL SPACE TO USE THIRTY CHARS			
				FILL SPACE TO 23 1A1 1A1			
<hr/>							
CONTROL BREAK TOTALS							
BUSINESS							
*NUMBER							
<hr/>							
123456782R							
P1743							

				<===== LEVEL OF BREAK TOTALS			
<hr/>							
T4A XML EMPLOYEE RECS:		10					
<hr/>							
PENSION		LUMP SUM	20,542.73	COMMISSN	1,150.00	INC TAX	75,896.75
ELIG RET		OIH INC	694.98	PATRONAG		PAST SRV	19,346.73
LUMP BEF	19,346.73	IAAC		NOEL RET		CHARITY	230.00
RESP EDU		FEES		TTL OIH	7,701.20	RESP ACC	460.00
<hr/>							

Exception Detail

T4A XML FILE EXCEPTION REPORT			CNDA SYSTEM TEST ORG CNDA			X COUNTRY: USA			PR323E Page 2		
Run Date 10/31/2024			CANADA COMBINED			X			Period End Date 10/31/2024		
			FILL SPACE TO USE THIRTY CHARS								
			FILL SPACE TO USE THIRTY CHARS								
			FILL SPACE TO 23 1A1 1A1								
<hr/>											
BUSINESS						SORT SEQUENCE FIELDS			(* = FIELD USED IN CONTROL BREAK TOTALS)		
*NUMBER						EMPLOYEE			SOC INS		
NAME						NUMBER					
<hr/>											
123456782R											
P1743											
<hr/>											
SMITH, SAMANIHA			L1L2: CNDA			PY ACT#: 123456782RP1743			EMPR EI RATE CD: 0		
907-333-7 AVENUE S.W.			EMP NO: 90001			L3-L4-L5: ABCD ABCD ABCD			COUNTRY CODE: CAN		
CALGARY, ALBERTA			SIN: 621-591-825			EE STATUS: ACTIVE			DNIL BENFIT CD: 1		
T2P 2Z1											
0	PENSION	575.00	LUMP SUM	100.00	INC TAX	8,381.53	ANNUITY	575.00	OTH INC	1,196.00-	
	LUMP BEF	100.00	RESP ACC	115.00	OTH BOX1	028	OTH AMT1	1,196.00-	OTH BOX2	040	
	OTH AMT2	115.00	OTH BOX3	110	OTH AMT3	100.00	OTH BOX4	129	OTH AMT4	575.00	
	OTH BOX5	127	OTH AMT5	276.00	OTH BOX6	119	OTH AMT6	345.00	OTH BOX7	123	
	OTH AMT7	115.00	FNOTE D1	10	FNOTE \$1	575.00	FNOTE D2	09	FNOTE \$2	276.00	
	FNOTE D3	08	FNOTE \$3	345.00	FNOTE D4	AM	FNOTE \$4	115.00			
***** NEGATIVE AMOUNT(S) FOUND *****											
WARNING - BLANK VALUE FOR EMPLOYEE FIRST NAME AND/OR ADDRESS LINE 3 (CITY, PROVINCE/STATE)											
<hr/>											
SMYTH, ALICE			L1L2: CNDA			PY ACT#: 123456782RP1743			EMPR EI RATE CD: 0		
123 HASTINGS AVENUE			EMP NO: 90002			L3-L4-L5: ABCE ABCE ABCE			COUNTRY CODE: CAN		
VANCOUVER, B C			SIN: 621-741-784			EE STATUS: ACTIVE			DNIL BENFIT CD: 1		
V5H 3Y1											
	PENSION	575.00	LUMP SUM	575.00	COMMISSN	575.00	INC TAX	7,413.88	ANNUITY	575.00	
	OTH INC	2,645.00-	PATRONAG	575.00	IAAC	575.00	OTH BOX1	028	OTH AMT1	2,645.00-	
	OTH BOX2	030	OTH AMT2	575.00	OTH BOX3	111	OTH AMT3	575.00	OTH BOX4	129	
	OTH AMT4	230.00	OTH BOX5	127	OTH AMT5	2,300.00	OTH BOX6	119	OTH AMT6	115.00	
	OTH BOX7	109	OTH AMT7	575.00	FNOTE D1	10	FNOTE \$1	230.00	FNOTE D2	09	
	FNOTE \$2	2,300.00	FNOTE D3	08	FNOTE \$3	115.00	FNOTE D4	AC	FNOTE \$4	575.00	
***** NEGATIVE AMOUNT(S) FOUND *****											
WARNING - BLANK VALUE FOR EMPLOYEE FIRST NAME AND/OR ADDRESS LINE 3 (CITY, PROVINCE/STATE)											

Relevé 1 Slip Audit Report (Canada)

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

RELEVÉ 1 SLIP AUDIT REPORT
RUN DATE 01/20/2025

FR330A PAGE 1
PERIOD END DATE 11/01/2024

KEY FOR RELEVÉ 1 SLIP EMPLOYEE DETAIL

ADD BOX#	ADDITIONAL INFORMATION BOX #	OTH COM	COMMISSIONS PAID TO A SELF-EMPLOYED WORKER
ADD AMT#	ADDITIONAL INFORMATION AMOUNT	OTH INC	OTHER TAXABLE INCOME - TO BE INCLUDED IN EX O TOT
AUTO	PERSONAL USE OF THE EMPLOYERS AUTOMOBILE	PATRONAG	PATRONAGE DIVIDENDS
EX O TOT	TOTAL BOX O OTHER TAXABLE INC NOT INCLUDED IN BOX A	PHASEG-3	PHASED RETIREMENT INCOME / G-3
EX O DSC	BOX O DESCRIPTION OF OTHER INC (FIRST 15 CHARACTERS)	PPIP INC	PPIP INSURABLE EARNINGS
CHARITY	CHARITABLE DONATIONS	PPIP TAX	PPIP PREMIUMS
COMMISSN	EMPLOYMENT COMMISSIONS INCLUDED IN BOX A	QPP CONT	CONTRIBUTIONS TO THE QUEBEC PENSION PLAN
CPP CONT	CONTRIBUTIONS TO CANADA PENSION PLAN / B-1	QPP2CONT	SECONDARY CONTRIBUTION TO QUEBEC PENSION PLAN
CPP2CONT	SECONDARY CONTRIBUTION TO CANADA PENSION/B-2	QPP EARN	PENSIONABLE EARNINGS UNDER THE QUEBEC PENSION PLAN
DEF WAGE	DEFERRED SALARY OR WAGES	RET-ELIG	RETIREMENT ALLOWANCE ELIGIBLE FOR TRANSFERRING
EI PREMS	EMPLOYMENT INSURANCE PREMIUMS PAID	RET-NOEL	RETIREMENT ALLOWANCE NOT ELIGIBLE FOR TRANSFERRING
FNOTE D#	FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)	RPP CONT	REGISTERED PENSION PLAN CONTRIBUTIONS
FNOTE \$#	AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURRENCE #	RPP NUM	REGISTERED PENSION PLAN NUMBER
HEALTH	PRIVATE HEALTH INSURANCE CONTRIBUTIONS	SOURCE	SOURCE OR NATURE OF THE AMOUNT IN BOX O
MEALS	MEALS AND ACCOMMODATION (HOUSING)	STOCK OPT	STOCK OPTION BENEFITS
INC TAX	QUEBEC INCOME TAX WITHHELD AT SOURCE	TIPS ALL	TIPS ALLOCATED, ALREADY INCLUDED IN TOT EARN
INDIAN	TAX-EXEMPT INCOME PAID TO AN INDIAN	TIPS REC	TIPS RECEIVED, ALREADY INCLUDED IN TOT EARN
JOINT	DUES FOR JOINT COMMITTEE	TOT EARN	EMPLOYMENT INCOME BEFORE DEDUCTIONS
LOAN	INTEREST-FREE OR LOW-INTEREST LOANS AND DEBTS	TRAVEL	TRIPS BY RESIDENTS OF DESIGNATED REMOTE AREAS
OTH BENE	OTHER BENEFITS	UNION	UNION AND PROFESSIONAL DUES
MULT-EMP	MULTI-EMPLOYER INSURANCE PLAN CONTRIBUTIONS		

Audit Employee Detail

RELEVÉ 1 SLIP AUDIT REPORT				CNDL SYSTEM TEST ORG CNDL				X				PR330A Page 2							
Run Date 08/26/2013				CANADA COMBINED				X				Period End Date 07/30/2013							
				FILL SPACE TO USE THIRTY CHARS															
				FILL SPACE TO USE THIRTY CHARS															
				FILL SPACE TO 23 1A1 1A1															
SORT SEQUENCE FIELDS												(* = FIELD USED IN CONTROL BREAK TOTALS)							
EMPLOYEE		EMPLOYEE																	
NAME		NUMBER																	
ALBERT, GILLES CNDL1100																			
34 ROYALE PLACE																			
LAVAL,																			
QUEBEC																			
H7H 1Q5																			
L1L2: CNDL																			
EMP NO: 1100																			
SIN: 558-748-950																			
TAPE REC NO: 123 456 830																			
L3-L4-L5:																			
EMPR REG NO: 1234567892RS0001																			
EMPLR EI RATE CD: 0																			
TOT EARN		60,065.00		QPP CONT		2,427.60		EI PREMS		801.03		INC TAX		9,924.98		ADD BOX1		A-11	
QPP EARN		51,100.00		PPIP TAX		221.15		PPIP INC		39,561.00						ADD AMT1		1,610.00	
ADD BOX2		A-2		ADD AMT2		2,185.00		FNOTE D1		K3		FNOTE \$1		1,610.00		FNOTE D2		K2	
FNOTE \$2		2,185.00																	
ANOTHER, BRIAN																			
123 FRENCH AVE																			
MONTREAL,																			
QUEBEC																			
J4Z 2Y4																			
L1L2: CNDL																			
EMP NO: 91500																			
SIN: 233-624-139																			
TAPE REC NO: 123 457 250																			
L3-L4-L5: 0001																			
EMPR REG NO: 1234567892RS0001																			
EMPLR EI RATE CD: 0																			
TOT EARN		11,500.00		QPP CONT		465.89		EI PREMS		189.50		INC TAX		736.31					
QPP EARN		11,000.00		PPIP TAX		41.93		PPIP INC		7,500.00									
BARNHARD, EVANGELINA CNDL1050																			
9843 VANHAULEY WALKWAY																			
RUE SAN LAURENT,																			
QUEBEC																			
J8D 9J7																			
L1L2: CNDL																			
EMP NO: 1050																			
SIN: 252-515-630																			
TAPE REC NO: 123 456 804																			
L3-L4-L5:																			
EMPR REG NO: 1234567892RS0001																			
EMPLR EI RATE CD: 0																			
TOT EARN		43,131.90		QPP CONT		2,040.78		EI PREMS		710.75		INC TAX		6,324.84		ADD BOX1		A-9	
QPP EARN		41,256.60		PPIP TAX		157.24		PPIP INC		28,129.50						ADD AMT1		750.95	
ADD BOX2		A-6		ADD AMT2		750.95		DEF WAGE		750.95		MULT-EMP		457.10		FNOTE D1		5Z	
FNOTE \$1		750.95		FNOTE D2		5Y		FNOTE \$2		750.95									
BELLEVUE, CATHERINE CNDL1480																			
678 POITRAS RU																			
ANCIENNE LORETTE,																			
QUEBEC																			
G7E 4C8																			
L1L2: CNDL																			
EMP NO: 1480																			
SIN: 874-895-626																			
TAPE REC NO: 123 456 981																			
L3-L4-L5:																			
EMPR REG NO: 1234567892RS0001																			
EMPLR EI RATE CD: 0																			
TOT EARN		38,851.60		QPP CONT		1,827.69		EI PREMS		640.18		INC TAX		5,468.78					
QPP EARN		37,162.40		PPIP TAX		141.64		PPIP INC		25,338.00									
CHARBONNEAU, JACQUES CNDL1090																			
4455 RUE 89																			
BAGOIVILLE,																			
QUEBEC																			
G8Y 1Y6																			
L1L2: CNDL																			
EMP NO: 1090																			
SIN: 665-874-590																			
TAPE REC NO: 123 456 826																			
L3-L4-L5:																			
EMPR REG NO: 1234567892RS0001																			
EMPLR EI RATE CD: 0																			
TOT EARN		61,525.00		QPP CONT		2,427.60		EI PREMS		805.62		INC TAX		10,275.24		ADD BOX1		A-13	
QPP EARN		51,100.00		PPIP TAX		224.30		PPIP INC		40,125.00						ADD AMT1		12,305.00	
ADD BOX2		A-11		ADD AMT2		40,140.17		FNOTE D1		9A		FNOTE \$1		12,305.00		FNOTE D2		JB	
FNOTE \$2		40,140.17																	

Audit Total

RELEVE 1 SLIP AUDIT REPORT		CNDP SYSTEM TEST ORG CNDP		X	PR330A Page 11				
Run Date 08/26/2013		CANADA COMBINED		X	Period End Date 07/30/2013				
FILL SPACE TO USE THIRTY CHARS									
FILL SPACE TO USE THIRTY CHARS									
FILL SPACE TO 23 1A1 1A1									

CONTROL BREAK TOTALS									
GRAND									
*TOTALS									

EMPLOYEE RELEVE 1 SLIPS:		42							
TOT EARN	1624,798.09	QPP CONT	64,636.48	EI PREMS	21,301.90	INC TAX	262,739.07	QPP EARN	1349,716.77
RPP CONT	1,646.65	UNION	437.59	MEALS		AUTO	.18	LOAN	.17
TRAVEL		OTH BENE	966.58	COMMISSN	.25	CHARITY	.16	EX O TOT	7,288.53
OTH INC	7,288.53	RET-ELIG		RET-NOEL		PATRONAG		OTH COMM	
STCK OPT		JOINT		HEALTH		DEF WAGE	9,897.25	MULT-EMP	4,826.50
INDIAN	1,046.50	TIPS ALL	1,840.00	TIPS REC	1,623.80	PHASEG-3	2,530.00	PPIP INC	1070,839.75
PPIP TAX	6,100.12								

Exception Detail

RELEVÉ 1 SLIP EXCEPTION RPT	CNDA	SYSTEM TEST ORG CNDA	X	PR330E	Page	3
Run Date 08/26/2013		CANADA COMBINED	X		Period End Date	07/30/2013
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO 23	1A1 1A1			
<hr/>						
		CONTROL BREAK TOTALS				
GRAND						
*TOTALS						
<hr/>						
THERE ARE NO EXCEPTIONS TO REPORT						

Relevé 2 Slip Audit Report (Canada)

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

RELEVE 2 SLIP AUDIT REPORT

RUN DATE 08/26/2013

PR331A PAGE 1

PERIOD END DATE 07/30/2013

ADD BOX#

ADDITIONAL INFORMATION BOX #

ADD AMT#

ADDITIONAL INFORMATION AMOUNT

AF-DEATH

INCOME EARNED AFTER DEATH (RRSP OR RRIF)

ANNUITY

ANNUITIES

DEDUCTIN

AMOUNT GIVING ENTITLEMENT TO A DEDUCTION

EXCESS

REFUND OF EXCESS CONTRIBUTIONS

ENOTE D#

FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)

ENOTE \$#

AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURANCE #

HOME BUY

FUNDS WITHDRAWN UNDER HOME BUYERS PLAN

INC TAX

QUEBEC INCOME TAX WITHHELD AT SOURCE

LLP

WITHDRAWAL UNDER THE LIFELONG LEARNING PLAN

LUMP BEF

SINGLE PAYMENT TO PEN PLN PRIOR TO 12/31/71

LUMP SUM

OTHER SINGLE PAYMENTS, RRSP/QPP/CCP AMTS, ETC

OTH INC

OTHER INCOME AND DEDUCTIONS

PENSION

LIFE ANNUITY PYMT UNDER A REGS OR UNREGS

PR-DEATH

AMOUNTS DEEMED RECEIVED PRIOR TO DEATH

REFUND

REFUND OF RRSP PREM PAID TO SURVING SPOUSE

REVOCATIN

AMT DEEMED RECVD UPON REVOCATION OF PLN REGS

* SOURCE1

SOURCE OF INCOME 1

* SOURCE2

SOURCE OF INCOME 2

TAX PAID

TAX PAID AMOUNTS

KEY FOR RELEVE 2 FORM EMPLOYEE DETAIL

ADD BOX#

ADDITIONAL INFORMATION BOX #

ADD AMT#

ADDITIONAL INFORMATION AMOUNT

AF-DEATH

INCOME EARNED AFTER DEATH (RRSP OR RRIF)

ANNUITY

ANNUITIES

DEDUCTIN

AMOUNT GIVING ENTITLEMENT TO A DEDUCTION

EXCESS

REFUND OF EXCESS CONTRIBUTIONS

ENOTE D#

FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)

ENOTE \$#

AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURANCE #

HOME BUY

FUNDS WITHDRAWN UNDER HOME BUYERS PLAN

INC TAX

QUEBEC INCOME TAX WITHHELD AT SOURCE

LLP

WITHDRAWAL UNDER THE LIFELONG LEARNING PLAN

LUMP BEF

SINGLE PAYMENT TO PEN PLN PRIOR TO 12/31/71

LUMP SUM

OTHER SINGLE PAYMENTS, RRSP/QPP/CCP AMTS, ETC

OTH INC

OTHER INCOME AND DEDUCTIONS

PENSION

LIFE ANNUITY PYMT UNDER A REGS OR UNREGS

PR-DEATH

AMOUNTS DEEMED RECEIVED PRIOR TO DEATH

REFUND

REFUND OF RRSP PREM PAID TO SURVING SPOUSE

REVOCATIN

AMT DEEMED RECVD UPON REVOCATION OF PLN REGS

* SOURCE1

SOURCE OF INCOME 1

* SOURCE2

SOURCE OF INCOME 2

TAX PAID

TAX PAID AMOUNTS

* — INDICATES FIELD NOT SUPPORTED

Audit Employee Detail

RELEVÉ 2 SLIP AUDIT REPORT		CNDL SYSTEM TEST ORG CNDL		X	PR331A Page 2	
Run Date 08/26/2013		CANADA COMBINED		X	Period End Date 07/30/2013	
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO 23 1A1 1A1				
SORT SEQUENCE FIELDS				(* = FIELD USED IN CONTROL BREAK TOTALS)		
EMPLOYEE	EMPLOYEE					
NAME	NUMBER					
ANOTHER, BRIAN		L1L2: CNDL	TAPE REC NO: 123 457 261		EMPLR EI RATE CD: 0	
123 FRENCH AVE		EMP NO: 91500	L3-L4-L5: 0001			
MONTREAL,		SIN: 233-624-139	EMPR REG NO: 1234567892RS0001			
QUEBEC		J4Z 2Y4				
HOME BUY		325.00				
BERTHIER, GILLES CNDL1700		L1L2: CNDL	TAPE REC NO: 123 457 106		EMPLR EI RATE CD: 0	
89655 DES BOIS FRANC RU		EMP NO: 1700	L3-L4-L5:			
MONTEBELLO,		SIN: 548-221-365	EMPR REG NO: 1234567892RS0001			
QUEBEC		G1Z 9X4				
ANNUITY		17,046.73	LUMP SUM	17,046.73	INC TAX	5,004.79
				LUMP BEF	17,046.73	
COMMISSION, CLAUDE		L1L2: CNDL	TAPE REC NO: 123 457 180		EMPLR EI RATE CD: 0	
123 RUE STE MARIE		EMP NO: 90505	L3-L4-L5: 3000 3200 4100			
MONTREAL		SIN: 276-371-291	EMPR REG NO: 1234567892RS0001			
QUEBEC		N1B 3C3				
HOME BUY		575.00				
LARKIN, A G		L1L2: CNDL	TAPE REC NO: 123 457 165		EMPLR EI RATE CD: 0	
5290 SPEED STREET		EMP NO: 90200	L3-L4-L5: 3000 3100 4100			
QUEBEC CITY		SIN: 479-623-456	EMPR REG NO: 1234567892RS0001			
QUEBEC		N0P 3K0				
INC TAX		17,319.57	HOME BUY	287.50		
NEW, COLLENE		L1L2: CNDL	TAPE REC NO: 123 457 235		EMPLR EI RATE CD: 0	
123 RUE FRENCH		EMP NO: 91300	L3-L4-L5: 0001 0001 0001			
QUE.		SIN: 458-265-337	EMPR REG NO: 1234567892RS0001			
QUEBEC		M5G 2C8				
INC TAX		4,349.87	HOME BUY	325.00		
PENSION, LUC		L1L2: CNDL	TAPE REC NO: 123 457 191		EMPLR EI RATE CD: 0	
123 RUE PRINCIPAL		EMP NO: 90605	L3-L4-L5: MONT PAY SUP			
MONTREAL		SIN: 233-940-808	EMPR REG NO: 1234567892RS0001			
QUEBEC		J4Z 2Y4				
ANNUITY		1,150.00	LUMP SUM	1,150.00	INC TAX	15,241.83
				HOME BUY	575.00	LUMP BEF 1,150.00

Audit Total

RELEVE 2 SLIP AUDIT REPORT		CNDA	SYSTEM TEST ORG CNDA	X	PR331A	Page	5
Run Date 08/26/2013			CANADA COMBINED	X	Period End Date 07/30/2013		
			FILL SPACE TO USE THIRTY CHARS				
			FILL SPACE TO USE THIRTY CHARS				
			FILL SPACE TO 23 1A1 1A1				
<hr/>							
CONTROL BREAK TOTALS							
<hr/>							
GRAND							
*TOTALS							
<hr/>							
EMPLOYEE RELEVE 2 SLIPS:		8					
<hr/>							
PENSION	ANNUITY	19,346.73	LUMP SUM	19,346.73	REFUND	PR-DEATH	
EXCESS	REVOCATN		OTH INC		DEDUCTN	INC TAX	56,027.06
TAX PAID	LUMP BEN	19,346.73	AF-DEATH		LLP	HOME BUY	3,237.50

Exception Detail

RELEVE 2 SLIP EXCPIN REPORT	CND	SYSTEM TEST ORG CND	X	PR331E	Page	3
Run Date 08/26/2013		CANADA COMBINED	X		Period End Date	07/30/2013
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO 23	1A1 1A1			
<hr/>						
CONTROL BREAK TOTALS						
GRAND						
*TOTALS						
<hr/>						
THERE ARE NO EXCEPTIONS TO REPORT						

Relevé 1 XML File Audit Report (Canada)

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

REL 1 XML FILE AUDIT REPORT
RUN DATE 08/26/2013

FR332A PAGE 1
PERIOD END DATE 07/30/2013

FILE TRANSMITTER INFORMATION

TRANSMITTER NUMBER:	TAXATION YEAR:	2013
TRANSMITTER NAME 1: INFOR GLOBAL SOLUTIONS	TECH/ACCT CONTACTS:	DOUGLAS BARBER / DOUGLAS BARBER 4-79
TRANSMITTER NAME 2: HCM E SERIES	TECH/ACCT PHONE #S:	(678) 3198278 EXT:0000A/ (678) 3198278 EXT:0000A
TRANSMITTER ADDRESS 1: 13560 MORRIS ROAD	TECH/ACCT LANG INDS:	/ N
TRANSMITTER ADDRESS 2:	TYPE OF PACKAGE:	3
TRANSMITTER CITY: ALPHARETTA	TYPE OF TRANSMITTER:	1
TRANSMITTER PROVINCE: GA	RELEVE SLIP SOURCE:	A
TRANSMITTER POSTAL CD: 30004		

TRANSMITTER CONTACT EMAIL ADDRESS: TransContactEmail@infor.com
TRANSMITTER CONTACT LANGUAGE PREF: F

KEY FOR RELEVÉ 1 FILE EMPLOYEE DETAIL

ADD BOX#	ADDITIONAL INFORMATION BOX #	OTH BENE	OTHER BENEFITS
ADD AMT#	ADDITIONAL INFORMATION AMOUNT	OTH INC	OTHER TAXABLE INCOME (BOX O)
AUTO	USE OF EMPLOYER AUTOMOBILE	PHASEG-3	PHASED RETIREMENT INCOME / G-3
CHARITY	CHARITABLE DONATIONS	PPIP INC	PPIP INSURABLE EARNINGS
COMMISSN	COMMISSIONS	PPIP TAX	PPIP PREMIUMS
CPP CONT	CANADA PENSION PLAN (CPP) CONTRIBUTIONS	QPP CONT	QUEBEC PENSION PLAN (QPP) CONTRIBUTIONS
CPP2TB-2	CANADA PENSION PLAN2 CONTRIBUTIONS SUPPL /B-2	QPP2CONT	QUEBEC PENSION PLAN (QPP2) CONTRIBUTIONS SUPPL
DEF WAGE	DEFERRED SALARY OR WAGES	QPP EARN	PENSIONABLE EARNINGS UNDER THE QPP
EI PREM	EMPLOYMENT INSURANCE PREMIUMS PAID	QUEB MED	QUEBEC MEDICARE WAGES
FNOTE D#	FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)	R/C RL#	REPLACED/CANCELLED RELEVÉ SLIP NUMBER
FNOTE \$#	AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURRENCE #	RPP CONT	REGISTERED PENSION PLAN (RPP) CONTRIBUTIONS
HEALTH	PRIVATE HEALTH INSURANCE PLAN	SOURCE	SOURCE OR NATURE OF THE AMOUNT IN BOX O
INCOME	EMPLOYMENT INCOME	TIPS ALL	TIPS ALLOCATED, ALREADY INCLUDED IN INCOME
INC TAX	QUEBEC INCOME TAX WITHHELD AT SOURCE	TIPS REC	TIPS RECEIVED, ALREADY INCLUDED IN INCOME
INDIAN	TAX-EXEMPT INCOME PAID TO AN INDIAN	TRIPS	TRIPS MADE BY RESIDENTS OF REMOTE AREAS
MEALS	MEALS AND ACCOMMODATIONS (HOUSING)	UNION	UNION AND PROFESSIONAL DUES
MULT-EMP	CONTRIBUTIONS MADE TO A MULTI-EMPLR INS PLAN		

Audit Employee Detail

REL 1 XML FILE AUDIT REPORT				CNDL SYSTEM TEST ORG CNDL X				PR332A Page 2											
Run Date 08/26/2013				CANADA COMBINED X				Period End Date 07/30/2013											
				FILL SPACE TO USE THIRTY CHARS															
				FILL SPACE TO USE THIRTY CHARS															
				FILL SPACE TO 23 1A1 1A1															

SORT SEQUENCE FIELDS								(* = FIELD USED IN CONTROL BREAK TOTALS)											
EMPLR/PYR		EMPLOYEE		SOC INS															
*REGIST NO		NAME		NUMBER															

1234567892																			
RS0001																			

ALBERT, GILLES CNDL1100				L1L2: CNDL				PROVINCE: QC				PAYER ID NUM: 1234567892RS0001							
34 ROYALE PLACE				EMP NO: 1100				L3-L4-L5:				RELEVE SLIP NUM: 123456830							
LAVAL,				SIN: 558-748-950				STATUS: ACTIVE											
QUEBEC H7H 1Q5																			

INCOME		60,065.00		QPP CONT		2,427.60		QPP EARN		51,100.00		EI PREM		801.03		ADD BOX1		A-11	
RPP CONT		0.00		INC TAX		9,924.98		PPIP TAX		221.15		PPIP INC		39,561.00		ADD AMT1		1,610.00	
ADD BOX2		A-2		ADD AMT2		2,185.00		QUEB MED		60,065.00		ADD BOX1		A-11		ADD AMT1		1,610.00	
ADD BOX2		A-2		ADD AMT2		2,185.00													

ANOTHER, BRIAN				L1L2: CNDL				PROVINCE: QC				PAYER ID NUM: 1234567892RS0001							
123 FRENCH AVE				EMP NO: 91500				L3-L4-L5: 0001				RELEVE SLIP NUM: 123457250							
MONTREAL,				SIN: 233-624-139				STATUS: ACTIVE											
QUEBEC J4Z 2Y4																			

INCOME		11,500.00		QPP CONT		465.89		QPP EARN		11,000.00		EI PREM		189.50		QUEB MED		11,500.00	
RPP CONT		0.00		INC TAX		736.31		PPIP TAX		41.93		PPIP INC		7,500.00					

BARNHARD, EVANGELINA CNDL1050				L1L2: CNDL				PROVINCE: QC				PAYER ID NUM: 1234567892RS0001							
9843 VANHAULEY WALKWAY				EMP NO: 1050				L3-L4-L5:				RELEVE SLIP NUM: 123456804							
RUE SAN LAURENT,				SIN: 252-515-630				STATUS: ACTIVE											
QUEBEC J8D 9J7																			

INCOME		43,131.90		QPP CONT		2,040.78		QPP EARN		41,256.60		EI PREM		710.75		ADD BOX1		A-9	
RPP CONT		0.00		INC TAX		6,324.84		PPIP TAX		157.24		PPIP INC		28,129.50		ADD AMT1		750.95	
ADD BOX2		A-6		ADD AMT2		750.95		MULT-EMP		457.10		DEF WAGE		750.95		QUEB MED		43,131.90	
ADD BOX1		A-9		ADD AMT1		750.95		ADD BOX2		A-6		ADD AMT2		750.95					

BELLEVUE, CATHERINE CNDL1480				L1L2: CNDL				PROVINCE: QC				PAYER ID NUM: 1234567892RS0001							
678 POITRAS RU				EMP NO: 1480				L3-L4-L5:				RELEVE SLIP NUM: 123456981							
ANCIENNE LORETTE,				SIN: 874-895-626				STATUS: ACTIVE											
QUEBEC G7E 4C8																			

INCOME		38,851.60		QPP CONT		1,827.69		QPP EARN		37,162.40		EI PREM		640.18		QUEB MED		38,851.60	
RPP CONT		0.00		INC TAX		5,468.78		PPIP TAX		141.64		PPIP INC		25,338.00					

Audit Total

REL 1 XML FILE AUDIT REPORT		CNDL SYSTEM TEST ORG CNDL		X	PR332A Page 10				
Run Date 08/26/2013		CANADA COMBINED		X	Period End Date 07/30/2013				
		FILL SPACE TO USE THIRTY CHARS							
		FILL SPACE TO USE THIRTY CHARS							
		FILL SPACE TO 23 1A1 1A1							
<hr/>									
CONTROL BREAK TOTALS									
EMPLR/PYR									
*REGIST NO									
<hr/>									
1234567892									
RS0001									

				<===== LEVEL OF BREAK TOTALS					
<hr/>									
REL1 XML EMPLOYEE RECS:		41							
<hr/>									
INCOME	1541,047.29	QPP CONT	62,208.88	EI PREM	20,460.77	RPP CONT	1,646.65	INC TAX	247,382.14
UNION		QPP EARN	1298,616.77	MEALS		AUTO	.18	HEALTH	
TRIPS		OTH BENE	966.58	COMMISSN		.25 CHARITY	.16	OTH INC	7,271.03
MULT-EMP	4,826.50	DEF WAGE	9,897.25	INDIAN	1,046.50	TIPS ALL	1,840.00	TIPS REC	1,623.80
PHASEG-3	2,530.00	QUEB MED	1725,554.61	CPP CONT		PPIP TAX	5,722.79	PPIP INC	1023,745.05

Exception Detail

REL 1 XML FILE EXCPIN REPORT		CNDL SYSTEM TEST ORG CNDL		X	PR332E Page 2	
Run Date 08/26/2013		CANADA COMBINED		X	Period End Date 07/30/2013	
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO 23 1A1 1A1				
<hr/>						
SORT SEQUENCE FIELDS				(* = FIELD USED IN CONTROL BREAK TOTALS)		
EMPLR/PYR		EMPLOYEE		SOC INS		
*REGIST NO		NAME		NUMBER		
<hr/>						
1234567892						
RS0001						
<hr/>						
MERCIER, MARIE-ANNE		CNDL1580		L1L2: CNDL		
47 B LATENDRESSE RU				EMP NO: 1580		
QUEBEC CITY,				SIN: 945-978-914		
QUEBEC		G6N 4F6		PROVINCE: QC		
				L3-L4-L5:		
				STATUS: ACTIVE		
				PAYER ID NUM: 1234567892RS0001		
				RELEVE SLIP NUM: 123457036		
<hr/>						
INCOME		83,750.80	QPP CONT	2,427.60	QPP EARN	51,100.00
RPP CONT		0.00	INC TAX	15,356.93	PPIP TAX	377.33
ADD BOX1		A-11	ADD AMT1	115.00	QUEB MED	83,768.30
					ADD BOX1	A-11
						ADD AMT1
***** SOURCE CODE IS BLANK, BUT OTH INC IS > 0 *****						

Relevé 2 XML File Audit Report (Canada)

A sample audit report follows. Messages that can appear on this report are described in the Messages appendix.

Audit Key

REL 2 XML FILE AUDIT REPORT

RUN DATE 08/26/2013

PR333A PAGE 1

PERIOD END DATE 07/30/2013

FILE TRANSMITTER INFORMATION

TRANSMITTER NUMBER:

TRANSMITTER NAME 1: INFOR GLOBAL SOLUTIONS

TRANSMITTER NAME 2: HCM E SERIES

TRANSMITTER ADDRESS 1: 13560 MORRIS ROAD

TRANSMITTER ADDRESS 2:

TRANSMITTER CITY: ALPHARETTA

TRANSMITTER PROVINCE: GA

TRANSMITTER POSTAL CD: 30004

TAXATION YEAR: 2013

TECH/ACCT CONTACTS: DOUGLAS BARBER / DOUGLAS BARBER 4-82

TECH/ACCT PHONE #S: (678) 3198278 EXT:0000A/ (678) 3198278 EXT:0000A

TECH/ACCT LANG INDS: / N

TYPE OF PACKAGE: 3

TYPE OF TRANSMITTER: 1

RELEVE SLIP SOURCE: A

TRANSMITTER CONTACT EMAIL ADDRESS: TransContactEmail@infor.com

TRANSMITTER CONTACT LANGUAGE PREF: F

KEY FOR RELEVE 2 FILE EMPLOYEE DETAIL

ADD BOX# ADDITIONAL INFORMATION BOX #

ADD AMT# ADDITIONAL INFORMATION AMOUNT

AF-DEATH INCOME EARNED AFTER DEATH (RRSP OR RRIF)

ANNUITY BENEFITS UNDER A RRSP, RRIF, DPDS & ANNUITIES

DEDUCTIN AMOUNT GIVING ENTITLEMENT TO A DEDUCTION

EXCESS REFUND OF EXCESS CONTRIBUTIONS

FNOTE D# FOOTNOTE DOE# (# = OCCURRENCE NUMBER 1 - 9)

FNOTE \$# AMOUNT ASSOCIATED WITH FOOTNOTE DOE OCCURRENCE #

HOME BUY FUNDS WITHDRAWN UNDER HOME BUYERS PLAN

INC TAX QUEBEC INCOME TAX WITHHELD AT SOURCE

LLP WITHDRAWAL UNDER THE LIFELONG LEARNING PLAN

OTHR INC OTHER INCOME AND DEDUCTIONS

OTHR PAY OTHER PAYMENTS

PENSION LIFE ANNUITY PYMT UNDER A REGS OR UNREGS PLAN

PR-DEATH AMOUNTS DEEMED RECEIVED PRIOR TO DEATH

R/C RL# REPLACED/CANCELLED RELEVE SLIP NUMBER

REFUND REFUND OF RRSP PREM PAID TO SURVIVING SPOUSE

REVOCATIN AMTS DEEMED RECEIVED UPON REVOCATION OF REGST

* SOURCE1 SOURCE OF INCOME 1

* SOURCE2 SOURCE OF INCOME 2

TAX PAID AMOUNTS ON WHICH TAX WAS PAID

* — INDICATES FIELD NOT SUPPORTED

Audit Employee Detail

REL 2 XML FILE AUDIT REPORT				CNDL SYSTEM TEST ORG CNDL		X	PR333A Page 2	
Run Date 08/26/2013				CANADA COMBINED		X	Period End Date 07/30/2013	
				FILL SPACE TO USE THIRTY CHARS				
				FILL SPACE TO USE THIRTY CHARS				
				FILL SPACE TO 23 1A1 1A1				
SORT SEQUENCE FIELDS						(* = FIELD USED IN CONTROL BREAK TOTALS)		
EMPLR/PYR		EMPLOYEE	SOC INS					
*REGIST NO		NAME	NUMBER					
1234567892								
RS0001								
ANOTHER, BRIAN			L1L2: CNDL		PROVINCE: QC		PAYER ID NUM: 1234567892RS0001	
123 FRENCH AVE			EMP NO: 91500		L3-L4-L5: 0001		RELEVE SLIP NUM: 123457261	
MONTREAL,			SIN: 233-624-139		STATUS: ACTIVE			
QUEBEC			J4Z 2Y4					
PENSION		0.00	ANNUITY	0.00	OTHR PAY	0.00	INC TAX	0.00
HOME BUY		325.00	SOURCE1	RAP				
BERTHIER, GILLES CNDL1700			L1L2: CNDL		PROVINCE: QC		PAYER ID NUM: 1234567892RS0001	
89655 DES BOIS FRANC RU			EMP NO: 1700		L3-L4-L5:		RELEVE SLIP NUM: 123457106	
MONTREBELLO,			SIN: 548-221-365		STATUS: ACTIVE			
QUEBEC			GLZ 9X4					
PENSION		0.00	ANNUITY	17,046.73	OTHR PAY	17,046.73	INC TAX	5,004.79
SOURCE1 RO			ADD BOX1	C-1	ADD AMT1	17,046.73	OTHR INC	0.00
COMMISSION, CLAUDE			L1L2: CNDL		PROVINCE: QC		PAYER ID NUM: 1234567892RS0001	
123 RUE SIE MARIE			EMP NO: 90505		L3-L4-L5: 3000 3200 4100		RELEVE SLIP NUM: 123457180	
MONTREAL			SIN: 276-371-291		STATUS: ACTIVE			
QUEBEC			N1B 3C3					
PENSION		0.00	ANNUITY	0.00	OTHR PAY	0.00	INC TAX	0.00
HOME BUY		575.00	SOURCE1	RAP				
LARKIN, A G			L1L2: CNDL		PROVINCE: QC		PAYER ID NUM: 1234567892RS0001	
5290 SPEED STREET			EMP NO: 90200		L3-L4-L5: 3000 3100 4100		RELEVE SLIP NUM: 123457165	
QUEBEC CITY			SIN: 479-623-456		STATUS: ACTIVE			
QUEBEC			NOP 3K0					
PENSION		0.00	ANNUITY	0.00	OTHR PAY	0.00	INC TAX	17,319.57
HOME BUY		287.50	SOURCE1	RAP				
NEW, COLLENE			L1L2: CNDL		PROVINCE: QC		PAYER ID NUM: 1234567892RS0001	
123 RUE FRENCH			EMP NO: 91300		L3-L4-L5: 0001 0001 0001		RELEVE SLIP NUM: 123457235	
QUE.			SIN: 458-265-337		STATUS: ACTIVE			
QUEBEC			M5G 2C8					
PENSION		0.00	ANNUITY	0.00	OTHR PAY	0.00	INC TAX	4,349.87
HOME BUY		325.00	SOURCE1	RAP				

Audit Total

REL 2 XML FILE AUDIT REPORT	CNDA	SYSTEM TEST ORG CNDA	X	PR333A	Page	4
Run Date 08/26/2013		CANADA COMBINED	X	Period End Date	07/30/2013	
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO 23 1A1 1A1				

		CONTROL BREAK TOTALS				
EMPLR/PYR						
*REGIST NO						

1234567892						
RS0001						

				=====	LEVEL OF BREAK TOTALS	

REL2 XML EMPLOYEE RECS:	8					
PENSION	ANNUITY	19,346.73	OTHR PAY	19,346.73	REFUND	
EXCESS	REVOCATN		OTHR INC		DEDUCIN	
TAX PAID	AF-DEATH		LLP		HOME BUY	3,237.50
					PR-DEATH	
					INC TAX	56,027.06

Exception Detail

REL 2 XML FILE EXCPIN REPORT	CNDA	SYSTEM TEST ORG CNDA	X	PR333E	Page	2
Run Date 08/26/2013		CANADA COMBINED	X	Period End Date	07/30/2013	
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO USE THIRTY CHARS				
		FILL SPACE TO 23 1A1 1A1				

		CONTROL BREAK TOTALS				
EMPLR/PYR						
*REGIST NO						

1234567892						
RS0001						

				=====	LEVEL OF BREAK TOTALS	

THERE ARE NO EXCEPTIONS TO REPORT						

Audit Employee Detail

LOCAL W-2 FILE AUDIT REPORT		FED TAX ID	ALWA	GEAC ENTERPRISE SOLUTIONS, INC		PR340A	PAGE	2
RUN DATE 09/27/2004		10-3456789	.			PERIOD END DATE 09/30/2004		
AGENT IND	AGENT EIN	OTHER EIN	SUITE 667, 7TH FLOOR		TERM IND: 0	EMP CD: R		
	011111111	198765432	66 PERIMETER CENTER EA		TAX JUR:			
			ATLANTA		GA 30346-2245			
LOCALITY NAME: ALWA 077 SOC			LOCAL AUTHORITY CODE: LCIA			LOCAL TAX ACCOUNT NUMBER:		
<div style="text-align: right;">(* = FIELD USED IN CONTROL BREAK TOTALS)</div>								
<div style="text-align: center;">SORT SEQUENCE FIELDS</div>								
*LEVEL 1	*LEVEL 2	FICA/MQGE	ESTABLISH	SOC SEC				
		*INDICATOR	*CODE	NUMBER				
AL	WA							
AUFEN GARVEY								
2945 WHISPER LANE		L1L2: ALWA		L3-L4-L5:		SOC CODE/TYPE: 9004/CITY		
APARIMENT 3		EMP NO: 1350		FICA/MQGE IND: FICA		RETIRE PLAN		
ALBANY		SSN: 248-80-2345		EE STATUS: TERMINATED				
NY 11794								
LIT YTD	450.00	LIW YTD	27,130.14	LIT QTD	450.00	LIW QTD	27,130.14	FIT
MED TAX	393.39	FICA TAX	2,075.46	SS TAX	1,682.07	FED WAGE	27,130.14	MED WAGE
FIC WAGE	26,930.14	SS WAGE	26,930.14	SS TIPS	200.00	FICA TIP	200.00	F/M TAX
F/M WAGE	26,930.14	F/M TIPS	200.00	ST TAX	1,190.96	ST WAGE	27,130.14	UNC SS T
UNC MD T	7.25	UNC FC T	38.25	UNC EE T	38.25	MAR STAT MARRIED	RES/NON	R
STAT EE NO								
YUSKON MARY								
981 BRINKLY STREET, N.E.		L1L2: ALWA		L3-L4-L5:		SOC CODE/TYPE: 9064/CITY		
APARIMENT 38		EMP NO: 1360		FICA/MQGE IND: FICA		RETIRE PLAN		
SALEM		SSN: 254-70-2345		EE STATUS: ACTIVE		3RD PARTY SICK		
OR 97204								
LIT YTD	190.00	LIW YTD	1,557,455.54	LIT QTD	190.00	LIW QTD	1,557,455.54	MED TAX
FICA TAX	55,421.79	SS TAX	5,449.80	FED WAGE	1,800.00	MED WAGE	3,446,344.43	FIC WAGE
SS WAGE	87,900.00	F/M TAX	55,421.79	F/M WAGE	87,900.00	EIC	22,222.22	ALLO TIP
FRG BENE	666,666.66	SEC 457	111,111.11	NON 457	111,111.11	EX LIFE	333,333.33	DEF COMP
MAR STAT MARRIED		RES/NON R		STAT EE YES		MIL QTRS	111,111.11	ADOPTION
MED SAV	437,796.84	SIMPLE	222,222.22	STCK OPT	660,019.06	401 (K)	111,111.11	403 (B)
457 (B)	104,463.51	501 (C)	111,111.11					
NELSON GARVEY								
2945 WHISPER LANE		L1L2: ALWA		L3-L4-L5: 0006 0007 0008		SOC CODE/TYPE: 9004/CITY		
APARIMENT 3		EMP NO: 2160		FICA/MQGE IND: FICA		RETIRE PLAN		
ALBANY		SSN: 258-64-1015		EE STATUS: ACTIVE				
NY 11794								
LIT YTD	475.00	LIW YTD	17,528.45	LIT QTD	475.00	LIW QTD	17,528.45	FIT
MED TAX	254.16	FICA TAX	1,340.92	SS TAX	1,086.76	FED WAGE	17,528.45	MED WAGE
FIC WAGE	17,528.45	SS WAGE	17,528.45	F/M TAX	1,340.92	F/M WAGE	17,528.45	ST TAX
ST WAGE	17,528.45	MAR STAT HEAD HOUSEHOLD	RES/NON R			STAT EE NO		
CUMMINGS JR. PETER								
981 BRINKLY STREET, N.E.		L1L2: ALWA		L3-L4-L5: 0009 0010 0011		SOC CODE/TYPE: 9064/CITY		
APARIMENT 38		EMP NO: 1508		FICA/MQGE IND: FICA		RETIRE PLAN		
SALEM		SSN: 321-10-2944		EE STATUS: ACTIVE				
OR 97204								
LIT YTD	190.00	LIW YTD	9,500.00	LIT QTD	190.00	LIW QTD	9,500.00	FIT
MED TAX	137.75	FICA TAX	726.75	SS TAX	589.00	FED WAGE	9,500.00	MED WAGE
FIC WAGE	9,500.00	SS WAGE	9,500.00	F/M TAX	726.75	F/M WAGE	9,500.00	MAR STAT HEAD HOUSEHOLD
RES/NON R		STAT EE NO						

Audit Total

LOCAL W-2 FILE AUDIT REPORT	FED TAX ID	ALWA	GEAC ENTERPRISE SOLUTIONS, INC	PR340A	PAGE	10
RUN DATE 09/23/2005	10-3456789	.		PERIOD END DATE	09/30/2005	
AGENT IND	AGENT EIN	OTHER EIN	SUITE 667, 7TH FLOOR	TERM IND: 0	EMP CD: R	
	011111111	198765432	66 PERIMETER CENTER EA	TAX JUR:		
			ATLANTA	GA 30346-2245		

LOCALITY NAME: BOONE CO KY KY OCC TAX LOCAL AUTHORITY CODE: LCIA LOCAL TAX ACCOUNT NUMBER:

CONTROL BREAK TOTALS

LOCAL	FICA/MQGE	
*SCC CODE	*INDICATOR	

200843

<===== LEVEL OF BREAK TOTALS

LIT YTD	10,080.97	LIW YTD	102,780.00	LIT QTD	10,080.97	LIW QTD	102,780.00	FIT	2,457.65
MED TAX	1,485.15	FICA TAX	7,835.44	SS TAX	6,350.29	FED WAGE	102,780.00	MED WAGE	102,424.00
FTC WAGE	102,424.00	SS WAGE	102,424.00	SS TIPS		FICA TIP		F/M TAX	7,835.44
F/M WAGE	102,424.00	F/M TIPS		ST TAX		ST WAGE	102,780.00	EIC	
ALLO TIP		FRG BENE		DEP CARE		SEC 457		NON 457	
EX LIFE		UNC SS T		UNC MD T		UNC FC T		UNC EE T	
DEF COMP	278.00	USER #1		USER #2		USER #3		USER #4	
USER #5		ADOPTION		MED SAV		CMET PAY	858.00	SIMPLE	
STCK OPT		UNC MD I		UNC SS I		401 (K)		403 (B)	
408 (K)		457 (B)		501 (C)		3RD TAX		HSA	
409 (A) -D	278.00	409 (A) -I	78.00	STAT EE		1 RET PLAN		12	

Exception Detail

LOCAL W-2 FILE EXCEPTION RPT		FED TAX ID	ALWA	GEAC ENTERPRISE SOLUTIONS, INC		PR340E	PAGE	2
RUN DATE 09/27/2004		10-3456789	SUITE 667, 7TH FLOOR		PERIOD END DATE 09/30/2004			
AGENT IND	AGENT EIN	OTHER EIN	66 PERIMETER CENTER EA		TERM IND:	EMP CD: R		
			ATLANTA GA 30346-2245		TAX JUR:			
			EIN CITY 123456789XXXX GA 30046-2241					
LOCALITY NAME: ALWA 077 SCC COUNTY			LOCAL AUTHORITY CODE: LCL2		LOCAL TAX ACCOUNT NUMBER:			
				SORT SEQUENCE FIELDS		(* = FIELD USED IN CONTROL BREAK TOTALS)		
*LEVEL 1	*LEVEL 2	LOCAL *SCC CODE	EMPLOYEE NUMBER					
AL	WA	200077						
STEPHEN GASTON SR		L1L2: ALWA		L3-L4-L5:		SCC CODE/TYPE: 0077/COUNTY		
161 SIMMONS STREET		EMP NO: 1034		FICA/MQGE IND: FICA		RETIRE PLAN		
APARIMENT 8		SSN: 810-01-2345		EE STATUS: ACTIVE				
HARRISBURG		PA 19107-1034						
LIT YTD		LITW YTD	200.00	LIT QTD		LITW QTD	200.00	MED TAX 2.90
FICA TAX	15.30	SS TAX	12.40	FED WAGE	200.00	MED WAGE	200.00	FIC WAGE 200.00
SS WAGE	200.00	F/M TAX	15.30	F/M WAGE	200.00	ST WAGE	200.00	MAR STAT MARRIED
RES/NON N		STAT EE NO						
***** SSN INVALID *****								

Pennsylvania Local File Audit Report

The sample audit report follows. Messages that can appear on this report are described in the Messages appendix

Audit Key

PA Local EIT&LST Audit Report
Run Date 04/19/2012

FR339A Page 1
Period End Date 03/29/2012

Reporting Period: Quarterly

Submitter EIN: 123456789
Submitter Name and Address:
SUBMITTER NAME TO XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX HERE
SUBMITTER LOCATION ADD
SUBMITTER DELIVERY ADD
SUBMITTER CITY AL 36116-2104

Contact Information:

Name: SUBMITTER CONTACT NAME XXXX
Phone: 404522115299999 X4432
Email: SUBMITTER CONTACT EMAIL =====|
Fax: 0123456789

Key for PA Local EIT & LST Employee Detail

LST COMB	Combined Municipality LST+School Dist LST Tax	NRES WGS	Nonresident Taxable Wages
* MSC AMT1	Miscellaneous Amount 1	RES TAX	Resident EIT Tax Withheld
* MSC AMT2	Miscellaneous Amount 2	RES WGS	Resident Taxable Wages
* MSC AMT3	Miscellaneous Amount 3	SD LST	School District LST Tax Withheld
* MSC AMT4	Miscellaneous Amount 4	ST TAX	State Income Tax Withheld
* MSC AMT5	Miscellaneous Amount 5	ST WAGES	State Taxable Wages
* MSC FLD1	Miscellaneous Field 1	ST OTHER	Other State Data
* MSC FLD2	Miscellaneous Field 2	TAS1	Tax Authority Supplement 1
* MSC FLD3	Miscellaneous Field 3	TAS2	Tax Authority Supplement 2
* MSC FLD4	Miscellaneous Field 4	TAS3	Tax Authority Supplement 3
* MSC FLD5	Miscellaneous Field 5	TAX COMB	Combined EIT Resident Tax + Nonresident Tax
MUN LST	Municipality LST Tax Withheld	WGS COMB	Combined Resident Wages + Nonresident Wages
NRES TAX	Nonresident EIT Tax Withheld	XMPT PAY	Number of Exempted Pays

* - Indicates field not supported

Audit Employee Detail

PA Local EIT&LST Audit Report		ALWA		GEAC ENTERPRISE SOLUTIONS, INC		PR339A		Page 2	
Run Date 04/19/2012								Period End Date 03/29/2012	
EIN: 103456789				SUITE 667, 7TH FLOOR				Period Indicator: Q	
Tax Type: E				66 PERIMETER CENTER EA				Reporting Period (YYYYMM): 201203	
				ATLANTA		GA 30346-2245			
<hr/>									
Employer: MEGA-CHAIN STORE #6004				PSD: 010105					
3039 DOWNTOWN PIKE				Account: 000000123456					
SUITE 1400									
READING				PA 16404-5856					
<hr/>									
SORT SEQUENCE FIELDS						(* = FIELD USED IN CONTROL BREAK TOTALS)			
LOCAL	FEDERAL	LOCAL	WORK	RESIDENT	SOC SEC				
*AUTH CODE	*TAX ID	*SOC CODE	*PSD	PSD	NUMBER				
<hr/>									
E001	103456789	06004	010105						
<hr/>									
BARRETT CRAIG			L1L2: ALWA		L3-L4-L5:		Work PSD: 010105		
1058 ANYWHERE DRIVE			Emp No: 1058		FICA/MQGE Ind: FICA		Resd PSD: 010103		
APARTMENT 36			SSN: 607-82-3645		EE Status: Active		Establishment Code:		
WEST CHEYENNE TETONS WY 82001-1058									
RES WGS	84,385.00	NRES WGS		WGS COMB	84,385.00	ST WAGES	35,700.00	MUN LST	
RES TAX	1,434.50	NRES TAX		TAX COMB	1,434.50	ST TAX	292.60	SD LST	
<hr/>									
CRAMBLETTIE AMOS A			L1L2: ALWA		L3-L4-L5:		Work PSD: 010105		
161 SIMMONS STREET			Emp No: 1138		FICA/MQGE Ind: FICA		Resd PSD: 010501		
APARTMENT 8			SSN: 649-60-4023		EE Status: Active		Establishment Code:		
HARRISBURG PA 19107									
RES WGS	4,120.00	NRES WGS		WGS COMB	4,120.00	ST WAGES	8,620.00	MUN LST	
RES TAX	41.20	NRES TAX		TAX COMB	41.20	ST TAX	259.77	SD LST	
<hr/>									
CRAMBLETTIE AMOS A			L1L2: ALWA		L3-L4-L5:		Work PSD: 010105		
5563-A PEACHREE STREET			Emp No: 1172		FICA/MQGE Ind: FICA		Resd PSD: 030105		
ATLANTA GA 30301-4321			SSN: 649-60-4023		EE Status: Active		Establishment Code: 0002		
RES WGS	4,120.00	NRES WGS		WGS COMB	4,120.00	ST WAGES	8,620.00	MUN LST	
RES TAX	41.20	NRES TAX		TAX COMB	41.20	ST TAX	259.77	SD LST	
<hr/>									
NOTE: EMPLOYEE SUPPLEMENTAL ADDRESS USED									

Audit Total

PA Local EIT&LST Audit Report	ALWA GEAC ENTERPRISE SOLUTIONS, INC	PR339A Page 5
Run Date 04/19/2012		Period End Date 03/29/2012
EIN: 103456789	SUITE 667, 7TH FLOOR	Period Indicator: Q
Tax Type: E	66 PERIMETER CENTER EA	Reporting Period (YYYYMM): 201203
	ATLANTA GA 30346-2245	
<hr/>		
Employer: MEGA-CHAIN STORE #6004	PSD: 010105	
3039 DOWNTOWN PIKE	Account: 000000123456	
SUITE 1400		
READING PA 16404-5856		
<hr/>		
CONTROL BREAK TOTALS		
LOCAL FEDERAL		
*AUTH CODE *TAX ID		
<hr/>		
E001 103456789		

===== LEVEL OF BREAK TOTALS		
<hr/>		
RES WGS 92,625.00 NRES WGS	WGS COMB 92,625.00 ST WAGES	52,940.00 MUN LST
RES TAX 1,516.90 NRES TAX	TAX COMB 1,516.90 ST TAX	812.14 SD LST
LST COMB		

Exception Detail

PA Local EIT Exception	ALWA GEAC ENTERPRISE SOLUTIONS, INC	PR339E Page 2
Run Date 04/19/2012		Period End Date 03/29/2012
EIN: 103456789	SUITE 667, 7TH FLOOR	Period Indicator: Y
Tax Type: E	66 PERIMETER CENTER EA	Reporting Period (YYYYMM): 201203
	ATLANTA GA 30346-2245	
<hr/>		
Employer: MEGA-CHAIN STORE #7216	PSD: 320304	
3039 UPTOWN PIKE	Account: 000000123457	
SUITE 1300		
BURNSIDE PA 16413-9856		
<hr/>		
LOCAL FEDERAL LOCAL WORK RESIDENT	SORT SEQUENCE FIELDS (* = FIELD USED IN CONTROL BREAK TOTALS)	
*AUTH CODE *TAX ID *SCC CODE *PSD PSD	SOC SEC NUMBER	
<hr/>		
E032 103456789 07216 320304		
<hr/>		
PERRY BRODERICK A	L1L2: ALWA	L3-L4-L5: 0009 0010 0011
161 SIMMONS STREET	Emp No: 1510	FICA/MQGE Ind: FICA
APARTMENT 8	SSN: 111-11-1111	EE Status: Active
HARRISBURG PA 19107-1510		Work PSD: 320304
		Resd PSD: 030210
		Establishment Code:
RES WGS 11,320.00 NRES WGS	WGS COMB 11,320.00 ST WAGES	MUN LST 24.00
RES TAX 113.20 NRES TAX	TAX COMB 113.20 ST TAX	SD LST
LST COMB 24.00		
***** SSN INVALID *****		

5 Record Mapping

Chapter Contents

5-1	Introduction
5-2	SRM001 (Report Record Mapping)
5-13	SRO001 (U.S. Regulatory File and Form Indicators)
5-15	SRO002 (T4/T4A XML Record Indicators)
5-16	SRO003 (Relevé 1/Relevé 2 XML Record Indicators)
5-17	Creating Local Record Maps
5-18	Copy/Delete Action Codes

Introduction

In parameter-driven reporting, you define regulatory forms and files (including XML files) through record map transactions. These transactions specify the information that appears on the form or file and the placement of that information.

Chapter Objectives

- Describe the function of the SRM and SRO transactions. For detailed descriptions of all the transaction and screen fields, including valid entries, see the *Transaction Descriptions* guide and the online help screens.
- Provide a standard model.

Customized Regulatory Reporting

Through record mapping, using the SRM001 transaction, the system uses the data in the detail records created in the generate process to create the forms or files. This lets you customize regulatory reporting without programming changes.

You can create and maintain record mapping data through batch and realtime. A record map transaction is associated with each field or literal (predefined value) on each file record or form print line.

SRM001 (Report Record Mapping)

ACTION: _____

REPORT ID: _____

KEY1: _____

KEY2: _____

RECORD TYPE: _____

VERSION YEAR: _____

NEXT SEQ NBR: _____

----- OUTPUT FIELD -----

	SEQ		BEG FLD						
CMD	NBR	FIELD NAME	DISP	LENGTH	DEC	LINE	COL	FMT	CMT
-	_____	_____	_____	_____	-	_____	_____	-	-
-	_____	_____	_____	_____	-	_____	_____	-	-
-	_____	_____	_____	_____	-	_____	_____	-	-
-	_____	_____	_____	_____	-	_____	_____	-	-
-	_____	_____	_____	_____	-	_____	_____	-	-
-	_____	_____	_____	_____	-	_____	_____	-	-
-	_____	_____	_____	_____	-	_____	_____	-	-
-	_____	_____	_____	_____	-	_____	_____	-	-
-	_____	_____	_____	_____	-	_____	_____	-	-

INSERT NEW RECORD MAP ENTRY:

_____ 336

Screen 336 (Record Map Entry) defines report record mapping.

Authority/Model Identifier

This is the state/province identifier of a record map for a payroll taxing authority. The range for U.S. state codes is 01 through 52, and 80 through 93 for Canadian provinces. Authority Identifiers 60 through 69 are reserved for models.

Note: When you specify the State/Province Identifier, the Local Authority Identifier is ignored. Group identifiers are not allowed.

Local Identifier

This is the local authority identifier of a record map for a payroll taxing authority.

Record Type

For **forms**, this includes the 3-digit form code (described in the FRM001 section of the Defining Report Parameters chapter), followed by a 1-character form type. HCM:E uses these form type values:

Value	Description
F	Alignment form
H	Header form (state quarterly reports only)
J	SUI Tax ID total pages (state quarterly reports only)
L	Last total form (state quarterly reports only) for U.S. For Canada, T4/T4A form = UI control totals Releve 1/Releve 2 form = Employer/Payer Registration control totals
R	Federal format form
S	Intermediate subtotal form
V	Voided form
T	Intermediate subtotal form employer information (state quarterly reports only)
U	Unit ID total pages (state quarterly reports only)

Mapping Multiple Records on a Page

There are special record type considerations for forms that print multiple employees per page, specifically quarterly unemployment forms and quarterly wage/tax forms. These report pages are divided into three separate areas or forms.

- The top part of the page is form type H (header). This is used to define the employer-identifying information and column headings.
- The next part on the page is form type R (employee data).
- The last part on the page is form type S, and is used to define the page totals.

Printing Information in a Total Record

Files and forms that require company header information to print in a total record have special record type considerations. Special overlay record types are provided for this purpose. These company header overlay records are provided automatically when the associated total record is specified for one of the following files or forms:

- State Quarterly Forms: there must be a form type S for the last line defined by a form type T. There must be at least one form type T record defined for each form. For SUI Tax ID totals, you must have a J record, and for Unit ID totals, you must have a U record. Type J and U records are required for each quarterly form.
- State Quarterly Files: three company header overlay record types are provided, one for each of the total record types defined in the federal W-2 file specification, as follows:
 - The Intermediate Total Record (IREC) has XREC as its associated company header overlay record.
 - The Total Record (TREC) has YREC as its associated company header overlay record.
 - The Final Total Record (FREC) has ZREC as its associated company header overlay record.

Each total record requested for a quarterly unemployment file must have at least one SRM001 transaction defined for its associated company header overlay record.

- State Quarterly Wage/Tax Files: same as State Quarterly Files
- State Quarterly Wage/Tax Forms: same as State Quarterly Forms
- State Quarterly Family Leave Insurance Files: same as State Quarterly Files.
- State Monthly Files: No Total Record currently produced
- State W-2 Files in TIB4 format: same as State Quarterly Files
- State W-2 Files in MMREF-1 format: the three company header overlay record types mentioned earlier for the State Quarterly Files and an additional company header overlay record type are provided:
 - The State Optional Total Record (VREC) has VOVF as its associated company header overlay record.
- State 1099-R Files:
 - The Total Record (TREC) has YREC as its associated company header overlay record.
 - The Final Total Record (FREC) has ZREC as its associated company header overlay record.
- Local W-2 Files: same as State Quarterly Files (TIB4 format).

Line numbering for each of these three forms (H, R, and S) begins at **01**. The sum of the lines defined for these form types should not exceed the total number of print lines on the physical page.

The number of employees to print on each page is defined on the FRM001 transaction for the form code.

Form type L is used to print grand totals for the report on a separate page.

For files, the record type is made up of four characters. The last three are always REC. The first character is one of the following characters:

- U.S. W-2, 1099-R
 - A - Transmitter information
 - B - Basic information
 - E - Employer record
 - O - Employee record
 - W - Employee record
 - S - State employee record
 - I - Intermediate record
 - T - Total record
 - U - Total record
 - V - State Total record
 - F - Final record
- Canadian T4/T4A
 - T - Transmitter record
 - E - Employee authorization record
 - S - Summary record (total amounts)
 - R - Summary record (employer information)

- Canadian Releve
- T - Transmitter record
- E - Employee authorization record
- S - Summary record (total amounts)
- R - Summary record (employer information)

Version Year

This associates the record map to a year of issue of a file or form specification. This lets you maintain multiple formats for different years.

Sequence Number

Order the report record map entry in a record type.

Field Name

Record map name for the data to be reported on the file or form. You can also enter constant values in this field. They are identified as constants in the Format Code field.

Total fields associated with accumulated numeric fields are provided in the field name description sections of the U.S. and Canadian Requirements chapters.

Beginning Field Displacement

Beginning position within the input field from which to start moving data. For alphanumeric fields, beginning position would be the left-most character in the field. For numeric fields, beginning position would be the right-most character in the field.

Output Field Length

Number of output field print positions where you are moving data.

Decimals

Defines the number of decimal positions to print when the data is moved to the Output field.

Output Field Line

Line number of the output record where the data is to be moved. It must be one (01) for files. Line numbering is independent for each record type.

Output Field Column

Column number of output record where data is to be moved

Format Code

Print mask of the Output field, such as inserting commas or suppressing the leading zeros of the Input field.

Comment

Used to make a record map entry inactive.

Conditional Logic

You can use the following values for the Comment field for conditional processing.

Blank or Zero Condition

This table shows the values for a blank or zero condition:

Value	Description
?	<p>Test this field using the displacement and length specified in the SRM:</p> <ul style="list-style-type: none"> ▪ If the field is numeric, a value other than zero sets the condition to TRUE, and zero sets it to FALSE. ▪ If the field is alphanumeric, a value other than blank sets the condition to TRUE, and zero sets it to FALSE. <p>The field is used only for testing and does not appear in the output. The TRUE or FALSE setting remains valid until a new ? is processed, or an AND or OR test changes it. This value cannot be used on a total record or a constant record.</p>
A	<p>AND test following an initial ? value. This test is used for an AND condition.</p> <p>If the current condition is set to TRUE, the field is tested. If the condition is set to FALSE, this test is skipped, and the condition setting remains FALSE.</p> <p>This value cannot be used on a total record or a constant record.</p>
O	<p>OR test following an initial ? value. This test is used for an OR condition.</p> <p>If the current condition is set to FALSE, it is tested. If the condition is set to TRUE, this test is skipped, and the condition setting remains TRUE.</p> <p>This value cannot be used on a total record or a constant record.</p>
T	This field is output if the current case is TRUE.
F	This field is output if the current case is FALSE.

Negative Condition

This table shows the values for a negative condition:

Value	Description
M	Test this field. If the value is negative, set the condition to TRUE; otherwise, set it to FALSE. The field is used only for testing and does not appear in the output. The TRUE or FALSE setting remains valid until a new M is processed. This value can be used only for numeric detail and total fields.
T	This field is output if the current case is TRUE.
F	This field is output if the current case is FALSE.

Examples

The following examples show the use of conditional logic.

Negative Condition

SRM00143900E000SREC2012180XTX-LOC-CMBND-WGS	X01X11X2X01X309X0X MX	1
SRM00143900E000SREC2012181X-	X01X01X0X01X309XCX TX	2
SRM00143900E000SREC2012182XTX-LOC-CMBND-WGS	X02X10X2X01X310X0X TX	3
SRM00143900E000SREC2012183XTX-LOC-CMBND-WGS	X01X11X2X01X309X0X FX	4
SRM00143900E000SREC2012185XTX-LOC-CMBND-TAX	X01X11X2X01X320X0X MX	
SRM00143900E000SREC2012186X-	X01X01X1X01X320XCX TX	
SRM00143900E000SREC2012187XTX-LOC-CMBND-TAX	X02X10X2X01X321X0X TX	
SRM00143900E000SREC2012188XTX-LOC-CMBND-TAX	X01X11X2X01X320X0X FX	

Notes

1. The **M** in column 66 indicates the TX-LOC-CMBND-WGS field will be tested to determine if the value in the field is negative. If the value is negative, the condition is set to TRUE. If the value is not negative, the condition is set to FALSE.
2. The **T** in column 66 indicates that if the condition is set to TRUE (based on the current **M** condition test), a literal constant of – will be output in position 309.
3. The **T** in column 66 indicates that if the condition is set to TRUE (based on the current **M** condition test), the value in the TX-LOC-CMBND-WGS field, starting with the second position, will be output starting in position 310 for length of 10 characters.
4. The **F** in column 66 indicates that if the condition is set to FALSE (based on the current **M** condition test), the value in the TX-LOC-CMBND-WGS field, starting with the first position, will be output starting in position 309 for length of 11 characters.

Compound Condition

SRM00100131	485R2011270XTX-ST-SPEC-NM-2	X01X12X0X19X055X0X?X	1
SRM00100131	485R2011280XTX-ST-SPEC-AMT-1	X01X07X2X19X073X2XAAX	2
SRM00100131	485R2011290XFLI P. P. #	X01X11X0X19X044XCXTX	3
SRM00100131	485R2011300XTX-ST-SPEC-NM-2	X01X12X0X19X055X0XTX	4
SRM00100131	485R2011305XTX-ST-SPEC-AMT-1	X01X07X2X19X073X2XTX	5

Notes

1. The ? in column 66 indicates the TX-ST-SPEC-NM-2 field will be tested to determine if a value is found in the field. If a value is found in the field, the condition is set to TRUE. If the field is blank, the condition is set to FALSE.
2. The A in column 66 indicates the TX-ST-SPEC-AMT-1 field will be tested to determine if a value is found in the field. If a value is found in the field, the condition is set to TRUE. If the value in the field is zero, the condition is set to FALSE.

At this point, because of the compound condition, the condition value used to determine any True or False tests is set to TRUE if the tests for both lines 1 and 2 are true. The condition value is set to FALSE if the test for either line 1 or 2 is false or the tests for both lines 1 and 2 are false.

3. The T in column 66 indicates that if the condition is set to TRUE (based on the current compound condition test), a literal constant of FLI P. P. # will be output starting in position 44 for length of 11 characters.
4. The T in column 66 indicates that if the condition is set to TRUE (based on the current compound condition test), the value in the TX-ST-SPEC-NM-2 field, starting with the first position, will be output starting in position 55 for length of 12 characters.
5. The T in column 66 indicates that if the condition is set to TRUE (based on the current compound condition test), the value in the TX-ST-SPEC-AMT-1 field, starting with the first position, will be output starting in position 73 for length of 9 digits with 2 decimal places.

If the condition is set to TRUE, this is the output:

```
FLI P.P. # ABC-12345678 35.64
```

If the condition is set to FALSE, the output is blanks.

Realtime Screen 336 - SRM001 Example 1 (U.S. Form)

In this example, the following set of SRM001 transactions defines a U.S. state quarterly unemployment report form.

ACTION: _____

REPORT RECORD MAP ENTRY

REPORT ID: 101 KEY1: 00 KEY2: _____

RECORD TYPE: 600H VERSION YEAR: 1997

NEXT SEQ NBR: _____

----- OUTPUT FIELD -----

	SEQ		BEG FLD					
CMD	NBR	FIELD NAME	DISP	LENGTH	DEC	LINE	COL	FMT
A	005	TX-SUI-TAX-ID	01	18	0	06	003	0
A	010	TX-PYR-NM	01	30	0	07	003	0
A	015	TX-PER-END-DATE	03	02	0	07	045	0
A	020	TX-PER-END-DATE	05	02	0	07	048	0
A	025	TX-PER-END-DATE	05	02	0	07	051	0
A	030	/	01	01	0	07	047	0
A	035	/	01	01	0	07	050	0
A	040	TX-PAGE-NO	01	04	0	07	063	0
A	045	TX-ST-NAME	01	13	0	07	070	0
A	050	TX-PYR-SUB-TITL	01	30	0	08	003	0
-	-	-	-	-	-	-	-	-

INSERT NEW RECORD MAP ENTRY:

_____ 336

- Valid processing commands on this screen are add (A), change (C), and delete (D).

Note that on the batch transaction, positions 27, 48, 51, 54, 56, 59, 63, 65, and 67 are reserved for constant X field separator.

Realtime Screen 336 - SRM001 Example 2 (Canadian File)

The following set of SRM001 transactions could define a Canadian T4 file.

ACTION: _____

REPORT RECORD MAP ENTRY

REPORT ID: **201** KEY1: **88** KEY2: _____
 RECORD TYPE: **EREC** VERSION YEAR: **1991**

NEXT SEQ NBR: _____

----- OUTPUT FIELD -----

CMD	SEQ	NBR	FIELD NAME	BEG	FLD	DISP	LENGTH	DEC	LINE	COL	FMT	CMT
A	005	110		01	03	0	01	001	C			
A	010	TX-EMP-NM-LAST		01	20	0	01	004	0			
A	015	TX-EMP-NM-1ST-12		01	12	0	01	024	0			
A	020	TX-EMP-NM-MI		01	01	0	01	036	0			
A	025	TX-EMP-ADR1		01	30	0	01	037	0			
A	030	TX-EMP-ADR2		01	30	0	01	067	0			
A	035	TX-EMP-CITY-PROV		01	16	0	01	097	0			
A	040	TX-EMP-PROV-CD		01	02	0	01	125	0			
A	045	EMPLOYEE COUNTRY		01	10	0	01	127	0			
A	050	TX-EMP-POSTL		01	06	0	01	137	0			

INSERT NEW RECORD MAP ENTRY:

- Valid processing commands on this screen are add (A), change (C), and delete (D).

Record Map Rules

- For a numeric move, the beginning field displacement **01** is the far-right position of the Input field. Numeric fields are any fields that you total. For example:

Input	12345	01 (Beginning Field Displacement)
Output	345	03 (Length)

- For alphanumeric moves, the beginning field displacement **01** is the far-left position of the Input field. For example:

Input	ABCDE	01 (Beginning Field Displacement)
Output	ABC	03 (Length)

- To truncate decimals, indicate **0** decimals in the Decimal field.
- The last SRM001 on the quarterly form heading record type must have a constant END OF MAP as the field name.
- Sequence numbers and line numbers start over for each record type.
- Line and column numbering begin at the perforation, except where multiple record types appear on the same page.
- The line number for files is always **01**.
- The output field column **001** on forms is a carriage return and should not be used.
- Output field length depends on decimals and format code.
- Totaling occurs as the field is defined for the record map field name. Truncating the decimal and printing the total for the same field may result in misleading totals.
- Date field formats for record map field name:
 - If the date is 6 positions, the format is always **YYMMDD**.
 - If the date is 4 positions, the format is always **YYMM**.
- An SRO001 must be found for each state/local report ID/authority combination requested on a PRT001.
- An FRM001 must be found for each form code requested on a PRT001.

SRO001 (U.S. Regulatory File and Form Indicators)

Note: U.S. transaction only.

This transaction (Screen 337 - U.S. Regulatory File/Form Indicators) defines U.S. file and form indicators. To establish your own file formats, you must have an SRO001 transaction.

Magnetic File Record Indicators (Files Only)

These fields are used to indicate whether a record type is required for a file report/authority combination. If a record type is required, this indicator specifies whether to use a standard format (authority code 00) record map or an authority-specific record. See the description under Record Type earlier in this chapter.

Special Form Indicator (Forms Only)

This field is used to indicate whether an authority-specific record map is required for the report/authority combination. The default for this option is to use the 00 authority record map. If an SRO001 is not defined for a form and authority combination, the default 00 authority record map is used.

Realtime Screen 337 - SRO001 Example

In this example, you are producing state W-2 files for Georgia (state code 11).

As of reporting year 2006, HCM:E supports A, E, W, S, T, F, O, and U records for Georgia. The records marked as F are compatible with 2006 Federal W-2 file specifications and a record marked as Y is compatible with the state-specific requirement.

ACTION: _____

U.S. Regulatory File/Form Indicators

Report ID: 100Auth/Model: 11

Local:Version Year: 2006

----- File Record Indicators -----

File Control Data

Employee Data

F (AREC) Transmitter Record

F (WREC) Primary Employee Data

N (BREC) Basic Authorization Rec

F (OREC) Optional Employee Data

F (FREC) Final Record

Y (SREC) State Employee Data

Employer Data

Total Data

F (EREC) Employer Record

N (IREC) Intermediate Totals

N (RREC) Reconciliation Record

F (TREC) W Record Totals

N (UREC) O Record Totals

Other Indicators/Info

N (VREC) S Record Totals

Local W-2 Tape Format Ind

2006 Standard Format Year

N Special Form Indicator

337

- Select the file/form indicators you need.
- These are the valid processing commands on this screen for Record Indicators (for files only):

Y = Select and make specific changes to record map.

F = Select and use federal format without changes.

N or blank = Do not use this record indicator.
- These are the valid processing commands for the Local W-2 File Format Indicator:

M or blank = MMREF-1 format

T = TIB-4 format

SRO002 (T4/T4A XML Record Indicators)

Note: Canadian transaction only.

This transaction (Screen 338 - T4/T4A XML Record Indicators) defines Canadian T4 and T4A XML record indicators.

When there is only one version of an XML file (only one authority receives the file), SRO transactions are not necessary. Because Canada Revenue Agency is the only authority requiring T4 or T4A XML files, SRO002 transactions are not needed. This transaction is available for possible future use.

Note: To establish your own T4/T4A XML file formats, you must have an SRO002 transaction.

SRO003 (Relevé 1/Relevé 2 XML Record Indicators)

Note: Canadian transaction only.

Screen 353 (Relevé 1/Relevé 2 XML Record Indicators) defines Canadian Relevé XML record indicators.

When there is only one version of an XML file (only one authority receives the file), SRO transactions are not necessary. Because Revenu Québec is the only authority requiring Relevé XML files, SRO003 transactions are not needed. This transaction is available for possible future use.

Note: To establish your own Relevé XML file formats, you must have an SRO003 transaction.

Creating Local Record Maps

Although HCM:E does not support the generation of authority-specific local W-2 files, it does provide a generic facility to produce these files through the regulatory reporting system. HCM:E delivers programs that generate the employer and employee data and print audit and exception reports of the data.

HCM:E also delivers standard format record maps (based on both the federal W-2 file MMREF-1 and TIB-4 formats) that you can use as models to create local W-2 files.

Pennsylvania Local Record Maps

Standard format record maps are delivered to create the periodic files needed for Pennsylvania reporting. If a tax collection bureau requires a format different from the delivered standard format, the standard format record maps can be used as models for creating the required format.

Copy/Delete Action Codes

The COPY action code on realtime screens gives you the ability to create record maps (SRM) or form/XML indicators (SRO) from a model or specific report. By entering this code in the Action code field, and changing one or more of the key fields at the top of the screen, you can produce a copy of all records associated with the model or specific report.

These functions are available on the following screens used in form and XML control:

- Report Record Map Entry (336) (COPY and DEL)
- U.S. Regulatory File/Form Indicators (337) (COPY)
- T4/T4A XML Record Indicators (338) (COPY)
- Releve 1/Releve 2 XML Record Indicators (353) (COPY).

Note: Action codes are different from processing commands (A, C, D, and S), available on many screens to add, change, delete, or select specific screen fields.

Copying Record Maps

Step	Action
1	Enter the report ID, authority/model, (local), record type, and version year for the record map you want to add, and press Enter . A screen appears with the message: Creating Record Map - enter data or COPY command.
2	Type COPY in the Action field.
3	Change the report ID, authority/model, (local), record type, and version year to identify the report record maps to be copied, and press Enter .
4	The new record map now appears. You can edit or change it as necessary. The original record map you copied remains unchanged.

ACTION: _____									
REPORT RECORD MAP ENTRY									
REPORT ID: 101		KEY1: _____		KEY2: _____					
RECORD TYPE: 600H		VERSION YEAR: 1991							
NEXT SEQ NBR: _____									
----- OUTPUT FIELD -----									
	SEQ	BEG FLD							
CMD	NBR	FIELD NAME	DISP	LENGTH	DEC	LINE	COL	FMT	CMT
A	005	TX-SUI-TAX-ID_____	---	---	---	---	---	---	---
A	010	TX-PYR-NM_____	---	---	---	---	---	---	---
A	015	TX-PER-END-DATE_____	---	---	---	---	---	---	---
A	020	TX-PER-END-DATE_____	---	---	---	---	---	---	---
A	025	TX-PER-END-DATE_____	---	---	---	---	---	---	---
A	030	/_____	---	---	---	---	---	---	---
A	035	/_____	---	---	---	---	---	---	---
A	040	TX-PAGE-NO_____	---	---	---	---	---	---	---
A	045	TX-ST-NAME_____	---	---	---	---	---	---	---
A	050	TX-PYR-SUB-TITL_____	---	---	---	---	---	---	---
INSERT NEW RECORD MAP ENTRY:									
---	---	_____	---	---	---	---	---	---	---

Deleting Record Maps

The DELETE action code is activated when you enter **DEL** in the Action field at the top of screen 336.

6 U.S. Requirements

Chapter Contents

6-1	Introduction
6-2	Period-End Reporting
6-4	Reporting Unavailable Social Security Numbers
6-5	Tax Authority Supplement Field Use
6-7	Special Features

Introduction

This chapter provides a summary of the steps required to complete U.S. period-end reporting successfully. It contains step tables for the actions you need to take and brief discussions of several features you may need to use to meet your specific regulatory reporting needs.

Period-End Reporting

This table summarizes the action you need to take before running the Generate and Print steps.

Step	Action
1	PRINT A 95-PRINT REPORT and verify: <ul style="list-style-type: none"> Organization name/address Run dates and period-end dates Period code is Q or Y.
2	PRINT A TABLES FILE LIST and verify data is correct for this period-end reporting cycle: <ul style="list-style-type: none"> Tape transmittal data Tax ID Tape format/content options Types of payment to be reported (DOEs on TZ1-<i>nnn</i>).
3	DEFINE FORMS OR FILES and verify: <ul style="list-style-type: none"> Report record maps (SRMs/SROs) are at the most current bulletin level Authority and organization groups Local W-2 file authority groups Sort sequence groups.
4	BALANCE LAST PERIOD-END PAYROLL REPORTS.
5	CREATE PERIOD-END MASTER FILE. Note: This includes a Year-End Master for all reports IDs, a Quarter-End Master for State Quarterly reporting, and a Month-End Master for State Monthly reporting.

This table summarizes the steps required for the Generate and Print process.

Step	Action
1	GENERATE AUDIT/EXCEPTION REPORTS. Use Table File options or enter override transactions.
2	BALANCE AUDIT REPORTS to last period-end payroll reports. <ul style="list-style-type: none"> Taxes should balance by tax authority to the Tax Distribution Summary. Taxable Wages will balance to Tax Distribution Summary or total earnings on the Payroll Register depending on the wage reporting option selected. (If Memo Type-8 DOEs are reported, these will need to be added to the payroll report being used for balancing.) Individual payments reported on W-2s or 1099s are balanced to the DOE total on the DOE register. (The DOEs are identified on the TZ1-nnn transactions on the Tables File.)
3	PROCESS CORRECTIONS. At year-end: <ul style="list-style-type: none"> Apply corrections only to year-end master file. Update files with irregular expense reimbursements such as relocation, if needed. At quarter-end or month-end <ul style="list-style-type: none"> Make sure changes are applied to both the quarter-end or month-end master and the payroll production master. For all period-end reporting: <ul style="list-style-type: none"> Update employee data: <ul style="list-style-type: none"> Address Social Security Number Establishment/state unit codes.
4	REPEAT STEPS 1, 2, AND 3, as needed.
5	If needed, RE-SORT W-2s.
6	PRINT REPORTS/CREATE FILES.

Reporting Unavailable Social Security Numbers

Correct names and social security numbers (SSN) on W-2 forms and wage reports are the keys to successful processing of employers annual wage report submission. It saves employers additional processing costs and allows the Social Security Administration to credit an employee's earnings record properly, which will be important information in determining future social security benefits.

If an employer hires someone who does not have a Social Security card, they are required to ask him or her to obtain one as soon as possible. If the employer still does not have an SSN for the employee or the SSN is unavailable when reports are produced, employers have different options for reporting employee SSNs, depending on the regulatory report they are producing.

For an employee who does not have a Social Security Number because the number has been applied for but not yet issued or possibly other reasons, the HCM:E employer should enter the SSN with nine 0's using the NA/RA transaction. The record with all-0s SSN is reformatted by Regulatory Reporting to report the SSN per regulatory specifications, and will be reported on each supported federal and state form and file according to each authorities' specifications for unavailable SSNs, for supported reports.

The Audit/Exception Report will contain the reformatted number. These are examples of the types of reformatted numbers that meet various authorities' specifications for unavailable SSNs:

All 0s

All 8s

All 9s

Label APPLIED FOR

Label SOLICITADO

1 followed by blanks

1 followed by blanks

1 followed by zeros

Tax Authority Supplement Field Use

The Tax Authority Supplement fields (from the NI/RI transaction) in the SALTA records may be used for quarterly or W-2 reporting or both. The following table shows the uses of these fields.

Tax Authority Supplement Field	Authority	Use
Tax Authority Supplement 1	All states	Monthly Employment Count Indicator
Tax Authority Supplement 2	Alaska *	2-digit Area Code
	Arkansas	Seasonal Employee Indicator
	California *	Wage Plan Code
	Colorado *	Seasonal Employee Indicator
	District of Columbia	Worker Relationship Indicator
	Indiana *	Seasonal Employee Indicator
	Michigan *	Family Status Indicator
	Missouri *	Probationary Code
	North Carolina *	Seasonal Employee Indicator
	South Carolina	Worker Relationship Indicator
	Washington *	1st pos: Exempt Corporate Officer Code
	Wyoming *	1st pos: Coverage Type 2nd pos: Corporate Officer Title Code
Tax Authority Supplement 3	MMREF-1 state W-2 reporting	Optional Code, RS record; defined by state*
	Alaska	6-digit Occupational Code and/or 2-digit subset code
	Louisiana	Standard Occupational Classification (SOC) code
	Puerto Rico	Exempt Employee/Other Exempt Amounts
	Wyoming	6-digit NAICS code followed by one alpha character

(continued)

Tax Authority Supplement Field	Authority	Use
Tax Authority Supplement 4	Kentucky	State Control Number RS record. State W-2 Reporting
	MMREF-1 state W-2 reporting	State Control Number; RS record*

* These fields are defined for state W-2 reporting and are available for future use.

Special Features

Establishment Codes

If you choose to report information by establishment:

- Be sure establishment code is in each employee's Employee Master File record.
- Select establishment code as a field in your sort sequence.
- Request totals by establishment code in your sort sequence.

Unit Reporting

If you need to report by state unit code, the appropriate state unit code must be included in the sort sequence and be a control total level field.

Reporting Supplemental Addresses

Regulatory Reporting reports the Employee Address on certain U.S. forms and tapes using either the 201 Segment address or the Supplemental Address from the 492-499 Segments for mailing and reporting purposes. The 49x segment Supplemental Address can be any U.S. address, or it can be a Canadian or other foreign mailing address preferred by the employee. Foreign addresses are supported only where an authority's requirements accommodate a foreign address format. These are examples of how employee addresses can be used:

- The 201 segment contains the employee's street address
- The 49x Segment contains the employee's post office box mailing address
- The employee wants mail delivery of a regulatory form to go to the post office box address.

or

- The 201 segment contains the employee's street address
- The 49x Segment contains the employee's retirement mailing address in Europe
- The employee wants mail delivery of a regulatory form to go to the retirement mailing address.

The Supplemental Address Type determines the format of the regulatory reporting supplemental address. An Address Type code of **A** indicates a U.S. or Canadian supplemental address format, but an Address Type code of **W** indicates a non-U.S. or non-Canadian foreign supplemental address. If the employee's record has supplemental addresses with **both** an Address Type code of **A** and **W**, the type **W** supplemental address is used for regulatory reporting.

See the *Transaction Descriptions* guide for specific instructions.

Re-sort Regulatory Forms

For certain regulatory form report IDs, records can be printed in a sort sequence different from the one in which they were generated. To use the Print Sequence functionality, perform the following steps:

Step	Action
1	Determine the sequence you need for printing your regulatory forms if different from the sequence in which they were generated. For more information, see the Print Sequence Fields table in Chapter 3, Generating Records and Printing Reports, of this guide. You can use any field that was included in the original sort or any field that is on the generated employee detail record.
2	Verify that you have an SRT001 (U.S.) or SRT002 (Canada) that defines the fields for the appropriate sequence or create an SRT001 (U.S.) or SRT002 (Canada) to define the sequence fields to use when printing. You can use any meaningful six-character sequence name.
3	If you need to update the SRT001 or SRT002 record, execute HRMS Tables File Load and Validation (PLV100 and PLV300) or use realtime screen 355.
4	Use the appropriate Print Sequence ID on the PRT001 for printing the Regulatory forms. The PRT001 can be updated to the HRMS Tables File, or it can be entered in stream to PL4000 or PL5000 as a run time transaction.

SUI Tax ID

SUI Tax ID Totals are provided automatically on State Quarterly forms. To ensure that they are meaningful:

- Group Level 1-Level 2s with the same SUI Tax ID.
- Generate forms using a unique sort sequence ID for that group.

Local W-2 Files

Step	Action
1	LOCAL AUTHORITIES to be reported at year-end on magnetic media must be defined on a LOC001 record in the HRMS Tables File . The authority code assigned must be related to the file assignment in copybook PG4400. As delivered, the system uses LCL1 - LCL0 for TIB-4 formatted files and LCLA - LCLJ for MMREF-1 formatted files for the local W-2 files. You can use these local authority codes and avoid making any program code changes. If you choose to assign your own local authority codes, make the appropriate code changes to PG4400, recompile PN4400, and relink PL4000.
2	If the local W-2 file should indicate state wages or taxes or both, BE SURE THE LOC001 RECORDS CONTAIN THE STATE CODE.
3	CHECK THE TAPE RECORD REQUIREMENTS FOR THE LOCALITY. If the standard federal format records are acceptable, complete an SRO001 record for the file. If some or all records need to be modified, complete the SRO001, copy the SRM001s for the records requiring changes and make the changes indicated by the specifications. Update the Tables File with the SRO001 and SRM001 records before producing the file.

1099-R Reporting

Step	Action
1	IDENTIFY PAYMENT TYPES AND DISTRIBUTION CODES on the TZ1-200 through TZ1-210 records in the Tables File. If using DOEs to identify different types of payments, be sure the DOE is set up properly on the DOE001 record in the Tables File and on the employee record in the Employee Master File.
2	If all 1099-R employees are in a separate Level 1-Level 2, VERIFY THE ORGANIZATION OPTION on the TB record in the Tables File. If W-2 and 1099-R employees are mixed within a Level 1-Level 2, be sure the employee indicator is set correctly.
3	VERIFY OPTIONS FOR PRINTING TAXABLE AMOUNTS - federal, state, and local. The federal option is on the TB record in the Tables File. To print state taxable wages, establish a TZ1-200 record in the Tables File for each applicable state and select the option to print the taxable amount. For counties and cities, the option is on the TD and TE records, respectively.
4	GENERATE the appropriate 1099-R reports: federal form and file, state file.

Social Security Number Truncation

The IRS allows employers to truncate the employee's social security number (SSN) on employee copies of Forms W-2 and 1099-R. Truncation of SSNs on employee copies of Form W-2 is voluntary. You are not required to truncate SSNs on employee copies of Form W-2 or 1099-R. Truncation is not allowed on Copy A. Check with your state or local governments to determine whether you are permitted to truncate SSNs on copies of Form W-2 the employee submits to the state. To truncate where allowed, the first 5 digits of the 9-digit number are replaced with X's (for example, SSN 123-45-1234 would appear on employee copies as XXX-XX-1234).

To truncate where allowed, enter a value of "Y" in one or more of the Truncate Flag fields on the FRM001 transaction. There are four Truncate Flag fields available and each represents the copies provided to each employee. For example, to truncate the SSN only on the 2nd and 3rd copy of a W-2 form that has 4 copies per employee, enter "Y" in the Truncate Flag 2 and Truncate Flag 3 fields on the FRM001 transaction.

Infor allows a value of "Y" to be entered for any copy on the FRM001 transaction to provide flexibility for employers who use alternate forms. Truncation may not be allowed on certain copies of the form (e.g. state/local copy). It is the employer's responsibility to ensure that truncation is elected only for those copies where it is allowed.

In order to truncate the Social Security Number in Screen 251 for W-2 Form, comment out the first line and uncomment the second line below. Make the same changes in all the places where the field TX-SSN-FORM is used in the federal W-2 online SRMs.

SRM00100100	999A2020130XTX-SSN-FORM	X01X06X0X01X199X0X X
SRM00100100	999A2020131XXXX-XX	X01X06X0X01X199XCX*X

In order to truncate the Social Security Number in Screen 252 for 1099-R Form, comment out the first line and uncomment the second line below.

SRM00100300	999A2020230XTX-SSN-FORM	X01X06X0X01X593X0X X
SRM00100300	999A2020232XXXX-XX	X01X06X0X01X593XCX*X

Split process for Pennsylvania W-2 File for Submission

Pennsylvania accepts their State W-2 Files with a maximum of 25000 records. Bigger files must be split into multiple files for submission. HR4500 procedure executes PP4500 which can split the Pennsylvania State W-2 file generated out of HR4000. Based on the number of records, the bigger file is split into multiple smaller files.

7 State and Local Periodic Reporting

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7-1	Introduction
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7-22	State Quarterly and Monthly Field Names
7-46	Pennsylvania Local Files
7-48	Pennsylvania Local Field Names

Introduction

This chapter provides setup information for producing State Quarterly files, State Quarterly Wage/Tax forms and files, State Monthly files, and local periodic files. The tables provide a listing of items to be reported on quarterly forms/files and monthly files and their corresponding record mapping field names. Field origins and TOTAL-FIELD information are provided in the Field Names table.

For a review of the steps associated with quarterly and monthly reporting, see Setup Activities in the Defining Report Parameters chapter.

State Quarterly Form Model

HCM:E provides a state quarterly form model as code 60 to print in standard quarterly report format.

State Quarterly File Overflow Record Feature

If a reportable amount exceeds the maximum field size allowed for any state quarterly file, Regulatory Report Generate automatically reduces that amount to the maximum amount. It then generates as many additional overflow records for the same employee as necessary to account for the full reportable amount. Each record generated is identified separately on the Regulatory Audit/Exception Report for the associated state.

State Quarterly Forms

This table identifies items to be reported on State Quarterly forms.

Item	Field Name
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
EMPLOYER SUI REPORTING ID	TX-SUI-TAX-ID
EMPLOYER FEDERAL TAX ID	TX-FED-EIN-FORM
UNIT CODE	TX-HDR-UNIT-CD
TYPE OF EMPLOYMENT	TX-TYPE-EMPLMNT
REPORT DUE DATE	TX-QTR-DUE-DATE
STATE TYPE OF EMPLOYMENT	TX-ST-TYPE-EMPL
LIMIT OF LIABILITY	TX-LIMIT-LIAB
STATE/LOCAL 69 NUMBER	TX-SSA-ID
STATE NAME	TX-ST-NAME
STATE FIPS POSTAL CODE	TX-FIPS-ST-CD
OREGON HEALTH INSURANCE CODE	TX-HLTH-INS-CD
COVERED WORKER 1	TX-CVD-WRKR-1
COVERED WORKER 2	TX-CVD-WRKR-2
COVERED WORKER 3	TX-CVD-WRKR-3
QUARTER END DATE (YEAR)	TX-QTR-END-YY
QUARTER END DATE (MONTH)	TX-QTR-END-MM
QUARTER END DATE (DAY)	TX-QTR-END-DD
QUARTER NUMBER	TX-QTR-NUMBER
PAGE NUMBER	TX-PAGE-NO
EMPLOYER LEVEL 1	TX-RPTNG-LVL-1
EMPLOYER LEVEL 2	TX-RPTNG-LVL-2
RUN DATE	TX-RPT-RUN-DATE
PERIOD END DATE	TX-RPT-END-DATE

Item	Field Name
EMPLOYEE NAME	TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-SUFFIX
SOCIAL SECURITY NUMBER	TX-SSN-FORM
SUI TAXABLE WAGES	TX-SUI-TXBL-WG
SUI TOTAL WAGES	TX-SUI-TOTAL-WG
EXCESS SUI WAGES OVER STATE LIMIT	TX-EXCESS-WG
WEEKS WORKED	TX-WEEKS-WRKD
DATE HIRED	TX-HIRE-DATE
DATE TERMINATED	TX-TERM-DATE
TOTAL HOURS WORKED	TX-HRS-WRKD
GROSS WAGES	TX-GROSS-WG
CORPORATE OFFICER	TX-CORP-OFCD
TAX AUTHORITY SUPPLEMENT 1	TX-AUTH-SUP-1
TAX AUTHORITY SUPPLEMENT 2	TX-AUTH-SUP-2
TAX AUTHORITY SUPPLEMENT 3	TX-AUTH-SUP-3
NUMBER OF EMPLOYEE RECORDS (TX-REC-COUNT)	TOTAL-FIELD-11
EMPLOYEE LEVEL 1	TX-LEVEL-1
EMPLOYEE LEVEL 2	TX-LEVEL-2
EMPLOYEE LEVEL 3	TX-LEVEL-3
EMPLOYEE LEVEL 4	TX-LEVEL-4
EMPLOYEE LEVEL 5	TX-LEVEL-5
EMPLOYEE STATE UNIT CODE	TX-EMP-UNIT-CD
EMPLOYEE STATUS	TX-EMP-STATUS
EMPLOYEE MARITAL STATUS	TX-EMP-MAR-STAT
EMPLOYEE NUMBER	TX-EMP-EMP-NO
REGULAR HOURS WORKED	TX-REG-HRS-WRKD
OVERTIME HOURS WORKED	TX-OVT-HRS-WRKD
SPECIAL HOURS WORKED	TX-SPC-HRS-WRKD
REPORTED TIPS	TX-RPT-TIPS
WEEKS WORKED ROUNDED	TX-WEEKS-WRKD-RD
WEEKS WORKED ROUNDED UP	TX-WEEKS-WRKD-UP
WEEKS WORKED TRUNCATED	TX-WEEKS-WRKD-TR
SIT TOTAL TAXES	TX-SIT-TOTAL-TAX

Item	Field Name
NO PAYROLL INDICATOR	TX-NO-PAY-IND
OUT OF BUSINESS INDICATOR	TX-OOB-IND
UI AND DI INDICATOR	TX-UI-DI-IND
UI ONLY INDICATOR	TX-UI-IND
DI ONLY INDICATOR	TX-DI-IND
UI AND VPDI INDICATOR	TX-UI-VPDI-IND
PIT ONLY INDICATOR	TX-PIT-IND
PRINT SUI TAXABLE	TX-PRNT-SUI-TXBL
HOURLY/SALARIED FLAG	TX-HOURLY-FLAG
TOTAL HOURS PAID (Hourly Workers Only)	TX-HOURLY-HRS
RATE PAID (Hourly Workers Only)	TX-HOURLY-RATE
GENDER	TX-GENDER

State Quarterly Files

The following tables identify items generated for State Quarterly file reporting.

Item	Field Name
RUN DATE	TX-RPT-RUN-DATE
PERIOD END DATE	TX-PER-END-DATE
LEVEL 1	TX-RPTNG-LVL-1
LEVEL 2	TX-RPTNG-LVL-2
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
UNIT CODE	TX-HDR-UNIT-CD
EMPLOYER FEDERAL TAX ID	TX-FED-EIN-TAPE
TYPE OF EMPLOYMENT	TX-TYPE-EMPLMNT
LIMIT OF LIABILITY	TX-LIMIT-LIAB
STATE/LOCAL 69 NUMBER	TX-SSA-ID
STATE NAME	TX-ST-NAME
OTHER EMPLOYER TAX ID	TX-OTHER-EIN
STATE FIPS POSTAL CODE	TX-FIPS-ST-CD
STATE TYPE OF EMPLOYMENT	TX-ST-TYPE-EMPL
EMPLOYER STATE TAX ID	TX-SUI-TAX-ID
TRANSMITTER NAME	TX-TRNS-NM
TRANSMITTER ADDRESS	TX-TRNS-ADR
TRANSMITTER CITY	TX-TRNS-CITY
TRANSMITTER STATE	TX-TRNS-STATE
TRANSMITTER ZIP CODE	TX-TRNS-ZIP
TRANSMITTER ZIP EXTENSION	TX-TRNS-ZIP-EXT
TRANSMITTER FOREIGN ADDRESS INDICATOR	TX-TRNS-FADR-IN
TRANSMITTER EIN	TX-TRNS-EIN
COMPUTER MANUFACTURER	TX-COMPUTER
INTERNAL LABEL	TX-INT-LABEL
FILE DENSITY	TX-DENSITY

Item	Field Name
FILE CHARACTER SET	TX-RECD-MODE
TRANSMITTER STATE SUI ID	TX-TRNS-SUI-NO
FILE RETURN NAME	TX-RTN-NM
FILE RETURN ADDRESS	TX-RTN-ADR
FILE RETURN CITY	TX-RTN-CITY
FILE RETURN STATE	TX-RTN-STATE
FILE RETURN ZIP	TX-RTN-ZIP
FILE RETURN ZIP EXTENSION	TX-RTN-ZIP-EXT
FILE RETURN FOREIGN ADDRESS INDICATOR	TX-RTN-FADR-IND
RESPONSIBLE INDIVIDUAL NAME	TX-NH-INDIV-NM
RESPONSIBLE INDIVIDUAL TITLE	TX-NH-INDIV-TTL
PA SUI TAX TITLE	TX-PA-SUI-TITLE
NAME FORMAT INDICATOR	TX-NAME-FMT-TP
QUARTER BEG DATE	TX-QTR-BEG-YY
	TX-QTR-BEG-MM
	TX-QTR-BEG-DD
QUARTER END DATE	TX-QTR-END-YY
	TX-QTR-END-MM
	TX-QTR-END-DD
QUARTER NUMBER	TX-QTR-NUMBER
QUARTER END MONTH CODE	TX-QTR-END-CD
TRANSMITTER CONTACT TITLE	TX-TRNS-CONTACT
TRANSMITTER CONTACT TEL NUMBER	TX-TRNS-CNT-PHN
TRANSMITTER CONTACT TEL EXT/BOX	TX-TRNS-CNT-EXT
STATE QUARTERLY FILE AUTHNUM	TX-TRNS-AUTH-NUM
STATE TAX ID	TX-WH-TAX-ID
TRANSMITTER CONTACT EMAIL	TX-TRNS-CNT-EMAIL
TRANSMITTER MULTI-PURPOSE	TX-TRNS-MLTI-PUR
TOTAL REPORTABLE WAGES FOR NJ	TX-NJ-TOT-WG
TOTAL NUMBER OF B RECORDS FOR NJ	TX-NJ-TOT-B-REC
TOTAL REPORTABLE WAGES FOR AK	TX-AK-TOT-WG
TOTAL NUMBER OF D RECORDS FOR AK	TX-AK-TOT-D-REC
TOTAL NUMBER OF FLI RECORDS	TX-FLI-ERREC-CNT
UI TAX RATE	TX-ST-TAX-RATE
UI TAX DUE	TX-ST-TAX-DUE
TOTAL PAYMENT DUE	TX-ST-TOTAL-DUE

Item	Field Name
INTEREST	TX-ST-INT-DUE
PENALTY	TX-ST-PEN-DUE
OVERPAYMENT AMOUNT	TX-ST-OVERPMT
REMITTANCE AMOUNT	TX-ST-REMIT-AMT
UNDERPAYMENT AMOUNT	TX-ST-UNDERPMT
STATE-SPECIFIC FIELD 1	TX-ST-SPEC-FLD-1
STATE-SPECIFIC FIELD 2	TX-ST-SPEC-FLD-2
STATE-SPECIFIC FIELD 3	TX-ST-SPEC-FLD-3
STATE-SPECIFIC FIELD 4	TX-ST-SPEC-FLD-4
STATE-SPECIFIC FIELD 5	TX-ST-SPEC-FLD-5
STATE-SPECIFIC FIELD 6	TX-ST-SPEC-FLD-6
STATE-SPECIFIC FIELD 7	TX-ST-SPEC-FLD-7
STATE-SPECIFIC FIELD 8	TX-ST-SPEC-FLD-8
STATE-SPECIFIC FIELD 9	TX-ST-SPEC-FLD-9
STATE-SPECIFIC FIELD 10	TX-ST-SPEC-FLD-10
STATE-SPECIFIC AMOUNT 1	TX-ST-SPEC-AMT-1
STATE-SPECIFIC AMOUNT 2	TX-ST-SPEC-AMT-2
STATE-SPECIFIC AMOUNT 3	TX-ST-SPEC-AMT-3
STATE-SPECIFIC AMOUNT 4	TX-ST-SPEC-AMT-4
STATE-SPECIFIC AMOUNT 5	TX-ST-SPEC-AMT-5
STATE-SPECIFIC AMOUNT 6	TX-ST-SPEC-AMT-6
STATE-SPECIFIC AMOUNT 7	TX-ST-SPEC-AMT-7
STATE-SPECIFIC AMOUNT 8	TX-ST-SPEC-AMT-8
STATE-SPECIFIC AMOUNT 9	TX-ST-SPEC-AMT-9
STATE-SPECIFIC AMOUNT 10	TX-ST-SPEC-AMT-10
SYSTEM DATE	TX-SYS-YYMMDD
SYSTEM TIME	TX-SYS-HHMMSS

Employee

Item	Field Name
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-NM
	TX-EMP-F-NM
	TX-EMP-M-INIT
	TX-EMP-L-NM
	TX-EMP-SUFX

Item	Field Name
EMPLOYEE ADDRESS 1	TX-EMP-ADR-1
EMPLOYEE ADDRESS 2	TX-EMP-ADR-2
EMPLOYEE CITY	TX-EMP-CITY
EMPLOYEE STATE	TX-EMP-STATE
EMPLOYEE ZIP CODE	TX-EMP-ZIP
EMPLOYEE ZIP CODE HYPHEN	TX-EMP-DASH
EMPLOYEE ZIP CODE EXTENSION	TX-EMP-ZIP-EXT
EMPLOYEE FOREIGN ADDRESS PROVINCE	TX-EMP-FRGN-PROV
EMPLOYEE FOREIGN ADDRESS POSTAL CD	TX-EMP-FRGN-PSTL
EMPLOYEE FOREIGN ADDRESS COUNTRY	TX-EMP-FRGN-CTRY
OPTION CODE	TX-OPT-CODE
OPTIONAL TAX ENTITY	TX-OPT-ENTITY
OPTIONAL STATE EMPLOYER ID	TX-OPT-ST-EMP-ID
OPTIONAL EMPLOYER USE	TX-OPT-EMPLR-USE
REPORTING PERIOD MONTH AND YEAR	TX-RPTNG-PERIOD
EMPLOYEE HIRE DATE	TX-HIRE-DATE
EMPLOYEE HIRE DATE (If hired in reported quarter)	TX-HIRE-DT-IN-Q
EMPLOYEE TERMINATION DATE	TX-TERM-DATE
CORPORATE OFFICER INDICATOR	TX-CORP-OFCR
TAX AUTHORITY SUPPLEMENT 1 DATA	TX-AUTH-SUP-1
TAX AUTHORITY SUPPLEMENT 2 DATA	TX-AUTH-SUP-2
TAX AUTHORITY SUPPLEMENT 3 DATA	TX-AUTH-SUP-3
SUI TAXABLE WAGES	TX-SUI-TXBL-WG
SUI TOTAL WAGES	TX-SUI-TOTAL-WG
NUMBER OF WEEKS WORKED IN QUARTER	TX-WEEKS-WRKD
EXCESS WAGES	TX-EXCESS-WG
TOTAL GROSS WAGES	TX-GROSS-WG
REGULAR HOURS WORKED IN QUARTER	TX-REG-HRS-WRKD
OVERTIME HOURS WORKED IN QUARTER	TX-OVT-HRS-WRKD
SPECIAL HOURS WORKED IN QUARTER	TX-SPC-HRS-WRKD
TOTAL REPORTABLE HOURS WORKED IN QUARTER	TX-HRS-WRKD
OTHER STATE DATA	TX-OTH-ST-DATA
NUMBER OF EMPLOYEES (TX-REC-CT-EMPE)	TOTAL-FIELD-10
NUMBER OF EMPLOYEE RECORDS (TX-REC-CNT)	TOTAL-FIELD-11
REPORTED TIPS	TX-RPT-TIPS

Item	Field Name
EMPLOYEE LEVEL 1	TX-LEVEL-1
EMPLOYEE LEVEL 2	TX-LEVEL-2
EMPLOYEE LEVEL 3	TX-LEVEL-3
EMPLOYEE LEVEL 4	TX-LEVEL-4
EMPLOYEE LEVEL 5	TX-LEVEL-5
EMPLOYEE STATUS	TX-EMP-STATUS
EMPLOYEE MARITAL STATUS	TX-EMP-MAR-STAT
EMPLOYEE STATE UNIT CODE	TX-EMP-UNIT-CD
EMPLOYEE NUMBER	TX-EMP-EMP-NO
EMPLOYEE COUNTY FIPS CODE	TX-FIPS-CNTY-CD
SIT TOTAL TAXES	TX-SIT-TOTAL-TAX
HOURLY/SALARIED FLAG	TX-HOURLY-FLAG
TOTAL HOURS PAID	TX-HOURLY-HRS
RATE PAID (Hourly Workers only)	TX-HOURLY-RATE
GENDER	TX-GENDER
WORKER'S COMP ACCOUNT NUMBER	TX-MISC-FLD-1
STATE SPECIFIC MISCELLANEOUS AMOUNT 1	TX-MISC-AMT-1
STATE SPECIFIC MISCELLANEOUS AMOUNT 2	TX-MISC-AMT-2
MONTH 1 EMPLOYEE EMPLOYMENT COUNT	TX-MO-1-EMPLOYEE
MONTH 2 EMPLOYEE EMPLOYMENT COUNT	TX-MO-2-EMPLOYEE
MONTH 3 EMPLOYEE EMPLOYMENT COUNT	TX-MO-3-EMPLOYEE
TOTAL MONTHS REPORTED	TX-MONTHS-RPRTD
OUT OF STATE WAGE STATE CODE 1	TX-ST-CD-1
YTD OUT OF STATE SUI TAXABLE WAGE 1	TX-OOS-TXBL
YTD OUT OF STATE SUI TOTAL WAGE 1	TX-OOS-TOTL
OUT OF STATE WAGE STATE CODE 2	TX-ST-CD-2
YTD OUT OF STATE SUI TAXABLE WAGE 2	TX-OOS-TXBL-2
YTD OUT OF STATE SUI TOTAL WAGE 2	TX-OOS-TOTL-2
OUT OF STATE WAGE STATE CODE 3	TX-ST-CD-3
YTD OUT OF STATE SUI TAXABLE WAGE 3	TX-OOS-TXBL-3
YTD OUT OF STATE SUI TOTAL WAGE 3	TX-OOS-TOTL-3
OUT OF STATE WAGE STATE CODE 4	TX-ST-CD-4
YTD OUT OF STATE SUI TAXABLE WAGE 4	TX-OOS-TXBL-4
YTD OUT OF STATE SUI TOTAL WAGE 4	TX-OOS-TOTL-4
OUT OF STATE WAGE STATE CODE 5	TX-ST-CD-5
YTD OUT OF STATE SUI TAXABLE WAGE 5	TX-OOS-TXBL-5

Item	Field Name
YTD OUT OF STATE SUI TOTAL WAGE 5	TX-OOS-TOTL-5
PUERTO RICO FIRST SURNAME	TX-PR-SURNAME-1
PUERTO RICO SECOND SURNAME	TX-PR-SURNAME-2
OREGON FLI TOTAL GROSS	TX-QTR-OR-FLI-GW
COLORADO FLI TOTAL WAGES	TX-FLI-ERTOTLWGS
EMPLOYEE WORK COUNTY	TX-EE-WRK-COUNTY
EMPLOYEE SOC CODE	TX-EE-SOC-CD

Supplemental (State-Specific)

Item	Field Name
Supplemental Date	TX-SUPP-DATE
Supplemental Amount 1	TX-SUPP-AMT-1
Supplemental Amount 2	TX-SUPP-AMT-2
Supplemental Generic Usage Area	TX-SUPP-GENERIC1 - TX-SUPP-GENERIC9

State Quarterly Wage/Tax Forms

The following tables identify items generated for State Quarterly Wage/Tax form reporting.

Item	Field Name
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
UNIT CODE	TX-HDR-UNIT-CD
EMPLOYER FEDERAL TAX ID	TX-FED-EIN-FORM
LIMIT OF LIABILITY	TX-LIMIT-LIAB
STATE/LOCAL 69 NUMBER	TX-SSA-ID
STATE NAME	TX-ST-NAME
STATE FIPS POSTAL CODE	TX-FIPS-ST-CD
EMPLOYER SUI TAX ID	TX-ST-TX-ID
QUARTER END DATE	TX-QTR-END-YY TX-QTR-END-MM TX-QTR-END-DD
QUARTER NUMBER	TX-QTR-NUMBER
PAGE NUMBER	TX-PAGE-NO
EMPLOYER LEVEL 1	TX-RPTNG-LVL-1
EMPLOYER LEVEL 2	TX-RPTNG-LVL-2
RUN DATE	TX-RPT-RUN-DATE
PERIOD END DATE	TX-PER-END-DATE

Employee

Item	Field Name
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-FORM
EMPLOYEE NAME	TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-SUFFIX
GROSS WAGES PAID THIS QUARTER	TX-QTD-GROSS-WG
OTHER WAGES PAID THIS QUARTER	TX-QTD-OTHR-WGS
GROSS WAGES SUBJECT TO WITHHOLDING	TX-YTD-GROSS-WG
TOTAL TAX WITHHELD	TX-YTD-TAX
NUMBER OF EMPLOYEE RECORDS (TX-REC-COUNT)	TOTAL-FIELD-04
EMPLOYEE LEVEL 1	TX-LEVEL-1
EMPLOYEE LEVEL 2	TX-LEVEL-2
EMPLOYEE LEVEL 3	TX-LEVEL-3
EMPLOYEE LEVEL 4	TX-LEVEL-4
EMPLOYEE LEVEL 5	TX-LEVEL-5
EMPLOYEE STATUS	TX-EMP-STATUS
EMPLOYEE NUMBER	TX-EMP-EMP-NO
EMPLOYEE STATE UNIT CODE	TX-EMP-UNIT-CD

State Quarterly Wage/Tax Files

The following tables identify items generated for State Quarterly Wage/Tax file reporting.

Item	Field Name
RUN DATE	TX-RPT-RUN-DATE
PERIOD END DATE	TX-PER-END-DATE
EMPLOYER LEVEL 1	TX-RPTNG-LVL-1
EMPLOYER LEVEL 2	TX-RPTNG-LVL-2
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
UNIT CODE	TX-HDR-UNIT-CD
EMPLOYER FEDERAL TAX ID	TX-FED-EIN-TAPE
LIMIT OF LIABILITY	TX-LIMIT-LIAB
STATE/LOCAL 69 NUMBER	TX-SSA-ID
STATE NAME	TX-ST-NAME
STATE FIPS POSTAL CODE	TX-FIPS-ST-CD
EMPLOYER STATE TAX ID	TX-ST-TAX-ID
TRANSMITTER NAME	TX-TRNS-NM
TRANSMITTER ADDRESS	TX-TRNS-ADR
TRANSMITTER CITY	TX-TRNS-CITY
TRANSMITTER STATE	TX-TRNS-STATE
TRANSMITTER ZIP CODE	TX-TRNS-ZIP
TRANSMITTER ZIP EXTENSION	TX-TRNS-ZIP-EXT
TRANSMITTER EIN	TX-TRNS-EIN
FILE RETURN NAME	TX-RTN-NM
FILE RETURN ADDRESS	TX-RTN-ADR TX-RTN-CITY TX-RTN-STATE TX-RTN-ZIP TX-RTN-ZIP-EXT
TRANSMITTER CONTACT	TX-TRNS-CONTACT

Item	Field Name
TRANSMITTER PHONE NUMBER/EXTENSION	TX-TRNS-CNT-PHN TX-TRNS-CNT-EXT
WITHHOLDING STATE TAX ID	TX-WH-TAX-ID
QUARTER END DATE	TX-QTR-END-YY TX-QTR-END-MM TX-QTR-END-DD
QUARTER NUMBER	TX-QTR-NUMBER
STATE TAX RATE	TX-ST-TAX-RATE
STATE TAX DUE	TX-ST-TAX-DUE
STATE TOTAL DUE	TX-ST-TOTAL-DUE
STATE INTEREST DUE	TX-ST-INT-DUE
STATE PENALTY DUE	TX-ST-PEN-DUE
STATE OVERPAYMENT	TX-ST-OVERPMT
STATE REMITTANCE AMOUNT	TX-ST-REMIT-AMT
STATE UNDERPAYMENT	TX-ST-UNDERPMT
STATE-SPECIFIC FIELD 1	TX-ST-SPEC-FLD-1
STATE-SPECIFIC FIELD 2	TX-ST-SPEC-FLD-2
STATE-SPECIFIC FIELD 3	TX-ST-SPEC-FLD-3
STATE-SPECIFIC FIELD 4	TX-ST-SPEC-FLD-4
STATE-SPECIFIC FIELD 5	TX-ST-SPEC-FLD-5
STATE-SPECIFIC FIELD 6	TX-ST-SPEC-FLD-6
STATE-SPECIFIC FIELD 7	TX-ST-SPEC-FLD-7
STATE-SPECIFIC FIELD 8	TX-ST-SPEC-FLD-8
STATE-SPECIFIC FIELD 9	TX-ST-SPEC-FLD-9
STATE-SPECIFIC FIELD 10	TX-ST-SPEC-FLD-10
STATE-SPECIFIC AMOUNT 1	TX-ST-SPEC-AMT-1
STATE-SPECIFIC AMOUNT 2	TX-ST-SPEC-AMT-2
STATE-SPECIFIC AMOUNT 3	TX-ST-SPEC-AMT-3
STATE-SPECIFIC AMOUNT 4	TX-ST-SPEC-AMT-4
STATE-SPECIFIC AMOUNT 5	TX-ST-SPEC-AMT-5
STATE-SPECIFIC AMOUNT 6	TX-ST-SPEC-AMT-6
STATE-SPECIFIC AMOUNT 7	TX-ST-SPEC-AMT-7
STATE-SPECIFIC AMOUNT 8	TX-ST-SPEC-AMT-8
STATE-SPECIFIC AMOUNT 9	TX-ST-SPEC-AMT-9
STATE-SPECIFIC AMOUNT 10	TX-ST-SPEC-AMT-10

Item	Field Name
NUMBER OF EMPLOYEES WITH SIT WITHHELD IN THE QUARTER	TX-EMP-SIT-WHLD

Employee

Item	Field Name
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-SUFFIX
EMPLOYEE ADDRESS	TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-DASH TX-EMP-ZIP-EXT
EMPLOYEE WAGE/PENSION INDICATOR	TX-WG-PENS-IND
GROSS WAGES PAID THIS QUARTER	TX-QTD-GROSS-WG
GROSS WAGES SUBJECT TO WITHHOLDING	TX-YTD-GROSS-WG
TOTAL TAX WITHHELD	TX-YTD-TAX
NUMBER OF EMPLOYEE RECORDS (TX-REC-CNT)	TOTAL-FIELD-05
EMPLOYEE LEVEL 1	TX-LEVEL-1
EMPLOYEE LEVEL 2	TX-LEVEL-2
EMPLOYEE LEVEL 3	TX-LEVEL-3
EMPLOYEE LEVEL 4	TX-LEVEL-4
EMPLOYEE LEVEL 5	TX-LEVEL-5
EMPLOYEE STATUS	TX-EMP-STATUS
EMPLOYEE NUMBER	TX-EMP-EMP-NO
EMPLOYEE STATE UNIT CODE	TX-EMP-UNIT-CD
TOTAL NUMBER OF EMPLOYEES (TX-REC-CT-EMPE)	TOTAL-FIELD-04
TOTAL NUMBER OF EMPLOYER RECORDS (TX-EREC-CNT)	TOTAL-FIELD-06
SUI TOTAL WAGES PAID THIS QUARTER	TX-SUI-TOTAL-WG
SIT TOTAL TAXES PAID THIS QUARTER	TX-SIT-TOTAL-TAX

State-Specific Supplemental

Item	Field Name
Supplemental Date	TX-SUPP-DATE
Supplemental Amount 1	TX-SUPP-AMT-1
Supplemental Amount 2	TX-SUPP-AMT-2
Supplemental Generic Usage Area	TX-SUPP-GENERIC1 - TX-SUPP-GENERIC5

State Monthly Files

The following tables identify items generated for State Monthly file reporting.

Item	Field Name
RUN DATE	TX-RPT-RUN-DATE
PERIOD END DATE	TX-PER-END-DATE
LEVEL 1	TX-RPTNG-LVL-1
LEVEL 2	TX-RPTNG-LVL-2
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
UNIT CODE	TX-HDR-UNIT-CD
EMPLOYER FEDERAL TAX ID	TX-FED-EIN-TAPE
TYPE OF EMPLOYMENT	TX-TYPE-EMPLMNT
LIMIT OF LIABILITY	TX-LIMIT-LIAB
STATE/LOCAL 69 NUMBER	TX-SSA-ID
OTHER EMPLOYER TAX ID	TX-OTHER-EIN
STATE NAME	TX-ST-NAME
STATE FIPS POSTAL CODE	TX-FIPS-ST-CD
STATE TYPE OF EMPLOYMENT	TX-ST-TYPE-EMPL
EMPLOYER STATE TAX ID	TX-SUI-TAX-ID
TRANSMITTER NAME	TX-TRNS-NM
TRANSMITTER ADDRESS	TX-TRNS-ADR
TRANSMITTER CITY	TX-TRNS-CITY
TRANSMITTER STATE	TX-TRNS-STATE
TRANSMITTER ZIP CODE	TX-TRNS-ZIP
TRANSMITTER ZIP EXTENSION	TX-TRNS-ZIP-EXT
TRANSMITTER FOREIGN ADDRESS INDICATOR	TX-TRNS-FADR-IN
TRANSMITTER EIN	TX-TRNS-EIN
TRANSMITTER STATE SUI ID	TX-TRNS-SUI-NO
FILE RETURN NAME	TX-RTN-NM
FILE RETURN ADDRESS	TX-RTN-ADR

Item	Field Name
FILE RETURN CITY	TX-RTN-CITY
FILE RETURN STATE	TX-RTN-STATE
FILE RETURN ZIP	TX-RTN-ZIP
FILE RETURN ZIP EXTENSION	TX-RTN-ZIP-EXT
FILE RETURN FOREIGN ADDRESS INDICATOR	TX-RTN-FADR-IND
NAME FORMAT INDICATOR	TX-NAME-FMT-TP
MONTH END DATE	TX-MO-END-YY TX-MO-END-MM TX-MO-END-DD
MONTH NUMBER	TX-MO-NUMBER
TRANSMITTER CONTACT TITLE	TX-TRNS-CONTACT
TRANSMITTER CONTACT TEL NUMBER	TX-TRNS-CNT-PHN
TRANSMITTER CONTACT TEL EXT/BOX	TX-TRNS-CNT-EXT
STATE MONTHLY FILE AUTHNUM	TX-TRNS-AUTH-NUM
STATE TAX ID	TX-WH-TAX-ID
TRANSMITTER CONTACT EMAIL	TX-TRNS-CNT-EMAIL
TRANSMITTER MULTI-PURPOSE	TX-TRNS-MLTI-PUR
UI TAX RATE	TX-ST-TAX-RATE
UI TAX DUE	TX-ST-TAX-DUE
TOTAL PAYMENT DUE	TX-ST-TOTAL-DUE
INTEREST	TX-ST-INT-DUE
PENALTY	TX-ST-PEN-DUE
OVERPAYMENT AMOUNT	TX-ST-OVERPMT
REMITANCE AMOUNT	TX-ST-REMIT-AMT
UNDERPAYMENT AMOUNT	TX-ST-UNDERPMT
STATE-SPECIFIC FIELD 1	TX-ST-SPEC-FLD-1
STATE-SPECIFIC FIELD 2	TX-ST-SPEC-FLD-2
STATE-SPECIFIC FIELD 3	TX-ST-SPEC-FLD-3
STATE-SPECIFIC FIELD 4	TX-ST-SPEC-FLD-4
STATE-SPECIFIC FIELD 5	TX-ST-SPEC-FLD-5
STATE-SPECIFIC FIELD 6	TX-ST-SPEC-FLD-6
STATE-SPECIFIC FIELD 7	TX-ST-SPEC-FLD-7
STATE-SPECIFIC FIELD 8	TX-ST-SPEC-FLD-8
STATE-SPECIFIC FIELD 9	TX-ST-SPEC-FLD-9
STATE-SPECIFIC FIELD 10	TX-ST-SPEC-FLD-10
STATE-SPECIFIC AMOUNT 1	TX-ST-SPEC-AMT-1

Item	Field Name
STATE-SPECIFIC AMOUNT 2	TX-ST-SPEC-AMT-2
STATE-SPECIFIC AMOUNT 3	TX-ST-SPEC-AMT-3
STATE-SPECIFIC AMOUNT 4	TX-ST-SPEC-AMT-4
STATE-SPECIFIC AMOUNT 5	TX-ST-SPEC-AMT-5
STATE-SPECIFIC AMOUNT 6	TX-ST-SPEC-AMT-6
STATE-SPECIFIC AMOUNT 7	TX-ST-SPEC-AMT-7
STATE-SPECIFIC AMOUNT 8	TX-ST-SPEC-AMT-8
STATE-SPECIFIC AMOUNT 9	TX-ST-SPEC-AMT-9
STATE-SPECIFIC AMOUNT 10	TX-ST-SPEC-AMT-10
TOTAL EMPLOYEE SIT WITHHELD	TX-EMP-SIT-WHLD
SYSTEM DATE	TX-SYS-YYMMDD
SYSTEM TIME	TX-SYS-HHMMSS

Employee

Item	Field Name
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-SUFFIX
EMPLOYEE ADDRESS 1	TX-EMP-ADR-1
EMPLOYEE ADDRESS 2	TX-EMP-ADR-2
EMPLOYEE CITY	TX-EMP-CITY
EMPLOYEE STATE	TX-EMP-STATE
EMPLOYEE ZIP CODE	TX-EMP-ZIP
EMPLOYEE ZIP CODE HYPHEN	TX-EMP-DASH
EMPLOYEE ZIP CODE EXTENSION	TX-EMP-ZIP-EXT
EMPLOYEE FOREIGN ADDRESS PROVINCE	TX-EMP-FRGN-PROV
EMPLOYEE FOREIGN ADDRESS POSTAL CD	TX-EMP-FRGN-PSTL
EMPLOYEE FOREIGN ADDRESS COUNTRY	TX-EMP-FRGN-CTRY
EMPLOYEE SUPPLEMENTAL ADDRESS INDICATOR	TX-SUPP-ADDR-IND
REPORTING PERIOD MONTH AND YEAR	TX-RPTNG-PERIOD
EMPLOYEE HIRE DATE	TX-HIRE-DATE
EMPLOYEE TERMINATION DATE	TX-TERM-DATE

Item	Field Name
CORPORATE OFFICER INDICATOR	TX-CORP-OF CR
TAX AUTHORITY SUPPLEMENT 1 DATA	TX-AUTH-SUP-1
TAX AUTHORITY SUPPLEMENT 2 DATA	TX-AUTH-SUP-2
TAX AUTHORITY SUPPLEMENT 3 DATA	TX-AUTH-SUP-3
SUI TAXABLE WAGES	TX-SUI-TXBL-WG
SUI TOTAL WAGES	TX-SUI-TOTAL-WG
EXCESS WAGES	TX-EXCESS-WG
TOTAL GROSS WAGES	TX-GROSS-WG
REGULAR HOURS WORKED IN MONTH	TX-REG-HRS-WRKD
OVERTIME HOURS WORKED IN MONTH	TX-OVT-HRS-WRKD
SPECIAL HOURS WORKED IN MONTH	TX-SPC-HRS-WRKD
TOTAL REPORTABLE HOURS WORKED IN MONTH	TX-HRS-WRKD
REPORTED TIPS	TX-RPT-TIPS
SIT TOTAL TAXES	TX-SIT-TOTAL-TAX
OTHER STATE DATA	TX-OTH-ST-DATA
EMPLOYEE HIRE DATE (If hired in reported month)	TX-HIRE-DT-IN-M
NUMBER OF EMPLOYEE RECORDS (TX-DTL-REC-CNT)	TOTAL-FIELD-11
NUMBER OF EMPLOYEES TX-EMP-REC-CNT)	TOTAL-FIELD-12
E RECORD COUNT	TOTAL-FIELD-13
EMPLOYEE LEVEL 1	TX-LEVEL-1
EMPLOYEE LEVEL 2	TX-LEVEL-2
EMPLOYEE LEVEL 3	TX-LEVEL-3
EMPLOYEE LEVEL 4	TX-LEVEL-4
EMPLOYEE LEVEL 5	TX-LEVEL-5
EMPLOYEE STATUS	TX-EMP-STATUS
EMPLOYEE MARITAL STATUS	TX-EMP-MAR-STAT
EMPLOYEE STATE UNIT CODE	TX-EMP-UNIT-CD
EMPLOYEE NUMBER	TX-EMP-EMP-NO
MISCELLANEOUS FIELD 1	TX-MISC-FLD-1
MISCELLANEOUS FIELD 2	TX-MISC-FLD-2
MISCELLANEOUS FIELD 3	TX-MISC-FLD-3
MISCELLANEOUS AMOUNT 1	TX-MISC-AMT-1
MISCELLANEOUS AMOUNT 2	TX-MISC-AMT-2
MISCELLANEOUS AMOUNT 3	TX-MISC-AMT-3

Item	Field Name
HOURS WORKED ROUNDED	TX-HOURS-WRKD-RD
HOURS WORKED TRUNCATED	TX-HOURS-WRKD-TR
HOURS WORKED ROUNDED UP	TX-HOURS-WRKD-UPD
EMPLOYEE 12TH DAY EMPLOYMENT	TX-MO-12-DAY-EMP
HOURLY/SALARIED FLAG	TX-HOURLY-FLAG
TOTAL HOURS PAID	TX-HOURLY-HRS
RATE PAID (Hourly Workers only)	TX-HOURLY-RATE
GENDER	TX-GENDER

State Quarterly and Monthly Field Names

The following table identifies the field names (in alphanumeric order) used in quarterly and monthly record mapping. Field definition codes are:

- AN (alphanumeric)
- N (numeric)
- 2 (number of decimal places).

Notes:

1. *TOTAL-FIELD* information is provided for each report ID. All total fields have a length of 13, with 2 decimals.
2. **Not supported** indicates that the field is initialized in PL2000, with no further processing.
3. The Tax Authority Supplement fields in the SALTA records are used for quarterly reporting for several states. The uses vary depending on the state requirements. See Tax Authority Supplement Field Use in the U. S. Requirements chapter.

Field Name	Len.	Field Defin.	Origin	Comments
TX-AK-TOT-D-REC	6	N	Accumulated during processing.	
TX-AK-TOT-WG	11	N, 2	Accumulated during processing.	
TX-AUTH-SUP-1	4	AN	From Employee Master File state SALTA record (302-319 segment)	
TX-AUTH-SUP-2	2	AN	From Employee Master File state SALTA record (302-319 segment) Quarterly Reporting CA - Second position contains the Employee Wage Plan code. DC - Worker Relationship Indicator in the first position.	
TX-AUTH-SUP-3	10	AN	From Employee Master File state SALTA record (302-319 segment)	
TX-COMPUTER	8	AN	From the TZ1-003 record in the HRMS Table File	

Field Name	Len.	Field Defn.	Origin	Comments
TX-CORP-OFCR	1	AN	Based on EXEC identification from Worker's Compensation Code in Employee Master File (201 segment)	
TX-CVD-WRKR-1	7	AN	Not supported	
TX-CVD-WRKR-2	7	AN	Not supported	
TX-CVD-WRKR-3	7	AN	Not supported	
TX-DENSITY	2	AN	From the TZ1-003 record in the HRMS Tables File SC - Type of Organization (Preparer Code) from the TZ1-002 record	
TX-EE-SOC-CD	06	AN	From the 340 segment record in the EMF File Employee Standard Occupational Classification code	
TX-EE-SUI-TOTL	11	N, 2	From Employee Master File (segments 302-319)	TOTAL-FIELD-26 (102)
TX-EE-SUI-TXBL	11	N, 2	From Employee Master File (segments 302-319)	TOTAL-FIELD-25 (102)
TX-EE-WRK-COUNTY	15	AN	From the 340 segment record in the EMF File Employee Work County	
TX-EMP-ADR-1	30	AN	From Employee Master File (201 segment)	
TX-EMP-ADR-2	30	AN	From Employee Master File (201 segment)	
TX-EMP-CITY	23	AN	From Employee Master File (201 segment)	
TX-EMP-EMP-NO	10	AN	From Employee Master File (201 segment)	
TX-EMP-MAR-STAT	1	AN	From Employee Master File (203 segment)	
TX-EMP-NM, or TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM	30 30 1 30	AN AN AN AN	From Employee Master File (203 segment). TX-EMP-NM is formatted for printing based on the format option selected on the TC record in the HRMS Tables File.	

Field Name	Len.	Field Defn.	Origin	Comments
TX-EMP-SIT-WHLD	4	N	Total number of employees who have non-zero state income tax withheld.	
TX-EMP-STATE	2	AN	From Employee Master File (201 segment)	
TX-EMP-STATUS	1	AN	From Employee Master File (201 segment)	
TX-EMP-UNIT-CD	3	AN	From Employee Master File State SALTA record (302-319 segments)	
TX-EMP-ZIP	5	AN	From Employee Master File (201 segment)	
TX-EMP-ZIP-DASH	1	AN	Internal Processing	Contains hyphen when TX-EMP-ZIP-EXT is not zeros or spaces.
TX-EMP-ZIP-EXT	4	AN	From Employee Master File (201 segment)	
TX-ER-FLI-TAX-RT	5	N, 2	Employer family leave insurance (FLI) rate from ERFLIRATE or DFERFLIRT tax constants on the HRMS Tables File for Delaware only. (Report 107 only)	
TX-EREC-CNT	11	N, 2	Accumulated during processing.	TOTAL-FIELD-16 (102, 107) TOTAL-FIELD-06 (105)
TX-EXCESS-WG	11	N, 2	SUI Total Wages minus SUI Taxable Wages.	TOTAL-FIELD-03 (101, 102, 106)
TX-FED-EIN-FORM	9	AN	From the TB record in the HRMS Tables File	
TX-FED-EIN-TAPE	9	AN	From the TB record in the HRMS Tables File	
TX-FIPS-CNTY-CD	3	AN	From the TD record in the HRMS Tables File. Determined using employee's county code from Employee Master File (203 segment).	
TX-FIPS-ST-CD	2	AN	Translated from Employee Master File State SALTA SCC Code	

Field Name	Len.	Field Defin.	Origin	Comments
TX-FLI-EE-TAX	11	N, 2	Quarter-to-date FLI employee tax withheld from Employee Master File FLI SALTA record (302-319 segments)	TOTAL-FIELD-25 (107)
TX-FLI-EE-WAGES	11	N, 2	Quarter-to-date employee FLI taxable wages from Employee Master File FLI SALTA record (302-319 segments)	TOTAL-FIELD-01 (107)
TX-FLI-EE-WG-W	11	N, 2	Quarter-to-date employee FLI taxable wages from Employee Master File FLI SALTA record (302-319 segments) for Delaware waived employees only	TOTAL-FIELD-27 (107)
TX-FLI-ER-WAGES	11	N, 2	Quarter-to-date FLI employer taxable wages from Employee Master File FLI SALTA record (302-319 segments)	TOTAL-FIELD-02 (107)
TX-FLI-ER-WG-W	11	N, 2	Quarter-to-date FLI employer taxable wages from Employee Master File FLI SALTA record (302-319 segments) for Delaware waived employees only	TOTAL-FIELD-28 (107)
TX-FLI-ERREC-CNT	6	AN	Total number of detail records by employer	(107)
TX-FLI-TOT-WGS	11	N, 2	Quarter-to-date FLI total wage amount from Employee Master File FLI SALTA record (302-319 segments)	TOTAL-FIELD-05 (107)
TX-FLI-ERTOTLWGS	14	N, 2	Quarter-to-date FLI total wage from Employee Master File from SALTA	(107)
TX-GENDER	1	AN	From the Employee Master File, 201 segment.	

Field Name	Len.	Field Defin.	Origin	Comments
TX-GROSS-WG	11	N, 2	Sum of quarter-to-date, regular, overtime, and other earnings in Employee Master File (segment 202) or quarter-to-date total gross from Employee Master File state SALTA record (302-319 segments), depending on state requirement.	TOTAL-FIELD-05 (101, 102) NY = sum of earnings in 202 segment MA = QTD TOTAL GROSS from SALTA 70 record. TOTAL-FIELD-04 (106)
TX-HDR-UNIT-CD	4	AN	Generated in PL3000 when requesting unit reporting. Taken from employee SALTA unit code when it changes.	
TX-HIRE-DATE	8	AN	Employment date from Employee Master File (201 segment)	6 Positions, Right Justified YYMMDD
TX-HIRE-DT-IN-M	8	AN	Employment date from Employee Master File (201 segment) when date falls in the month being reported	6 Positions, Right Justified YYMMDD (106 only)
TX-HIRE-DT-IN-Q	8	AN	Employment date from Employee Master File (201 segment) when date falls in the quarter being reported	6 Positions, Right Justified YYMMDD
TX-HLTH-INS-CD	1	AN	From the TZ1-138 record in the HRMS Tables File	
TX-HOURLY-FLAG	1	AN	From the Employee Master File, 201 segment	Pay Code 1 or 4 = Hourly. All other Pay Codes = Salaried.
TX-HOURLY-HRS	4	N,0	Sum of quarter-to-date hours amounts from the Employee Master File hours accumulators as specified on the TF record in the HRMS Tables File for hourly employees only.	
TX-HOURLY-RATE	6	N, 2	From the Employee Master File (201 segment), for hourly employees only.	

Field Name	Len.	Field Defn.	Origin	Comments
TX-HOURS-WRKD-RD	3	N,0	Sum of quarter-to-date hours amounts from Employee Master File hours accumulators as specified on the TF record on the HRMS Tables File, rounded.	TOTAL-FIELD-19 (101) TOTAL-FIELD-18 (102) This field contains the whole number of Hours Worked, rounded arithmetically (up from .5 - .9 and down from .1 - .4) TOTAL-FIELD-17 (106)
TX-HOURS-WRKD-TR	3	N,0	Sum of quarter-to-date hours amounts from Employee Master File hours accumulators as specified on the TF record on the HRMS Tables File, truncated.	TOTAL-FIELD-19 (102) TOTAL-FIELD-20 (101) This field contains the whole number of Hours Worked with the decimal position truncated. (Not rounded) TOTAL-FIELD-18 (106)
TX-HOURS-WRKD-UP	3	N,0	Sum of quarter-to-date hours amounts from Employee Master File hours accumulators as specified on the TF record on the HRMS Tables File, rounded up to the next whole number regardless of decimal value.	TOTAL-FIELD-21 (101) TOTAL-FIELD-20 (102) This field contains the whole number of Hours Worked rounded up to the next whole number when any decimal value is present. TOTAL-FIELD-19 (106)
TX-HRS-WRKD	11	N, 2	Sum of quarter-to-date hours amounts from Employee Master File hours accumulators as specified on the TF record in the HRMS Tables File	TOTAL-FIELD-09 (101, 102) TOTAL-FIELD-08 (106)
TX-INT-LABEL	2	AN	From the TZ1-003 record in the HRMS Tables File	

Field Name	Len.	Field Defin.	Origin	Comments
TX-LEVEL-1	2	AN	From Employee Master File (201 segment)	
TX-LEVEL-2	2	AN	From Employee Master File (201 segment)	
TX-LEVEL-3	4	AN	From Employee Master File (201 segment)	
TX-LEVEL-4	4	AN	From Employee Master File (201 segment)	
TX-LEVEL-5	4	AN	From Employee Master File (201 segment)	
TX-LIMIT-LIAB	1	AN	From TB record in the HRMS Tables File	
TX-LINE-NUMBER	6	N, 2	Employee count during processing	
TX-MA-TOT-RETURN	6	N	Count of total return records on the Massachusetts quarterly FLI file	

Field Name	Len.	Field Defin.	Origin	Comments
TX-MISC-AMT-1	11	N, 2	Quarterly Reporting AL - Actual employee SUI Total Wages from state SALTA CO, AR, FL, HI, MD,NC- Calculated QTD SUI Taxable Wages NM - Workers Compensation Contribution from state SALTA OH - Employee QTD Out of State Wages OR - Employee QTD Transit Taxable Wages from the DOE UT - Federal Income Tax withheld this quarter from Federal SALTA VT - Prior (Quarter) Wage WY - From Employee Master File 250 segment for Tips DOE tie (TZ1-151) Quarterly FLI Reporting MA – YTD FLI Total wages from Employee Master File FLI SALTA record (302-319 segments) Quarterly Wage Reporting (rpt-105) NY – New York City Tax Monthly Reporting Currently not used.	TOTAL-FIELD-13 (102, 107)

Field Name	Len.	Field Defin.	Origin	Comments
TX-MISC-AMT-2	11	N, 2	Quarterly Reporting CO, AR, FL, HI, MD, NC - Prior Quarter YTD SUI Total OH - Employee Out of State Wages for previous quarter OR - Employee QTD Transit Tax from the DOE WY - From Employee Master File 250 segment for Corporate Officer Wage Amount (TZ1-151). VT - Month 3 Female Employee Count Quarterly FLI Reporting MA – Medical Leave Withholding Percentage (TZ1-100-M) Quarterly Wage Reporting (rpt-105) NY – Yonkers Tax Monthly Reporting Currently not used.	TOTAL-FIELD-14 (102)
TX-MISC-AMT-3	11	N, 2	Quarterly Reporting CO, AR, FL, HI, MA, MD, NC, OH - Employee Out of State SUI Wages Quarterly FLI Reporting MA – Family Leave Withholding Percentage (TZ1-100-M) Monthly Reporting Currently not used.	TOTAL-FIELD-15 (102) Employee out-of-state SUI taxable wages are calculated for each employee included in Regulatory Reporting Generate (PL2000) processing.

Field Name	Len.	Field Defn.	Origin	Comments
TX-MISC-FLD-1	10	AN	Quarterly Reporting WY - From TZ1-151 Worker's Comp Account Number for Wyoming. FIPS code (for U.S. states and District of Columbia) or postal abbreviation (for non-US. states) based on employee's state address on 201 segment for Arizona. Monthly Reporting Currently not used.	
TX-MISC-FLD-2	10	AN	Quarterly Reporting CO, AR, FL, HI, MD, NC, OH - Contains BAL ERR if QTD SUI Taxable from EMF does not match Calculated QTD SUI Taxable. Monthly Reporting Currently not used.	
TX-MISC-FLD-3	10	AN	Quarterly Reporting CO, AR, FL, HI, MA, MD, NC, OH, WA - Employee Out of State Wages State Code. Monthly Reporting Currently not used.	Employee Out of State SUI Wages State Code specifies the state from which the out-of-state SUI wages are derived. A code of MU represents more than one state.
TX-MO-BEG-YY	4	AN	Determined by option selected or date entered on GENCTL run control.	
TX-MO-BEG-MM	2	AN		
TX-MO-BEG-DD	2	AN		
TX-MO-END-YY	4	AN	Determined by option selected or date entered on GENCTL run control.	
TX-MO-END-MM	2	AN		
TX-MO-END-DD	2	AN		
TX-MO-NUMBER	2	N	Derived from month-end date.	

Field Name	Len.	Field Defin.	Origin	Comments
TX-MO-12-DAY-EMP	3	N, 2	Determined systematically during normal Pay Cycle processing after the appropriate 12th day Indicator (102 Segment, AA transaction), and pay period code (201 Segment) have been set. Also, maintained manually using the NI/RI transaction.	TOTAL-FIELD-20 (106 only)
TX-MO-1-EMPLOYEE	3	N, 2	Determined systematically during normal Pay Cycle processing after the appropriate 12th Day Indicator (102 Segment, AA transaction), and Pay Period Code (201 Segment) have been set. Also, maintained manually on the NI/RI transaction.	TOTAL-FIELD-21
TX-MO-2-EMPLOYEE	3	N, 2	Determined systematically during normal Pay Cycle processing after the appropriate 12th Day Indicator (102 Segment, AA transaction), and Pay Period Code (201 Segment) have been set. Also, maintained manually on the NI/RI transaction.	TOTAL-FIELD-22
TX-MO-3-EMPLOYEE	3	N, 2	Determined systematically during normal Pay Cycle processing after the appropriate 12th Day Indicator (102 Segment, AA transaction), and Pay Period Code (201 Segment) have been set. Also, maintained manually on the NI/RI transaction.	TOTAL-FIELD-23
TX-MONTHS-RPRTD	3	N, 2	Sum of TX-MO-1-EMPLOYEE TX-MO-2-EMPLOYEE TX-MO-2-EMPLOYEE	TOTAL-FIELD-24
TX-NAME-FMT-TP	1	AN	From the TC record in the HRMS Tables File	

Field Name	Len.	Field Defin.	Origin	Comments
TX-NH-INDIV-NM	30	AN	From the TZ1-130 record in the HRMS Tables File	
TX-NH-INDIV-TTL	25	AN	From the TZ1-130 record in the HRMS Tables File	
TX-NJ-TOT-B-REC	12	N	Accumulate NJ employee records during processing.	
TX-NJ-TOT-WG	13	N, 2	Accumulate NJ SUI wage amounts during processing.	
TX-NO-PAY-IND	1	AN	Not supported	
TX-OOB-IND	1	AN	Not supported	
TX-OOS-TOTL	11	N, 2	YTD SUI total wage from state other than report state	
TX-OOS-TOTL-2	11	N, 2	YTD SUI total wage from state other than report state	
TX-OOS-TOTL-3	11	N, 2	YTD SUI total wage from state other than report state	
TX-OOS-TOTL-4	11	N, 2	YTD SUI total wage from state other than report state	
TX-OOS-TOTL-5	11	N, 2	YTD SUI total wage from state other than report state	
TX-OOS-TXBL	11	N, 2	YTD SUI taxable wage from state other than report state	
TX-OOS-TXBL-2	11	N, 2	YTD SUI taxable wage from state other than report state	
TX-OOS-TXBL-3	11	N, 2	YTD SUI taxable wage from state other than report state	
TX-OOS-TXBL-4	11	N, 2	YTD SUI taxable wage from state other than report state	
TX-OOS-TXBL-5	11	N, 2	YTD SUI taxable wage from state other than report state	
TX-OPT-CODE	2	AN	Not supported	
TX-OPT-EMPLR-USE	6	AN	Not supported	
TX-OPT-ENTITY	5	AN	Not supported	
TX-OPT-ST-EMP-ID	12	AN	Not supported	
TX-OTH-ST-DATA	10	AN	Not supported	

Field Name	Len.	Field Defin.	Origin	Comments
TX-OTH-ST-SUIWG	13	N, 2	Summation of quarter-to-date SUI Total Wages from all non-Delaware state SALTAs (Delaware report 107)	
TX-OTHER-EIN	9	AN	Not supported	
TX-OVT-HRS-WRKD	7	N, 2	From Employee Master File	TOTAL-FIELD-07 (101, 102) TOTAL-FIELD-06 (106)
TX-PA-CNTCT-NM	30	AN	From the TZ1-139 record in the HRMS Tables File	
TX-PA-CNTCT-TEL	9	AN	From the TZ1-139 record in the HRMS Tables File	
TX-PA-SUI-TITLE	9	AN	From the TZ1-139 record in HRMS Tables File	
TX-PA-UI-ACCT	10	AN	From the TZ1-139 record in the HRMS Tables File	
TX-PAGE-NO	4	N	Computed	
TX-PER-END-DATE	8	AN	From Employee Master File (102 segment)	
TX-PIT-IND	1	AN	Not supported	
TX-PR-SURNAME-1	16	AN	Derived from Employee Master File 203 Segment Last Name	
TX-PR-SURNAME-2	16	AN	Derived from Employee Master File 203 Segment Last Name	
TX-PRNT-SUI-TXBL	1	AN		Prints without decimal.
TX-PYR-ADR-1	30	AN	From Employee Master File organization record (101 segment)	
TX-PYR-ADR-2	30	AN		
TX-PYR-CITY	23	AN		
TX-PYR-STATE	2	AN		
TX-PYR-ZIP	5	N		
TX-PYR-ZIP-DASH	1	AN	Internal Processing	Contains hyphen when TX-PYR-ZIP-EXT is not zeros or spaces.
TX-PYR-ZIP-EXT	4	AN	From Employee Master File organization segment (101 segment).	

Field Name	Len.	Field Defin.	Origin	Comments
TX-PYR-NM TX-PYR-SUB-TITL	30 30	AN AN	From Employee Master File organization segment (101 segment).	
TX-QTD-GROSS-WG	11	N, 2	Quarter-to-date wages from Employee Master File (202 or 300 segment), determined by Federal W-2 Wage Indicator on the TB record in the HRMS Tables File.	TOTAL-FIELD-01 (104, 105)
TX-QTR-END-YY TX-QTR-END-MM TX-QTR-END-DD	4 2 2	AN AN AN	Determine by option selected or date entered on GENCTL run control.	
TX-QTR-NUMBER	2	N	Derived from quarter-end date.	
TX-QTD-OTHR-WGS	11	N, 2	Quarter-to-date Other Amount from Employee Master File New York SALTA (33).	TOTAL-FIELD-05 (104)
TX-QTR-DUE-DATE	8	AN	Derived from quarter-end date.	6 Positions Right Justified YYMMDD
TX-QTR-END-CODE	1	AN	Derived from quarter-end date.	
TX-QTR-OR-FLI-GW	11	N, 2	Quarter-to-date FLI Gross wages from Employee Master File Oregon FLI SALTA	TOTAL-FIELD-27 (102)
TX-REC-CNT	11	N, 2	Number of employee records processed. Contains a value of 1 for each record.	TOTAL-FIELD-12 (102, 107) TOTAL-FIELD-05 (105)
TX-REC-COUNT	11	N, 2	Number of employee records processed. Contains a value of 1 for each record.	TOTAL-FIELD-11 (101) TOTAL-FIELD-04 (104)
TX-REC-CT-EMPE	11	N, 2	Number of employees processed. Contains a value of 1 for each employee.	TOTAL-FIELD-11 (102, 107) TOTAL-FIELD 04 (105)
TX-RECD-MODE	3	AN	From the TZ1-003 record in the HRMS Tables File	

Field Name	Len.	Field Defin.	Origin	Comments
TX-REG-HRS-WRKD	7	N, 2	From Employee Master File (203 segment)	TOTAL-FIELD-06 (101, 102) TOTAL-FIELD-05 (106)
TX-RPT-RUN-DATE	8	AN	From Employee Master File (102 segment)	6 Positions Right Justified YYMMDD
TX-RPT-TIPS	11	N, 2	Employee Taxable Tips in 301 segment	TOTAL-FIELD-10 (101, 102) TOTAL-FIELD-09 (106)
TX-RPTNG-LVL-1	2	AN	Level 1 of organization used for reporting controls. From Employee Master File (101 segment) (first Level 1 in group when crossing level boundaries)	
TX-RPTNG-LVL-2	2	AN	Level 2 of organization used for reporting controls. From Employee Master File (101 segment) (first Level 2 in group when crossing level boundaries)	
TX-RPTNG-PERIOD	6	AN	Derived from qtr-end date for quarterly reporting and month-end date for monthly reporting).	6 Positions Right Justified YYYYMM
TX-RTN-ADR TX-RTN-CITY TX-RTN-STATE TX-RTN-ZIP	35 20 2 5	AN AN AN N	From the TZ1-007 record in the HRMS Tables File	
TX-RTN-ZIP-EXT	5	AN	From the TZ1-007 record in the HRMS Tables File	
TX-RTN-FADR-IND	1	AN	From the TZ1-007 record in the HRMS Tables File	
TX-RTN-NM	44	AN	From the TZ1-006 record in the HRMS Tables File	

Field Name	Len.	Field Defin.	Origin	Comments
TX-SIT-TOTAL-TAX	11	N, 2	QTD/MTD SIT total tax amount from Employee Master File state SALTA record (302-319 segments)	TOTAL-FIELD-18 (101) TOTAL-FIELD-17 (102) TOTAL-FIELD-8 (105) TOTAL-FIELD-10 (106)
TX-SPC-HRS-WRKD	11	N, 2	From Employee Master File (213 segment)	TOTAL-FIELD-08 (101, 102) TOTAL-FIELD-07 (106)
TX-SSA-ID	9	AN	From the TZ1-007 record in the HRMS Tables File	
TX-SSN-FORM	13	AN	From Employee Master File (201 segment)	
TX-SSN-TAPE	10	AN	From Employee Master File (201 segment)	
TX-ST-CD-1	2	AN	Out of State Wage State Code	
TX-ST-CD-2	2	AN	Out of State Wage State Code	
TX-ST-CD-3	2	AN	Out of State Wage State Code	
TX-ST-CD-4	2	AN	Out of State Wage State Code	
TX-ST-CD-5	2	AN	Out of State Wage State Code	
TX-ST-INT-DUE	11	N, 2	From the TZ1-100-A record in the HRMS Tables File. Quarterly Reporting VT - FTE Employee Count Monthly Reporting Currently not used.	
TX-ST-NAME	13	AN	From the TC record in the HRMS Tables File	

Field Name	Len.	Field Defin.	Origin	Comments
TX-ST-OVERPMT	11	N, 2	From the MULTI-PURPOSE 2 field on the TZ1-100-A record in the HRMS Tables File Quarterly Reporting KY - Surcharge Amount VT - Credit Adjustment Monthly Reporting Currently not used.	
TX-ST-PEN-DUE	11	N, 2	From the TZ1-100-A record in the HRMS Tables File Quarterly Reporting VT - Health Care Amount Due Monthly Reporting Currently not used.	
TX-ST-REC-COUNT	11	N, 2	Number of employee records processed (report 107)	
TX-ST-REMIT-AMT	11	N, 2	From the TZ1-100-B record in the HRMS Tables File	
TX-ST-SPEC-AMT-1	15	N, 2	Quarterly Reporting CT - UI Tax Due (TZ1-107) FL - Accumulated SUI Taxable Wages (state SALTA) IL - UI Tax Due (TZ1-114) MI - Total Reportable Wages NC - UI Taxable Wages OH - Ohio UI Taxable when out of state excess wages are found PA - Accumulated employee SUI taxable wages UT - Employer total federal tax withheld this period for Utah employees WA - TREC - Corp. Officer Earnings (TZ1-148) FREC - Total Due for All Employers Monthly Reporting Currently not used.	MI, NC, OH, UT - Accumulated during processing. WA - FREC accumulated during processing.

Field Name	Len.	Field Defin.	Origin	Comments
TX-ST-SPEC-AMT-2	15	N, 2	Quarterly Reporting AR - Employer Out of State Excess Wages NC - UI Total Wages OH - YTD Out of State Excess Wages PA - Accumulated Employee SUI total wages Monthly Reporting Currently not used.	AR, NC, OH - Accumulated during processing.
TX-ST-SPEC-AMT-3	11	N, 2	Quarterly Reporting CA - Total SUI Total Wages IL - Total Due (TZ1-114) NC - UI Excess Wages OH - Current Quarter Out of State Excess Wages PA - Employer Contributions WA - Assessment Amount (TZ1-148) Monthly Reporting Currently not used.	NC, OH - Accumulated during processing. PA - Accumulated employee SUI taxable wages multiplied by the employer SUI rate (from TZ1-100A for State 39).
TX-ST-SPEC-AMT-4	11	N, 2	Quarterly Reporting CA - Total Gross Wages IL - Underpayment (TZ1-114) ME - Voucher Payments (TZ1-100-C) PA - Employee Withholdings Monthly Reporting Currently not used.	ME - Sum of Amount Deposited from Type 3 record on the PW20RF. PA - Accumulated employee total SUI wages multiplied by the employee SUI rate
TX-ST-SPEC-AMT-5	11	N, 2	Quarterly Reporting CA - Total SIT Total Taxes IL - Interest (TZ1-114) PA - Employer Total Remittance Monthly Reporting Currently not used.	PA - Sum of employer contributions (TX-ST-SPEC-AMT-3) and employee withholdings (TX-ST-SPEC-AMT-4)
TX-ST-SPEC-AMT-6	11	N, 2	Quarterly Reporting IL - Penalty (TZ1-114) ME - CSSF Due Monthly Reporting Currently not used.	

Field Name	Len.	Field Defin.	Origin	Comments
TX-ST-SPEC-AMT-7	11	N, 2	Quarterly Reporting IL - Overpayment (TZ1-114) ME - UPAF Due (TZ1-100-A) Monthly Reporting Currently not used.	
TX-ST-SPEC-AMT-8	7	N	Quarterly Reporting CA - Total Number of Employees MI - Total Number of Detail Records NC - Month 1 Employment PA - Employee SUI Tax Rate TX - Outside County Employees (TZ1-144) WA - UI Tax Rate (TZ1-148) Monthly Reporting Currently not used.	MI - Accumulated during processing. PA - EEUNMPRATE SUI rate on the HRMS Tables File
TX-ST-SPEC-AMT-9	7	N	Quarterly Reporting NC - Month 2 Employment WA - EAF Tax Rate (TZ1-148) Monthly Reporting Currently not used.	
TX-ST-SPC-AMT-10	7	N	Quarterly Reporting NC - Month 3 Employment WA - Corp. Officer Count (TZ1-148) Monthly Reporting Currently not used.	
TX-ST-SPEC-FLD-1	20	AN	Quarterly Reporting ME - (Total) Income Tax Withholding Due WA - Employer UBI Num (TZ1-148) Monthly Reporting Currently not used.	ME - Sum of employee SIT-TOTAL-TAX minus Voucher Payments.
TX-ST-SPEC-FLD-2	20	AN	Quarterly Reporting ME - Total Amount Due Monthly Reporting Currently not used.	Report 102 ME - ST-TAX-DUE plus CSSF Due plus UPAF Due Report 105 (Total) Income Tax Withholding Due

Field Name	Len.	Field Defin.	Origin	Comments
TX-ST-SPEC-FLD-3	10	AN	Quarterly Reporting IL - UI Tax Rate (TZ1-114) OH - Third Party Administrator ID (TZ1-004 Multi-Purpose field) RI - Reporter Code (TZ1-100-A) TX - County Code (TZ1-144) Monthly Reporting Currently not used.	
TX-ST-SPEC-FLD-4	10	AN	Quarterly Reporting IL - Doc Control (TZ1-114) Monthly Reporting Currently not used.	
TX-ST-SPEC-FLD-5	10	AN	Quarterly Reporting KY - Surcharge Rate ME - CSSF Rate (TZ1-100-A) Monthly Reporting Currently not used.	
TX-ST-SPEC-FLD-6	10	AN	Quarterly Reporting ME - UPAF Rate (TZ1-100-A)	
TX-ST-SPEC-FLD-7	10	AN	Quarterly Reporting VT - Y or N answer to each of 4 business-related questions Monthly Reporting Currently not used.	
TX-ST-SPEC-FLD-8	1	AN	Quarterly Reporting IL - Tax Type CD (TZ1-114) LA, OH, WA - Excess Out Of State Wage Indicator Monthly Reporting Currently not used.	LA, OH, WA - Derived after an evaluation of other state wages.
TX-ST-SPEC-FLD-9	1	AN		
TX-ST-SPC-FLD-10	1	AN		

Field Name	Len.	Field Defn.	Origin	Comments
TX-ST-TAX-DUE	13	N, 2	Quarterly Reporting From the TZ1-100-A record in the HRMS Tables File Quarterly FLI Reporting MA – Calculated amount	
TX-ST-TAX-ID	18	AN	From the TC record in the HRMS Tables File	(104, 105)
TX-ST-TAX-RATE	5	N	From the TZ1-100 -A record in the HRMS Tables File	
TX-ST-TYPE-EMPL	1	AN	From the TC record in the HRMS Tables File	
TX-ST-TOTAL-DUE	11	N, 2	From the TZ1-100 -A record in the HRMS Tables File	
TX-ST-UNDERPMT	11	N, 2	From the TZ1-100-B record in the HRMS Tables File Quarterly Reporting VT - Debits or underpayment from previous quarter Monthly Reporting Currently not used.	
TX-SUI-TAX-ID	18	AN	From the TC record in the HRMS Tables File; if using unit reporting, may get unit number portion of SUI ID from TX-EMP-UNIT-CD.	(101, 102)
TX-SUI-TOTAL-WG	11	N, 2	Quarter-to-date SUI total wage amount from Employee Master File state SALTA record (302-319 segments)	TOTAL-FIELD-02 (101, 102, 106) TOTAL-FIELD-07 (105)
TX-SUI-TXBL-WG	11	N, 2	Quarter-to-date SUI taxable wage amount from Employer Master File state SALTA record (302-319 segments)	TOTAL-FIELD-01 (101, 102, 106)
TX-SUPP-AMT-1	11	N, 2	From the TZ1-100-C record in the HRMS Tables File.	
TX-SUPP-AMT-2	11	N, 2	From the TZ1-100-C record in the HRMS Tables File.	
TX-SUPP-DATE	8	AN	From the TZ1-100-C record in the HRMS Tables File.	
TX-SUPP-GENERIC1	99	AN	Programmatically supplied	State specific.

Field Name	Len.	Field Defin.	Origin	Comments
TX-SUPP-GENERIC2	99	AN	Programmatically supplied	State specific.
TX-SUPP-GENERIC3	99	AN	Programmatically supplied	State specific.
TX-SUPP-GENERIC4	99	AN	Programmatically supplied	State specific.
TX-SUPP-GENERIC5	99	AN	Programmatically supplied	State specific.
TX-SUPP-GENERIC6	99	AN	Programmatically supplied	State specific.
TX-SUPP-GENERIC7	99	AN	Programmatically supplied	State specific.
TX-SUPP-GENERIC8	99	AN	Programmatically supplied	State specific.
TX-SYS-HHMMSS	6	AN	Programmatically supplied system time	
TX-SYS-YYMMDD			Programmatically supplied system date	
TX-TERM-DATE	8	AN	Termination date from Employee Master File (201 segment) when date falls within the reporting period	6 Positions Right Justified YYMMDD.
TX-TRNS-ADR	25	AN	From the TZ1-001 record in the HRMS Tables File	
TX-TRNS-AUTH- NUM	6	AN	From the TZ1-004 record in the HRMS Tables File	
TX-TRNS-CITY	25	AN	From the TZ1-002 record in the HRMS Tables File	
TX-TRNS-STATE	25			
TX-TRNS-ZIP	5			
TX-TRNS-ZIP-EXT	5			
TX-TRNS-CONTACT	30	AN	From the TZ1-003 record in the HRMS Tables File	
TX-TRNS-CNT-EMAL	50	AN	From the TZ1-004 record in the HRMS Tables File	
TX-TRNS-CNT-EXT	5	AN	From the TZ1-006 record in the HRMS Tables File	
TX-TRNS-CNT-PHN	10	AN	From the TZ1-006 record in the HRMS Tables File	
TX-TRNS-EIN	9	AN	From the TZ1-002 record in the HRMS Tables File	
TX-TRNS-FADR-IN	1	AN	From the TZ1-002 record in the HRMS Tables File	
TX-TRNS-MLTI-PUR	11	AN	From the TZ1-004 record in the HRMS Tables File	State specific: FL - Agent ID/Employer Number

Field Name	Len.	Field Defn.	Origin	Comments
TX-TRNS-NM	40	AN	From the TZ1-001 record in the HRMS Tables File	
TX-TRNS-SUI-NO	10	AN	From the TZ1-003 record in the HRMS Tables File	
TX-TYPE-EMPLMNT	1	AN	From Employee Master File (203 segment).	
TX-UI-DI-IND	1	AN	Not supported.	
TX-UI-IND	1	AN	Not supported.	
TX-UI-VPDI-IND	1	AN	Not supported.	
TX-WA-TOT-REMIT	13	N, 2	Accumulated during processing.	
TX-WEEKS-WRKD	3	N, 2	Quarter-to-date weeks worked amount from Employee Master File state SALTA record (302-319 segments), up to maximum specified on the TC record in the HRMS Tables File (quarterly reporting only).	TOTAL-FIELD-04 (101, 102) This field includes any decimal amount contained in the Employee Master File. If your state requires that weeks be reported as a whole number, see the following fields to choose the appropriate reporting format.
TX-WEEKS-WRKD-RD	3	N, 2	Calculated from Quarter-to-date weeks worked amount from Employee Master File state SALTA record (302-319 segments), up to maximum specified on the TC record in the HRMS Tables File (quarterly reporting only).	TOTAL-FIELD-15 (101) This field contains the whole number of Weeks Worked, rounded arithmetically (up from .5 - .9 and down from .1 - .4).
TX-WEEKS-WRKD-TR	3	N, 2	Calculated from Quarter-to-date weeks worked amount from Employee Master File state SALTA record (302-319 segments), up to maximum specified on the TC record in the HRMS Tables File (quarterly reporting only)..	TOTAL-FIELD-16 (101) This field contains the whole number of Weeks Worked with the decimal position truncated (not rounded).

Field Name	Len.	Field Defin.	Origin	Comments
TX-WEEKS-WRKD-UP	3	N, 2	Calculated from Quarter-to-date weeks worked amount from Employee Master File state SALTA record (302-319 segments), up to maximum specified on the TC record in the HRMS Tables File (quarterly reporting only).	TOTAL-FIELD-17 (101) This field contains the whole number of Weeks Worked rounded up to the next whole number when any decimal value is present.
TX-WG-PENS-IND	1	AN	From the TB record in the HRMS Tables File or the Employee Master File override (201 segment).	
TX-WH-TAX-ID	18	AN	From the TC record in the HRMS Tables File.	
TX-YTD-GROSS-WG	11	N, 2	On 4th quarter report, or when organization stops paying wages (Wage Payment Indicator - TZ1-133 record in the HRMS Tables File), the year-to-date W-2 wages from Employee Master File (202 or 300 segments) determined by the Federal W-2 Wage Indicator on the TB transaction in the HRMS Tables File.	TOTAL-FIELD-02 (104, 105)
TX-YTD-TAX	11	N, 2	On 4th quarter report, or when organization stops paying wages (Wage Payment Indicator - TZ1-133 record in the HRMS Tables File), the year-to-date income tax withheld for New York, New York City, and Yonkers, from Employee Master File (302-319 segments).	TOTAL-FIELD-03 (104, 105)

Pennsylvania Local Files

The following tables identify items generated for Pennsylvania Local files.

Submitter Record

Item	Field Name
SUBMITTER IDENTIFICATION NUMBER	TX-SUB-EIN
SUBMITTER NAME	TX-SUB-NAME
SUBMITTER ADDRESS	TX-SUB-L-ADDR TX-SUB-D-ADDR TX-SUB-CITY TX-SUB-STATE TX-SUB-ZIP TX-SUB-ZIP-X
SUBMITTER FOREIGN STATE/PROVINCE	TX-SUB-PROV
SUBMITTER FOREIGN POSTAL CODE	TX-SUB-POSTAL
SUBMITTER COUNTRY CODE	TX-SUB-CNTRY-CD
CONTACT NAME	TX-SUB-CNCT-NM
CONTACT PHONE NUMBER	TX-SUB-CNCT-FONE
CONTACT PHONE EXTENSION	TX-SUB-CNCT-FONX
CONTACT E-MAIL	TX-SUB-CNCT-EMAL
CONTACT FAX	TX-SUB-CNCT-FAX

Employer Record

Item	Field Name
TAX YEAR	TX-PER-END-DATE
TAX QUARTER	TX-RPTNG-PERIOD
EMPLOYER IDENTIFICATION NUMBER	TX-FED-EIN-TAPE
EMPLOYER TAX ACCOUNT NUMBER	TX-SUB-ACCT-NO
EMPLOYER NAME	TX-SUB-CO-NAME
LOCATION ADDRESS	TX-SUB-CO-L-ADDR
DELIVERY ADDRESS	TX-SUB-CO-D-ADDR
CITY	TX-SUB-CO-CITY
STATE	TX-SUB-CO-STATE
ZIP CODE	TX-SUB-CO-ZIP
ZIP CODE EXTENSION	TX-SUB-CO-ZIPX
RECORD CHANGE NOTICE	TX-SUB-CHG-IND

Item	Field Name
EMPLOYER FOREIGN STATE/PROVINCE	TX-SUB-CO-PROV
EMPLOYER FOREIGN POSTAL CODE	TX-SUB-CO-POSTAL
EMPLOYER COUNTRY CODE	TX-SUB-CO-CNTRY
EMPLOYER'S PSD CODE	TX-WRK-LOCTN-PSD
MONTHLY FILING INDICATOR	TX-RPTNG-PRD-TYP
REPORTING PERIOD	TX-PER-END-YY TX-PER-END-MM

Employee Wage Record

Item	Field Name
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-FST-NM TX-EMP-MID-NM TX-EMP-LST-NM TX-EMP-NM-SUF
EMPLOYEE ADDRESS	TX-EMP-ADR-2 TX-EMP-ADR-1 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-DASH TX-EMP-ZIP-EXT
EMPLOYEE FOREIGN STATE/PROVINCE	TX-EMP-FRGN-PROV
EMPLOYEE FOREIGN POSTAL CODE	TX-EMP-FRGN-PSTL
EMPLOYEE COUNTRY CODE	TX-EMP-FRGN-CTRY
REPORTING PERIOD	TX-PER-END-YY TX-PER-END-MM
STATE CODE	TX-FIPS-ST-CD
STATE TAXABLE WAGES	TX-ST-TOT
STATE INCOME TAX WITHHELD	TX-ST-TAX
LOCAL TAXABLE WAGES	TX-LOC-CMBND-WGS
LOCAL INCOME TAX WITHHELD	TX-LOC-CMBND-TAX
EMPLOYEE'S PSD CODE	TX-RES-LOCTN-PSD

Pennsylvania Local Field Names

The following table identifies the field names (in alphanumeric order) used in Pennsylvania local record mapping. Field definition codes are

- AN (alphanumeric)
- N (numeric)
- 2 (number of decimal places).

Notes:

1. **Not supported** indicates that the field is initialized in PL2000, with no further processing.
2. The Tax Authority Supplement fields in the SALTA records are used for quarterly reporting for several states. The uses vary depending on the state requirements. See Tax Authority Supplement Field Use in the U. S. Requirements chapter.

Field Name	Len.	Field Defn.	Origin	Comments
TX-AN-FLD-1	11	AN	Currently unused employee field. Unconditionally set to blanks.	
TX-AN-FLD-2	11	AN	Currently unused employee field. Unconditionally set to blanks.	
TX-AN-FLD-3	10	AN	Currently unused employee field. Unconditionally set to blanks.	
TX-AN-FLD-4	10	AN	Currently unused employee field. Unconditionally set to blanks.	
TX-AN-FLD-5	10	AN	Currently unused employee field. Unconditionally set to blanks.	
TX-AUD-RPT-IND	1	AN	From the GEN001 transaction.	
TX-EMP-ADR-1	30	AN	From Employee Master File (201 segment).	
TX-EMP-ADR-2	30	AN		
TX-EMP-CITY	23	AN	From Employee Master File (201 segment)	
TX-EMP-EMP-NO	10	AN	From Employee Master File (201 segment)	
TX-EMP-ESTAB	4	AN	From Employee Master File (201 segment).	

Field Name	Len.	Field Defn.	Origin	Comments
TX-EMP-FRGN-CTRY	2	AN	From Employee Master File (492-499 segment).	Depends on a supplemental address type of W on the 492-499 segment.
TX-EMP-FRGN-PROV	23	AN	From Employee Master File (492-499 segment).	Depends on a supplemental address type of W on the 492-499 segment.
TX-EMP-FRGN-PSTL	15	AN	From Employee Master File (492-499 segment).	Depends on a supplemental address type of W on the 492-499 segment.
TX-EMP-MAR-STAT	1	AN	From Employee Master File (203 segment).	
TX-EMP-NM; or TX-EMP-FST-NM TX-EMP-MID-NM TX-EMP-LST-NM TX-EMP-NM-SUF	70 15 15 30 3	AN AN AN AN AN	From Employee Master File (203 segment). TX-EMP-NM is formatted for printing based on the format option selected on the TC record in the HRMS Tables File.	
TX-EMP-RES-IND	1	AN	From Employee Master File tax method (203 segment).	
TX-EMP-STATE	2	AN	From Employee Master File (201 segment).	
TX-EMP-STATUS	1	AN	From Employee Master File (201 segment).	
TX-EMP-ZIP	5	AN	From Employee Master File (201 segment).	
TX-EMP-ZIP-DASH	1	AN	Internal Processing.	Contains a hyphen when TX-EMP-ZIP-EXT is not zeros or spaces.
TX-EMP-ZIP-EXT	4	N	From Employee Master File (201 segment).	
TX-FED-EIN-TAPE	9	AN	From the TB record in the HRMS Tables File.	
TX-GNR-RCD-IND	1	AN	From the GEN001 transaction.	

Field Name	Len.	Field Defin.	Origin	Comments
TX-HDR-ESTAB-CD	4	AN	From Employee Mater File record (201 segment) for first employee in the group.	
TX-LEVEL-1	2	AN	From Employee Master File (201 segment).	
TX-LEVEL-2	2	AN	From Employee Master File (201 segment).	
TX-LEVEL-3	2	AN	From Employee Master File (201 segment)	
TX-LEVEL-4	2	AN	From Employee Master File (201 segment)	
TX-LEVEL-5	2	AN	From Employee Master File (201 segment).	
TX-LOCAL-AUTH	4	AN	From the GEN001 and GEN002 transactions.	Format: XYZZ, where: X = E (EIT reporting) or L (LST reporting) Y = 0 ZZ = 2-digit, numeric TCD code
TX-LOC-CMBND-LST	11	N, 2	Sum of employee Municipality LST and employee School District LST, programmatically calculated.	
TX-LOC-CMBND-TAX	11	N, 2	Sum of employee Resident Tax and employee Non-Resident Tax, programmatically calculated.	
TX-LOC-CMBND-WGS	11	N, 2	Sum of employee Resident Wages and employee Non-Resident Wages, programmatically calculated.	
TX-LOC-MUNI-LST	11	N, 2	Employee Master File, Type 8 SALTA segment, Municipality LST.	Local reporting period determines whether QTD, MTD, or YTD is used.

Field Name	Len.	Field Defin.	Origin	Comments
TX-LOC-NORES-TAX	11	N, 2	Employee Master File, Type 8 SALTA segment, Non-Resident Tax.	Local reporting period determines whether QTD, MTD, or YTD is used.
TX-LOC-NORES-WGS	11	N, 2	Employee Master File, Type 8 SALTA segment, Non-Resident Wages.	Local reporting period determines whether QTD, MTD, or YTD is used.
TX-LOC-RES-TAX	11	N, 2	Employee Master File, Type 8 SALTA segment, Resident Tax.	Local reporting period determines whether QTD, MTD, or YTD is used.
TX-LOC-RES-WGS	11	N, 2	Employee Master File, Type 8 SALTA segment, Resident Wages.	Local reporting period determines whether QTD, MTD, or YTD is used.
TX-LOC-SCHL-LST	11	N, 2	Employee Master File, Type 8 SALTA segment, School District LST.	Local reporting period determines whether QTD, MTD, or YTD is used.
TX-LOC-SPEC-AMT1	11	N, 2	Currently unused employer field. Unconditionally set to zero.	
TX-LOC-SPEC-AMT2	11	N, 2	Currently unused employer field. Unconditionally set to zero.	
TX-LOC-SPEC-AMT3	7	N	Currently unused employer field. Unconditionally set to zero.	
TX-LOC-SPEC-AMT4	7	N	Currently unused employer field. Unconditionally set to zero.	
TX-LOC-SPEC-FLD1	30	AN	Currently unused employer field. Unconditionally set to blanks.	
TX-LOC-SPEC-FLD2	10	AN	Currently unused employer field. Unconditionally set to blanks.	

Field Name	Len.	Field Defn.	Origin	Comments
TX-LOC-SPEC-FLD3	10	AN	Currently unused employer field. Unconditionally set to blanks..	
TX-LOC-SPEC-FLD4	1	AN	Currently unused employer field. Unconditionally set to blanks.	
TX-LOC-SPEC-FLD5	1	AN	Currently unused employer field. Unconditionally set to blanks.	
TX-LOC-TAS1	4	AN	Employee Master File, Type 8 SALTA segment, Tax Authority Supplement 1.	
TX-LOC-TAS2	2	AN	Employee Master File, Type 8 SALTA segment, Tax Authority Supplement 2.	
TX-LOC-TAS3	10	AN	Employee Master File, Type 8 SALTA segment, Tax Authority Supplement 3.	
TX-LOC-XMPT-PAYS	2	N	Employee Master File, Type 8 SALTA segment, Exempted Pays.	Number of times the employee was paid while claiming exemption from LST.
TX-MED-GOV-SW	1	AN	Derived from FICA/Medicare option in Employee Master File (203 segment).	
TX-MULTI-REC-CD	2	AN	Programmatically determined: 1, 2, or 3.	Allows for multiple employee detail records for the same employee.
TX-NEG-AMT-IND	1	AN	From the GEN001 transaction. Based on user preference.	Identifies whether to allow negative amounts on the Audit report and regulatory reporting output.
TX-NUM-FLD-1	11	N, 2	Currently unused employee field. Unconditionally set to zero.	
TX-NUM-FLD-2	11	N, 2	Currently unused employee field. Unconditionally set to zero.	

Field Name	Len.	Field Defin.	Origin	Comments
TX-NUM-FLD-3	11	N, 2	Currently unused employee field. Unconditionally set to zero.	
TX-NUM-FLD-4	11	N, 2	Currently unused employee field. Unconditionally set to zero.	
TX-NUM-FLD-5	11	N, 2	Currently unused employee field. Unconditionally set to zero.	
TX-OTH-ST-DATA	10	AN	Currently unused employee field. Unconditionally set to blanks.	
TX-PA-SALTA-SCC	4	N	Employee Master File, Type 8 SALTA segment, positions 2-5 of the SCC code of the SALTA segment.	
TX-PER-END-DATE	8	AN	From Employee Master File (102 segment).	Organization level pay period end date.
TX-PER-END-YY	4	AN	From the GENCTL transaction, Local Reporting period end date.	
TX-PER-END-MM	2	AN		
TX-PER-END-DD	2	AN		
TX-PYR-ADR-1	30	AN	From the TZ1-005B record on the HRMS Tables File.	
TX-PYR-ADR-2	30	AN		
TX-PYR-ADR-3	32	AN	Not currently used. Unconditionally set to blanks.	
TX-PYR-CITY	23	AN	From the TZ1-005C record on the HRMS Tables File.	
TX-PYR-FRGN-CTRY	2	AN	From the TZ1-005C record on the HRMS Tables File.	
TX-PYR-FRGN-PSTL	15	AN	From the TZ1-005C record on the HRMS Tables File.	
TX-PYR-FRGN-PROV	23	AN	From the TZ1-005C record on the HRMS Tables File.	
TX-PYR-NM	30	AN	From the TZ1-005A record on the HRMS Tables File.	
TX-PYR-STATE	2	AN	From the TZ1-005C record on the HRMS Tables File.	
TX-PYR-SUB-TITL	30	AN	From the TZ1-005A record on the HRMS Tables File.	

Field Name	Len.	Field Defin.	Origin	Comments
TX-PYR-ZIP	5	AN	From the TZ1-005C record on the HRMS Tables File.	
TX-PYR-ZIP-EXT	4	AN	From the TZ1-005C record on the HRMS Tables File.	
TX-REC-TYPE	1	AN	Internally supplied: 1 - Company header record 2 - Employee detail record	
TX-RES-LOCTN-PSD	6	N	Employee Master File, Type 8 SALTA segment, Tax Authority Supplement 4.	6-character Work Resident Location PSD code.
TX-RPT-RUN-DATE	8	AN	From one of these sources: Current computer date AA period end date from first report record read AA run date from first report record read	Based on Audit Report Run Date field on the GENCTL transaction.
TX-RPTNG-LVL-1	2	AN	Level 1 of organization used for reporting controls. From Employee Master File (101 segment), first Level 2 in group when crossing level boundaries.	
TX-RPTNG-LVL-2	2	AN	Level 2 of organization used for reporting controls. From Employee Master File (101 segment), first Level 2 in group when crossing level boundaries.	
TX-RPTNG-PERIOD	2	AN	From the GENCTL transaction. Derived from the Local Reporting Period End Date field. Stored on the company header record.	Identifies the quarter (1, 2, 3, 4, or 5 for annual) in which the reporting period falls.
TX-RPTNG-PRD-TYP	1	AN	From the GENCTL transaction. Stored on the company header record.	M = Monthly reporting Q = Quarterly reporting Y = Annual reporting

Field Name	Len.	Field Defn.	Origin	Comments
TX-RPTING-PRD-TP	1	AN	From the GENCTL transaction. Stored on the employee detail record.	M = Monthly reporting Q = Quarterly reporting Y = Annual reporting
TX-SRT-SEQ-ID TX-SORT-SEQ	6 54	AN AN	Determined by the default sort sequence or a sort sequence defined on the SRT001 transaction.	SRT-SEQ-ID is the label; SORT-SEQ is the sort sequence itself.
TX-SREC-COUNT	11	N, 2	Total number of employee S records; internally calculated.	
TX-SSN-TAPE	10	AN	From Employee Master File record (201 segment).	
TX-ST-TAX	11	N, 2	Employee Maste File, Pennsylvania state SALTA, State Tax Wages.	Local reporting period determines whether QTD, MTD, or YTD is used.
TX-ST-TOT	11	N, 2	Employee Maste File, Pennsylvania state SALTA, Total Gross Wages.	Local reporting period determines whether QTD, MTD, or YTD is used.
TX-SUB-ACCT-NO	12	N	From the TP3 record on the HRMS Tables File for a specific 4-character Work Location code.	
TX-SUB-CHG-IND	1	AN	Currently unused employer field. Unconditionally set to blanks.	
TX-SUB-CITY	22	AN	From the TZ1-402 record on the HRMS Tables File.	
TX-SUB-CNCT-EMAL	40	AN	From the TZ1-405 record on the HRMS Tables File.	
TX-SUB-CNTRY-CD	2	AN	From the TZ1-403 record on the HRMS Tables File.	
TX-SUB-CNCT-FAX	10	AN	From the TZ1-405 record on the HRMS Tables File.	
TX-SUB-CNCT-FONE	15	AN	From the TZ1-404 record on the HRMS Tables File.	

Field Name	Len.	Field Defin.	Origin	Comments
TX-SUB-CNCT-FONX	5	AN	From the TZ1-404 record on the HRMS Tables File.	
TX-SUB-CNCT-MTHD	1	AN	Not currently used. Unconditionally set to blank.	
TX-SUB-CNCT-NM	27	AN	From the TZ1-404 record on the HRMS Tables File.	
TX-SUB-CO-CITY	22	AN	From the TP3 record on the HRMS Tables File for a specific 4-character Work Location code.	
TX-SUB-CO-CNTRY	2	AN	Currently unused employer field. Unconditionally set to blanks.	
TX-SUB-CO-D-ADDR	22	AN	From the TP2 record on the HRMS Tables File for a specific 4-character Work Location code.	
TX-SUB-CO-L-ADDR	22	AN	From the TP2 record on the HRMS Tables File for a specific 4-character Work Location code.	
TX-SUB-CO-NAME	57	AN	From the TP1 record on the HRMS Tables File for a specific 4-character Work Location code.	
TX-SUB-CO-POSTAL	15	AN	Currently unused employer field. Unconditionally set to blanks.	
TX-SUB-CO-PROV	23	AN	Currently unused employer field. Unconditionally set to blanks.	
TX-SUB-CO-STATE	2	AN	From the TP3 record on the HRMS Tables File for a specific 4-character Work Location code.	
TX-SUB-CO-ZIP	5	AN	From the TP3 record on the HRMS Tables File for a specific 4-character Work Location code.	
TX-SUB-CO-ZIPX	4	AN	From the TP3 record on the HRMS Tables File for a specific 4-character Work Location code.	

Field Name	Len.	Field Defin.	Origin	Comments
TX-SUB-D-ADDR	22	AN	From the TZ1-402 record on the HRMS Tables File.	
TX-SUB-EIN	9	AN	From the TZ1-401 record on the HRMS Tables File.	
TX-SUB-L-ADDR	22	AN	From the TZ1-402 record on the HRMS Tables File.	
TX-SUB-NAME	57	AN	From the TZ1-401 record on the HRMS Tables File.	
TX-SUB-PIN	17	AN	Currently unused employer field. Unconditionally set to blanks.	
TX-SUB-POSTAL	15	AN	From the TZ1-403 record on the HRMS Tables File.	
TX-SUB-PROV	23	AN	From the TZ1-403 record on the HRMS Tables File.	
TX-SUB-PSD-CODE	6	AN	From the TE record on the HRMS Tables File for a specific 4-character Work Location code.	Work Location PSD Code
TX-SUB-STATE	2	AN	From the TZ1-403 record on the HRMS Tables File.	
TX-SUB-ZIP	5	AN	From the TZ1-403 record on the HRMS Tables File.	
TX-SUB-ZIP-X	4	AN	From the TZ1-403 record on the HRMS Tables File.	
TX-SUPP-ADDR-IND	1	AN	Internal process.	A flag used to indicate that the employee has an address in use that is defined in the Supplemental Address area of the EMF (segments 492-499).
TX-TAX-TYPE	1	AN	Derived from GENCTL	When Local Reporting Period Type is Y, tax type is W; otherwise, tax type is E.

Field Name	Len.	Field Defin.	Origin	Comments
TX-WRK-LOCTN- PSD	6	N	From the HRMS Tables File, TE record associated with the PA Local Type 8 SALTA SCC code.	6-character Work Location PSD code.

8 W-2 Reporting

Chapter Contents

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Introduction

This chapter provides setup information for producing federal W-2 forms/files and state W-2 files. The tables provide a listing of items to be reported on W-2 forms/files and their corresponding record mapping field names. Field origins and TOTAL-FIELD information are provided in the Field Names tables.

For a review of the steps associated with W-2 reporting, see Setup Activities in the Defining Report Parameters chapter.

Government Publications

Several publications are available to help you comply with the laws governing W-2 reporting.

- For W-2 files, information about MMREF-1 and wage reporting is available on the Social Security Administration website:
<http://www.ssa.gov/employer>.
- For state publications, contact the appropriate state authorities.

Postal Discount

Forms that are mass-mailed to employees must conform to the following postal standards guidelines from USPS - Business Mail 101:

<http://www.usps.com/businessmail101/addressing/deliveryAddress.htm>

- Always put the address and the postage on the same side of the piece of mail
- On a letter, the address should be parallel to the longest side
- All capital letters
- No punctuation
- At least 10-point type
- One space between city and state
- Two spaces between state and ZIP Code
- Simple type fonts
- Left justified
- Black ink on white or light paper
- No reverse type (white printing on a black background)
- If your address appears inside a window, make sure there is at least 1/8-inch clearance around the address. Sometimes parts of the address slip out of view behind the window and mail processing machines can't read the address.
- If you are using address labels, make sure you don't cut off any important information. Also make sure your labels are on straight. Mail processing machines have trouble reading crooked or slanted information.

W-2 Form

The following sample and table identify items to be reported on the W-2 form.

22222		Void <input type="checkbox"/>	a Employee's social security number		For Official Use Only ▶ OMB No. 1545-0008	
b Employer identification number (EIN)			1 Wages, tips, other compensation		2 Federal income tax withheld	
c Employer's name, address, and ZIP code			3 Social security wages		4 Social security tax withheld	
			5 Medicare wages and tips		6 Medicare tax withheld	
			7 Social security tips		8 Allocated tips	
d Control number			9		10 Dependent care benefits	
e Employee's first name and initial		Last name	Suff.	11 Nonqualified plans		12a See instructions for box 12
f Employee's address and ZIP code			13 Statutory employee <input type="checkbox"/> Retirement plan <input type="checkbox"/> Third-party sick pay <input type="checkbox"/>		12b	
			14 Other		12c	
					12d	
15 State	Employer's state ID number	16 State wages, tips, etc.	17 State income tax	18 Local wages, tips, etc.	19 Local income tax	20 Locality name

Form **W-2** Wage and Tax Statement **2015**

Copy A For Social Security Administration — Send this entire page with Form W-3 to the Social Security Administration; photocopies are **not** acceptable.

Department of the Treasury—Internal Revenue Service
For Privacy Act and Paperwork Reduction Act Notice, see the separate instructions.

Cat. No. 10134D

Do Not Cut, Fold, or Staple Forms on This Page

Box	Item	Field Name
a	CONTROL NUMBER VOID	TX-W2-CTL-NO Determined during processing
b	EMPLOYER FEDERAL TAX ID	TX-FED-EIN-FORM
c	EMPLOYER NAME	TX-PYR-NM
c	EMPLOYER SUBTITLE	TX-PYR-SUB-TITL
c	EMPLOYER ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-ADR-3 TX-PYR CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
d	EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-FORM
e	EMPLOYEE NAME	TX-EMP-NM
f	EMPLOYEE ADDRESS	TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-ADR-3 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-DASH TX-EMP-ZIP-EXT TX-EMP-ADR-4
1	WAGES, TIPS, OTHER COMPENSATION	TX-TOT-WAGES
2	FEDERAL INCOME TAX WITHHELD	TX-FIT-TAX
3	SOCIAL SECURITY TAXABLE WAGES	TX-SS-WAGE
4	SOCIAL SECURITY TAX WITHHELD	TX-SS-TAX
5	MEDICARE WAGES AND TIPS	TX-MED-TXBL TX-MED-TIPS
6	MEDICARE TAXES WITHHELD	TX-MED-TAX
7	SOCIAL SECURITY TAXABLE TIPS	TX-SS-TIPS
8	ALLOCATED TIPS	TX-ALOC-TIPS
9	ADVANCE EIC PAYMENT	TX-EIC-AMT
10	DEPENDENT CARE BENEFITS	TX-DEP-CARE
11	NONQUALIFIED PLAN AMOUNT	TX-NQ-PLN-TOT
11	NONQUALIFIED PLAN TITLE CODE	TX-NON-QUAL-T

Box	Item	Field Name
12	FEDERAL MISCELLANEOUS	TX-FED-CD-NAME-1 TX-FED-CD-AMT-1 TX-FED-CD-NAME-2 TX-FED-CD-AMT-2 TX-FED-CD-NAME-3 TX-FED-CD-AMT-3 TX-FED-CD-NAME-4 TX-FED-CD-AMT-4
13	STATUTORY EMPLOYEE INDICATOR	TX-SIND-FORM
13	RETIREMENT PLAN INDICATOR	TX-RIND-FORM
13	THIRD-PARTY SICK PAY INDICATOR	TX-3PIND-FORM
14	OTHER	TX-EMPR-OTH-CD-1 TX-EMPR-OTH-CD-2 TX-EMPR-OTH-CD-3 TX-EMPR-OTH-NM-1 TX-EMPR-OTH-NM-2 TX-EMPR-OTH-NM-3 TX-ST-SPEC-NM-1 TX-ST-SPEC-AMT-1 TX-ST-SPEC-NM-2 TX-ST-SPEC-AMT-2
15	STANDARD POSTAL ABBREVIATION FOR STATE	TX-ST-ABBR
15	EMPLOYEE STATE ID NUMBER	TX-ST-NO1
16	STATE WAGES, TIPS, ETC.	TX-SIT-TXBL
17	STATE INCOME TAX	TX-SIT-TAX
20	NAME OF LOCALITY	TX-LOC-NM
18	LOCAL WAGES, TIPS, ETC.	TX-LOC-TXBL
19	LOCAL INCOME TAX	TX-LOC-TAX
(Below 15-20 and bottom of 14)	STATE UNEMPLOYMENT TITLE	TX-SUI-TITLE
	STATE UNEMPLOYMENT TAX ID	TX-SUI-TAX-ID
	STATE UNEMPLOYMENT TAX	TX-SUI-TAX
	STATE DISABILITY TITLE	TX-SDI-TITLE
		TX-SDI-TITLE-2
	STATE DISABILITY TAX ID	TX-SDI-TAX-ID
	STATE DISABILITY TAX	TX-SDI-TAX
	Formatted line that contains the preceding fields for some record maps.	TX-LAST-LINE
(Upper right)	POSTAL INFORMATION FOR SELF- MAILER W-2 FORM	TX-PST-INFO-LN1 TX-PST-INFO-LN2 TX-PST-INFO-LN3 TX-PST-INFO-LN4 TX-PST-INFO-LN5

Box	Item	Field Name
(Additional header information)	ESTABLISHMENT CODE	TX-HDR-ESTAB-CD
	EMPLOYER FOREIGN CORP. INDICATOR	TX-FGRN-CRP-IND
	TYPE OF EMPLOYMENT	TX-TYPE-EMPLMNT
	LIMIT OF LIABILITY	TX-LIMIT-LIAB
	STATE/LOCAL 69 NUMBER	TX-SSA-ID
	RUN DATE	TX-RPT-RUN-DATE
	PERIOD END DATE	TX-PER-END-DATE
	LEVEL 1	TX-RPTNG-LVL-1
	LEVEL 2	TX-RPTNG-LVL-2
	PENNSYLVANIA SUI TITLE NAME CONTROL	TX-PA-SUI-TITLE TX-NAME-CNTL
(Additional employee information)	EMPLOYEE LEVEL 1	TX-LEVEL-1
	EMPLOYEE LEVEL 2	TX-LEVEL-2
	EMPLOYEE LEVEL 3	TX-LEVEL-3
	EMPLOYEE LEVEL 4	TX-LEVEL-4
	EMPLOYEE LEVEL 5	TX-LEVEL-5
	EMPLOYEE FEDERAL ESTABLISHMENT CODE	TX-EMP-ESTAB
	EMPLOYMENT TYPE	TX-MED-GOV-SW
	EMPLOYEE STATUS	TX-EMP-STATUS
	EMPLOYEE NUMBER	TX-EMP-EMP-NO
	DEFERRED COMPENSATION TOTAL	TX-DEF-CMP-TOT
	EMPLOYEE STATE CODE	TX-ST-CODE
	EMPLOYEE COUNTY/CITY CODE	TX-EMP-LOC-CD
	LAST LINE	TX-LAST-LINE

Federal W-2 File including Puerto Rico

The following tables identify items to be reported on the federal MMREF-1 W-2 file.

Submitter Record

Item	Field Name
SUBMITTER IDENTIFICATION NUMBER	TX-SUB-EIN
PERSONAL IDENTIFICATION NUMBER	TX-SUB-PIN
RESUBMITTED INDICATOR	TX-SUB-RSUB-IND
RESUBMITTED WFID	TX-SUB-RSUB-WFID
SOFTWARE CODE	TX-SUB-SOFTWR-CD
COMPANY NAME	TX-SUB-CO-NAME
COMPANY ADDRESS	TX-SUB-CO-L-ADDR
	TX-SUB-CO-D-ADDR
	TX-SUB-CO-CITY
	TX-SUB-CO-STATE
	TX-SUB-CO-ZIP
	TX-SUB-CO-ZIPX
COMPANY FOREIGN STATE/PROVINCE	TX-SUB-CO-PROV
COMPANY FOREIGN POSTAL CODE	TX-SUB-CO-POSTAL
COMPANY COUNTRY CODE	TX-SUB-CO-CNTRY
SUBMITTER NAME	TX-SUB-NAME
SUBMITTER ADDRESS	TX-SUB-L-ADDR
	TX-SUB-D-ADDR
	TX-SUB-CITY
	TX-SUB-STATE
	TX-SUB-ZIP
	TX-SUB-ZIP-X
SUBMITTER FOREIGN STATE/PROVINCE	TX-SUB-PROV
SUBMITTER FOREIGN POSTAL CODE	TX-SUB-POSTAL
SUBMITTER COUNTRY CODE	TX-SUB-CNTRY-CD
CONTACT NAME	TX-SUB-CNCT-NM
CONTACT PHONE NUMBER	TX-SUB-CNCT-FONE
CONTACT PHONE EXTENSION	TX-SUB-CNCT-FONX
CONTACT E-MAIL	TX-SUB-CNCT-EMAL
CONTACT FAX	TX-SUB-CNCT-FAX
PREFERRED METHOD OF NOTIFICATION	TX-SUB-CNCT-MTHD
PREPARER CODE	TX-SUB-PREPR-CD

Employer Record

Item	Field Name
TAX YEAR	TX-PER-END-DATE
AGENT INDICATOR CODE	TX-AGENT-IND-CD
EMPLOYER IDENTIFICATION NUMBER	TX-FED-EIN-TAPE
AGENT FOR EMPLOYER EIN	TX-AGENT-EIN
TERMINATING BUSINESS INDICATOR	TX-TERM-BUS-IND
ESTABLISHMENT NUMBER	TX-HDR-ESTAB-CD
OTHER EIN	TX-OTH-EIN
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-2 TX-PYR-ADR-1 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
KIND OF EMPLOYER	TX-KIND-ER
EMPLOYER FOREIGN STATE/PROVINCE	TX-PYR-FRGN-PROV
EMPLOYER FOREIGN POSTAL CODE	TX-PYR-FRGN-PSTL
EMPLOYER COUNTRY CODE	TX-PYR-FRGN-CTRY
EMPLOYMENT CODE	TX-TYPE-EMPLMNT
TAX JURISDICTION CODE	TX-TAX-JUR-CD
THIRD PARTY SICK PAY INDICATOR	TX-3RD-PTY-IND
EMPLOYER CONTACT INFORMATION	TX-PYR-CNT-NAME TX-PYR-CNT-FONE TX-PYR-CNT-FONX TX-PYR-CNT-FAX TX-PYR-CNT-EMAIL

Employee Wage Record

Item	Field Name
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-FST-NM TX-EMP-MID-NM TX-EMP-LST-NM TX-EMP-NM-SUF

Item	Field Name
EMPLOYEE ADDRESS	TX-EMP-ADR-2 TX-EMP-ADR-1 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-DASH TX-EMP-ZIP-EXT
EMPLOYEE FOREIGN STATE/PROVINCE	TX-EMP-FRGN-PROV
EMPLOYEE FOREIGN POSTAL CODE	TX-EMP-FRGN-PSTL
EMPLOYEE COUNTRY CODE	TX-EMP-FRGN-CTRY
FEDERAL TOTAL WAGES	TX-TOT-WAGES
FEDERAL INCOME TAX WITHHELD	TX-FIT-TAX
SOCIAL SECURITY TAXABLE WAGES	TX-SS-WAGE
SOCIAL SECURITY TAX WITHHELD	TX-SS-TAX
MEDICARE WAGES & TIPS	TX-MED-TXBL
MEDICARE TAX WITHHELD	TX-MED-TAX
TAXABLE SOCIAL SECURITY TIPS	TX-SS-TIPS
ADVANCE EARNED INCOME CREDIT	TX-EIC-AMT
DEPENDENT CARE BENEFITS	TX-DEP-CARE
DEFERRED COMPENSATION SECTION 401(k)	TX-401K-PLAN
DEFERRED COMPENSATION SECTION 403(b)	TX-403B-PLAN
DEFERRED COMPENSATION SECTION 408(k)(6)	TX-408K-PLAN
DEFERRED COMPENSATION SECTION 457(b)	TX-457B-PLAN
DEFERRED COMPENSATION SEC 501(c)(18)(d)	TX-501C-PLAN
NON-QUALIFIED PLAN SECTION 457 DISTRIBUTION OR CONTRIBUTION	TX-NQ-SEC-457
HEALTH SAVINGS ACCOUNT	TX-HTH-SAV-ACCT
NON-QUALIFIED PLAN NOT SECTION 457 DISTRIBUTION OR CONTRIBUTION	TX-NQ-NOT-457
NONTAXABLE COMBAT PAY	TX-COMBAT-PAY
COST OF GROUP TERM LIFE INSURANCE IN EXCESS OF \$50,000	TX-IMP-LIFE
INCOME FROM EXERCISE OF NONSTATUTORY STOCK OPTIONS	TX-STOCK-OPTN

Item	Field Name
SECTION 409A NON-QUALIFIED DEFERRED COMPENSATION PLAN	TX-409A-DFRLS
DESIGNATED ROTH CONTRIBUTIONS TO A SECTION 401(K) PLAN	TX-401K-RTH-PLAN
DESIGNATED ROTH CONTRIBUTIONS UNDER A SECTION 403(B)	TX-403B-RTH-PLAN
COST OF EMPLOYER-SPONSORED HEALTH COVERAGE	TX-ER-HLTH-COVG
AGGREGATE DEFERRALS SEC 83(I)	TX-AGGR-DEFE-AMT
QUALIFIED EQUITY GRANTS SEC 83(I)	TX-QUAL-EQUI-AMT
STATUTORY EMPLOYEE INDICATOR	TX-SIND-TAPE
RETIREMENT PLAN INDICATOR	TX-RIND-TAPE
THIRD PARTY SICK PAY INDICATOR	TX-3PIND-TAPE

Optional Employee Wage Record

Item	Field Name
ALLOCATED TIPS	TX-ALOC-TIPS
UNCOLLECTED EMPLOYEE TAX ON TIPS	TX-UNC-EE-TTAX
MEDICAL SAVINGS ACCOUNT	TX-MED-SAV-ACCT
SIMPLE RETIREMENT ACCOUNT	TX-SIMPLE-ACCT
QUALIFIED ADOPTION EXPENSES	TX-ADOPTION
UNCOLLECTED SOCIAL SECURITY TAX ON COST OF GROUP TERM LIFE INSURANCE OVER \$50,000	TX-USS-INS
UNCOLLECTED MEDICARE TAX ON COST OF GROUP TERM LIFE INSURANCE OVER \$50,000	TX-UMED-INS
HIRE EXEMPT WAGES AND TIPS	TX-FED-MISC-AMT
INCOME UNDER SECTION 409A ON A NON-QUALIFIED DEFERRED COMPENSATION PLAN	TX-409A-INCME
DESIGNATED ROTH CONTRIBUTIONS UNDER A GOVERNMENTAL SECTION 457(B) PLAN	TX-457-RTH-PLAN
The following fields are for Puerto Rico only	
CIVIL STATUS	TX-PR-CVL-STATUS
SPOUSE'S SOCIAL SECURITY NUMBER	TX-PR-SPOUSE-SSN
TAXABLE WAGES	TX-PR-WAGES
TAXABLE COMMISSIONS	TX-PR-COMMISSNS
TAXABLE ALLOWANCES	TX-PR-ALLOWANCES
TAXABLE TIPS	TX-PR-TIPS
TOTAL WAGES	TX-PR-TOT-INCOME
TAX WITHHELD	TX-PR-TAX
RETIREMENT FUND ANNUAL CONTRIBUTIONS	TX-PR-RETIR-CONT
The following fields are for all states, where x is 1 – 5	
OTHER STATE CODE	TX-OS-CODE-x
OTHER STATE EMPLOYER ACCOUNT	TX-OS-EMPR-ACT-x
OTHER STATE WAGES	TX-OS-WAGES-x
OTHER STATE TAX	TX-OS-TAX-x

State W-2 File (MMREF-1)

The following tables identify items to be reported on the state MMREF-1 W-2 file.

Submitter Record

Item	Field Name
SUBMITTER IDENTIFICATION NUMBER	TX-SUB-EIN
PERSONAL IDENTIFICATION NUMBER	TX-SUB-PIN
RESUBMITTED INDICATOR	TX-SUB-RSUB-IND
RESUBMITTED TLCN	TX-SUB-RSUB-TLCN
SOFTWARE CODE	TX-SUB-SOFTWR-CD
COMPANY NAME	TX-SUB-CO-NAME
COMPANY ADDRESS	TX-SUB-CO-L-ADDR TX-SUB-CO-D-ADDR TX-SUB-CO-CITY TX-SUB-CO-STATE TX-SUB-CO-ZIP TX-SUB-CO-ZIPX
COMPANY FOREIGN STATE/PROVINCE	TX-SUB-CO-PROV
COMPANY FOREIGN POSTAL CODE	TX-SUB-CO-POSTAL
COMPANY COUNTRY CODE	TX-SUB-CO-CNTRY
SUBMITTER NAME	TX-SUB-NAME
SUBMITTER ADDRESS	TX-SUB-L-ADDR TX-SUB-D-ADDR TX-SUB-CITY TX-SUB-STATE TX-SUB-ZIP TX-SUB-ZIP-X
SUBMITTER FOREIGN STATE/PROVINCE	TX-SUB-PROV
SUBMITTER FOREIGN POSTAL CODE	TX-SUB-POSTAL
SUBMITTER COUNTRY CODE	TX-SUB-CNTRY-CD
CONTACT NAME	TX-SUB-CNCT-NM
CONTACT PHONE NUMBER	TX-SUB-CNCT-FONE
CONTACT PHONE EXTENSION	TX-SUB-CNCT-FONX
CONTACT E-MAIL	TX-SUB-CNCT-EMAL
CONTACT FAX	TX-SUB-CNCT-FAX
PREFERRED METHOD OF NOTIFICATION	TX-SUB-CNCT-MTHD
PREPARER CODE	TX-SUB-PREPR-CD

Employer Record

Item	Field Name
TAX YEAR	TX-PER-END-DATE
AGENT INDICATOR CODE	TX-AGENT-IND-CD
EMPLOYER IDENTIFICATION NUMBER	TX-FED-EIN-TAPE
AGENT FOR EMPLOYER EIN	TX-AGENT-EIN
TERMINATING BUSINESS INDICATOR	TX-TERM-BUS-IND
ESTABLISHMENT NUMBER	TX-HDR-ESTAB-CD
OTHER EIN	TX-OTH-EIN
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-2 TX-PYR-ADR-1 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
KIND OF EMPLOYER	TX-KIND-ER
EMPLOYER FOREIGN STATE/PROVINCE	TX-PYR-FRGN-PROV
EMPLOYER FOREIGN POSTAL CODE	TX-PYR-FRGN-PSTL
EMPLOYER COUNTRY CODE	TX-PYR-FRGN-CTRY
EMPLOYMENT CODE	TX-TYPE-EMPLMNT
TAX JURISDICTION CODE	TX-TAX-JUR-CD
THIRD-PARTY SICK PAY INDICATOR	TX-3RD-PRTY-IND

Employee Wage Record

Item	Field Name
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-FST-NM TX-EMP-MID-NM TX-EMP-LST-NM TX-EMP-NM-SUF
EMPLOYEE ADDRESS	TX-EMP-ADR-2 TX-EMP-ADR-1 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-DASH TX-EMP-ZIP-EXT
EMPLOYEE FOREIGN STATE/PROVINCE	TX-EMP-FRGN-PROV
EMPLOYEE FOREIGN POSTAL CODE	TX-EMP-FRGN-PSTL
EMPLOYEE COUNTRY CODE	TX-EMP-FRGN-CTRY
FEDERAL TOTAL WAGES	TX-TOT-WAGES
FEDERAL INCOME TAX WITHHELD	TX-FIT-TAX
SOCIAL SECURITY TAXABLE WAGES	TX-SS-WAGE
SOCIAL SECURITY TAX WITHHELD	TX-SS-TAX
MEDICARE WAGES & TIPS	TX-MED-TXBL
MEDICARE TAX WITHHELD	TX-MED-TAX
TAXABLE SOCIAL SECURITY TIPS	TX-SS-TIPS
ADVANCE EARNED INCOME CREDIT	TX-EIC-AMT
DEPENDENT CARE BENEFITS	TX-DEP-CARE
DEFERRED COMPENSATION SECTION 401(k)	TX-401K-PLAN
DEFERRED COMPENSATION SECTION 403(b)	TX-403B-PLAN
DEFERRED COMPENSATION SECTION 408(k)(6)	TX-408K-PLAN
DEFERRED COMPENSATION SECTION 457(b)	TX-457B-PLAN
DEFERRED COMPENSATION SEC 501(c)(18)(d)	TX-501C-PLAN
NON-QUALIFIED PLAN SECTION 457 DISTRIBUTION OR CONTRIBUTION	TX-NQ-SEC-457
HEALTH SAVINGS ACCOUNT	TX-HTH-SAV-ACCT

Item	Field Name
NON-QUALIFIED PLAN NOT SECTION 457 DISTRIBUTION OR CONTRIBUTION	TX-NQ-NOT-457
NONTAXABLE COMBAT PAY	TX-COMBAT-PAY
COST OF GROUP TERM LIFE INSURANCE IN EXCESS OF \$50,000	TX-IMP-LIFE
INCOME FROM EXERCISE OF NONSTATUTORY STOCK OPTIONS	TX-STOCK-OPTN
SECTION 409A NON-QUALIFIED DEFERRED COMPENSATION PLAN	TX-409A-DFRLS
DESIGNATED ROTH CONTRIBUTIONS TO A SECTION 401(K) PLAN	TX-401K-RTH-PLAN
DESIGNATED ROTH CONTRIBUTIONS UNDER A SECTION 403(B)	TX-403B-RTH-PLAN
COST OF EMPLOYER-SPONSORED HEALTH COVERAGE	TX-ER-HLTH-COVG
STATUTORY EMPLOYEE INDICATOR	TX-SIND-TAPE
RETIREMENT PLAN INDICATOR	TX-RIND-TAPE
THIRD PARTY SICK PAY INDICATOR	TX-3PIND-TAPE

Optional Employee Wage Record

Item	Field Name
ALLOCATED TIPS	TX-ALOC-TIPS
UNCOLLECTED EMPLOYEE TAX ON TIPS	TX-UNC-EE-TTAX
MEDICAL SAVINGS ACCOUNT	TX-MED-SAV-ACCT
SIMPLE RETIREMENT ACCOUNT	TX-SIMPLE-ACCT
QUALIFIED ADOPTION EXPENSES	TX-ADOPTION
UNCOLLECTED SOCIAL SECURITY TAX ON COST OF GROUP TERM LIFE INSURANCE OVER \$50,000	TX-USS-INS
UNCOLLECTED MEDICARE TAX ON COST OF GROUP TERM LIFE INSURANCE OVER \$50,000	TX-UMED-INS
HIRE EXEMPT WAGES AND TIPS	TX-FED-MISC-AMT

State W-2 File (TIB-4)

Item	Field Name
RUN DATE	TX-RPT-RUN-DATE
PERIOD END DATE	TX-PER-END-DATE
LEVEL 1	TX-RPTNG-LVL-1
LEVEL 2	TX-RPTNG-LVL-2
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
HEADER ESTABLISHMENT CODE	TX-HDR-ESTAB-CD
EMPLOYER FEDERAL TAX ID	TX-FED-EIN-TAPE
EMPLOYER FOREIGN CORPORATION INDICATOR	TX-FGRN-CRP-IND
TYPE OF EMPLOYMENT	TX-TYPE-EMPLMNT
LIMIT OF LIABILITY	TX-LIMIT-LIAB
NAME CONTROL	TX-NAME-CNTL
STATE FIPS POSTAL CODE	TX-FIPS-ST-CD
STATE NAME	TX-ST-NAME
STATE TAX ENTITY	TX-ST-ENTITY
STATE OTHER DATA	TX-ST-OTHER
STATE TYPE OF EMPLOYMENT	TX-TC-TYPE
EMPLOYER SUI TAX ID	TX-SUI-TAX-ID
EMPLOYER STATE TAX ID	TX-ST-TAX-ID
EMPLOYER SDI TAX ID	TX-SDI-TAX-ID
COUNTY TYPE OF EMPLOYMENT	TX-TD-TYPE
CITY TYPE OF EMPLOYMENT	TX-TE-TYPE
TRANSMITTER NAME	TX-TRNS-NM
TRANSMITTER ADDRESS	TX-TRNS-ADR
TRANSMITTER CITY	TX-TRNS-CITY
TRANSMITTER STATE	TX-TRNS-STATE
TRANSMITTER ZIP CODE	TX-TRNS-ZIP
TRANSMITTER ZIP EXTENSION	TX-TRNS-ZIP-EXT

Item	Field Name
TRANSMITTER FOREIGN ADDRESS INDICATOR	TX-TRNS-FADR-IND
TRANSMITTER FEDERAL TAX ID	TX-TRNS-EIN
COMPUTER MANUFACTURER	TX-COMPUTER
INTERNAL LABEL	TX-INT-LABEL
TAPE DENSITY	TX-DENSITY
TAPE CHARACTER SET	TX-RECD-MODE
TRANSMITTER CONTROL CODE	TX-1099-TRNS-CD
TRANSMITTER SUI ID NUMBER	TX-TRNS-SUI-NO
TAPE RETURN NAME	TX-RTN-NM
TAPE RETURN ADDRESS	TX-RTN-ADR
TAPE RETURN CITY	TX-RTN-CITY
TAPE RETURN STATE	TX-RTN-STATE
TAPE RETURN ZIP CODE	TX-RTN-ZIP
TAPE RETURN ZIP EXTENSION	TX-RTN-ZIP-EXT
TAPE RETURN FOREIGN ADDRESS INDICATOR	TX-RTN-FADR-IND
PENNSYLVANIA TELEPHONE NUMBER	TX-PA-TEL-NO
PENNSYLVANIA CONTACT NAME	TX-PA-NAME
TAPE NAME FORMAT INDICATOR	TX-NAME-FMT-TP
SPECIAL CHARACTER INDICATOR	TX-NM-SPEC-CHAR
SPECIAL FIELD 1	TX-CH-SPEC-FLD-1
SPECIAL AMOUNT 1	TX-CH-SPEC-AMT-1
SPECIAL AMOUNT 2	TX-CH-SPEC-AMT-2
SPECIAL AMOUNT 3	TX-CH-SPEC-AMT-3
SPECIAL AMOUNT 4	TX-CH-SPEC-AMT-4

Employee

Item	Field Name
EMPLOYEE LEVEL 1	TX-LEVEL-1
EMPLOYEE LEVEL 2	TX-LEVEL-2
EMPLOYEE LEVEL 3	TX-LEVEL-3
EMPLOYEE LEVEL 4	TX-LEVEL-4
EMPLOYEE LEVEL 5	TX-LEVEL-5
EMPLOYEE ESTABLISHMENT CODE	TX-EMP-ESTAB
EMPLOYMENT TYPE	TX-MED GOV-SW
EMPLOYEE STATUS CODE	TX-EMP-STATUS
EMPLOYEE MARITAL STATUS	TX-EMP-MAR-STAT
EMPLOYEE NUMBER OF STATE DEPENDENTS	TX-SIT-NO-DEP
EMPLOYEE NUMBER	TX-EMP-EMP-NO
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-NM
EMPLOYEE FIRST NAME	TX-EMP-F-NM
EMPLOYEE MIDDLE INITIAL	TX-EMP-M-INIT
EMPLOYEE LAST NAME	TX-EMP-L-NM
EMPLOYEE SUFFIX	TX-EMP-SUF
EMPLOYEE ADDRESS	TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-DASH TX-EMP-ZIP-EXT
STATUTORY EMPLOYEE INDICATOR	TX-SIND-TAPE
RETIREMENT PLAN COVERAGE INDICATOR	TX-RIND-TAPE
DEFERRED COMPENSATION INDICATOR	TX-DCIND-TAPE
FEDERAL TAXABLE WAGES	TX-TOT-WAGES
FEDERAL INCOME TAX WITHHELD	TX-FIT-TAX
SOCIAL SECURITY TAXABLE WAGES	TX-SS-WAGE
SOCIAL SECURITY TAX WITHHELD	TX-SS-TAX
TAXABLE SOCIAL SECURITY TIPS	TX-SS-TIPS
MEDICARE/MQGE WAGES AND TIPS	TX-MED-TXBL
MEDICARE/MQGE TAX WITHHELD	TX-MED-TAX
FICA TAXABLE WAGES	TX-FICA-WAGE

Item	Field Name
FICA TAX WITHHELD	TX-FICA-TAX
FICA TAXABLE TIPS	TX-FICA-TIPS
TOTAL SS/MED/MQGE WAGES	TX-TOT-SS-WAGE
TOTAL SS/MED/MQGE TAX	TX-TOT-SS-TAX
TOTAL SS/MED/MQGE TIPS	TX-TOT-SS-TIPS
EIC PAYMENT	TX-EIC-AMT
ALLOCATED TIPS	TX-ALOC-TIPS
FRINGE BENEFITS	TX-FR-BFTS
DEPENDENT CARE BENEFITS	TX-DEP-CARE
NON-QUALIFIED SEC. 457 DIST.	TX-NQ-SEC-457
NON-QUALIFIED NOT SEC. 457 DIST.	TX-NQ-NOT-457
COST OF GROUP TERM LIFE INSURANCE IN EXCESS OF \$50,000	TX-IMP-LIFE
UNCOLLECTED SOCIAL SECURITY TAX ON TIPS	TX-USS-TIP
UNCOLLECTED MEDICARE TAX ON TIPS	TX-UMED-TIP
UNCOLLECTED SOCIAL SECURITY/MEDICARE TAX ON TIPS	TX-UFICA-TIP
UNCOLLECTED TOTAL SS/MED/MQGE TAX ON TIPS	TX-UTOT-SS-TIP
DEFERRED COMPENSATION AMOUNT	TX-DEF-COMP
STATE TAXABLE WAGES	TX-ST-TOT
STATE INCOME TAX WITHHELD	TX-ST-TAX
STATE UNEMPLOYMENT TAX WITHHELD	TX-SUI-TAX
STATE DISABILITY TAX WITHHELD	TX-SDI-TAX
STATE DISABILITY TAX TYPE	TX-SDI-TAX-TYPE
STATE NEW YORK ADD-BACK, MARYLAND PICKUP AMOUNT, AND VERMONT CHILD CARE CONTRIBUTION	TX-MISC-AMT-1
STATE TOTAL WAGES	TX-ST-TOT-WAGES
LOCAL TAX TYPE CODE	TX-LTX-TYPE-CD
LOCAL CODE	TX-EMP-LOC-CD
LOCAL TAXING ENTITY CODE	TX-LOC-ENTITY
LOCAL TAXABLE WAGES	TX-LOC-TXBL
LOCAL INCOME TAX	TX-LOC-TAX
LOCAL INCOME TAX 2	TX-LOC-TAX-2
NUMBER OF EMPLOYEE RECORDS	TX-SREC-CNT
MISCELLANEOUS INFORMATION	TX-MISC-FLD-1 TX-MISC-FLD-2 TX-MISC-FLD-3

Item	Field Name
MISCELLANEOUS AMOUNTS	TX-MISC-AMT-2
	TX-MISC-AMT-3
	TX-MISC-AMT-4

Local W-2 File (MMREF-1)

The following table identifies items to be reported on local MMREF-1 W-2 file.

Submitter Record

Item	Field Name
SUBMITTER IDENTIFICATION NUMBER	TX-SUB-EIN
PERSONAL IDENTIFICATION NUMBER	TX-SUB-PIN
RESUBMITTED INDICATOR	TX-SUB-RSUB-IND
RESUBMITTED TLCN	TX-SUB-RSUB-TLCN
SOFTWARE CODE	TX-SUB-SOFTWR-CD
COMPANY NAME	TX-SUB-CO-NAME
COMPANY ADDRESS	TX-SUB-CO-L-ADDR TX-SUB-CO-D-ADDR TX-SUB-CO-CITY TX-SUB-CO-STATE TX-SUB-CO-ZIP TX-SUB-CO-ZIPX
COMPANY FOREIGN STATE/PROVINCE	TX-SUB-CO-PROV
COMPANY FOREIGN POSTAL CODE	TX-SUB-CO-POSTAL
COMPANY COUNTRY CODE	TX-SUB-CO-CNTRY
SUBMITTER NAME	TX-SUB-NAME
SUBMITTER ADDRESS	TX-SUB-L-ADDR TX-SUB-D-ADDR TX-SUB-CITY TX-SUB-STATE TX-SUB-ZIP TX-SUB-ZIP-X
SUBMITTER FOREIGN STATE/PROVINCE	TX-SUB-PROV
SUBMITTER FOREIGN POSTAL CODE	TX-SUB-POSTAL
SUBMITTER COUNTRY CODE	TX-SUB-CNTRY-CD
CONTACT NAME	TX-SUB-CNCT-NM
CONTACT PHONE NUMBER	TX-SUB-CNCT-FONE
CONTACT PHONE EXTENSION	TX-SUB-CNCT-FONX
CONTACT E-MAIL	TX-SUB-CNCT-EMAL
CONTACT FAX	TX-SUB-CNCT-FAX
PREFERRED METHOD OF NOTIFICATION	TX-SUB-CNCT-MTHD
PREPARER CODE	TX-SUB-PREPR-CD

Employer Record

Item	Field Name
TAX YEAR	TX-PER-END-DATE
AGENT INDICATOR CODE	TX-AGENT-IND-CD
EMPLOYER IDENTIFICATION NUMBER	TX-FED-EIN-TAPE
AGENT FOR EMPLOYER EIN	TX-AGENT-EIN
TERMINATING BUSINESS INDICATOR	TX-TERM-BUS-IND
ESTABLISHMENT NUMBER	TX-HDR-ESTAB-CD
OTHER EIN	TX-OTH-EIN
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-2 TX-PYR-ADR-1 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
EMPLOYER FOREIGN STATE/PROVINCE	TX-PYR-FRGN-PROV
EMPLOYER FOREIGN POSTAL CODE	TX-PYR-FRGN-PSTL
EMPLOYER COUNTRY CODE	TX-PYR-FRGN-CTRY
EMPLOYMENT CODE	TX-TYPE-EMPLMNT
TAX JURISDICTION CODE	TX-TAX-JUR-CD
THIRD PARTY SICK PAY INDICATOR	TX-3RD-PTY-IND

Employee Wage Record

Item	Field Name
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-FST-NM TX-EMP-MID-NM TX-EMP-LST-NM TX-EMP-NM-SUF
EMPLOYEE ADDRESS	TX-EMP-ADR-2 TX-EMP-ADR-1 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-DASH TX-EMP-ZIP-EXT
EMPLOYEE FOREIGN STATE/PROVINCE	TX-EMP-FRGN-PROV
EMPLOYEE FOREIGN POSTAL CODE	TX-EMP-FRGN-PSTL
EMPLOYEE COUNTRY CODE	TX-EMP-FRGN-CTRY
FEDERAL TOTAL WAGES	TX-TOT-WAGES
FEDERAL INCOME TAX WITHHELD	TX-FIT-TAX
SOCIAL SECURITY TAXABLE WAGES	TX-SS-WAGE
SOCIAL SECURITY TAX WITHHELD	TX-SS-TAX
MEDICARE WAGES & TIPS	TX-MED-TXBL
MEDICARE TAX WITHHELD	TX-MED-TAX
TAXABLE SOCIAL SECURITY TIPS	TX-SS-TIPS
ADVANCE EARNED INCOME CREDIT	TX-EIC-AMT
DEPENDENT CARE BENEFITS	TX-DEP-CARE
DEFERRED COMPENSATION SECTION 401(k)	TX-401K-PLAN
DEFERRED COMPENSATION SECTION 403(b)	TX-403B-PLAN
DEFERRED COMPENSATION SECTION 408(k)(6)	TX-408K-PLAN
DEFERRED COMPENSATION SECTION 457(b)	TX-457B-PLAN
DEFERRED COMPENSATION SEC 501(c)(18)(d)	TX-501C-PLAN
NON-QUALIFIED PLAN SECTION 457 DISTRIBUTION OR CONTRIBUTION	TX-NQ-SEC-457
HEALTH SAVINGS ACCOUNT	TX-HTH-SAV-ACCT

Item	Field Name
NON-QUALIFIED PLAN NOT SECTION 457 DISTRIBUTION OR CONTRIBUTION	TX-NQ-NOT-457
COST OF GROUP TERM LIFE INSURANCE IN EXCESS OF \$50,000	TX-IMP-LIFE
INCOME FROM EXERCISE OF NONSTATUTORY STOCK OPTIONS	TX-STOCK-OPTN
STATUTORY EMPLOYEE INDICATOR	TX-SIND-TAPE
RETIREMENT PLAN INDICATOR	TX-RIND-TAPE
THIRD PARTY SICK PAY INDICATOR	TX-3PIND-TAPE

Optional Employee Wage Record

Item	Field Name
ALLOCATED TIPS	TX-ALOC-TIPS
UNCOLLECTED EMPLOYEE TAX ON TIPS	TX-UNC-EE-TTAX
MEDICAL SAVINGS ACCOUNT	TX-MED-SAV-ACCT
SIMPLE RETIREMENT ACCOUNT	TX-SIMPLE-ACCT
QUALIFIED ADOPTION EXPENSES	TX-ADOPTION
UNCOLLECTED SOCIAL SECURITY TAX ON COST OF GROUP TERM LIFE INSURANCE OVER \$50,000	TX-USS-INS
UNCOLLECTED MEDICARE TAX ON COST OF GROUP TERM LIFE INSURANCE OVER \$50,000	TX-UMED-INS

Local Record

Item	Field Name
TAXING ENTITY CODE	TX-LOC-ENTITY
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-NM-SUF
EMPLOYEE ADDRESS	TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-DASH TX-EMP-ZIP-EXT
EMPLOYEE FOREIGN STATE/PROVINCE	TX-EMP-FRGN-PROV
EMPLOYEE FOREIGN POSTAL CODE	TX-EMP-FRGN-PSTL
EMPLOYEE COUNTRY CODE	TX-EMP-FRGN-CTRY
REPORTING PERIOD	TX-PER-END-DATE
STATE EMPLOYER ACCOUNT NUMBER	TX-ST-TAX-ID
STATE CODE	TX-FIPS-ST-CD
STATE TAXABLE WAGES	TX-ST-TOT
STATE INCOME TAX WITHHELD	TX-ST-TAX
OTHER LOCAL DATA	TX-LOC-TAS3
LOCAL TAX TYPE CODE	TX-LTX-TYP-CD
LOCAL TAXABLE WAGES	TX-LOC-TXBL
LOCAL INCOME TAX WITHHELD	TX-LOC-TAX
OTHER LOCAL DATA	TX-LOC-TAS4

Local W-2 File (TIB-4)

The following tables identify items to be reported on local W-2 file.

Item	Field Name
RUN DATE	TX-RPT-RUN-DATE
PERIOD END DATE	TX-PER-END-DATE
LEVEL 1	TX-RPTNG-LVL-1
LEVEL 2	TX-RPTNG-LVL-2
EMPLOYER NAME	TX-PYR-NM TX-PYR-SUB-TITL
EMPLOYER ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
HEADER ESTABLISHMENT CODE	TX-HDR-ESTAB-CD
EMPLOYER FEDERAL TAX ID	TX-FED-EIN-TAPE
EMPLOYER FOREIGN CORPORATION INDICATOR	TX-FGRN-CRP-IND
TYPE OF EMPLOYMENT	TX-TYPE-EMPLMNT
LIMIT OF LIABILITY	TX-LIMIT-LIAB
STATE/LOCAL 69 NUMBER	TX-SSA-ID
NAME CONTROL	TX-NAME-CNTL
EMPLOYER STATE TAX ID	TX-ST-TAX-ID
COUNTY/CITY NAME	TX-LOC-NAME
COUNTY/CITY TAX ID	TX-LOC-TAX-ID
COUNTY/CITY OPTION	TX-LOC-OPT
COUNTY/CITY OTHER	TX-LOC-OTHER
COUNTY/CITY EMPLOYMENT TYPE	TX-TC-TYPE
TRANSMITTER NAME	TX-TRNS-NM
TRANSMITTER ADDRESS	TX-TRNS-ADR
TRANSMITTER CITY	TX-TRNS-CITY
TRANSMITTER STATE	TX-TRNS-STATE
TRANSMITTER ZIP CODE	TX-TRNS-ZIP
TRANSMITTER ZIP EXTENSION	TX-TRNS-ZIP-EXT
TRANSMITTER FOREIGN ADDRESS INDICATOR	TX-TRNS-FADR-IND
TRANSMITTER FEDERAL TAX ID	TX-TRNS-EIN

Item	Field Name
COMPUTER MANUFACTURER	TX-COMPUTER
INTERNAL LABEL	TX-INT-LABEL
TAPE DENSITY	TX-DENSITY
TAPE CHARACTER SET	TX-RECD-MODE
1099 TRANSMITTER CONTROL CODE	TX-1099-TRNS
TAPE RETURN NAME	TX-RTN-NM
TAPE RETURN ADDRESS	TX-RTN-ADR
TAPE RETURN CITY	TX-RTN-CITY
TAPE RETURN STATE	TX-RTN-STATE
TAPE RETURN ZIP CODE	TX-RTN-ZIP
TAPE RETURN ZIP EXTENSION	TX-RTN-ZIP-EXT
TAPE RETURN FOREIGN ADDRESS INDICATOR	TX-RTN-FADR-IND
TAPE NAME FORMAT INDICATOR	TX-NAME-FMT-TP
SPECIAL CHARACTER INDICATOR	TX-NM-SPEC-CHAR

Employee

Item	Field Name
EMPLOYEE LEVEL 1	TX-LEVEL-1
EMPLOYEE LEVEL 2	TX-LEVEL-2
EMPLOYEE LEVEL 3	TX-LEVEL-3
EMPLOYEE LEVEL 4	TX-LEVEL-4
EMPLOYEE LEVEL 5	TX-LEVEL-5
EMPLOYEE ESTABLISHMENT CODE	TX-EMP-ESTAB
EMPLOYEE TYPE	TX-MED-GOV-SW
EMPLOYEE STATUS CODE	TX-EMP-STATUS
EMPLOYEE MARITAL STATUS	TX-EMP-MAR-STAT
EMPLOYEE RESIDENCE STATUS	TX-EMP-RES-IND
EMPLOYEE NUMBER	TX-EMP-EMP-NO
EMPLOYEE SOCIAL SECURITY NUMBER	TX-SSN-TAPE
EMPLOYEE NAME	TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-SUFFIX

Item	Field Name
EMPLOYEE ADDRESS	TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-DASH TX-EMP-ZIP-EXT
STATUTORY EMPLOYEE INDICATOR	TX-SIND-TAPE
RETIREMENT PLAN COVERAGE INDICATOR	TX-RIND-TAPE
DEFERRED COMPENSATION INDICATOR	TX-DCIND-TAPE
WAGES, TIPS AND OTHER COMPENSATION	TX-TOT-WAGES
FEDERAL INCOME TAX WITHHELD	TX-FIT-TAX
SOCIAL SECURITY TAXABLE WAGES	TX-SS-WAGE
SOCIAL SECURITY TAX WITHHELD	TX-SS-TAX
TAXABLE SOCIAL SECURITY TIPS	TX-SS-TIPS
MEDICARE/MQGE WAGES AND TIPS	TX-MED-TXBL
MEDICARE/MQGE TAX WITHHELD	TX-MED-TAX
ANNUAL MEDICARE TOPS	TX-MED-TIPS
SOCIAL SECURITY AND MEDICARE WAGES	TX-FICA-WAGE
FICA EMPLOYEE TAX WITHHELD	TX-FICA-TAX
SOCIAL SECURITY AND MEDICARE TIPS	TX-FICA-TIPS
SOCIAL SECURITY, MEDICARE AND MQGE WAGES	TX-TOT-SS-WAGE
SOCIAL SECURITY, MEDICARE AND MQGE TAX	TX-TOT-SS-TAX
SOCIAL SECURITY, MEDICARE AND MQGE TIPS	TX-TOT-SS-TIPS
EIC PAYMENT	TX-EIC-AMT
ALLOCATED TIPS	TX-ALOC-TIPS
FRINGE BENEFITS	TX-FR-BFTS
DEPENDENT CARE BENEFITS	TX-DEP-CARE
NON-QUALIFIED SEC. 457 DIST.	TX-NQ-SEC-457
NON-QUALIFIED NOT SEC. 457 DIST.	TX-NQ-NOT-457
EMPLOYER PREMIUM FOR GROUP TERM LIFE INSURANCE OVER \$50,000	TX-IMP-LIFE
UNCOLLECTED SOCIAL SECURITY TAX ON TIPS	TX-USS-TIP
UNCOLLECTED MEDICARE TAX ON TIPS	TX-UMED-TIP
UNCOLLECTED SOCIAL SECURITY AND MEDICARE ON TIPS	TX-UFICA-TIP
UNCOLLECTED SOCIAL SECURITY, MEDICARE AND MQGE TAX ON TIPS	TX-UTOT-SS-TIP

Item	Field Name
DEFERRED COMPENSATION AMOUNT	TX-DEF-COMP
STATE TAXABLE WAGES	TX-ST-TOT
STATE INCOME TAX WITHHELD	TX-ST-TAX
OTHER STATE DATA	TX-OTH-ST-DATA
LOCAL TAX AUTHORITY CODE	TX-EMP-LOC-CD
LOCAL TAX AUTHORITY TYPE	TX-LTX-TYP-CD
LOCAL TAX AUTHORITY	TX-LOC-ENTITY
LOCAL YTD TAXABLE WAGES	TX-LOC-TXBL
LOCAL YTD INCOME TAX	TX-LOC-TAX
LOCAL QTD TAXABLE WAGES	TX-LOC-QTD-TXBL
LOCAL QTD INCOME TAX	TX-LOC-QTD-TAX
ALPHANUMERIC USER DATA 1	TX-AN-FLD-1
ALPHANUMERIC USER DATA 2	TX-AN-FLD-2
ALPHANUMERIC USER DATA 3	TX-AN-FLD-3
ALPHANUMERIC USER DATA 4	TX-AN-FLD-4
ALPHANUMERIC USER DATA 5	TX-AN-FLD-5
NUMERIC USER DATA 1	TX-NUM-FLD-1
NUMERIC USER DATA 2	TX-NUM-FLD-2
NUMERIC USER DATA 3	TX-NUM-FLD-3
NUMERIC USER DATA 4	TX-NUM-FLD-4
NUMERIC USER DATA 5	TX-NUM-FLD-5
NUMBER OF EMPLOYEE RECORDS	TX-REC-CNT

W-2 Field Names

The following table identifies the field names for W-2 record mapping, in alphanumeric order. Field definition codes are:

- AN (alphanumeric)
- N (numeric)
- 2 (number of decimal places).

Notes:

1. *TOTAL-FIELD* information is provided for each report ID. All total fields have a length of 13, with 2 decimals.
2. **Not supported** indicates that the field is initialized in PL2000, with no further processing.

Field	Length	Field Defin.	Origin	Comments
TX-ADOPTION	11	N, 2	Year-to-date amounts accumulated from DOEs defined on the TZ1-062 record in the HRMS Tables File	TOTAL-FIELD-10 (002) TOTAL-FIELD-36 (100) TOTAL-FIELD-32 (400) MMREF-1 format only
TX-AGENT-EIN	9	AN	From the TB record in the HRMS Tables File	MMREF-1 format only
TX-AGENT-IND-CD			From the TB record in the HRMS Tables File	MMREF-1 format only
TX-AGGR-DEFE-AMT	11	N, 2	Sum of YTD DOEs defined for the code 'HH' on the TZ1-064 record in the HRMS Tables File.	TOTAL-FIELD-28 (002) TOTAL-FIELD-59 (100)
TX-ALOC-TIPS	11	N, 2	Year-to-date amounts accumulated from DOEs defined on the TZ1-008 record in the HRMS Tables File	TOTAL-FIELD-04 (002) TOTAL-FIELD-09 (001,100,400)
TX-AN-FLD-1	10	AN	From Employee Master File (user-defined)	Local W-2 Tape only
TX-AN-FLD-2	10	AN	From Employee Master File (user-defined)	Local W-2 Tape only
TX-AN-FLD-3	10	AN	From Employee Master File (user-defined)	Local W-2 Tape only

Field	Length	Field Defin.	Origin	Comments
TX-AN-FLD-4	10	AN	From Employee Master File (user-defined)	Local W-2 Tape only
TX-AN-FLD-5	10	AN	From Employee Master File (user-defined)	Local W-2 Tape only
TX-AUD-RPT-IND	1	AN	From GEN001 Transaction	
TX-AUTHORITY	2	AN	From GEN001 Transaction	
TX-CH-SPEC-AMT-1	13	N, 2	IA - 8-digit Business eFile Number (BEN) ID - Total Withholding Payments made during the year (TZ1-100-M) MD - Employer Total Amount of Taxes Withheld (TZ1-121) WV - First quarter tax due (TZ1-100-M)	State W-2 Tape only
TX-CH-SPEC-AMT-2	13	N, 2	MD - Employer Credits (TZ1-121) WV - Second quarter tax due (TZ1-100-M)	State W-2 Tape only
TX-CH-SPEC-AMT-3	13	N, 2	MD - Employer Amount of Overpayment Applied as a Credit (TZ1-121) WV - Third quarter tax due (TZ1-100-M)	State W-2 Tape only
TX-CH-SPEC-AMT-4	13	N, 2	ID - Total Idaho Taxable Wages (derived during processing) MD - Employer Amount of Overpayment to be Refunded (TZ1-121) WV - Fourth quarter tax due (TZ1-100-M)	State W-2 Tape only
TX-CH-SPEC-AMT-5	13	N, 2	ID - Interest on balance due (TZ1-100-M) MD - Employer Total Tax Withheld	State W-2 Tape only

Field	Length	Field Defin.	Origin	Comments
TX-CH-SPEC-AMT-6	13	N, 2	ID - Penalty for late filing (TZ1-100-M) MD - Employer Amount Tax Due	State W-2 Tape only MD - Derived after evaluation of Total Tax Withheld
TX-CH-SPEC-AMT-7	13	N, 2	ID - Total Idaho tax withheld (derived during processing) MD - Employer Amount Balance Due	State W-2 Tape only MD - Derived after evaluation of Employer Amount Tax Due
TX-CH-SPEC-AMT-8	13	N, 2	ID - Remaining Tax Due (calculated during processing) MD - Employer Amount Overpayment	State W-2 Tape only MD - Derived after evaluation of Employer Amount Tax Due
TX-CH-SPEC-AMT-9	13	N, 2	ID - Total amounts due (calculated during processing) MD - Employer Gross Pay	State W-2 Tape only
TX-CH-SPC-AMT-10	13	N, 2	ID - Total Due (calculated during processing) MD - Employer State Pickup Amount	State W-2 Tape only
TX-CH-SPC-AMT-11	7	N	ID - Penalty on balance due (TZ1-100-M)	State W-2 Tape only
TX-CH-SPC-AMT-12	7	N	ID - Number of 1099s with Idaho state withholding (TZ1-100-M)	State W-2 Tape only
TX-CH-SPC-AMT-13	7	N	ID - Number of W-2s plus 1099s (derived during processing)	State W-2 Tape only

Field	Length	Field Defin.	Origin	Comments
TX-CH-SPEC-FLD-1	12	AN	ID <ul style="list-style-type: none"> Filing Cycle (TZ1-100-M) Minus signs for the following fields derived during processing: <ul style="list-style-type: none"> Remaining Tax Due Total Amounts Due Total Due IL - Business Tax Number (TZ1-114C) MD - Employer Total File Indicator (position 1); Employer Partial File - W-2 (position 2); Employer Partial File - 1099 (position 3) (TZ1-121); NAICS code (positions 4-9) (TZ1-100-M) NJ - FLI private plan number (TZ1-131)	State W-2 Tape only
TX-CH-SPEC-FLD-2	14	AN		State W-2 Tape only
TX-CNTY-FIPS-CD	2	AN	Indiana county SCC code assigned in the LOC001 transaction	State W-2 Tape only
TX-COMBAT-PAY	11	N, 2	From TZ1-023 Transaction	TOTAL-FIELD-09 (002) TOTAL-FIELD-49 (100) TOTAL-FIELD-45 (400)
TX-COMPUTER	8	AN	From the TZ1-003 record in the HRMS Tables File	TIB-4 format only
TX-CREATE-DATE	8	AN	System date when company record is created.	
TX-CREATE-TIME	8	AN	System time when company record is created.	

Field	Length	Field Defin.	Origin	Comments
TX-DCIND-TAPE	1	AN	Determined by presence of year-to-date amount in any DOE defined on TZ1-011, 012, 048, 049 records in the HRMS Tables File.	TIB-4 format only
TX-DEF-CMP-TOT	11	N, 2	Sum of DOEs defined on the TZ1-011, 012, 015, 047, 048, 049, 061 records in the HRMS Tables File.	TOTAL-FIELD-12 (001)
TX-DEF-COMP	11	N, 2	Sum of DOEs defined on the TZ1-011, 012, 047, 048, 049, 061 records in the HRMS Tables File.	TOTAL-FIELD-13 (002) TOTAL-FIELD-16 (100) TOTAL-FIELD-14 (400) TIB-4 format only
TX-DENSITY	2	AN	From the TZ1-003 record in the HRMS Tables File.	TIB-4 format only
TX-DEP-CARE	11	N, 2	Sum year-to-date in DOEs defined on TZ1-016 in the HRMS Tables File.	TOTAL-FIELD-10 (001) TOTAL-FIELD-05 (002) TOTAL-FIELD-11 (100, 400)
TX-EIC-AMT	11	N, 2	Year-to-date amount in Type 2 DOE in Employee Master File (250-267 segments).	TOTAL-FIELD-08 (001,100,400) TOTAL-FIELD-03 (002)
TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-ADR-3	32 32 32	AN AN AN	From Employee Master File (201 segment).	TX-EMP-ADR-3 contains employee city, state, and zip compressed to meet U.S. postal bulk mailing requirements. - W-2 Form only
TX-EMP-ADR-4	30	AN	From Employee Master File (49x-49x segments).	W-2 Form and W-2PR Form
TX-EMP-CITY	23	AN	From Employee Master File (201 segment).	W-2 Tape only
TX-EMP-EMP-NO	10	AN	From Employee Master File (201 segment).	W-2 Form only

Field	Length	Field Defin.	Origin	Comments
TX-EMP-ESTAB	4	AN	From Employee Master File (201 segment).	W-2 Form only
TX-EMP-F-NM	30	AN	Derived from the employee name in the Employee Master File (201 segment).	State W-2 Tape only
TX-EMP-FRGN-CTRY	2	AN	From Employee Master File (492-499 segment).	MMREF-1 format only Dependent on a Supplemental Address Type of 'W' on the 492-499 segment
TX-EMP-FRGN-PROV	2	AN	From Employee Master File (492-499 segment).	MMREF-1 format only Dependent on a Supplemental Address Type of 'W' on the 492-499 segment
TX-EMP-FRGN-PSTL	10	AN	From Employee Master File (492-499 segment).	MMREF-1 format only Dependent on a Supplemental Address Type of 'W' on the 492-499 segment
TX-EMP-FST-NM	15 27	AN	Derived from the employee name in the Employee Master File (201 segment).	Field length is 15 for Federal W-2 tape; 27 for W-2 form and Local W-2 tape
TX-EMP-L-NM	30	AN	Derived from the employee name in the Employee Master File (201 segment).	State W-2 tape only
TX-EMP-LOC-CD	4	N	Local SCC code from county or city SALTA records in the Employee Master File (302-319 segments).	
TX-EMP-LOC-TYPE	1	N	Local type code from county or city SALTA records in the Employee Master File (302-319 segments).	
TX-EMP-LST-NM	20 27	AN	Derived from the employee name in the Employee Master File (201 segment).	Field length is 20 for Federal W-2 tape; 27 for W-2 form and Local W-2 tape

Field	Length	Field Defin.	Origin	Comments
TX-EMP-M-INIT	1	AN	Derived from the employee name in the Employee Master File (201 segment).	State W-2 tape only
TX-EMP-MAR-STAT	1	AN	Derived from the employee name in the Employee Master File (203 segment).	
TX-EMP-MID-I	1	AN	Derived from the employee name in the Employee Master File (201 segment).	
TX-EMP-MID-NM	1	AN	Derived from the employee name in the Employee Master File (201 segment).	Federal W-2 tape only
TX-EMP-NM	27 30	AN	From Employee Master File (201 segment). Last 5 characters of Employee Name field contain value _DECD for deceased employees (Employee Status 1=P).	Field length is 27 for state and local W-2 Tape; 30 for Federal W-2 forms and tape. For W-2 forms, name is: first, middle initial or name, last. On W-2 tape, name is in format specified on TB, TC, TD, TE records in the HRMS Tables File.
TX-EMP-NM-SUF	4	AN	From Employee Master File (203 segment).	
TX-EMP-RES-IND	1	AN	From Employee Master File tax method (203 segment).	
TX-EMP-STATE	2	AN	From Employee Master File (201 segment).	
TX-EMP-STATUS	1	AN	From Employee Master File (201 segment).	
TX-EMP-ZIP	5	AN	From Employee Master File (201 segment).	
TX-EMP-ZIP-DASH	1	AN	Internal Processing	Contains hyphen when TX-EMP-ZIP-EXT is not zeros or spaces.

Field	Length	Field Defin.	Origin	Comments
TX-EMP-ZIP-EXT	5	N	From Employee Master File (201 segment).	
TX-EMPR-OT-AMT-1 TX-EMPR-OT-AMT-2 TX-EMPR-OT-AMT-3	11	N, 2	Created during generate processing In priority order: Your title (reportable item 1) (TZ1-009)	These fields are used internally to properly total the Employer Other items on the Audit and Exception reports. Three items print per form. Amounts of other reportable items are the sum of year-to-date accumulations from DOEs defined on associated HRMS Tables File records. Three single print fields are derived using the Name and Amount fields. The derived print fields are stored in the TX-EMPR-OTH-NM-n fields. The titles within these derived fields are truncated according to the length of the Amount field. The TX-EMPR-OT-AMT-n field should not be used to print on the W-2 Form.
TX-EMPR-OTH-CD-1 TX-EMPR-OTH-CD-2 TX-EMPR-OTH-CD-3	2	AN	Your title (reportable item 2) (TZ1-013) Your title (reportable item 3) (TZ1-016)	
TX-EMPR-OTH-NM-1 TX-EMPR-OTH-NM-2 TX-EMPR-OTH-NM-3	13	AN	Your title (reportable item 4) (TZ1-017) Your title (reportable item 5) (TZ1-018) Your title (reportable item 6) (TZ1-019) Your title (reportable item 7) (TZ1-020) Your title (reportable items 11-13) (TZ1-024) Your title (reportable item 14-16) (TZ1-025)	
TX-ER-HLTH-COVG	11	N, 2	Sum of YTD in DOEs defined on the TZ1-008 record in the HRMS Tables File.	TOTAL-FIELD-26 (002) TOTAL-FIELD-57 (100)

Field	Length	Field Defin.	Origin	Comments
TX-FED-CD-AMT-1 TX-FED-CD-AMT-2 TX-FED-CD-AMT-3 TX-FED-CD-AMT-4	11	N, 2	Data in these fields derived from: A - Uncollected SS tax on tips (EMF - 301 seg) B - Uncollected Medicare tax on tips (EMF - 300 or 301 seg)	Indicators from associated HRMS Tables File record - only four items print per form.
TX-FED-CD-NAME-1 TX-FED-CD-NAME-2 TX-FED-CD-NAME-3 TX-FED-CD-NAME-4	2	AN	C - Excess group term life ins. (TZ1-008) D - 401(k) deferred comp. (TZ1-011) E - 403(b) deferred comp. (TZ1-012) F - 408(k)(6) deferred comp. (TZ1-048) G - 457 deferred comp. (TZ1-047) H - 501(c)(18)(D) deferred comp. (TZ1-049) J - Nontaxable Third-party sick pay (TZ1-052) K - Excess golden parachute paym't (TZ1-050) L - Employee business exp. reimbursed at gov't rates (TZ1-051) M - Uncollected SS tax on group term life insurance for former employees (TZ1-021) N - Uncollected Med. tax on group term life insurance for former employees (TZ1-021) P - Moving Expense Reimbursement (TZ1-022) Q - Nontaxable Combat Pay for use by Military Employers (TZ1-023)	C - V amounts are sum of year-to-date accumulations from DOEs defined on associated HRMS Tables File records.

Field	Length	Field Defin.	Origin	Comments
TX-FED-CD-AMT-1 TX-FED-CD-AMT-2 TX-FED-CD-AMT-3 TX-FED-CD-AMT-4 TX-FED-CD-NAME-1 TX-FED-CD-NAME-2 TX-FED-CD-NAME-3 TX-FED-CD-NAME-4			R - Employer contributions to a Medical Savings Account (MSA) for an employee to be reported on the W-2 Form (TZ1-060) S - Contribution to Employee SIMPLE Retirement Plan (TZ1-061) T - Qualified Adoption Expenses (TZ1-062) V - Income from Exercise of Non-statutory Stock Options (TZ1-063) W - Employer Contributions to a Health Savings Account (HSA) (TZ1 - 060) Y - 409A (Deferral) non-qual deferred comp. (TZ1-012) Z - 409A (Income) non-qual. deferred comp. (TZ1-011) AA - 401(k) Roth Contributions deferred comp. (TZ1-015) BB - 403(b) Roth Contributions deferred comp. (TZ1-015) DD - Cost of employer-sponsored health coverage (TZ1-008) EE - Roth contributions under a governmental Section 457(b) plan (TZ1-047)	

(continued)

Field	Length	Field Defin.	Origin	Comments
TX-FED-CD-AMT-1 TX-FED-CD-AMT-2 TX-FED-CD-AMT-3 TX-FED-CD-AMT-4 TX-FED-CD-NAME-1 TX-FED-CD-NAME-2 TX-FED-CD-NAME-3 TX-FED-CD-NAME-4			GG - Income from qualified equity grants under section 83(i) (TZ1-064) HH - Aggregate deferrals under section 83(i) elections (TZ1-064)	
TX-FED-EIN-FORM	9	N	Federal Tax ID from TB record in the HRMS Tables File; from first L2 if crossing L1 and/or L2s for reporting.	
TX-FED-EIN-TAPE	9	AN	From the TB record in the HRMS Tables File.	
TX-FED-MISC-AMT	11	N, 2	Year-to-date amount from employee FICA Other Amount from Employee Master File (301 segment).	TOTAL-FIELD-15 (100)
TX-FGRN-CRP-IND	1	AN	From the TB record in the HRMS Tables File.	
TX-FICA-TAX	11	N, 2	Year-to-date Social Security and Medicare tax amount from Employee Master File (301 segment).	
TX-FICA-TIPS	11	N, 2	Year-to-date Social Security and Medicare taxable tips computed from Employee Master File (301 segment).	
TX-FICA-WAGE	11	N, 2	Year-to-date Social Security and Medicare taxable wage computed from Employee Master File (301 segment).	

Field	Length	Field Defin.	Origin	Comments
TX-FIPS-ST-CD	2	N	Derived from SCC code from state SALTA record in Employee Master File (302-319 segments).	
TX-FIT-TAX	11	N, 2	Year-to-date amount from Employee Master File (300 segment).	TOTAL-FIELD-02 (001,002, 100, 400)
TX-FR-BFTS	11	N, 2	Sum of year-to-date in DOEs defined on the TZ1-009 record in the HRMS Tables File.	TIB-4 Format only TOTAL-FIELD-10 (100, 400)
TX-GNR-RCD-IND	1	AN	From the GEN001 transaction	
TX-HDR-ESTAB-CD	4	AN	From Employee Mater File record (201 segment) for first employee in the group.	
TX-HDR-LOC-NM	24	AN	County/City name defined on the TD/TE record in the HRMS Tables File	Local W-2 tape only
TX-HTH-SAV-ACCT	11	N, 2	Sum of year-to-date HSA DOEs defined on TZ1-060 in the HRMS Tables File	TOTAL-FIELD-20 (002) TOTAL-FIELD-48 (100) TOTAL-FIELD-44 (400)
TX-IMP-LIFE	11	N, 2	Sum of year-to-date in DOEs defined on TZ1-008 in the HRMS Tables File.	TOTAL-FIELD-08 (002) TOTAL-FIELD-14 (100) TOTAL-FIELD-27 (400)
TX-INT-LABEL	2	AN	From the TZ1-003 record in the HRMS Tables File.	
TX-KIND-ER	1	AN	From the TB record in the HRMS Tables File.	

Field	Length	Field Defin.	Origin	Comments
TX-LAST-LINE	63	AN	Contains SDI Title and ID from HRMS Tables File an SDI Tax from Employee Master File (302-319 segments) for California and SUI Title and ID from HRMS Tables File and SUI Tax from Employee Master File (302-319 segments) for Alaska, and Pennsylvania. Contains Employee FLI Tax withheld from FLI SALTA.	W-2 Form only
TX-LEVEL-1	2	AN	Employee Level 1 from Employee Master File (201 segment).	
TX-LEVEL-2	2	AN	Employee Level 2 from Employee Master File (201 segment).	
TX-LEVEL-3	4	AN	Employee Level 3 from Employee Master File (201 segment).	
TX-LEVEL-4	4	AN	Employee Level 4 from Employee Master File (201 segment).	
TX-LEVEL-5	4	AN	Employee Level 5 from Employee Master File (201 segment).	
TX-LIMIT-LIAB	1	AN	From the TB record in the HRMS Tables File.	Not required after tax year 1997.
TX-LOC-EMPTY-DT	8	N	From Employee Master File (201 segment).	Local W-2 tape only
TX-LOC-ENTITY	5	N	From the TC (state), TD (county), or TE (city) record in the HRMS Tables File.	MMREF format only
TX-LOC-NM	24	AN	From the TD (county) or TE (city) records in the HRMS Tables File. Title for New Jersey MMIPAA derived in the program.	W-2 forms and Local W-2 tape only

Field	Length	Field Defin.	Origin	Comments
TX-LOC-OPT	2	AN	Not supported.	
TX-LOC-OTHER	10	AN	Not supported.	
TX-LOC-QTD-TAX	11	N, 2	Quarter-to-Date income tax from Employee Master File county or city SALTA records (302-319 segments).	TOTAL-FIELD-30 (400)
TX-LOC-QTD-TXBL	11	N, 2	Determined by Wage Indicator on the TD and/or TE records in the HRMS Tables File.	TOTAL-FIELD-29 (400)
TX-LOC-TAS1	4	AN	From Employee Master File (302-319 segments).	
TX-LOC-TAS2	2	AN		
TX-LOC-TAS3	10	AN		
TX-LOC-TAS4	7	AN		
TX-LOC-TAX	11	N, 2	Year-to-date income tax from Employee Master File county or city SALTA records (302-319 segments). New York City tax on New York State W-2 tape record. New Jersey MMIPAA amount from DOE defined on the TZ1-131 records in the HRMS Tables File.	TOTAL-FIELD-24 (100) TOTAL-FIELD-18 (400)
TX-LOC-TAX-ID	7	AN	From the TD or TE record in the HRMS Tables File.	Local W-2 tape only
TX-LOC-TAX-2	11	N, 2	Year-to-date income tax from Employee Master File county or city SALTA records (302-319 segments). Yonkers City tax on New York State W-2 tape record.	TOTAL-FIELD-25 (100)
TX-LOC-TERM-DT	8	N	From Employee Master File (201 segment).	Local W-2 tape only

Field	Length	Field Defin.	Origin	Comments
TX-LOC-TXBL	11	N, 2	Determined by Wage Indicator on the TD and/or TE records in the HRMS Tables File.	TOTAL-FIELD-23 (100) TOTAL-FIELD-17 (400)
TX-LOC-WKS-WRKD	3	N	From Employee Master File (202 segment).	
TX-LOCAL-AUTH	4	AN	From GEN001 transaction.	
TX-LTX-TYP-CD	1	AN	Local W-2 Tape: SCC Type Code for local SALTA record in Employee Master File (302-319 segments)	State W-2 Tape: C = City D = County E = School District F = Other
TX-MED-GOV-SW	1	AN	Derived from FICA/Medicare option in Employee Master File (203 segment).	
TX-MED-SAV-ACCT	11	N, 2	TZ1-060 record in the HRMS Tables File.	TOTAL-FIELD-11 (002) TOTAL-FIELD-37 (100) TOTAL-FIELD-33 (400)
TX-MED-TAX	11	N, 2	From Employee Master File (300 or 301 segment).	TOTAL-FIELD -07 (001, 100, 400) TOTAL-FIELD-41 (002) Amounts from 300 and 301 segments, if both present, are on separate records.
TX-MED-TIPS	11	N, 2	Not supported.	
TX-MED-TXBL	11	N, 2	Employee Medicare Taxable Wages, including tips (300 or 301 segment).	TOTAL-FIELD-06 (001, 100, 400) TOTAL-FIELD-40 (002)
TX-MISC-AMT	11	N, 2	Year-to-date amount from employee FICA Other Amount from Employee Master File (301 segment).	TOTAL-FIELD-62 (002)

Field	Length	Field Defin.	Origin	Comments
TX-MISC-AMT-1	11	N, 2	NY add-back, defined on the TZ1-133 record in the HRMS Tables File, or MD pick-up amount, defined on the TZ1-121 record in the HRMS Tables File, or VT child care contribution DOEs defined on the TZ1-100-N record in the HRMS Tables File.	TOTAL-FIELD-21 (100)
TX-MISC-AMT-2 TX-MISC-AMT-3 TX-MISC-AMT-4	11	N, 2	From Employee Master File (user-defined).	TOTAL-FIELD-26 (100) TOTAL-FIELD-27 (100) TOTAL-FIELD-28 (100)
TX-MISC-FLD	10	AN	Not used.	
TX-MISC-FLD-1	10	AN	New Jersey employee paid SUI or SDI indicator.	
TX-MISC-FLD-2 TX-MISC-FLD-3	10	AN	From Employee Master File (user-defined).	
TX-MULTI-REC-CD	1	AN	From Employee Master File.	
TX-NAME-CNTL	4	AN	From the TB record in the HRMS Tables File.	Used for 1099-R Tape only
TX-NAME-FMT-TP	1	AN	From the TB (federal), TC (state), and TD or TE (local) records in the HRMS Tables File.	Changed to F or S in output
TX-NM-SPEC-CHAR	1	AN	From the TB, TC, TD, or TE records in the HRMS Tables File.	
TX-NON-QUAL-T	1	AN	Title for section 457 derived in the program.	
TX-NQ-NOT-457	11	N, 2	Sum of year-to-date in DOEs defined on TZ1-046 in the HRMS Tables File.	TOTAL-FIELD-07 (002) TOTAL-FIELD-13 (100, 400)
TX-NQ-PLN-TOT	11	N, 2	Year-to-date amounts from DOEs defined on the TZ1-045 and TZ1-046 records in the HRMS Tables File.	TOTAL-FIELD-11 (001)

Field	Length	Field Defn.	Origin	Comments
TX-NQ-SEC-457	11	N, 2	Sum of year-to-date in DOEs defined on TZ1-047 in the HRMS Tables File.	TOTAL-FIELD-06 (002) TOTAL-FIELD-12 (100, 400)
TX-NUM-FLD-1	11	N, 2	From Employee Master File (user-defined).	TOTAL-FIELD-19 (400)
TX-NUM-FLD-2	11	N, 2	From Employee Master File (user-defined).	TOTAL-FIELD-20 (400)
TX-NUM-FLD-3	11	N, 2	From Employee Master File (user-defined).	TOTAL-FIELD-21 (400)
TX-NUM-FLD-4	11	N, 2	From Employee Master File (user-defined).	TOTAL-FIELD-22 (400)
TX-NUM-FLD-5	11	N, 2	From Employee Master File (user-defined).	TOTAL-FIELD-23 (400)
TX-OREC-CNT	11	N, 2	Total number of O records	TOTAL-FIELD-61 (002) TOTAL-FIELD-31 (100) TOTAL-FIELD-26 (400)
TX-OS-CODE-1 TX-OS-CODE-2 TX-OS-CODE-3 TX-OS-CODE-4 TX-OS-CODE-5	2	N	Other State 2-digit State Code	
TX-OS-EMPR-ACT-1 TX-OS-EMPR-ACT-2 TX-OS-EMPR-ACT-3 TX-OS-EMPR-ACT-4 TX-OS-EMPR-ACT-5	18	AN	Other State Employer Account Number	
TX-OS-OVRFLW-SW	1	AN	Other State Overflow Switch to indicate that the employee has more than 5 other states with wages or tax, or both.	
TX-OS-TAX-1 TX-OS-TAX-2 TX-OS-TAX-3 TX-OS-TAX-4 TX-OS-TAX-5	11	N, 2	Other State Tax	
TX-OS-WAGES-1 TX-OS-WAGES-2 TX-OS-WAGES-3 TX-OS-WAGES-4 TX-OS-WAGES-5	11	N, 2	Other State Wages	
TX-OTH-EIN	9	AN	Not supported.	

Field	Length	Field Defn.	Origin	Comments
TX-OTH-ST-DATA	10	AN	Not supported.	Local W-2 tape only
TX-OTH-TITLE-1 TX-OTH-TITLE-2 TX-OTH-TITLE-3	13	AN	Created during generate processing In priority order: Your title (reportable item 1) (TZ1-009) Your title (reportable item 2) (TZ1-013) Your title (reportable item 3) (TZ1-016) Your title (reportable item 4) (TZ1-017) Your title (reportable item 5) (TZ1-018) Your title (reportable item 6) (TZ1-019) Your title (reportable item 7) (TZ1-020) Your title (reportable items 11-13) (TZ1-024) Your title (reportable item 14-16) (TZ1-025)	Three items print per form. Whereas the TX-EMPR-OTH-NM-n Other Reportable Item Titles are truncated according to the length of the field available on the W-2 form, the TX-OTH-TITLE-n fields contain the complete Other Reportable Title defined on the TZ1 transaction.
TX-PER-END-DATE	8	AN	From Employee Master File (102 segment).	
TX-PR-ALLOWANCES	11	N, 2	Puerto Rico Allowance DOEs from the TZ1-521 record in the HRMS Tables File.	MMREF-1 format only TOTAL-FIELD-48 (002) TOTAL-FIELD-65 (100-PR)
TX-PR-CHAR-DONAT	12	N, 2	YTD amounts accumulated from DOEs defined on the TZ1-522 record in the HRMS Tables File.	TOTAL-FIELD-74 (100-PR)
TX-PR-COMMISSNS	11	N, 2	Puerto Rico Commissions DOEs from the TZ1-520 record in the HRMS Tables File.	MMREF-1 format only TOTAL-FIELD-49 (002) TOTAL-FIELD-68 (100-PR)
TX-PR-CVL-STATUS	1	AN	From Employee Master File Marital Status (203 segment).	Federal W-2 tape MMREF-1 format only S = Single M = Married

Field	Length	Field Defin.	Origin	Comments
TX-PR-DEF-COMP	11	N, 2	Puerto Rico Cash or Deferred Agreement Contribution DOEs Section 165(e) and Section 401(k) from the TZ1-521 record in the HRMS Tables File.	TOTAL-FIELD-70 (100-PR)
TX-PR-EXPENSES	11	N, 2	Puerto Rico Reimbursed Expenses DOEs from the TZ1-521 record in the HRMS Tables File.	TOTAL-FIELD-67 (100-PR)
TX-PR-EXMPT-SAL	11	N, 2	Puerto Rico Exempt Salaries calculated during processing.	TOTAL-FIELD-76 (100-PR)
TX-PR-HLTH-COVG	12	N, 2	YTD amounts accumulated from DOEs defined on the TZ1-522 record in the HRMS Tables File.	TOTAL-FIELD-73 (100-PR)
TX-PR-PEN-ANNTY	11	N, 2	Puerto Rico Cost of Pension or Annuity DOEs from the TZ1-520 record in the HRMS Tables File.	TOTAL-FIELD-71 (100-PR)
TX-PR-RETIR-CONT	11	N, 2	Puerto Rico Retirement Fund Contributions DOEs from the TZ1-520 record in the HRMS Tables File.	MMREF-1 format only TOTAL-FIELD-54 (002) TOTAL-FIELD-69 (100-PR)
TX-PR-SAVE-MONEY	12	N, 2	YTD amounts accumulated from DOEs defined on the TZ1-522 record in the HRMS Tables File.	TOTAL-FIELD-75 (100-PR)
TX-PR-SPOUSE-SSN	9	AN	From Employee Master File (452-491 segment).	Federal W-2 tape MMREF-1 format, and W-2PR form
TX-PR-TAS1 TX-PR-TAS2 TX-PR-TAS3 TX-PR-TAS4	4 2 10 7	AN	From Employee Master File State SALTA record (302-319 segments).	PR W-2 tape only

Field	Length	Field Defn.	Origin	Comments
TX-PR-TAX	11	N, 2	From Employee Master File (302-319 segments).	MMREF-1 format only TOTAL-FIELD-50 (002) TOTAL-FIELD-64 (100-PR)
TX-PR-TIPS	11	N, 2	Puerto Rico Tips DOEs from the TZ1-521 record in the HRMS Tables File.	MMREF-1 format only TOTAL-FIELD-51 (002) TOTAL-FIELD-72 (100-PR)
TX-PR-TOT-INCOME	11	N, 2	Total Wages, Commissions, Tips, and Allowances subject to Puerto Rico tax.	MMREF-1 format only TOTAL-FIELD-52 (002) TOTAL-FIELD-66 (100-PR)
TX-PR-WAGES	11	N, 2	From Employee Master File YTD wages (302-319 segments).	MMREF-1 format only TOTAL-FIELD-53 (002) TOTAL-FIELD-63 (100-PR)
TX-PST-INFO-LN1	18	AN	TZ1-053 record in the HRMS Tables File.	Federal W-2 forms only
TX-PST-INFO-LN2	18	AN		
TX-PST-INFO-LN3	18	AN		
TX-PST-INFO-LN4	15	AN		
TX-PST-INFO-LN5	18	AN	TZ1-054 record in the HRMS Tables File.	Federal W-2 forms only
TX-PYR-CITY	23	AN	TZ1-005C record in the HRMS Tables File or Employee Master File Segment 101	
TX-PYR-CNT-EMAIL	40	AN	TZ1-005E record in the HRMS Tables File	EFW2 format
TX-PYR-CNT-FAX	10	AN	TZ1-005D record in the HRMS Tables File	EFW2 format
TX-PYR-CNT-FONE	15	AN	TZ1-005D record in the HRMS Tables File	EFW2 format
TX-PYR-CNT-FONX	5	AN	TZ1-005D record in the HRMS Tables File	EFW2 format
TX-PYR-CNT-NAME	27	AN	TZ1-005D record in the HRMS Tables File	EFW2 format
TX-PYR-FRGN-CTRY	2	AN	TZ1-005C record in the HRMS Tables File or Employee Master File Segment 101	MMREF-1 format only
TX-PYR-FRGN-PROV	23	AN	TZ1-005C record in the HRMS Tables File.	MMREF-1 format only

Field	Length	Field Defin.	Origin	Comments
TX-PYR-FRGN-PSTL	15	AN	TZ1-005C record in the HRMS Tables File.	MMREF-1 format only
TX-PYR-NM	30	AN	TZ1-005A record in the HRMS Tables File or Employee Master File Segment 101	
TX-PYR-STATE	2	AN	TZ1-005C record in the HRMS Tables File or Employee Master File Segment 101	
TX-PYR-SUB-TITL	30	AN	TZ1-005A record in the HRMS Tables File or Employee Master File Segment 101	
TX-PYR-ZIP	5	AN	TZ1-005C record in the HRMS Tables File or Employee Master File Segment 101	
TX-PYR-ZIP-DASH	1	AN	Internal Processing not available to MMREF-1	Contains hyphen when TX-PYR-ZIP-EXT is not zeroes or spaces
TX-PYR-ZIP-EXT	4	AN	TZ1-005C record in the HRMS Tables File or Employee Master File Segment 101	
TX-QUAL-EQUI-AMT	11	N, 2	Sum of YTD DOEs defined for the code 'GG' on the TZ1-064 record in the HRMS Tables File.	TOTAL-FIELD-27 (002) TOTAL-FIELD-58 (100)
TX-REC-TYPE	1	AN		
TX-RECD-MODE	3	AN	From the TZ1-003 record in the HRMS Tables File.	
TX-RIND-FORM	1	AN	From the TB record is the HRMS Tables File or override; from Employee Master File Pension Plan indicator, segment 201.	

Field	Length	Field Defin.	Origin	Comments
TX-RIND-TAPE	1	AN	From the TB record is the HRMS Tables File or override; from Employee Master File Pension Plan indicator, segment 201.	
TX-RO-REC-FLAG	1	AN	Internal use only to determine the presence of a RO record on the tape	
TX-ROUND-SIT-IND	1	AN	From the ALLTAX "ROUNDTAX" constant on the HRMS Tables File.	
TX-ROUND-SIT-TBL	52	AN	From the ALLTAX "ROUNDTAX" constant on the HRMS Tables File.	
TX-RPT-RUN-DATE	8	AN	From GENCTL parameter used for reporting controls.	6 Positions Right Justified YYMMDD
TX-RPT-01	3	N	Report number from the GEN001 transaction	
TX-RPTNG-LVL-1	2	AN	Level 1 of organization used for reporting controls. From Employee Master File (101 segment) (First Level 1 in group when crossing level boundaries).	
TX-RPTNG-LVL-2	2	AN	Level 2 of organization used for reporting controls. From Employee Master File (101 segment) (First Level 2 in group when crossing level boundaries).	
TX-RSRVD-AMT-1	11	N, 2	Reserved for HCM:E	TOTAL-FIELD-21 (002)
TX-RSRVD-AMT-2	11	N, 2	Reserved for HCM:E	TOTAL-FIELD-22 (002)

Field	Length	Field Defin.	Origin	Comments
TX-RTN-ADR	35	AN	From the TZ1-007 record in the HRMS Tables File.	
TX-RTN-CITY	20	AN	From the TZ1-007 record in the HRMS Tables File.	
TX-RTN-FADR-IND	1	AN	From the TZ1-007 record in the HRMS Tables File.	
TX-RTN-NM	44	AN	From the TZ1-006 record in the HRMS Tables File.	
TX-RTN-STATE	2	AN	From the TZ1-007 record in the HRMS Tables File.	
TX-RTN-ZIP	5	N	From the TZ1-007 record in the HRMS Tables File.	
TX-RTN-ZIP-EXT	4	N	From the TZ1-007 record in the HRMS Tables File.	
TX-SDI-TAX	11	N, 2	From the Employee Master File State SALTA record (302-319 segments). Currently used only by CA and NJ .	TOTAL-FIELD-20 (100)
TX-SDI-TAX-ID	18	AN	From the TZ1-1nn record in the HRMS Tables File (nn = state code). Currently used only by NJ .	W-2 form only
TX-SDI-TAX-TYPE	1	N	From the TZ1-131 record in the HRMS Tables File.	New Jersey State SDI = D New Jersey Private SDI = P
TX-SDI-TITLE	12	AN	From the TZ1-1nn record in the HRMS Tables File (nn = state code). CA - CASDI NJ - DI	

Field	Length	Field Defn.	Origin	Comments
TX-SDI-TITLE-2	12	AN	From the TZ1-1nn record in the HRMS Tables File (nn = state code). NJ - NJ SDI private plan number	
TX-SIMPLE-ACCT	11	N, 2	From the TZ1-061 record in the HRMS Tables File.	TOTAL-FIELD-12 (002) TOTAL-FIELD-38 (100) TOTAL-FIELD-34 (400)
TX-SIND-FORM	1	AN	If employee's federal Tax Method=1 and FICA indicator is A, C, D, F, or G (203 segment).	
TX-SIND-TAPE	1	AN	If employee's federal Tax Method=1 and FICA Ind. is A, C, D, F, or G; Employee Master File (segment 203).	
TX-SIT-NO-DEP	2	N	From Employee Master File (203 segment).	
TX-SIT-TAX	11	N, 2	Year-to-date income tax from Employee Master File state SALTA records (302-319 segments).	W-2 form only
TX-SIT-TXBL	11	N, 2	Determined by Wage Indicator on the TC record in the HRMS Tables File.	
TX-SORT-SEQ	54	AN	Determined by the default sort sequence or a sort sequence defined on the SRT001 transaction	
TX-SREC-CNT	11	N, 2	Total number of employee 'S' records.	TOTAL-FIELD-29 (100) TOTAL-FIELD-24 (400)
TX-SS-TAX	11	N, 2	Year-to-date Social Security tax amount from Employee Master File (301 segment).	TOTAL-FIELD-04 (001,100,400) TOTAL-FIELD-38 (002)

Field	Length	Field Defin.	Origin	Comments
TX-SS-TIPS	11	N, 2	Social Security taxable portion of tips computed from Employee Master File (301 segment).	TOTAL-FIELD-05 (001,100,400) TOTAL-FIELD-39 (002)
TX-SS-WAGE	11	N, 2	Year-to-date amount from employee Social Security Taxable Wages from Employee Master File (301 segment), minus Social Security Taxable Tips	TOTAL-FIELD-03 (001,100,400) TOTAL-FIELD-37 (002)
TX-SSN-FORM	13	AN	From Employee Master File record (201 segment)	
TX-SSN-TAPE	10	AN	From Employee Master File record (201 segment)	
TX-ST-ABBR	2	AN	From Employee Master File State SALTA or Associated State code on the TD/TE	Standard U.S. Postal Service state abbreviation.
TX-ST-CODE	2	N	SCC code from Employee Master File State SALTA record (302-319 segments)	
TX-ST-EMPLY-DT	8	N	From Employee Master File record (201 segment)	
TX-ST-ENTITY	5	AN	Not supported	
TX-ST-NAME	13	AN	From the TC record in the HRMS Tables File	W-2 forms only
TX-ST-NM	13	AN	From the TC record in the HRMS Tables File	
TX-ST-NO1	18	AN	State Tax ID from the TC record in the HRMS Tables File	
TX-ST-OTHER	10	AN	Not supported.	

Field	Length	Field Defin.	Origin	Comments
TX-ST-SPEC-AMT-1	11	N, 2	Special state amount: IN - IN advanced EIC amount MD - Federal wages MO - Medical saving account amount NJ - NJ FLI tax amount OR - OR transit wage amount WI - WI advanced EIC amount	TOTAL-FIELD-32 (100)
TX-ST-SPEC-AMT-2	11	N, 2	MD - Federal tax OR - OR transit tax amount WI - SALTA Other Amount	TOTAL-FIELD-33 (100)
TX-ST-SPEC-AMT-3	11	N, 2	Special state amount. NJ - Sum of NJ SUI + WF + HC amounts	TOTAL-FIELD-34 (100)
TX-ST-SPEC-NM-1	12	AN	Special state title associated with special state amount. IN - IN-AEIC MO - IMA NJ - FLI P. P. # (positions 1-9 If Private Plan ID is entered on TZ1-131); FLI literal (positions 10-12) WI - WI-AEIC	W-2 forms only
TX-ST-SPEC-NM-2	12	AN	Special state title associated with special state amount. NJ - NJ FLI Private Plan ID (TZ1-131)	W-2 forms only
TX-ST-SPEC-NM-3	12	AN	Special state title associated with special state amount. NJ - UI/WF/SWF	W-2 forms only

Field	Length	Field Defn.	Origin	Comments
TX-ST-SPEC-TTL-1	12	AN	Special state title associated with special state amount. IN - INADV MT - OFLT AMOUNT NJ - NJFLI (positions 1-5); P for FLI Private Plan Indicator (position 12) WI - WIADV	State W-2 tape only
TX-ST-SPEC-TTL-2	12	AN	Special state title associated with special state amount. MT - OFLT WAGES	State W-2 tape only
TX-ST-SPEC-TTL-3	12	AN	Special state title associated with special state amount. NJ - UI/WF/SWF	State W-2 tape only
TX-ST-TAS1	4	AN	From Employee Master File State SALTA record (302-319 segments).	State W-2 tape only
TX-ST-TAS2	2	AN	From Employee Master File State SALTA record (302-319 segments).	State W-2 tape only
TX-ST-TAS3	10	AN	From Employee Master File State SALTA record (302-319 segments).	State W-2 tape only
TX-ST-TAS4	7	AN	From Employee Master File State SALTA record (302-319 segments).	State W-2 tape only
TX-ST-TAX	11	N, 2	Year-to-date income tax from Employee Master File State SALTA record (302-319 segments).	TOTAL-FIELD-18 (100) TOTAL-FIELD-16 (400)
TX-ST-TAX-ID	18	AN	From the TC record in the HRMS Tables File.	
TX-ST-TERM-DT	8	N	From Employee Master File (201 segment).	State W-2 tape only

Field	Length	Field Defin.	Origin	Comments
TX-ST-TOT	11	N, 2	Year-to-date income taxable wages from Employee Master File State SALTA record (302-319 segments).	TOTAL-FIELD-17 (100) TOTAL-FIELD-15 (400)
TX-ST-TOT-WAGES	11	N, 2	Total state reportable wages plus NY add-back for the New York State record.	TOTAL-FIELD-22 (100)
TX-ST-WKS-WRKD	3	N	From Employee Master File (201 segment).	State W2 tape only
TX-STOCK-OPTN	11	N, 2	From the TZ1-063 record in the HRMS Tables File.	TOTAL-FIELD-45 (002) TOTAL-FIELD-39 (100) TOTAL-FIELD-35 (400)
TX-SUB-CITY	22	AN	From the TZ1-402 record in the HRMS Tables File.	
TX-SUB-CNCT-EMAL	40	AN	From the TZ1-405 record in the HRMS Tables File.	
TX-SUB-CNCT-FAX	10	AN	From the TZ1-405 record in the HRMS Tables File.	
TX-SUB-CNCT-FONE	15	AN	From the TZ1-404 record in the HRMS Tables File.	
TX-SUB-CNCT-FONX	5	AN	From the TZ1-405 record in the HRMS Tables File.	
TX-SUB-CNCT-MTHD	1	AN	From the TZ1-405 record in the HRMS Tables File.	1 - Email/Internet 2 - Fax 3 - Postal Service
TX-SUB-CNCT-NM	27	AN	From the TZ1-404 record in the HRMS Tables File.	
TX-SUB-CNTRY-CD	2	AN	From the TZ1-403 record in the HRMS Tables File.	
TX-SUB-CO-CITY	22	AN	From the TZ1-407 record in the HRMS Tables File.	

Field	Length	Field Defin.	Origin	Comments
TX-SUB-CO-CNTRY	2	AN	From the TZ1-408 record in the HRMS Tables File.	
TX-SUB-CO-D-ADDR	22	AN	From the TZ1-407 record in the HRMS Tables File.	
TX-SUB-CO-L-ADDR	22	AN	From the TZ1-407 record in the HRMS Tables File.	
TX-SUB-CO-NAME	57	AN	From the TZ1-406 record in the HRMS Tables File.	
TX-SUB-CO-POSTAL	15	AN	From the TZ1-408 record in the HRMS Tables File.	
TX-SUB-CO-PROV	23	AN	From the TZ1-408 record in the HRMS Tables File.	
TX-SUB-CO-STATE	2	AN	From the TZ1-408 record in the HRMS Tables File.	
TX-SUB-CO-ZIP	5	AN	From the TZ1-408 record in the HRMS Tables File.	
TX-SUB-CO-ZIPX	4	AN	From the TZ1-408 record in the HRMS Tables File.	
TX-SUB-D-ADDR	22	AN	From the TZ1-402 record in the HRMS Tables File.	
TX-SUB-EIN	9	AN	From the TZ1-401 record in the HRMS Tables File.	
TX-SUB-L-ADDR	22	AN	From the TZ1-407 record in the HRMS Tables File.	
TX-SUB-NAME	57	AN	From the TZ1-401 record in the HRMS Tables File.	
TX-SUB-PIN	17	AN	From the TZ1-404 record in the HRMS Tables File.	

Field	Length	Field Defin.	Origin	Comments
TX-SUB-POSTAL	15	AN	From the TZ1-403 record in the HRMS Tables File.	
TX-SUB-PREPR-CD	1	AN	From the TZ1-405 record in the HRMS Tables File.	A – Accounting Firm L – Self-Prepared S – Service Bureau P – Parent Company O - Other
TX-SUB-PROV	23	AN	From the TZ1-403 record in the HRMS Tables File.	
TX-SUB-RSUB-IND	1	AN	Derived from when the Resub TLCN field on the TZ1-405 transaction is present.	
TX-SUB-RSUB-TLCN	6	AN	From the TZ1-405 record in the HRMS Tables File.	
TX-SUB-SOFTWR-CD	2	AN	From the TZ1-405 record in the HRMS Tables File.	
TX-SUB-STATE	2	AN	From the TZ1-403 record in the HRMS Tables File.	
TX-SUB-ZIP	5	AN	From the TZ1-403 record in the HRMS Tables File.	
TX-SUB-ZIP-X	4	AN	From the TZ1-403 record in the HRMS Tables File.	
TX-SUI-TAX	11	N, 2	From the Employee Master File State SALTA record (302-319 segments).	TOTAL-FIELD-19 100)
TX-SUI-TAX-ID	18	AN	From the TC record in the HRMS Tables File.	
TX-SUI-TITLE	12	AN	From the TZ1-1nn record in the HRMS Tables File (nn = state code).	

Field	Length	Field Defin.	Origin	Comments
TX-SUPP-ADDR-IND	1	AN	For internal processing	W-2 Form, W-2PR form, Federal W-2 Tape, State W-2 Tape (MMREF-1), Local W-2 Tape (MMREF-1)
TX-TAX-JUR-CD	1	AN	From the TB record in the HRMS Tables File.	MMREF-1 format only
TX-TC-TYPE	1	AN	From the TC record in the HRMS Tables File.	
TX-TD-TYPE	1	AN	Not supported.	
TX-TE-TYPE	1	AN	Not supported.	
TX-TERM-BUS-IND	1	AN	From the TB record in the HRMS Tables File.	
TX-TOT-SS-TAX	11	N, 2	Total year-to-date Social Security, Medicare, and MQGE tax from Employee Master File (300-301 segments).	
TX-TOT-SS-TIPS	11	N, 2	Total year-to-date Social Security, Medicare, and MQGE tax from Employee Master File (300-301 segments).	
TX-TOT-SS-WAGE	11	N, 2	Total year-to-date Social Security, Medicare, and MQGE taxable wages from Employee Master File (300-301 segments).	
TX-TOT-WAGES	11	N, 2	Determined by Wage Indicator on the TB record in the HRMS Tables File.	TOTAL-FIELD-01 (001,002,100,400)
TX-TRNS-ADR	25	AN	From the TZ1-001 record in the HRMS Tables File.	
TX-TRNS-CITY	25	AN	From the TZ1-002 record in the HRMS Tables File.	

Field	Length	Field Defin.	Origin	Comments
TX-TRNS-EIN	9	AN	From the TZ1-002 record in the HRMS Tables File.	
TX-TRNS-FADR-IN	1	AN	From the TZ1-002 record in the HRMS Tables File.	
TX-TRNS-NM	40	AN	From the TZ1-001 record in the HRMS Tables File.	
TX-TRNS-STATE	2	AN	From the TZ1-002 record in the HRMS Tables File.	
TX-TRNS-SUI-NO	10	AN	From the TZ1-006 record in the HRMS Tables File.	
TX-TRNS-ZIP	5	N	From the TZ1-002 record in the HRMS Tables File.	
TX-TRNS-ZIP-EXT	5	AN	From the TZ1-002 record in the HRMS Tables File.	
TX-TYPE-EMPLMNT	1	AN	From the TB record in the HRMS Tables File.	
TX-UFICA-TIP	11	N, 2	Uncollected Social Security and Medicare tax on tips from Employee Master File (301 segment)	
TX-UMED-INS	11	N, 2	Uncollected Medicare Tax on Cost of Group Term Life Insurance over \$50,000.00 from the TZ1-021 record in the HRMS Tables File.	TOTAL-FIELD-47 (002) TOTAL-FIELD-41 (100) TOTAL-FIELD-37 (400)
TX-UMED-TIP	11	N, 2	Uncollected Medicare tax on tips from Employee Master File (301 segment).	TOTAL-FIELD-44 (002) TOTAL-FIELD-55 (100) TOTAL-FIELD-62 (100-PR)

Field	Length	Field Defin.	Origin	Comments
TX-UNC-EE-TTAX	11	N, 2	Combined Uncollected Social Security Tax on Tips and Uncollected Medicare Tax on Tips from Employee Master File (301 segment).	TOTAL-FIELD-42 (002) TOTAL-FIELD-35 (100) TOTAL-FIELD-31 (400)
TX-USS-INS	11	N, 2	Uncollected Social Security or RRTA tax on Cost of Group Term Life Insurance over \$50,000.00 From the TZ1-021 record in the HRMS Tables File.	TOTAL-FIELD-46 (002) TOTAL-FIELD-40 (100) TOTAL-FIELD-36 (400)
TX-USS-TIP	11	N, 2	Uncollected Social Security tax on tips from Employee Master File (301 segment).	TOTAL-FIELD-43 (002) TOTAL-FIELD-54 (100) TOTAL-FIELD-28 (400) TOTAL-FIELD-61 (100-PR)
TX-UTOT-SS-TIP	11	N, 2	Uncollected Social Security, Medicare, and MQGE tips from Employee Master File (301 segment).	
TX-WARN-ERR-1				W-2 forms only
TX-WARN-ERR-2				W-2 forms only
TX-WARN-ERR-3				W-2 forms only
TX-WARN-ERR-4				W-2 forms only
TX-WARN-ERR-5				W-2 forms only
TX-WREC-CNT	11	N, 2	Total number of employee 'W' records.	TOTAL-FIELD-60 (002) TOTAL-FIELD-30 (100) TOTAL-FIELD-25 (400)
TX-W2-CTL-NO	11	N	Control number, incremented by 1, starting at 1, for each W-2 form printed.	
TX-1099-TRANS				Local W-2 tape only
TX-1099-TRNS-CD				State W-2 tape only

Field	Length	Field Defin.	Origin	Comments
TX-3PIND-FORM	1	AN	Third-Party Sick Pay Indicator. Set when DOEs defined on the TZ1-052 record in the HRMS Tables File are present.	W-2 forms only
TX-3PIND-TAPE	1	AN	Third-Party Sick Pay Indicator. Set when DOEs defined on the TZ1-052 record in the HRMS Tables File are present.	W-2 tape only
TX-3RD-PTY-IND	1	AN	Third-Party Sick Pay Indicator. Set when DOEs defined on the TZ1-052 record in the HRMS Tables File are present.	W-2 tape only
TX-3RD-PS-FED-TX	11	N, 2	From the TZ1-052 record in the HRMS Tables File.	TOTAL-FIELD-19 (002) TOTAL-FIELD-47 (100) TOTAL-FIELD-43 (400)
TX-401K-PLAN	11	N, 2	From the TZ1-011 record in the HRMS Tables File.	TOTAL-FIELD-14 (002) TOTAL-FIELD-42 (100) TOTAL-FIELD-38 (400)
TX-401K-RTH-PLAN	11	N, 2	From the TZ1-015 record in the HRMS Tables File.	TOTAL-FIELD-23 (002) TOTAL-FIELD-52 (100) TOTAL-FIELD-48 (400)
TX-403B-PLAN	11	N, 2	From the TZ1-012 record in the HRMS Tables File.	TOTAL-FIELD-15 (002) TOTAL-FIELD-43 (100) TOTAL-FIELD-39 (400)
TX-403B-RTH-PLAN	11	N, 2	From the TZ1-015 record in the HRMS Tables File.	TOTAL-FIELD-24 (002) TOTAL-FIELD-53 (100) TOTAL-FIELD-49 (400)
TX-408K-PLAN	11	N, 2	From the TZ1-048 record in the HRMS Tables File.	TOTAL-FIELD-16 (002) TOTAL-FIELD-44 (100) TOTAL-FIELD-40 (400)
TX-409A-DFRLS	11	N, 2	From the TZ1-012 record in the HRMS Tables File.	TOTAL-FIELD-21 (002) TOTAL-FIELD-50 (100) TOTAL-FIELD-46 (400)
TX-409A-INCME	11	N, 2	From the TZ1-011 record in the HRMS Tables File.	TOTAL-FIELD-22 (002) TOTAL-FIELD-51 (100) TOTAL-FIELD-47 (400)

Field	Length	Field Defin.	Origin	Comments
TX-457-RTH-PLAN	11	N, 2	From the TZ1-047 record in the HRMS Tables File.	TOTAL-FIELD-25 (002) TOTAL-FIELD-54 (100)
TX-457B-PLAN	11	N, 2	From the TZ1-047 record in the HRMS Tables File.	TOTAL-FIELD-17 (002) TOTAL-FIELD-45 (100) TOTAL-FIELD-41 (400)
TX-501C-PLAN	11	N, 2	From the TZ1-049 record in the HRMS Tables File.	TOTAL-FIELD-18 (002) TOTAL-FIELD-46 (100) TOTAL-FIELD-42 (400)

W-2PR Form

The following illustration and table identify items to be reported on the W-2PR form.

Formulario Form 499R-2/W-2PR Rev. 07.22		GOBIERNO DE PUERTO RICO - GOVERNMENT OF PUERTO RICO DEPARTAMENTO DE HACIENDA - DEPARTMENT OF THE TREASURY		INFORMACIÓN PARA EL DEPARTAMENTO DE HACIENDA - DEPARTMENT OF THE TREASURY INFORMATION	INFORMACIÓN PARA EL SEGURO SOCIAL SOCIAL SECURITY INFORMATION
222 COMPROBANTE DE RETENCIÓN - WITHHOLDING STATEMENT				7. Sueldos - Wages	
1. Nombre - First Name		3. Núm. Seguro Social Social Security No.		8. Comisiones - Commissions	20. Total Sueldos Seguro Social Social Security Wages
Apellido(s) - Last Name(s)		4. Núm. de ident. Patronal Employer Ident. No. (EIN)		9. Concesiones - Allowances	21. Seguro Social Retenido Social Security Tax Withheld
Dirección Postal del Empleado - Employee's Mailing Address		5. Costo de cubierta de salud auspiciada por el patrono - Cost of employer- sponsored health coverage		10. Propinas - Tips	
Fecha de Nacimiento: Día Mes Año Date of Birth: Day Month Year		6. Donativos Charitable Contributions		11. Total = 7 + 8 + 9 + 10	22. Total Sueldos y Pro. Medicare Medicare Wages and Tips
2. Nombre y Dirección Postal del Patrono Employer's Name and Mailing Address		Indique si la remuneración incluye pagos al empleado por: - Indicate if the remuneration includes payments to the employee for:		12. Gastos Reemb. y Beneficios Marginales Reimb. Expenses and fringe Benefits	23. Contrib. Medicare Retenida Medicare Tax Withheld
Número de Teléfono del Patrono Employer's Telephone Number		A. <input type="checkbox"/> Médico cualificado (Ver instrucciones) Qualified physician (See instructions)		13. Cont. Retenida - Tax Withheld	24. Propinas Seguro Social Social Security Tips
Correo Electrónico del Patrono Employer's E-mail		B. <input type="checkbox"/> Servicios domésticos Domestic services		14. Fondo de Retiro Gubernamental Governmental Retirement Fund	25. Seguro Social no Retenido en Propinas - Uncollected Social Security Tax on Tips
Fecha Cese de Operaciones: Día Mes Año Cease of Operations Date: Day Month Year		C. <input type="checkbox"/> Trabajo agrícola Agricultural labor		15. Aportaciones a Planes Calificados Contributions to CODA PLANS	
Número Confirmación de Radicación Electrónica Electronic Filing Confirmation Number		D. <input type="checkbox"/> Ministro de una iglesia o miembro de una orden religiosa - Minister of a church or member of a religious order		Salarios Exentos (Ver instrucciones) Exempt Salaries (See instructions) Código/Code	
Número Control - Control Number		E. <input type="checkbox"/> Profesionales de la salud (Ver instrucciones) Health professionals (See instructions)		16. Código/Code	
Fecha de radicación: 31 de enero Filing date: January 31		F. <input type="checkbox"/> Empleo directo (Ver instrucciones) Direct employment (See instructions) (i) Horas trabajadas Hours worked		17. Código/Code	
Año: 2022		(ii) EIN		18. Código/Code	
		G. <input type="checkbox"/> Otros - Others:		19. Aportaciones al Programa Ahorra y Duplica tu Dinero - Contributions to the Save and Double your Money Program	26. Contrib. Medicare no Retenida en Propinas - Uncollected Medicare Tax on Tips

Box	Item	Field Name
1	Employee Name	TX-EMP-FST-NM TX-EMP-MID-NM TX-EMP-LST-NM TX-EMP-LST-SUF
1	Employee Address	TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-ADR-3 TX-EMP-ADR-4
(below box 1)	Employee Date of Birth	TX-EMP-DOB
2	Employer Name	TX-PYR-NM
2	Employer Subtitle	TX-PYR-SUB-TITL
2	Employer Address	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-ADR-3
(below box 2)	Employer Telephone Number	TX-PYR-W2PR-PHON
(below box 2)	Employer Telephone Ext	TX-PYR-W2PR-EXT
(below box 2)	Cease of Operations Date	
(below box 2)	Electronic Filing Confirmation Number	TX-PR-ELCN
(below box 2)	Control Number	
3	Account Number (Social Security)	TX-SSN-FORM
4	Employer's Account Number (EIN)	TX-SIT-TAX-ID
5	Cost of Employer-sponsored Health Coverage	TX-PR-HLTH-COVG
6	Charitable Contributions	TX-PR-CHAR-DONAT
A	Services rendered by Qualified Physicians Flag	TX-PR-QULPHY-FLG
B	Domestic Services Flag	TX-PR-DOMSRV-FLG
E	Other Services Flag	TX-PR-OTHSRV-FLG
	Other Services Description	TX-PR-OTHSRV-DSC
7	Wages	TX-SIT-TXBL
8	Commissions	TX-SIT-COMM
9	Allowances	TX-SIT-ALLOW
10	Tips	TX-SIT-TIPS
11	Total = 7 + 8 + 9 + 10	TX-SIT-TOT-TXBL
12	Reimbursed Expenses	TX-SIT-EXPENSE
13	Tax Withheld	TX-SIT-TAX
14	Retirement Fund	TX-SIT-RETIRE
15	Contributions to CODA Plans	TX-DEF-COMP

Box	Item	Field Name
16	Exempt Salaries Code and Amount for Salaries under Act 135 - 2014	TX-PR-EXSAL-CD1 TX-PR-EXSAL-AMT1
17	Exempt Salaries 2 - Code and Amount	TX-PR-EXSAL-CD2 TX-PR-EXSAL-AMT2
18	Exempt Salaries 3 - Code and Amount	TX-PR-EXSAL-CD3 TX-PR-EXSAL-AMT3
19	Contributions to the Save and Duplicate your Money Program	TX-PR-SAVE-MONEY
20	Social Security Wages	TX-SS-WAGE
21	Social Security Tax Withheld	TX-SS-TAX
22	Medicare Wages and Tips	TX-MED-TXBL
23	Medicare Tax Withheld	TX-MED-TAX
24	Social Security Tips	TX-SS-TIPS
25	Uncollected Soc Sec Tax on Tips	TX-UNCL-SS-TAX
26	Uncollected Medicare Tax on Tips	TX-UNCL-MED-TAX
(Additional header information)	Reporting Level 1	TX-RPTNG-LVL-1
	Reporting Level 2	TX-RPTNG-LVL-2
	Establishment Code	TX-HDR-ESTAB-CD
	Foreign Corporation Indicator	TX-FGRN-CRP-IND
	Type of Employment	TX-TYPE-EMPLMNT
	Limitation of Liability	TX-LIMIT-LIAB
	State/Local 69 Number	TX-SSA-ID
	Postal Info. For Self-Mailer Forms	TX-PST-INFO-LN1
		TX-PST-INFO-LN2
		TX-PST-INFO-LN3
		TX-PST-INFO-LN4
		TX-PST-INFO-LN5
(Additional employee information)	Employee Level 1	TX-LEVEL-1
	Employee Level 2	TX-LEVEL-2
	Employee Level 3	TX-LEVEL-3
	Employee Level 4	TX-LEVEL-4
	Employee Level 5	TX-LEVEL-5
	Employee Establishment Code	TX-EMP-ESTAB
	Employment Type	TX-MED-GOV-SW
	Employee Status	TX-EMP-STATUS
	Employee Number	TX-EMP-EMP-NO

W-2PR Field Names

The following table identifies the field names for W-2PR record mapping, in alphanumeric order. The field definition codes are:

- AN (alphanumeric)
- N (numeric)
- 2 (number of decimal places)

Notes:

1. *TOTAL-FIELD* information is provided for each report ID. All total fields have a length of 13, with 2 decimals.
2. **Not supported** indicates that the field is initialized in PL2000, with no further processing.

Field	Length	Field Defin.	Origin	Comments
TOTAL-FIELD-01	13	N, 2	Total state wages	TX-SIT-TXBL (007)
TOTAL-FIELD-02	13	N, 2	Total commissions	TX-SIT-COMM (007)
TOTAL-FIELD-03	13	N, 2	Total allowances	TX-SIT-ALLOW (007)
TOTAL-FIELD-04	13	N, 2	Total state wages, commissions, and allowances	TX-SIT-TOT-TXBL (007)
TOTAL-FIELD-05	13	N, 2	Total reimbursed expenses	TX-SIT-EXPENSE (007)
TOTAL-FIELD-06	13	N, 2	Total state tax	TX-SIT-TAX (007)
TOTAL-FIELD-07	13	N, 2	Total retirement fund contribution	TX-SIT-RETIRE (007)
TOTAL-FIELD-08	13	N, 2	Total deferred compensation	TX-DEF-COMP (007)
TOTAL-FIELD-09	13	N, 2	Total non-qualified plans	TX-NQ-PLN-TOT (007)
TOTAL-FIELD-10	13	N, 2	Total of pension or annuity amounts	TX-PEN-ANNUITY (007)
TOTAL-FIELD-11	13	N,2	Total of Employer Cost of Health Coverage	TX-PR-HLTH-COVG
TOTAL-FIELD-12	13	N,2	Total of Charitable Donations	TX-PR-CHAR-DONAT

Field	Length	Field Defin.	Origin	Comments
TOTAL-FIELD-13	13	N,2	Total of Save and Duplicate Your Money amounts	TX-PR-SAVE-MONEY
TOTAL-FIELD-14	13	N, 2	Total of Social Security wages	TX-SS-WAGE (007)
TOTAL-FIELD-15	13	N, 2	Total of Social Security tax	TX-SS-TAX (007)
TOTAL-FIELD-16	13	N, 2	Total of Social Security tips	TX-SS-TIPS (007)
TOTAL-FIELD-17	13	N, 2	Total of Medicare wages	TX-MED-TXBL (007)
TOTAL-FIELD-18	13	N, 2	Total of Medicare tax	TX-MED-TAX (007)
TOTAL-FIELD-19	13	N, 2	Total uncollected Social Security tax on tips and Group Term Life Insurance	TX-UNCL-SS-TAX (007)
TOTAL-FIELD-20	13	N, 2	Total uncollected Medicare tax on tips and Group Term Life Insurance	TX-UNCL-MED-TAX (007)
TOTAL-FIELD-21	13	N, 2	Total state tips	TX-SIT-TIPS (007)
TOTAL-FIELD-22	13	N, 2	Total FICA Other Amount	TX-FED-MISC-AMT (007)
TOTAL-FIELD-26	13	N, 2	Total Exempt Salaries Amount	TX-MISC-AMT-2 (100)
TX-AUTH-SUP-1 TX-AUTH-SUP-2 TX-AUTH-SUP-3 TX-AUTH-SUP-4	4 2 10 7	AN	From Employee Master File SALTA record (302-319 segments)	PR W-2PR only
TX-DEF-COMP	11	N, 2	Year-to-date amounts accumulated from DOEs defined on the TZ1-521 record in the HRMS Tables File	TOTAL-FIELD-08 (007)
TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-ADR-3 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP	32 32 32 23 2 5	AN AN AN AN AN AN	From Employee Master File (201 segment)	TX-EMP-ADR-3 contains employee city, state and zip compressed to meet postal bulk mailing requirements.

Field	Length	Field Defin.	Origin	Comments
TX-EMP-ADR-4	30	AN	From Employee Master File (492-499 segments)	
TX-EMP-DOB	8	AN	From Employee Master File (450 segment)	
TX-EMP-EMP-NO	10	AN	From Employee Master File (201 segment)	
TX-EMP-ESTAB	4	AN	From Employee Master File (201 segment)	
TX-EMP-NM TX-EMP-FST-NM TX-EMP-MID-NM TX-EMP-LST-NM TX-EMP-LST-SUF	7 15 15 30 3	AN	From Employee Master File (203 segment)	
TX-EMP-STATUS	1	AN	From Employee Master File (201 segment).	
TX-EMP-ZIP-DASH	1	AN	Internal Processing	Contains hyphen when TX-EMP-ZIP-EXT is not zeroes or spaces.
TX-EMP-ZIP-EXT	4	AN	From Employee Master File (201 segment)	
TX-FED-EIN-FORM	9	N	Federal Tax ID from the TB record in the HRMS Tables File, from first L2 if crossing L1 and/or L2s for reporting.	
TX-FED-MISC-AMT	11	N, 2	FICA Other Amount from Employee Master File (301 segment).	TOTAL-FIELD-22 (007)
TX-FGRN-CRP-IND	1	AN	From the TB record in the HRMS Tables File	
TX-HDR-ESTAB-CD	4	AN	From Employee Master File (201 segment) for first employee in the group	
TX-LEVEL-1	2	AN	From Employee Master File (201 segment)	
TX-LEVEL-2	2	AN	From Employee Master File (201 segment)	
TX-LEVEL-3	4	AN	From Employee Master File (201 segment)	

Field	Length	Field Defin.	Origin	Comments
TX-LEVEL-4	4	AN	From Employee Master File (201 segment)	
TX-LEVEL-5	4	AN	From Employee Master File (201 segment)	
TX-LIMIT-LIAB	1	AN	From the TB record in the HRMS Tables File	
TX-MED-GOV-SW	1	AN	Derived from the FICA/Medicare option in the Employee Master File (203 segment)	
TX-MED-TAX	11	N, 2	From Employee Master File (sum of 300 and 301 segments)	TOTAL-FIELD-18 (007)
TX-MED-TXBL	11	N, 2	From Employee Master File (sum of 300 and 301 segments)	TOTAL-FIELD-17 (007)
TX-MISC-AMT-2	11	N, 2	Calculated amount based on employee wages for Exempt Salaries under Act 135 - 2014	TOTAL-FIELD-26 (100)
TX-NQ-PLN-TOT	11	N, 2	Year-to-date amounts accumulated from DOEs defined on the TZ1-520 record in the HRMS Tables File	TOTAL-FIELD-9 (007)
TX-PEN-ANNUITY	11	N, 2	Year-to-date amounts accumulated from DOEs defined on the TZ1-520 record in the HRMS Tables File	TOTAL-FIELD-10 (007)
TX-PER-END-DATE	8	AN	From Employee Master File (102 segment)	
TX-PR-CHAR-DONAT	12	N, 2	YTD amounts accumulated from DOEs defined on the TZ1-522 record in the HRMS Tables File	
TX-PR-DOMSRV-FLG	1	AN	Flag for domestic service DOE defined on the TZ1-522 record in the HRMS Tables File	

Field	Length	Field Defn.	Origin	Comments
TX-PR-ELCN	7	AN	Electronic confirmation filing number from PR TZ1-100-M record in the HRMS Tables File.	
TX-PR-EXDIEM-FLG	1	AN	Flag for Exempt Employer Direct Employee Hours Worked DOE defined on the TZ1-523 record in the HRMS Tables File.	
TX-PR-EXDIEM-HRW	6	N,2	Hours Worked for Exempt Employer Direct Employee Hours Worked DOE defined on the TZ1-523 record in the HRMS Tables File.	
TX-PR-EXDIEM-EIN	9	AN	Employee Identification Number (EIN) for Exempt Employer Direct Employee EIN DOE defined on the TZ1-523 record in the HRMS Tables File.	
TX-PR-EXSAL-AMT1	12	N, 2	YTD amounts accumulated from DOEs defined on the TZ1-522 and/or TZ1-523 records in the HRMS Tables File	
TX-PR-EXSAL-AMT2	12	N, 2	YTD amounts accumulated from DOEs defined on the TZ1-522 and/or TZ1-523 records in the HRMS Tables File	
TX-PR-EXSAL-AMT3	12	N, 2	YTD amounts accumulated from DOEs defined on the TZ1-522 and/or TZ1-523 records in the HRMS Tables File	
TX-PR-EXSAL-CD1	1	AN	Exempt Salaries Code defined on the TZ1-522 and/or TZ1-523 records in the HRMS Tables File	
TX-PR-EXSAL-CD2	1	AN	Exempt Salaries Code defined on the TZ1-522 and/or TZ1-523 records in the HRMS Tables File	

Field	Length	Field Defin.	Origin	Comments
TX-PR-EXSAL-CD3	2	AN	Exempt Salaries Code defined on the TZ1-522 and/or TZ1-523 records in the HRMS Tables File	
TX-PR-HLTH-COVG	12	N, 2	YTD amounts accumulated from DOEs defined on the TZ1-522 record in the HRMS Tables File	
TX-PR-HLTHPR-FLG	1	AN	Flag for Health Professional DOE defined on the TZ1-523 record in the HRMS Tables File	
TX-PR-OTHSRV-DSC	1	AN	1 through 5 if applicable and/or DOE-001 French Description for Other Services DOEs defined on the TZ1-522 record in the HRMS Tables File	
TX-PR-OTHSRV-FLG	1	AN	Flag for Other Services DOE defined on the TZ1-522 record in the HRMS Tables File	
TX-PR-QULPHY-FLG	1	AN	Flag for Services by Quality Physicians DOE defined on the TZ1-522 record in the HRMS Tables File	
TX-PR-SAVE-MONEY	12	N, 2	YTD amounts accumulated from DOEs defined on the TZ1-522 record in the HRMS Tables File	
TX-PR-SER-NUMBER	9	AN	Entered on the GEN001 transaction	
TX-PST-INFO-LN1	18	AN	From the TZ1-053 record in the HRMS Tables File	
TX-PST-INFO-LN2	18	AN	From the TZ1-053 record in the HRMS Tables File	
TX-PST-INFO-LN3	18	AN	From the TZ1-053 record in the HRMS Tables File	
TX-PST-INFO-LN4	15	AN	From the TZ1-053 record in the HRMS Tables File	

Field	Length	Field Defin.	Origin	Comments
TX-PST-INFO-LN5	18	AN	From the TZ1-054 record in the HRMS Tables File	
TX-PYR-ADR-1	30	AN	From Employee Master File (201 segment)	
TX-PYR-ADR-2	30	AN		
TX-PYR-ADR-3	32	AN		
TX-PYR-CITY	23	AN		
TX-PYR-STATE	2	AN		
TX-PYR-ZIP	5	N		
TX-PYR-CNT-EMAIL	35	AN	From the TZ1-005-E record in the HRMS Tables File	
TX-PYR-FRGN-CTRY	2	AN	From the TZ1-403 record in the HRMS Tables File	
TX-PYR-FRGN-PROV	23	AN	From the TZ1-403 record in the HRMS Tables File	
TX-PYR-FRGN-PSTL	15	AN	From the TZ1-403 record in the HRMS Tables File	
TX-PYR-NM	30	AN	From Employee Master File (101 segment), from first L2 if crossing L1 and/or L2s for reporting	
TX-PYR-SUB-TITL	30	AN		
TX-PYR-W2PR-EXT	5	N	From HRMS Tables File TZ1-054 record	
TX-PYR-W2PR-PHON	10	N	From HRMS Tables File TZ1-054 record	
TX-PYR-ZIP-DASH	1	AN	Internal Processing	Contains hyphen when TX-PYR-ZIP-EXT is not zeroes or spaces.
TX-PYR-ZIP-EXT	4	AN	From Employee Master File (201 segment)	
TX-RPTNG-LVL-1	2	AN	Level 1 of organization used for reporting controls. From Employee Master File (101 segment) (first Level 1 in group when crossing level boundaries)	

Field	Length	Field Defin.	Origin	Comments
TX-RPTNG-LVL-2	2	AN	Level 2 of organization used for reporting controls. From Employee Master File (101 segment) (first Level 2 in group when crossing level boundaries)	
TX-RPT-YEAR	2	AN	Derived from the period-end date from the Employee Master File (102 segment)	
TX-SIT-ALLOW	11	N, 2	Year-to-date amounts accumulated from DOEs defined on the TZ1-521 record in the HRMS Tables File	TOTAL-FIELD-03 (007)
TX-SIT-COMM	11	N, 2	Year-to-date amounts accumulated from DOEs defined on the TZ1-520 record in the HRMS Tables File	TOTAL-FIELD-02 (007)
TX-SIT-EXPENSE	11	N, 2	Year-to-date amounts accumulated from DOEs defined on the TZ1-521 record in the HRMS Tables File	TOTAL-FIELD-05 (007)
TX-SIT-RETIRE	11	N, 2	Year-to-date amounts accumulated from DOEs defined on the TZ1-520 record in the HRMS Tables File	TOTAL-FIELD-07 (007)
TX-SIT-TAX	11	N, 2	Year-to-date income tax from Employee Master File state SALTA record (302-319 segments).	TOTAL-FIELD-06 (007)
TX-SIT-TAX-ID	18	N	State Tax ID from the TC record in the HRMS Tables File	
TX-SIT-TIPS	4	N, 2	Tip amount accumulated from DOEs defined on the TZ1-521 HRMS Tables File transaction	TOTAL-FIELD-21 (007)

Field	Length	Field Defin.	Origin	Comments
TX-SIT-TOT-TXBL	11	N, 2	Total of TX-SIT-TXBL, TX-SIT-COMM and TX-SIT-ALLOW	TOTAL-FIELD-04 (007)
TX-SIT-TXBL	11	N, 2	State taxable wages less taxable commissions and allowances	TOTAL-FIELD-01 (007)
TX-SSA-ID	9	AN	State/Local 69 number from the TB record in the HRMS Tables File	
TX-SSN-FORM	13	AN	From Employee Master File (201 segment)	
TX-SS-TAX	11	N, 2	Year-to-date Social Security tax amount from Employee Master File (301 segment)	TOTAL-FIELD-15 (007)
TX-SS-TIPS	11	N, 2	Social Security taxable portion of tips computed from Employee Master File (301 segment)	TOTAL-FIELD-16 (007)
TX-SS-WAGE	11	N, 2	Year-to-date amount from employee Social Security taxable wages from Employee Master File (301 segment) minus Social Security taxable tips	TOTAL-FIELD-14 (007)
TX-SUPP-ADDR-IND	1	AN	Internal Processing	
TX-TYPE-EMPLMNT	1	AN	From the TB record in the HRMS Tables File	
TX-UNCL-MED-TAX	11	N, 2	Uncollected Medicare tax on tips from Employee Master File (301 segment) and Group Term Life Insurance (TZ1-021)	TOTAL-FIELD-20 (007)
TX-UNCL-SS-TAX	11	N, 2	Uncollected Social Security tax on tips from Employee Master File (301 segment) and Group Term Life Insurance (TZ1-021)	TOTAL-FIELD-19 (007)

9 1099-R Reporting

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Introduction

This chapter provides setup information for producing 1099-R reports. The tables provide a listing of items to be reported on 1099 forms/files and their corresponding record mapping field names. Field origins and TOTAL-FIELD information are provided in the Field Names tables.

For a review of the steps associated with 1099 reporting, see Setup Activities in the Defining Report Parameters chapter.

Government Publications

Several publications are available to help you comply with the laws governing 1099 reporting.

- For 1099-R files, the booklet is *Internal Revenue Service Publication 1220*. It is available either
 - From the Social Security Administration, Magnetic Media Report, Baltimore, Maryland 21235
 - On the IRS website:
<http://www.irs.gov/pub/irs-pdf/p1220.pdf>.
- For state publications, contact the appropriate state authorities.

Postal Discount

Forms that are mass-mailed to employees must conform to the following postal standards to qualify for the scannable address discount:

- No blank lines in name and address
- City, state, and ZIP code must print on one line, with one space and no punctuation between each item.

1099-R Reporting

Information reported on the 1099-R form or file includes distributions from pensions, annuities, retirement or profit-sharing plans, IRAs, and insurance contracts.

Employees must receive their 1099-Rs by January 31, and the IRS must receive their copies by February 28. You can submit 1099-R reports anytime during the year by entering **Y** in the Period-End field of the AA transactions.

Federal 1099-R Form

☐ CORRECTED (if checked)

This information is being furnished to the Internal Revenue Service

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and phone no.

PAYER'S TIN

RECIPIENT'S TIN

RECIPIENT'S name, street address, city or town, state or province, country, and ZIP or foreign postal code

Account number (see instructions)

11 1st year of design. Roth contrib.

PATCA filing requirement

OMB No. 1545-0119

2018

Form 1099-R

Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.

Copy B

Report this income on your Federal tax return. If this form shows Federal income tax withheld in Box 4, attach this copy to your return.

1 Gross distribution \$

2a Taxable amount \$

3 Capital gain (included in box 2a) \$

4 Federal income tax withheld \$

5 Employee contributions/ Designated Roth contributions or insurance premiums \$

6 Not realized appreciation in employer's securities \$

7 Distribution codes (R, W, S, E, P, U, L, A, B, C, D, F, G, H, J, K, M, N, O, Q, R, S, T, V, X, Y, Z, AA, AB, AC, AD, AE, AF, AG, AH, AI, AJ, AK, AL, AM, AN, AO, AP, AQ, AR, AS, AT, AU, AV, AW, AX, AY, AZ, BA, BB, BC, BD, BE, BF, BG, BH, BI, BJ, BK, BL, BM, BN, BO, BP, BQ, BR, BS, BT, BU, BV, BW, BX, BY, BZ, CA, CB, CC, CD, CE, CF, CG, CH, CI, CJ, CK, CL, CM, CN, CO, CP, CQ, CR, CS, CT, CU, CV, CW, CX, CY, CZ, DA, DB, DC, DD, DE, DF, DG, DH, DI, DJ, DK, DL, DM, DN, DO, DP, DQ, DR, DS, DT, DU, DV, DW, DX, DY, DZ, EA, EB, EC, ED, EE, EF, EG, EH, EI, EJ, EK, EL, EM, EN, EO, EP, EQ, ER, ES, ET, EU, EV, EW, EX, EY, EZ, FA, FB, FC, FD, FE, FF, FG, FH, FI, FJ, FK, FL, FM, FN, FO, FP, FQ, FR, FS, FT, FU, FV, FW, FX, FY, FZ, GA, GB, GC, GD, GE, GF, GG, GH, GI, GJ, GK, GL, GM, GN, GO, GP, GQ, GR, GS, GT, GU, GV, GW, GX, GY, GZ, HA, HB, HC, HD, HE, HF, HG, HH, HI, HJ, HK, HL, HM, HN, HO, HP, HQ, HR, HS, HT, HU, HV, HW, HX, HY, HZ, IA, IB, IC, ID, IE, IF, IG, IH, II, IJ, IK, IL, IM, IN, IO, IP, IQ, IR, IS, IT, IU, IV, IW, IX, IY, IZ, JA, JB, JC, JD, JE, JF, JG, JH, JI, JJ, JK, JL, JM, JN, JO, JP, JQ, JR, JS, JT, JU, JV, JW, JX, JY, JZ, KA, KB, KC, KD, KE, KF, KG, KH, KI, KJ, KK, KL, KM, KN, KO, KP, KQ, KR, KS, KT, KU, KV, KW, KX, KY, KZ, LA, LB, LC, LD, LE, LF, LG, LH, LI, LJ, LK, LL, LM, LN, LO, LP, LQ, LR, LS, LT, LU, LV, LW, LX, LY, LZ, MA, MB, MC, MD, ME, MF, MG, MH, MI, MJ, MK, ML, MM, MN, MO, MP, MQ, MR, MS, MT, MU, MV, MW, MX, MY, MZ, NA, NB, NC, ND, NE, NF, NG, NH, NI, NJ, NK, NL, NM, NN, NO, NP, NQ, NR, NS, NT, NU, NV, NW, NX, NY, NZ, OA, OB, OC, OD, OE, OF, OG, OH, OI, OJ, OK, OL, OM, ON, OO, OP, OQ, OR, OS, OT, OU, OV, OW, OX, OY, OZ, PA, PB, PC, PD, PE, PF, PG, PH, PI, PJ, PK, PL, PM, PN, PO, PP, PQ, PR, PS, PT, PU, PV, PW, PX, PY, PZ, QA, QB, QC, QD, QE, QF, QG, QH, QI, QJ, QK, QL, QM, QN, QO, QP, QQ, QR, QS, QT, QU, QV, QW, QX, QY, QZ, RA, RB, RC, RD, RE, RF, RG, RH, RI, RJ, RK, RL, RM, RN, RO, RP, RQ, RR, RS, RT, RU, RV, RW, RX, RY, RZ, SA, SB, SC, SD, SE, SF, SG, SH, SI, SJ, SK, SL, SM, SN, SO, SP, SQ, SR, SS, ST, SU, SV, SW, SX, SY, SZ, TA, TB, TC, TD, TE, TF, TG, TH, TI, TJ, TK, TL, TM, TN, TO, TP, TQ, TR, TS, TT, TU, TV, TW, TX, TY, TZ, UA, UB, UC, UD, UE, UF, UG, UH, UI, UJ, UK, UL, UM, UN, UO, UP, UQ, UR, US, UT, UU, UV, UW, UX, UY, UZ, VA, VB, VC, VD, VE, VF, VG, VH, VI, VJ, VK, VL, VM, VN, VO, VP, VQ, VR, VS, VT, VU, VV, VW, VX, VY, VZ, WA, WB, WC, WD, WE, WF, WG, WH, WI, WJ, WK, WL, WM, WN, WO, WP, WQ, WR, WS, WT, WU, WV, WW, WX, WY, WZ, XA, XB, XC, XD, XE, XF, XG, XH, XI, XJ, XK, XL, XM, XN, XO, XP, XQ, XR, XS, XT, XU, XV, XW, XX, XY, XZ, YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YY, YZ, ZA, ZB, ZC, ZD, ZE, ZF, ZG, ZH, ZI, ZJ, ZK, ZL, ZM, ZN, ZO, ZP, ZQ, ZR, ZS, ZT, ZU, ZV, ZW, ZX, ZY, ZZ)

8 Other \$

9a Your percentage of total distribution %

9b Total Employee Contributions \$

10 Amount allocable to RRA within 5 yrs \$

12 State tax withheld \$

13 State/Payer's state no. \$

14 State Distribution \$

15 Local tax withheld \$

16 Name of locality \$

17 Local distribution \$

FORM 1099-R

www.irs.gov/Form1099-R

Department of the Treasury - Internal Revenue Service

This table identifies items to be reported on the federal 1099-R form.

Box	Title	Field Name
(Upper right)	POSTAL INFORMATION FOR SELF-MAILER 1099-R FORM	TX-PST-INFO-LN1 TX-PST-INFO-LN2 TX-PST-INFO-LN3 TX-PST-INFO-LN4 TX-PST-INFO-LN5
(Upper left)	EMPLOYER (PAYER) NAME	TX-PYR-NM
	EMPLOYER (PAYER) SUBTITLE	TX-PYR-SUB-TITL
	EMPLOYER (PAYER) ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-ADR-3 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT TX-PC1099R-PHONE TX-PC1099R-EXT
(Middle left)	EMPLOYER (PAYER) FEDERAL TAX ID	TX-FED-EIN-FORM
	EMPLOYEE (RECIPIENT) SOCIAL SECURITY NUMBER	TX-SSN-FORM

Box	Title	Field Name
	EMPLOYEE (RECIPIENT) NAME	TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-SUFX
	EMPLOYEE (RECIPIENT) ADDRESS	TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-ADR-3 TX-EMP-ADR-4 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP TX-EMP-ZIP-EXT
(Lower left)	ACCOUNT NUMBER	TX-EMPE-ACCT-NO
	DATE OF PAYMENT	TX-DATE-OF-PAY
1	GROSS DISTRIBUTION	TX-GROSS-DIST
2a	TAXABLE AMOUNT	TX-TXBL-AMT
2b	TAXABLE AMOUNT NOT DETERMINED INDICATOR	TX-TAMT-NOT-DET
2b	TOTAL DISTRIBUTION INDICATOR	TX-TOT-DIST
3	TAXABLE AMOUNT ELIGIBLE FOR CAPITAL GAIN	TX-CAP-GAIN
4	FEDERAL INCOME TAX	TX-FIT-TAX
5	EMPLOYEE CONTRIBUTIONS/DESIGNATED ROTH CONTRIBUTIONS OR INSURANCE PREMIUMS	TX-EE-CONTR
6	NET UNREALIZED APPRECIATION IN EMPLOYER'S SECURITIES	TX-NET-APPR
7	DISTRIBUTION CODE	TX-DIST-CD-1 TX-DIST-CD-2
	IRA/SEP INDICATOR	TX-IRA-SEP
8	OTHER PERCENT	TX-OTHER-AMT TX-OTH-PERCENT
9a	YOUR PERCENTAGE OF TOTAL DISTRIBUTION	TX-DIST-PERCENT
9b	TOTAL EMPLOYEE CONTRIBUTIONS	TX-TOT-EE-CONTR
10	AMOUNT ALLOCABLE TO IRR WITHIN 5 YEARS	TX-ROTH-IRR-AMT
11	1st YEAR OF DESG. ROTH CONTR	TX-YR-DESG-ROTH
12	STATE INCOME TAX WITHHELD	TX-SIT-TAX

Box	Title	Field Name
13	STATE/PAYER'S STATE NUMBER	TX-ST-ID TX-SIT-TAX-ID
14	STATE DISTRIBUTION	TX-SIT-TAX-WAGES
15	LOCAL INCOME TAX WITHHELD	TX-LOC-TAX
16	NAME OF LOCALITY	TX-LOC-NM
17	LOCAL DISTRIBUTION	TX-LOC-TAX-WAGES
(Additional header information)	RUN DATE	TX-RPT-RUN-DATE
	PERIOD-END DATE	TX-PER-END-DATE
	LEVEL 1	TX-RPTNG-LVL-1
	LEVEL 2	TX-RPTNG-LVL-2
(Additional employee information)	EMPLOYEE LEVEL 1	TX-LEVEL-1
	EMPLOYEE LEVEL 2	TX-LEVEL-2
	EMPLOYEE LEVEL 3	TX-LEVEL-3
	EMPLOYEE LEVEL 4	TX-LEVEL-4
	EMPLOYEE LEVEL 5	TX-LEVEL-5
	EMPLOYEE STATUS CODE	TX-EMP-STATUS

Federal 1099-R File

The following tables identify items generated for federal 1099-R file reporting.

Employer/Payer

Item	Field Name
PAYMENT YEAR (PERIOD END DATE)	TX-PER-END-DATE
FIRST PAYER NAME LINE	TX-PYR-NM
SECOND PAYER NAME LINE	TX-PYR-SUB-TITL
PAYER SHIPPING ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
PAYER'S TIN	TX-FED-EIN-TAPE
FOREIGN CORPORATION INDICATOR	TX-PYR-FADR-IN
PAYER NAME CONTROL	TX-NM-CNTL
ORIGINAL FILE INDICATOR	TX-ORIG-FILE
REPLACEMENT FILE INDICATOR	TX-REPL-FILE
TEST CORRECTION INDICATOR	TX-TEST-TP
SERVICE BUREAU INDICATOR	TX-SERV-BUR
TRANSFER AGENT INDICATOR	TX-TNSF-AGNT
TRANSFER AGENT OR SECOND PAYER NAME LINE	TX-TNSF-NM
PAYER OR TRANSFER AGENT SHIPPING ADDRESS	TX-TNSF-ADR TX-TNSF-CITY-ST TX-TNSF-CITY TX-TNSF-STATE TX-TNSF-ZIP TX-TNSF-ZIP-EXT
1099-R PAYER CONTACT TELEPHONE NUMBER and EXTENSION	TX-PC1099R-PHONE TX-PC1099R-EXT
TRANSMITTER CONTROL CODE	TX-TRAN-CNTL
TRANSMITTER NAME	TX-TRNS-NM
TRANSMITTER MAILING ADDRESS	TX-TRNS-ADR TX-TRNS-CITY TX-TRNS-STATE TX-TRNS-ZIP
TRANSMITTER'S TAX IDENTIFICATION NUMBER	TX-TRNS-EIN
TRANSMITTER'S FOREIGN ENTITY INDICATOR	TX-TRNS-FADR-IND

Item	Field Name
TRANSMITTER'S CONTACT NAME	TX-TRNS-CONTACT
TRANSMITTER'S CONTACT TELEPHONE NUMBER AND EXTENSION	TX-TRNS-CNT-PHON
TRANSMITTER'S CONTACT E-MAIL ADDRESS	TX-TRNS-CNT-EMAL
TRANSMITTER'S MEDIA NUMBER	TX-TRNS-MEDIA-NO
TRANSMITTER'S REPLACEMENT ALPHA CHARACTERS	TX-TRNS-REP-CHAR
TAPE RETURN NAME	TX-RTN-NM
TAPE RETURN ADDRESS	TX-RTN-ADR TX-RTN-CITY TX-RTN-STATE TX-RTN-ZIP TX-RTN-ZIP-EXT

Employee/Payee

Item	Field Names
EMPLOYEE LEVEL 1	TX-LEVEL-1
EMPLOYEE LEVEL 2	TX-LEVEL-2
EMPLOYEE LEVEL 3	TX-LEVEL-3
EMPLOYEE LEVEL 4	TX-LEVEL-4
EMPLOYEE LEVEL 5	TX-LEVEL-5
EMPLOYEE STATUS	TX-EMP-STATUS
PAYER'S ACCOUNT NUMBER FOR EMPLOYEE/PAYEE	TX-EMP-EMP-NO
TAXPAYER/EMPLOYEE IDENTIFICATION NUMBER	TX-SSN TAPE
NAME CONTROL	TX-EMP-NM-CNTL
FIRST EMPLOYEE/PAYEE NAME LINE	TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-SUFFIX
EMPLOYEE/PAYEE MAILING ADDRESS	TX-EMP-CTY-ST-ZP TX-EMP-FRGN-PROV TX-EMP-FRGN-PSTL TX-EMP-FRGN-CTRY TX-FRGN-ADDR-IND
PAYMENT AMOUNT 1	TX-GROSS-DIST
PAYMENT AMOUNT 2	TX-TXBL-AMT
TOTAL DISTRIBUTION INDICATOR	TX-TOT-DIST
TAXABLE AMOUNT NOT DETERMINED INDICATOR	TX-TAMT-NOT-DET

Item	Field Names
PAYMENT AMOUNT 3	TX-CAP-GAIN
PAYMENT AMOUNT 4	TX-FIT-TAX
PAYMENT AMOUNT 5	TX-EE-CONTR
PAYMENT AMOUNT 6	TX-NET-APPR
PAYMENT AMOUNT 8	TX-OTHER-AMT TX-OTHER-PCT
PERCENTAGE OF TOTAL DISTRIBUTION	TX-DIST-PCT TX-DIST-CD-1 TX-DIST-CD-2
DOCUMENT SPECIFIC CODE	TX-IRA-SEP
EMPLOYEE ACCOUNT NUMBER	TX-EMPE-ACCT-NO
PAYEE RECORD COUNT	TX-WREC-CNT
PAYER/TRANSMITTER RECORD COUNT	TX-EREC-CNT
RECORD COUNT (TX-REC-CNT)	TOTAL-FIELD-10
PAYMENT AMOUNT A	TX-IRA-SEP-AMT
1ST YEAR OF DESIGNATED ROTH CONTRIBUTIONS	TX-YR-DESG-ROTH
PAYMENT AMOUNT B	TX-ROTH-IRR-AMT
DATE OF PAYMENT	TX-DATE-OF-PAY
PAYMENT AMOUNT 9	Not supported
FOREIGN COUNTRY INDICATOR	Not supported
SECOND EMPLOYEE/PAYEE NAME LINE	Not supported

State 1099-R File

The following tables identify items generated for state 1099-R file reporting.

Item	Field Name
PAYMENT YEAR (PERIOD-END DATE)	TX-PER-END-DATE
PAYER'S TIN	TX-FED-EIN-TAPE
PAYER NAME CONTROL	TX-NM-CNTL
TEST/CORRECTION INDICATOR	TX-TEST-TP
REPLACEMENT ALPHA CHARACTER	TX-TRNS-REP-CHAR
SERVICE BUREAU INDICATOR	TX-SERV-BUR
TRANSMITTER CONTROL CODE	TX-TRAN-CNTL
ORIGINAL FILE INDICATOR	TX-ORIG-FILE
REPLACEMENT FILE INDICATOR	TX-REPL-FILE
FOREIGN CORPORATION INDICATOR	TX-PYR-FADR-IN
FIRST PAYER NAME LINE	TX-PYR-NM
SECOND PAYER NAME LINE	TX-PYR-SUB-TITL
PAYER SHIPPING ADDRESS	TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-CITY TX-PYR-STATE TX-PYR-ZIP TX-PYR-ZIP-DASH TX-PYR-ZIP-EXT
TRANSFER AGENT OR SECOND PAYER NAME LINE	TX-TNSF-NM
TRANSFER AGENT INDICATOR	TX-TNSF-AGNT
PAYER OR TRANSFER AGENT SHIPPING ADDRESS	TX-TNSF-ADR TX-TNSF-CITY-ST
PAYER OR TRANSFER AGENT CITY	TX-TNSF-CITY
PAYER OR TRANSFER AGENT STATE	TX-TNSF-STATE
PAYER OR TRANSFER AGENT ZIP CODE	TX-TNSF-ZIP
PAYER OR TRANSFER AGENT ZIP EXTENSION	TX-TNSF-ZIP-EXT
PAYER CONTACT TELEPHONE NUMBER	TX-PC1099R-PHONE TX-PC1099R-EXT
TRANSMITTER NAME	TX-TRNS-NM
TRANSMITTER MAILING ADDRESS	TX-TRNS-ADR
TRANSMITTER CITY, STATE, ZIP CODE, AND ZIP EXTENSION	TX-TRNS-CITY TX-TRNS-STATE TX-TRNS-ZIP TX-TRNS-ZIP-EXT

Item	Field Name
TRANSMITTER'S MEDIA NUMBER	TX-TRNS-MEDIA-NO
STATE POSTAL CODE	TX-FIPS-ST-CD
STATE/LOCAL 69 NUMBER	TX-SSA-ID
LIMITATION OF LIABILITY	TX-LIMIT-LIAB
PAYER LEVEL 1	TX-LEVEL-1
PAYER LEVEL 2	TX-LEVEL-2
TRANSMITTER EIN	TX-TRNS-EIN
STATE TAX ID	TX-SIT-TAX-ID
TRANSMITTER FOREIGN ADDRESS INDICATOR	TX-TRNS-FADR-IN
COMPUTER MANUFACTURER	TX-COMPUTER
INTERNAL LABEL	TX-INT-LABEL
TAPE DENSITY	TX-DENSITY
TAPE CHARACTER SET	TX-RECD-MODE
TYPE OF EMPLOYMENT FROM HRMS TABLES FILE TC TRANSACTION	TX-TC-TYPE
STATE NAME FROM HRMS TABLES FILE TC TRANSACTION	TX-ST-NAME
NAME FORMAT OPTION FROM HRMS TABLES FILE TC TRANSACTION	TX-NAME-FMT-TP
TAPE RETURN NAME	TX-RTN-NM
TAPE RETURN ADDRESS	TX-RTN-ADR
TAPE RETURN CITY	TX-RTN-CITY
TAPE RETURN STATE	TX-RTN-STATE
TAPE RETURN ZIP CODE	TX-RTN-ZIP
TAPE RETURN ZIP EXTENSION	TX-RTN-ZIP-EXT
TAPE RETURN FOREIGN ADDRESS INDICATOR	TX-RTN-FADR-IND
CALIFORNIA SURNAME INDICATOR	TX-CA-SURNAME
TRANSMITTER CONTACT NAME	TX-TRNS-CNT-NAME
TRANSMITTER CONTACT TELEPHONE NUMBER/EXTENSION	TX-TRNS-CNT-PHON
TRANSMITTER CONTACT E-MAIL ADDRESS	TX-TRNS-CNT-EMAL

Employee/Payee

Item	Field Name
PAYMENT YEAR (PERIOD-END DATE)	TX-PER-END-DATE
DOCUMENT SPECIFIC CODE	TX-DIST-CODE-1 TX-DIST-CODE-2
NAME CONTROL	TX-EMP-NM-CNTL
TAXPAYER/EMPLOYEE IDENTIFICATION NUMBER	TX-SSN-TAPE
EMPLOYEE STATUS	TX-EMP-STATUS
PAYER'S ACCOUNT NUMBER FOR EMPLOYEE/PAYEE	TX-EMP-EMP-NO
IRA/SEP INDICATOR	TX-IRA-SEP
PERCENTAGE OF TOTAL DISTRIBUTION	TX-DIST-PCT
TOTAL DISTRIBUTION INDICATOR	TX-TOT-DIST
TAXABLE AMOUNT NOT DETERMINED INDICATOR	TX-TAMT-NOT-DET
PAYMENT AMOUNT 1	TX-GROSS-DIST
PAYMENT AMOUNT 2	TX-TXBL-AMT
PAYMENT AMOUNT 3	TX-CAP-GAIN
PAYMENT AMOUNT 4	TX-FIT-TAX
PAYMENT AMOUNT 5	TX-EE-CONTR
PAYMENT AMOUNT 6	TX-NET-APPR
PAYMENT AMOUNT 8	TX-OTHER-AMT
PAYMENT AMOUNT 9	TX-SIT-TAX
FOREIGN COUNTRY INDICATOR	Not supported
FIRST EMPLOYEE/PAYEE NAME LINE	TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-SUFFIX
SECOND EMPLOYEE/PAYEE NAME LINE	Not supported
EMPLOYEE/PAYEE MAILING ADDRESS	TX-EMP-CTY-ST-ZP TX-EMP-FRGN-PROV TX-EMP-FRGN-PSTL TX-EMP-FRGN-CTRY
GROSS DISTRIBUTION DERIVED USING FEDERAL OR STATE TZ1 TRANSACTIONS	TX-FED-ST-IND
EMPLOYEE ACCOUNT NUMBER	TX-EMPE-ACCT-NO
NEW YORK ADD-BACK	TX-NY-ADD-BK
NEW YORK CITY TAX	TX-NY-CTY-TAX
YONKERS TAX	TX-YN-CTY-TAX

Item	Field Name
NEW YORK TOTAL WAGES	TX-NY-TOT-WAGES
OTHER STATE DATA	TX-OTH-ST-DATA
STATE CODE	TX-ST-CODE
MARYLAND PICK-UP AMOUNT	TX-MD-PICK-UP
MISCELLANEOUS AMOUNT 1	TX-MISC-1
MISCELLANEOUS AMOUNT 2	TX-MISC-2
PAYER/TRANSMITTER RECORD COUNT	TX-EREC-CNT
PAYEE RECORD COUNT	TX-WREC-CNT
EMPLOYEE LEVEL 1	TX-LEVEL-1
EMPLOYEE LEVEL 2	TX-LEVEL-2
EMPLOYEE LEVEL 3	TX-LEVEL-3
EMPLOYEE LEVEL 4	TX-LEVEL-4
EMPLOYEE LEVEL 5	TX-LEVEL-5
SALTA TOTAL TAXABLE AMOUNT	TX-SIT-TXBL
ESTABLISHMENT CODE	TX-EMP-ESTAB
INDIANA COUNTY CODE	TX-CNTY-FIPS-CD
LOCALITY SCC CODE FOR LOCAL TAX REPORTED	TX-EMP-LOC-CD
LOCALITY-TAXABLE-AMOUNT	TX-LOC-TXBL
LOCALITY-TAX-WITHHELD	TX-LOC-TAX
LOCAL TAXES PRESENT INDICATOR (D)	TX-LTX-TYP-CD
AMOUNT OF IRA/SEP/SIMPLE DISTRIBUTION	TX-IRA-SEP-AMT
1ST YEAR OF DESIGNATED ROTH CONTRIBUTIONS	TX-YR-DESG-ROTH
PAYMENT AMOUNT B	TX-ROTH-IRR-AMT
DATE OF PAYMENT	TX-DATE-OF-PAY

1099-R Field Names

The following table identifies the field names for 1099-R record mapping, in alphanumeric order. Field definition codes are:

- AN (alphanumeric)
- N (numeric)
- 2 (number of decimal places)

Notes:

1. *TOTAL-FIELD* information is provided for each report ID. All total fields have a length of 13, with 2 decimals.
2. *Not supported* indicates that the field is initialized in PL2000, with no further processing.

Field	Length	Field Defin.	Origin	Comments
TX-CA-SURNAME	1	AN	California surname indicator	
TX-CAP-GAIN	11	N, 2	Not supported	TOTAL-FIELD-03 (003, 004, 103)
TX-CH-SPEC-AMT-1	13	N, 2	IA - 8-digit Business eFile Number (BEN) ID - Total Withholding payments made during the year (TZ1-100-M)	State 1099-R Tape only
TX-CH-SPEC-AMT-2	13	N, 2		State 1099-R Tape only
TX-CH-SPEC-AMT-3	13	N, 2		State 1099-R Tape only
TX-CH-SPEC-AMT-4	13	N, 2	ID - Total Idaho Taxable Wages (derived during processing)	State 1099-R Tape only
TX-CH-SPEC-AMT-5	13	N, 2	ID - Interest on balance due (TZ1-100-M)	State 1099-R Tape only
TX-CH-SPEC-AMT-6	13	N, 2	ID -Penalty for late filing (TZ1-100-M)	State 1099-R Tape only
TX-CH-SPEC-AMT-7	13	N, 2	ID - Total Idaho tax withheld (derived during processing)	State 1099-R Tape only

Field	Length	Field Defin.	Origin	Comments
TX-CH-SPEC-AMT-8	13	N, 2	ID - Remaining Tax Due (calculated during processing)	State 1099-R Tape only
TX-CH-SPEC-AMT-9	13	N, 2	ID - Total amounts due (calculated during processing)	State 1099-R Tape only
TX-CH-SPC-AMT-10	13	N, 2	ID - Total Due (calculated during processing)	State 1099-R Tape only
TX-CH-SPC-AMT-11	7	N	ID - Penalty on balance due (TZ1-100-M)	State 1099-R Tape only
TX-CH-SPC-AMT-12	7	N		State 1099-R Tape only
TX-CH-SPC-AMT-13	7	N		State 1099-R Tape only
TX-CH-SPEC-FLD-1	12	AN	ID <ul style="list-style-type: none"> ▪ Filing Cycle (TZ1-100-M) ▪ Negative signs for the following fields derived during processing: <ul style="list-style-type: none"> – Remaining Tax Due – Total Amounts Due – Total Due 	State 1099-R Tape only
TX-CH-SPEC-FLD-2	14	AN		State 1099-R Tape only
TX-CNTY-FIPS-CD	2	AN	From the HRMS Tables File TD record. (Indiana only)	
TX-COMPUTER	8	AN	From the HRMS Tables File TZ1-003 record.	
TX-DATE-OF-PAY	8	N	From DOE defined on TZ1-205	
TX-DENSITY	2	AN	From the HRMS Tables File TZ1-003 record.	

Field	Length	Field Defin.	Origin	Comments
TX-DIST-CD-1	1	AN	Code derived from the federal TZ1-200 through TZ1-210 HRMS Tables File records	
TX-DIST-CD-2	1	AN	Code derived from the federal TZ1-200 through TZ1-210 HRMS Tables File records	
TX-DIST-PCT	2	N	Not supported	
TX-EE-CONTR	11	N, 2	Supported for Distribution Code B only. From DOEs defined as Code B Employee Contribution to Designated Roth Account on TZ1-201, TZ1-202, TZ1-203, TZ1-204, TZ1-207, and TZ1-208 transactions.	TOTAL-FIELD-05 (003, 004, 103)
TX-EMP-ADR-1 TX-EMP-ADR-2 TX-EMP-ADR-3 TX-EMP-CITY TX-EMP-STATE TX-EMP-ZIP	32/30 32/30 32 23 2 5	AN AN AN AN AN AN	From Employee File 201 segment	Report 003 contains all 3 employee address fields with a length of 32. ADR-3 is compressed city, state, zip code address line. Reports 004 and 103 contain only ADR-1 and ADR-2 with a length of 30.
TX-EMP-ZIP-DASH	1	AN	Internal Process	Contains hyphen when TX-EMP-ZIP-EXT is not zeroes or spaces.
TX-EMP-ZIP-EXT	4	AN	From Employee File 201 segment	
TX-EMP-ADR-4	30	AN	TS1-005 Country translation	003
TX-EMP-CTY-ST-ZP	51	AN	From Employee Master File 492-499 Segments	004; 103

Field	Length	Field Defn.	Origin	Comments
TX-EMP-FRGN-PROV	23	AN	From Employee Master File 492-499 Segments	004; 103
TX-EMP-FRGN-PSTL	2	AN	From Employee Master File 492-499 Segments	004; 103
TX-EMP-FRGN-CTRY	2	AN	From Employee Master File 492-499 Segments	003; 004; 103
TX-EMP-EMP-NO	10	AN	From Employee File 201 segment	
TX-EMP-ESTAB	4	AN	From Employee File 201 segment	
TX-EMP-LOC-CD	4	AN	Locality SCC code for the local tax reported	
TX-EMP-NM TX-EMP-F-NM TX-EMP-M-INIT TX-EMP-L-NM TX-EMP-SUFFIX	35	AN	From Employee File 203 segment	
TX-EMP-NM-CNTL	4	AN	First four characters of employee last name	
TX-EMP-STATUS	1	AN	From Employee File 201 segment	
TX-EMPE-ACCT-NO	20	AN	Level 1, Level 2 and Employee Number from Segment 201 plus internally generated Sequence Number.	004
TX-EREC-CNT	11	N, 2	Number of employer, payer, transmitter records (determined during processing).	TOTAL-FIELD-09 (004) TOTAL-FIELD-17 (103)
TX-FED-EIN-FORM	9	AN	From HRMS Tables File TB record	
TX-FED-EIN-TAPE	9	AN	From HRMS Tables File TB record	

Field	Length	Field Defin.	Origin	Comments
TX-FED-ST-IND	1	AN	Indicator from TC record to indicator if Gross Distribution amount on State 1099-R tape was derived using federal or state TZ1 transactions	
TX-FIPS-ST-CD	2	N	Translated from Employee Master File SALTA SCC code.	
TX-FIT-TAX	11	N, 2	Year-to-date federal tax withheld from Employee Master File 300 Segment	TOTAL-FIELD-04 (003, 004, 103)
TX-FRGN-ADDR-IND	1	AN	Internal Processing	004; 103
TX-GROSS-DIST	11	N, 2	Depending on options set on the TZ1-200 HRMS Tables File record, Year-to-date amounts accumulated from: DOEs defined on the federal TZ1-201 through TZ1-210 HRMS Tables File records or year-to-date regular wages plus overtime wages plus other wages from Employee Master File 202 segment or year-to-date state gross taxable wages from Employee Master File 300 Segment.	TOTAL-FIELD-01 (003, 001, 103)
TX-INT-LABEL	2	AN	From the HRMS Tables File TZ1-003 record	
TX-IRA-SEP	1	AN	Code derived from the federal TZ1-200 through TZ1-205, TZ1-207 and TZ1-208 or TZ1-210 HRMS Tables File records	

Field	Length	Field Defin.	Origin	Comments
TX-IRA-SEP-AMT	6	N,2	Gross Distribution if IRA/SEP/SIMPLE Indicator = 1	TOTAL-FIELD-11 (004) TOTAL-FIELD-22 (103)
TX-LEVEL-1	2	AN	From Employee Master File 201 segment	
TX-LEVEL-2	2	AN	From Employee Master File 201 segment	
TX-LEVEL-3	4	AN	From Employee Master File 201 segment	
TX-LEVEL-4	4	AN	From Employee Master File 201 segment	
TX-LEVEL-5	4	AN	From Employee Master File 201 segment	
TX-LIMIT-LIAB	1	AN	From HRMS Tables File TB record	
TX-LOC-NM	13	AN	From HRMS Tables File TD or TE record	
TX-LOC-TAX	11	N, 2	From Employee Master File 302 through 319 segments	TOTAL-FIELD-09 (003) TOTAL-FIELD-21 (103)
TX-LOC-TAX-WAGES	11	N, 2	From Employee Master File 302 through 319 segments	TOTAL-FIELD-10 (003)
TX-LOC-TXBL	11	N,2	From Employee Master File 302 through 319 segments	TOTAL-FIELD-20 (103)
TX-LTX-TYP-CD	1	AN	Literal D to indicate record contains local taxes.	(003, 103)
TX-MD-PICK-UP	11	N, 2	Maryland pick-up amount from DOEs on TZ1-121	TOTAL-FIELD-13 (103)
TX-MISC-1	11	N, 2	New York fringe benefits	TOTAL-FIELD-14 (103)

Field	Length	Field Defin.	Origin	Comments
TX-MISC-2	11	N, 2	New York allocated tips	TOTAL-FIELD-15 (103)
TX-NM-CNTL	4	AN	From HRMS Tables File TB record	
TX-NET-APPR	11	N, 2	Not supported	TOTAL-FIELD-06 (003, 004, 103)
TX-NY-ADD-BK	11	N, 2	Year to date accumulation of DOEs assigned on TZ1-133 HRMS Tables File record	TOTAL-FIELD-9 (103)
TX-NY-CTY-TAX	11	N, 2	From Employee Master File 302 through 319 segments	TOTAL-FIELD-10 (103)
TX-NY-TOT-WAGES	11	N, 2	Determined during processing, total of TX-GROSS-DIST and TX-NY-ADD-BK	TOTAL-FIELD-12 (103)
TX-ORIG-FILE	1	AN	Internal Processing	Contains 1 when TX-TRNS-REP-CHAR is blank; otherwise, blank.
TX-OTHER-AMT	11	N, 2	Not supported	TOTAL-FIELD-07 (003, 004, 103)
TX-OTHER-PCT	2	N	Not supported	
TX-OTH-ST-DATA	67	AN	Not supported	
TX-PC1099R-EXT	10	AN	From HRMS Tables File TZ1-211 record	
TX-PC1099R-PHONE	5	AN	From HRMS Tables File TZ1-211 record	
TX-PST-INFO-LN1	18	AN	From HRMS Tables File TZ1-053 record	
TX-PST-INFO-LN2	18	AN	From HRMS Tables File TZ1-053 record	
TX-PST-INFO-LN3	18	AN	From HRMS Tables File TZ1-053 record	
TX-PST-INFO-LN4	15	AN	From HRMS Tables File TZ1-053 record	
TX-PST-INFO-LN5	18	AN	From HRMS Tables File TZ1-054 record	

Field	Length	Field Defin.	Origin	Comments
TX-PYR-ADR-1	30	AN	From Employee	Contains hyphen when TX-PYR-ZIP-EXT is not zeros or spaces.
TX-PYR-ADR-2	30	AN	Master File 101	
TX-PYR-ADR-3	32	AN	Segment	
TX-PYR-CITY	23	AN		
TX-PYR-STATE	2	AN		
TX-PYR-ZIP	5	N		
TX-PYR-ZIP-DASH	1	AN	Internal Processing.	
TX-PYR-ZIP-EXT	4	AN	From Employee Master File 101 Segment	
TX-PYR-FADR-IN	1	AN	Foreign Address Indicator from HRMS Tables File TB record	
TX-PYR-NM	30	AN	From Employee Master File 101 Segment	
TX-PYR-SUB-TITL	30	AN	From Employee Master File 101 Segment	
TX-REC-COUNT	11	N, 2	Determined during processing	TOTAL-FIELD-10 (004) TOTAL-FIELD-18 (103)
TX-RECD-MODE	3	AN	From HRMS Tables File TZ1-003 record	
TX-REPL-FILE	1	AN	Internal Processing	Contains 1 when TX-TRNS-REP-CHAR field is not blank; otherwise, contains blank.
TX-ROTH-IRR-AMT	6	N, 2	Amount allocable to IRR within 5 years	TOTAL-FIELD-12 (004) TOTAL-FIELD-23 (103)
TX-ROUND-SIT-IND	1	AN	From the ALLTAX ROUNDTAX constant in the HRMS Tables File.	

Field	Length	Field Defin.	Origin	Comments
TX-ROUND-SIT-TBL	52	AN	From the ALLTAX ROUNDTAX constant in the HRMS Tables File.	
TX-RTN-ADR	35	AN	From HRMS Tables File TZ1-007 record	
TX-RTN-CITY	20	AN	From HRMS Tables File TZ1-007 record	
TX-RTN-STATE	2	AN	From HRMS Tables File TZ1-007 record	
TX-RTN-ZIP	5	N	From HRMS Tables File TZ1-007 record	
TX-RTN-ZIP-EXT	5	AN	From HRMS Tables File TZ1-007 record	
TX-RTN-FADR-IN	1	AN	From HRMS Tables File TZ1-007 record	
TX-RTN-NM	44	AN	From HRMS Tables File TZ1-006 record	
TX-SERV-BUR	1	AN	From HRMS Tables File TZ1-211 record	
TX-SIT-TAX	11	N, 2	From Employee Master File 302 through 319 Segments	TOTAL-FIELD-08 (003, 103)
TX-SIT-TAX-ID	18	AN	From HRMS Tables File TC record	
TX-SIT-TAX-WAGES	11	N, 2	From Employee Master File 302 through 319 Segments	TOTAL-FIELD-11 (003)
TX-SIT-TXBL	11	N,2	From Employee Master File 302 through 319 segments	TOTAL-FIELD-19 (103)
TX-SSN-FORM	13	AN	From Employee Master File 201 Segment	
TX-SSN-TAPE	10	N	From Employee Master File 201 Segment	
TX-ST-CODE	2	N	State code for state tax reported. Determined during processing.	

Field	Length	Field Defin.	Origin	Comments
TX-ST-ID	2	AN	State abbreviation for state tax reported. Determined during processing.	
TX-ST-NAME	13	AN	From HRMS Tables File TC record	
TX-SUPP-ADDR-IND	1	AN	Internal Processing	003; 004; 103
TX-TAMT-NOT-DET	1	AN	Contains blank if option on TB for federal or TZ1-200 for state is set to yes . Contains X if option on TB or TZ1-200 is set to No .	
TX-TC-TYPE	1	AN	From HRMS Tables File TC record	
TX-TEST-TP	1	AN	From HRMS Tables File TZ1-211	(004,103)
TX-TNSF-ADR	40	AN	From either HRMS Tables File TZ1-212 or Employee Master File Segment 101. See note following table.	(004,103)
TX-TNSF-AGNT	1	AN	From HRMS Tables File TZ1-211	(004,103)
TX-TNSF-CITY-ST	40	AN	From either HRMS Tables File TZ1-212 or Employee Master File Segment 101. See note following table.	(004,103)
TX-TNSF-CITY TX-TNSF-STATE TX-TNSF-ZIP TX-TNSF-ZIP-EXT		AN AN AN AN	From either HRMS Tables File TZ1-212 or Employee Master File Segment 101. See note following table.	(103)
TX-TNSF-NM	40	AN	From either HRMS Tables File TZ1-212 or Employee Master File Segment 101. See note following table.	
TX-TOT-DIST	1	AN	Not supported	
TX-TOT-EC-TITLE	30	AN	Not supported	(003)

Field	Length	Field Defin.	Origin	Comments
TX-TOT-EE-CONTR	6	N, 2	Not supported	TOTAL-FIELD-12 (003)
TX-TRAN-CNTL	5	AN	From HRMS Tables File TZ1-003	(004, 103)
TX-TRNS-ADR	25	AN	From HRMS Tables File TZ1-001	(004, 103)
TX-TRNS-CITY	25	AN	From HRMS Tables File TZ1-002	
TX-TRNS-CNT-NAME	30	AN	From HRMS Tables File TZ1-003	
TX-TRNS-CNT-PHON	15	AN	From HRMS Tables File TZ1-006	
TX-TRNS-FADR-IN	1	AN	From HRMS Tables File TZ1-002	
TX-TRNS-CNT-EMAL	35	AN	From HRMS Tables File TZ1-004	
TX-TRNS-MEDIA-NO	6	AN	From HRMS Tables File TZ1-004	
TX-TRNS-REP-CHAR	2	AN	From HRMS Tables File TZ1-004	
TX-TRNS-STATE	2	AN	From HRMS Tables File TZ1-002	
TX-TRNS-ZIP	5	N	From HRMS Tables File TZ1-002	
TX-TRNS-ZIP-EXT	5	AN	From HRMS Tables File TZ1-002	
TX-TRNS-EIN	9	AN	From HRMS Tables File TZ1-002	
TX-TRNS-NM	40	AN	From HRMS Tables File TZ1-001	
TX-TXBL-AMT	11	N, 2	Year-to-date federal gross taxable wages from Employee Master File 300 Segment, if option is Y on the TB record in the HRMS Tables File.	TOTAL-FIELD-02 (003, 004, 103)
TX-TXBL-AMT-ALPH	12	AN	TX-TXBL-AMT with leading zeros suppressed.	

Field	Length	Field Defin.	Origin	Comments
TX-WREC-CNT	11	N, 2	Number of employee/payee records (determined during processing).	TOTAL-FIELD-08 (004) TOTAL-FIELD-16 (103)
TX-YN-CTY-TAX	11	N, 2	From Employee Master File 302 through 319 Segments	TOTAL-FIELD-11 (103)
TX-YR-DESG-ROTH	8	AN	From DOE defined on TZ1-203	

Note: If the Transfer Agent Indicator on the HRMS Tables File TZ1-211 is set to 1, Transfer Agent Name is from the TZ1-211, Address from the TZ1-212, and City/State/ZIP from the TZ1-213. If the Transfer Agent Indicator is not set to 1, Transfer Agent Name, Address and City/State/ZIP are from the Employee Master File 101 Segment Organization information. For the address, Organization Address Line 2 is used if it is not blank. If it is blank, Organization Address Line 1 is used.

10 Canadian Requirements

Chapter Contents

10-1	Introduction
10-2	Employee Master File
10-4	Using the Reports
10-12	Special Features
10-14	T4/T4A Other Information and RL-1/RL-2 Additional Information Descriptions and Footnote DOEs

Introduction

This chapter provides setup information for Canadian regulatory reporting.

Employee Master File

This section discusses how to set up the Employee Master for Canadian regulatory reporting.

Tax Segments

Most of the information reported on Canadian regulatory slips and XML files originates from each employee's Employee Master File data. Static information, such as name and address, comes from the 201 segment. Most dollar amounts come from the employee's **tax segment**, which is comparable to a U.S. employee's SALTA.

The tax segment type code identifies the slip/XML file on which to report the information. HCM:E has the following Canadian tax segment types:

- Type 4 - T4
- Type 5 - Relevé 1
- Type 6 - Relevé 2
- Type 7 - T4A

Although employees can have multiple type 4 and 7 tax segments, they can have only one type 5 and type 6 segment.

SCC Code

The format of a Canadian SCC code is xxyzz, where

- xx is **00**
- y is the EI rate code
 - **0** through **9** for types 4 and 7
 - Always **0** for types 5 and 6
- zz is the provincial authority code
 - **80** through **93** for type 4, 5, and 6
 - Always **00** for type 7.

Employment Insurance (EI) Rate Code

All Canadian employers are given a unique, 15-character taxation number by the Canada Revenue Agency (CRA). Associated with each number is a certain rate at which the employer must contribute to each employee's employment insurance. It is possible for a company to have multiple taxation numbers and rates depending on their line of work and where they are located.

In HCM:E, the HRMS Tables File maintains the full 15-character payroll account numbers (TM-TUU#), and these numbers are associated with a single code 0 through 9. At the employee level on the Employee Master File, only the EI rate code is referenced.

On an Employee Master File Print, the EI Rate code in effect appears in the 203 segment as **EMPLR EI**.

Using the Reports

The Payroll system can produce year-end Canadian federal (T4, T4A) and Quebec provincial (Relevé 1, Relevé 2) employee tax reporting slips and magnetic media in XML format.

Payroll Report Print accesses the HRMS Tables File to obtain the province name from the TM-00 record for printing on the T4 slips.

All reportable T4, T4A, Relevé 1, and Relevé 2 slip boxes are identified in the next two chapters.

Setting Up Required TM-T4 HRMS Tables File Transactions

The TM-T4 HRMS Tables File transactions for Canadian regulatory reporting must be set up before you run your first payroll for the year to ensure proper accumulation of the reportable amounts in the tax segment accumulators in each payroll run.

Registered Pension Plan

You can identify multiple DOEs to report Registered Pension Plan on the T4 and Relevé 1 slips. Enter the DOE and registration numbers on the TM-T4R(1-4) HRMS Tables File transactions. A maximum of 20 DOEs can be identified to accumulate into the employee's T4 and Relevé 1 segments in the Employee Master File. The Payroll Report Print program accesses the HRMS Tables File to obtain the information to print on the T4 and Relevé 1 slips and audit reports.

Union Dues

You can identify multiple DOEs to report Union Dues on the T4 and Relevé 1 slips. Enter the DOE and union descriptions on the TM-T4U(1-9) HRMS Tables File transactions. A maximum of 9 DOEs can be identified to accumulate into the employee's T4 and Relevé 1 segments in the Employee Master File.

Charitable Donations

You can identify multiple DOEs to report Charitable Donations on the T4, T4A, and Relevé 1 slips and XML files. Enter the DOE and registration numbers on the TM-T4D(1-4) HRMS Table File transactions. A maximum of 20 DOEs can be identified to accumulate into the employee's T4 and Relevé 1 segments in the Employee Master File.

Other Income DOEs

If you need to report Other Income on a Relevé 1 slip or XML file, **you must update TM-T4I records** to include the Revenu Québec code associated with each Other Income DOE. You can identify multiple DOEs to report Other Income. Enter the DOE and Other Income descriptions on the TM-T4I(1-9) HRMS Tables File transactions. A maximum of 18 DOEs can be identified to accumulate into the employee's Relevé 1 segments in the Employee Master File. The Payroll Report Print program accesses the HRMS Tables File to retrieve the information to print on the Relevé 1 slip and audit reports.

For TM-T4I batch processing, enter the Revenu Québec code in positions 13 and 14 on the transaction (positions 45 and 46 for a second DOE). For realtime screen processing (Screen 320), enter the Revenu Québec code in the **first two positions** of the Description field.

HCM:E regulatory reporting retrieves the following Other Income amounts directly from the Relevé 1 tax segment. **They must not be included on any TM-T4I record.**

- Eligible retiring allowances
- Non-eligible retiring allowances
- Patronage dividends
- Commissions paid to a self-employed worker
- Stock option benefits

Complete List of TM-T4 HRMS Tables File Transactions

The following table lists all TM-T4 ties with their associated tax segment accumulators and the slip or slips on which they are reported.

For a cross-reference of regulatory reporting transactions with their corresponding realtime screens, see Canadian Data Transactions in the Screen and Transaction Cross-Reference section of Chapter 2, Defining Report Parameters, in this guide.

In the Description column of this table

- TP-4 = T4
- TP-7 = T4A
- TP-5 = RL-1
- TP-6 = RL-2

Also, the footnotes automatically generated by HCM:E in English and French are shown in italics.

HRMS Tables File Tie	Employee Master File Description	T4 Slip Box Number and Description	T4A Slip Box Number and Description	Relevé 1 Slip Box Number and Description	Relevé 2 Slip Box Number and Description
TM-T4B	TP-4, TP-5 OTH TXBL ALLOW	T4 - BOX 40 Other Taxable Allowances And Benefits		RL-1 - BOX L Autres Avantages	
TM-T4C	TP-4, TP-5 COMMISSIONS	T4-BOX 42 Employment Commissions		RL-1 - BOX M Commissions	
T4D(n)	TP-4, TP-5 CHAR DONATN	T4 - BOX 46 Charitable Donations		RL-1 - BOX N Dons De Charité	
TM-T4E	TP-5 RETIRE ALLOW			RL-1 - BOX O Autres Revenus Imposables	
TM-T4F	TP-4, TP-5 LOW/FREE LOANS	T4 - BOX 36 Interest-Free And Low Interest Loans		RL-1 - BOX L Autres Avantages	
TM-T4G	TP-4, TP-5 EMPLOYER AUTO	T4 - BOX 34 Personal Use Of Employer's Auto		RL-1 - BOX I Automobile	
TM-T4H	TP-4, TP-5 HOUSING	T4 - BOX 30 Housing, Board And Lodging		RL-1 - BOX H Nourriture Et Logement	

HRMS Tables File Tie	Employee Master File Description	T4 Slip Box Number and Description	T4A Slip Box Number and Description	Relevé 1 Slip Box Number and Description	Relevé 2 Slip Box Number and Description
TM-T4I(n)	TP-5 OTH DOE _ OTH INCOME			RL-1 - BOX O Autres Revenus Imposables	
TM-T4J	TP-4, TP-5 STOCK OPTION	T4 - BOX 38 Stock Option Benefits		RL-1 - BOX O Autres Revenus Imposables	
TM-T4K	TP-5 PRV HLTH INS			RL-1 - BOX J Régime Privé D'ass.-Maladie	
TM-T4M	TP-4, TP-5 MEDICAL TRAVEL	T4 - BOX 32 Travel In A Designated Area		RL-1 - BOX K Voyages (Région Éloignée)	
TM-T4O	TP-4, TP-5 OTHER TRAVEL	T4 - BOX 32 Travel In A Designated Area		RL-1 - BOX K Voyages (Région Éloignée)	
TM-T4P(n)	TP-5 JOINT COMM			RL-1 - BOX F Cotisations Syndicales	
TM-T4R(n)	TP-4, TP-5 RPP DOES _ _ _ REG PENSION	T4 - BOX 20 Registered Pension Plan Contributions T4 - BOX 50 Pension Plan Or Dpsp Registration Number BOX (50) PENS REG RPA NUM ENREG	T4A - BOX 36 PENSION PLAN REGISTRATION NUMBER <i>BOX 36, OTHER RPP CASE 36: RPA NUMS</i>	RL-1 - BOX D Cotisations A Un RPA	
TM-T4T	TP-5 MULTI-EMP INS			RL-1 - BOX P Cot a Un Regime D'ass Multiemployeurs	
TM-T4U(n)	TP-4, TP-5 UNION-DUES	T4 - BOX 44 Union Dues		RL-1 - BOX F Cotisations Syndicales	
TM-T4V	TP-4 PENSION ADJUST	T4 - BOX 52 Pension Adjustment			
TM-T4W	TP-5 PATRONAGE			RL-1 - BOX O Autres Revenus Imposables	

HRMS Tables File Tie	Employee Master File Description	T4 Slip Box Number and Description	T4A Slip Box Number and Description	Relevé 1 Slip Box Number and Description	Relevé 2 Slip Box Number and Description
TM-T4X	TP-5 OTHER COMM			RL-1 - BOX O Autres Revenus Imposables	
TM-T4Y	TP-5 DEFERRD WAGES			RL-1 - BOX Q Salaires Différes	
TM-T4AA	TP-6, TP-7 ANNUITY		T4A - BOX 24 Annuities		RL-2 - BOX B Prestations D'un REER D'un FERR, D'un Rpdb et Rentes
TM-T4AB	TP-6 & TP-7 LUMP BEFORE		T4A - BOX 18 Lump Sum Payments <i>BOX 18, ACCRUED TO 12-31-71 CS 18: ACCUMULE AU 31-12-71</i>		RL-2 - BOX C Autres Paiements <i>BOX C-LUMP SUM PAYMENT ACCRUED TO 12-31-71 CASE C: PAIEMENT UNIQUE ACCUMULE AU 31-12-71</i>
TM-T4AC	TP-7 T4A COMM		T4A - BOX 20 Self-Employed Commissions		
TM-T4AD	TP-6 PRE-DEATH				RL-2 - BOX E Sommes Réputées Reçues Avant Le Décès (REER ou FERR)
TM-T4AE	TP-4 ELIG RET ALLOW	T4 - BOX 66 Eligible Retiring Allowances			
TM-T4AF	TP-6 PLAN REVCTN				RL-2 - BOX G Sommes Réputées Reçues À La Révocation D'un REER
TM-T4AG	TP-6 INEL INVEST				RL-2 (not reported on slip)
TM-T4AH	TP-6 OTH INC/DED				RL-2 - BOX H Autres Revenus Et Autres Dédutions

HRMS Tables File Tie	Employee Master File Description	T4 Slip Box Number and Description	T4A Slip Box Number and Description	Relevé 1 Slip Box Number and Description	Relevé 2 Slip Box Number and Description
TM-T4AI	TP-6, TP-7 INC AVG ANN		T4A - BOX 24 Annuities		RL-2 - BOX B Prestations D'un REER, D'un FERR, D'un Rpdb et Rentes
TM-T4AJ	TP-7 CHAR DONAT		T4A - BOX 46 Charitable Donations		
TM-T4AK	TP-6 ENTITL DED				RL-2 - BOX I Amounts Giving Entitlement To A Deduction
TM-T4AL	TP-6 & TP-7 LUMP AFTER		T4A - BOX 18 Lump Sum Payments		RL-2 - BOX C Autres Paiements
TM-T4AM	TP-7 PAST SERV		T4A - BOX 32 Registered Pension Plan Contributions (Past Srv)		
TM-T4AN	TP-7 NON ELIG RET	T4 - BOX 67 Non-Eligible Retiring Allowances			
TM-T4AO	TP-6 EXCESS CONT				RL-2 - BOX F Remboursement De Contributions Excédentaires (REER)
TM-T4AP	TP-7 T4A PATRON		T4A - BOX 30 Patronage Allocations		
TM-T4AQ	TP-6 TAX PAID				RL-2 - BOX J Tax-Paid Amounts
TM-T4AR	TP-6 PREM REFND				RL-2 - BOX D Remboursement De Primes Au Conjoint Survivant (REER)

HRMS Tables File Tie	Employee Master File Description	T4 Slip Box Number and Description	T4A Slip Box Number and Description	Relevé 1 Slip Box Number and Description	Relevé 2 Slip Box Number and Description
TM-T4AS	TP-6, TP-7 PENSION		T4A - BOX 16 Pension Or Superannuation		RL-2 - BOX A Prestations Viagères D'un RPA ou D'un RPNA
TM-T4AT	TP-7 OTH -INCOME		T4A - BOX 28 Other Income		
TM-T4AU	TP-7 TRN FND RET		T4A - BOX 28 Other Income TRANS OF <i>FUNDS - PARA</i> <i>60(J)</i> <i>TRANS DE</i> <i>FONDS - ALIN</i> <i>60(J)</i>		
TM-T4AV	TP-7 PENSN ADJ		T4A - BOX 34 Pension Adjustment		
TM-T4AW	TP-7 RESP ACCUM		T4A - BOX 40 RESP Accumulated Income Payments		
TM-T4AX	TP-7 RESP EDUCAT		T4A - BOX 42 RESP Educational Assistance Payments		
TM-T4*	TP-5 (amount not carried on the Relevé 1 tax segment)			RL-1 - BOX S Tips Received	
TM-T4**	TP-5 (amount not carried on the Relevé 1 tax segment)			RL-1 - BOX R Tax-Exempt Income Paid To An Indian	
TM-T4*A	TP-5 (amount not carried on the Relevé 1 tax segment)			RL-1 - BOX T Tips Allocated	
TM-T4*H	TP-6 (amount not carried on the Relevé 2 tax segment)				RL-2 - BOX O Withdrawal Under The Home Buyer's Plan

HRMS Tables File Tie	Employee Master File Description	T4 Slip Box Number and Description	T4A Slip Box Number and Description	Relevé 1 Slip Box Number and Description	Relevé 2 Slip Box Number and Description
TM-T4*I	TP-6 (amount not carried on the Relevé 2 tax segment)				RL-2 - BOX K Income After Death
TM-T4*L	TP-6 (amount not carried on the Relevé 2 tax segment)				RL-2 - BOX L Lifelong Learning Plan
TM-T4*P	TP-5 (amount not carried on the Relevé 1 tax segment)			RL-1 - BOX U Phased Retirement	

Amounts Not Stored in the Tax Segments

Unlike the amount fields for other TM-T4 ties, the amount fields for the TM-T4*, TM-T4**, TM-T4*A, TM-T4*H, TM-T4*I, TM-T4*L, and TM-T4*P ties reside only in the employee's 250 through 267 segment area, not in the Relevé 1 or Relevé 2 tax segment itself.

Special Features

Reporting Supplemental Addresses

The default employee address used for all Canadian regulatory slips and magnetic-electronic media comes from the 201 segment. However, the supplemental address area in the 492-499 segments of the Employee Master File is available to define an alternate address.

The supplemental address can be an alternate Canadian, U.S., or other foreign address. If a supplemental address is defined, it is used for **all** T4, T4A, and Relevé regulatory reporting **instead of** the employee's usual address from the 201 segment. This feature is supported for both paper slips and magnetic-electronic media for all Canadian regulatory reports.

For the supplemental addresses in the 492-499 segments, an Address Type code of **A** is used for Canadian and U.S. addresses; and **W**, for addresses of all other countries or territories. You can use batch transactions (SF and SG) or Online-Realtime screens (241, 242, 722-727, 731) to maintain these supplemental addresses.

Although the 492-499 segment area allows up to 24 supplemental addresses to be defined for each employee, only one regulatory supplemental address can be operative at any time. That is, only one address with an Address Type code of **A** can be defined. Similarly, only one address with an Address Type code of **W** can be defined. If both a Type **A** and Type **W** address are defined, the Type **W** address is used instead of the Type **A** address when regulatory reports are generated.

Printing Sort Fields

Although you can sort slips by your choice of fields from the Employee Master File, not all of these fields are available for printing on the slip with the SRM001 transactions. The following discussion explains how you can sort slips in a specific sequence to help with distribution and print a field that is not available for printing.

You can use the entire 54-character sort field (TX-SORT-SEQ) on an SRM001 transaction. Review your sort sequence and note the length of each item preceding the one you want to print. Add those lengths and add 1 to determine the beginning field displacement to use on the SRM001 transaction you add to print the field.

For example, if you are sorting by the Level 1 (2 characters), Level 2 (2 characters), Check Sequence Code (5 characters), and Employee Number fields and want to print the check sequence code on the slip, your beginning field displacement is calculated as follows: $2 + 2 + 1 = 5$. The output length is also 5 (length of the check sequence code).

Determine the line and column where you want to print the field. Add the new SRM001 transaction to the HRMS Tables File. Although it is not mandatory, to make it easier to review the SRMs, assign a sequence number that places this new transaction near the SRM001 transactions for printing fields on the slip.

Recommendation: Insert a comment SRM001 (* in position 66, or CMT field realtime) to document this change.

Repeat the preceding process for each report to which you want to add a print field.

Considerations

The advantage of this approach is that it does not require changes to the HCM:E programs. However, you do need to document the added print field thoroughly. If your organization makes a change to the sequence of the slip, it may be necessary to recalculate the beginning field displacement for the print field you added.

Resequencing Slips

You can resequence your T4, T4A, Relevé 1, and Relevé 2 slips at print time by completing the following procedure:

Step	Action
1	Determine the sequence you need for printing your regulatory slips if it is different from the one in which they were generated.
2	Verify that you have an SRT002 that defines the fields for the appropriate print sequence. If you do not have one, add it. You can use any meaningful six-character identifier for the name of the print sequence. For more information, see Print Sequence Fields in the Printing Regulatory Reports section in the Generating Records and Printing Reports chapter of this guide.
3	If it is necessary to update the SRT002 record, run the HRMS Tables File Load (PLV100) and Validation (PLV300) programs or use realtime screen 355.
4	Enter the appropriate print sequence identifier on the PRT001 to use to print the regulatory slips.
5	Update the PRT001 to the HRMS Tables File or enter it in stream for PL5000 as a run-time transaction.

Relevé 1 and Relevé 2 Amended and Cancelled Slips

HCM:E supports Relevé 1 and Relevé 2 amended slip (types A01 and A02) and cancelled slip (types D01 and D02) XML files on a limited basis. Revenu Québec requires all commercial software developers to support the generation of an XML file for amended or cancelled Relevé slips, or both, as a condition of receiving a certification number. If you find that you need to generate such a file, contact Support or add an incident on the Infor Support Portal.

T4/T4A Other Information and RL-1/RL-2 Additional Information Descriptions and Footnote DOEs

You can print T4 and T4A Other Information and Relevé Additional Information descriptions required by CRA and Revenu Québec. This information falls into two groups.

Group	Description
1	Other Information or Additional Information descriptions for Registered Pension Plan numbers. Relevé-1-only Additional Information descriptions associated with Lump-sum Payments and Other Income Descriptions.
2	All other required Other Information or Additional Information descriptions not included in Group 1.

Group 1 Other Information and Additional Information descriptions **always** print if they apply to the employee. HCM:E automatically handles this without additional setup.

You can control which Group 2 Other Information and Additional Information descriptions appear using the TM-FTA(n), TM-FTN(n), TM-FTR(n), and TM-FTT(n) transactions.

Note: Only Group 2 Other Information and Additional Information descriptions whose footnote DOE is included on a TM-FTA(n), TM-FTN(n), TM-FTR(n), or TM-FTT(n) transaction appear on a slip or are included in an electronic file.

Other Information or Additional Information Footnote DOE Priorities

Group 1 Other Information and Additional Information descriptions always have the highest priority and are printed if applicable to an employee.

Group 2 Other Information and Additional Information descriptions associated with the footnote DOEs in an employee's tax segments are printed for the employee. The order in which they appear on the T4, T4A, Relevé 1, or Relevé 2 slip is the same as the order in which the footnote DOEs are set up in the tax segments.

T4 Other Information

The following table shows the T4 code and cross-reference number associated with each T4 Other Information description. The cross-reference number and its corresponding footnote DOE or DOEs are defined on the TM-FTN(n) record on the HRMS Tables File.

Cross-Ref Number	T4 Code	Other Information Description
01	43	Canadian Forces personnel and police deduction
02	31	Special work site
03	91	Security Option Deductions 110(1)(d) – on or after June 25, 2024
04	92	Security Option Deductions 110(1)(d.1) – on or after June 25, 2024
05	39	Security options deduction 110(1)(d) - before June 25, 2024
06	41	Security options deduction 110(1)(d.1) - before June 25, 2024
07	93	Indian (exempt income) - RPP contributions
08	71	Status Indian employee
09	77	Worker's compensation repaid to employer
10	95	Indian (exempt income) - Union Dues
11	72	Section 122.3 income - Employment outside Canada
12	73	Number of days outside Canada
13	69	Status Indian (exempt income) - Non-eligible retiring allowances
14	74	Pre-1990 past service contributions while a contributor
15	75	Pre-1990 past service contributions while not a contributor
16	78	Fishers - gross earnings
17	79	Fishers - net partner amount of a partnership
18	80	Fishers - share crew amount (included in gross earnings)
19	81	Placement or employment agency worker
20	82	Driver of taxi or other passenger-carrying vehicle
21	83	Barber or hairdresser
22	84	Public Transit Pass
23	85	Employee-paid premiums for private health services plans
24	86	Security options election
25	87	Emergency services volunteer amount
26	88	Status Indian (exempt income) - Self-employment
27	57	Employment Income - March 15 to May 9, 2020 (2021 only)
28	58	Employment Income - May 10 to July 4, 2020 (2021 only)
29	59	Employment Income - July 5 to August 29, 2020 (2021 only)

30	60	Employment Income - August 30 to September 26, 2020 (2021 only)
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T4A Other Information

The following table shows the T4A code and cross-reference number associated with each T4A Other Information description. The cross-reference number and its corresponding footnote DOE or DOEs are defined on the TM-FTA(n) record on the HRMS Tables File. The T4A codes identified with an asterisk (*) are considered part of Box 28 Other Income on the T4A slip.

Cross-Ref Number	T4A Code	Other Information Phrase
01	146	Status Indian (exempt income) - pension or superannuation
02	109*	Periodic payments from an unregistered pension plan
03	180	Lump-sum payments from a DPSP - not eligible for transfer
04	108	Lump-sum payments from a RPP - not eligible for transfer
05	102	Lump-sum payments - non-resident services transferred under paragraph 60(j)
06	190	Lump-sum payments from an unregistered plan
07	158	Lump-sum payments not from an RPP or a DPSP - not eligible for transfer
08	148	Status Indian (exempt income) - lump-sum payments
09	115	Installment or annuity payments under a DPSP
10	037	Advanced life deferred annuity purchase
11	144*	Status Indian (exempt income) - other income
12	123*	Payments from a revoked DPSP
13	124*	Board and lodging at special work sites
14	116*	Medical travel assistance
15	117*	Loan benefits
16	118*	Medical premium benefits
17	104*	Research grants
18	105*	Scholarships, fellowships, bursaries, artists' project grants, and prizes
19	107*	Payments from a wage-loss replacement plan, not fully funded by employee premiums
20	106*	Death benefits
21	125*	Disability benefits paid out of a superannuation or pension plan
22	126	Pre-1990 past service contributions while a contributor
23	122	RESP accumulated income payments paid to other
24	200	Provincial/Territorial COVID-19 financial assistance payments
25	119*	Premiums paid to a group term life insurance benefit
26	127*	Veteran's benefit

Cross-Ref Number	T4A Code	Other Information Phrase
27	129*	Tax deferred cooperative share
28	131*	Registered disability savings plan
29	132*	Wage Earner Protection Program
30	133*	Variable pension benefits
31	134*	Tax-Free Savings Account (TFSA) taxable amount
32	048	Fees for services
33	135*	Recipient-paid premiums for private health services plans
34	130*	Apprenticeship Incentive Grant or Apprenticeship Incentive Grant for Women or Apprenticeship Completion Grant
35	150*	<i>Labour Adjustment Benefits Act and Appropriation Act</i>
36	152*	SUBP qualified under the <i>Income Tax Act</i>
37	154*	Cash award or prize from payer
38	156*	Bankruptcy settlement
39	136*	Parents of Murdered or Missing Children/Parents of Young Victims of Crimes
40	162	Pre-1990 past service contributions while not a contributor
41	194	PRPP Payments (Pooled Registered Pension Plan)
42	195	Indian (Exempt Income) - PRPP Payments
43	196	Adult basic education tuition assistance
44	128	Veterans' Benefits Eligible for Pension Splitting
45	210	Postdoctoral fellowship income amount

Relevé 1 Additional Information

The following table shows the Relevé 1 Additional Information descriptions. The cross-reference number and its corresponding footnote DOE or DOEs are defined on the TM-FTR(n) record on the HRMS Tables File.

Note: The Relevé 1 codes identified by ?-? are associated with pre-2012 text footnotes that are no longer required and currently have no official Additional Information code defined by Revenu Québec.

Cross-Ref Number	RL-1 Code	Additional Information Description
01	A-1	Employee benefit plan
02	D-1	Retirement compensation arrangement
03	?-?	Currently not used
04	?-?	Currently not used

Cross-Ref Number	RL-1 Code	Additional Information Description
05	?-?	Currently not used
06	A-10	Deduction for foreign researchers (line 297)
07	A-2	Employee trust
08	A-4	Chainsaw expenses
09	?-?	Currently not used
10	D-2	Contribution for service before 1990 - Contributor
11	D-3	Contribution for service before 1990 - Non-contributor
12	A-6	Remuneration by a Québec sailor (line 297)
13	K-1	Trips for medical services
14	A-9	Deduction for foreign specialists (line 297)
15	A-11	Deduction for foreign researchers on a post-doctoral internship (line 297)
16	A-12	Deduction for foreign experts (line 297)
17	A-13	Deduction for foreign professors (line 297)
18	G-1	Taxable benefit in kind
19	?-?	Currently not used
20	R-1	Employment income (lines 101 and 293)
21	O-3	Redemption of preferred shares
22	A-5	Brush cutter expenses
23	?-?	Currently not used
24	?-?	Currently not used
25	O-2	Deduction for patronage dividends paid to a member of a qualified cooperative in the form of preferred shares (line 297)
26	A-7	Canadian forces personnel and police deduction (line 297)
28	A3	Repayment of salary or wages (line 207)
29	L-2	Volunteer - compensation not included in Boxes A and L
30	L-8	Election respecting security options
31	235	Premium paid to a private health services plan (line 381)
32	L-12	Security option deduction under Section 725.2 of the Taxation Act - on or after June 25, 2024
33	A-14	Exemption rate
34	O-4	Repayment of wage loss replacement benefits (line 207)
35	L-3	Tax-exempt allowance for expenses incurred in the course of duties
36	L-4	Benefit resulting from a debt contracted for the acquisition of investments

Cross-Ref Number	RL-1 Code	Additional Information Description
37	L-13	Security option deduction under Section 725.3 of the Taxation Act - on or after June 25, 2024
38	L-7	Benefit related to a security option at the time of death
39	V-1	Tax-exempt benefit for board and lodging
40	200	Currency used
41	201	Allowance for childcare expenses
42	211	Benefit related to previous employment
43	L-9	Security option deduction under Section 725.2 of the Taxation Act - before June 25, 2024
44	L-10	Security option deduction under Section 725.3 of the Taxation Act - before June 25, 2024
45	L-11	Rate for either L-12 or L-13

Relevé 2 Additional Information

The following table shows the Relevé 2 Additional Information descriptions. The cross-reference number and its corresponding footnote DOE or DOEs are defined on the TM-FTT(n) record on the HRMS Tables File.

Note: The Relevé 2 codes identified by ?-? are associated with pre-2012 text footnotes that are no longer required and currently have no official Additional Information code defined by Revenu Québec.

Cross-Ref Number	RL-2 Code	Additional Information Description
01	A-1	Deduction for Indian
02	?-?	Currently not used
03	?-?	Currently not used
04	B-1	Amount exceeding the minimum amount
05	B-2	Excess amount transferred in whole or in part
06	B-3	Designated benefit
07	?-?	Currently not used
08	B-4	Transferred designated benefit
09	C-6	Number of months in the year during which a retirement pension was paid
10	C-7	Date on which the disability pension ceased to be paid
11	C-9	Special tax deducted at source (line 443)
12	?-?	Currently not used
13	C-2	Single payment under an unregistered pension plan

Cross-Ref Number	RL-2 Code	Additional Information Description
14	?-?	Currently not used
15	C-4a	Payments received under a retirement pension
16	C-4b	Payments received under a surviving spouse's pension
17	C-4c	Payments received under a disability pension
18	C-4d	Payments received under an orphan's pension
19	C-4e	Payments received under a pension for a disabled person's child
20	C-4f	Death benefit
21	?-?	Currently not used
22	?-?	Currently not used
23	C-3	Excess amount of a single payment transferred
24	210	Charitable donations
25	235	Premium paid to a private health services plan (line 381)

Setting Up Other Information and Additional Information Footnote DOEs

To print Other Information descriptions on T4 and T4A slips and Additional Information descriptions on RL-1 and RL-2 slips, you must establish a footnote DOE associated with a specific Other Information or Additional Information description and then tie the footnote DOE to the description using a cross-reference number. Use the TM-FTN(n) for T4 footnote DOEs and Other Information cross-reference numbers and the TM-FTA(n) for T4A footnote DOEs and Other Information cross-reference numbers. Use the TM-FTR(n) for the Relevé 1 footnote DOEs and Additional Information cross-reference numbers and the TM-FTT for Relevé 2 footnote DOEs and Additional Information cross-reference numbers. The transaction descriptions in the *Transaction Descriptions* guide have detailed field information for these transactions.

Setting Up and Processing T4A Other Income

T4A Other Income is accumulated on the T4A tax segment and identified on the T4A slip and XML file in Box 28. Most types of T4A Other Income must be identified separately on the T4A with a three-character Other Information code and the amount. CRA reporting requirements state that you cannot include an Other Income amount with an Other Information code in the amount reported for Box 28. **Therefore, the amount associated with each Other Income DOE with its own Other Information code is subtracted from the T4A Other Income accumulator for T4A Box 28 reporting.**

Other Information codes and amounts are set up by tying a footnote DOE to an Other Information cross-reference number using a TM-FTA record on your HRMS Tables File. See T4A Other Information earlier in this section. Include the same footnote DOE in a TM-T4AT record on the HRMS Tables File to include the Other Income accumulator on the T4A tax segment.

If you set up an Other Information footnote DOE using an TM-FTA record but **do not** also account for the amount in the Other Income accumulator on the T4A tax segment, when HCM:E subtracts the footnote DOE amount from the Other Income accumulator, it may result in a **negative** amount for Box 28. Any employee record with a negative amount is rejected in the T4A Audit and Exception report process, and this prevents the employee from receiving a T4A slip and being included in the T4A XML file.

Processing RL-1 Other Income

If an employee has only one kind of income to report in the Other Income box (Box O), the associated code for that amount appears in the Box O code area. However, if an employee has more than one kind, the total Other Income amount appears in Box O and **RZ** appears in the Box O code area. The individual amounts are then specified in the Additional Information area using a code of **RZ-xx**, where xx is the predefined code for that type of amount.

This Other Income processing applies to the following Other Income types:

- Retiring Allowances
- Patronage Dividends
- Commissions Paid to a Self-employed Person
- Up to three Other Income DOE's on the employee's RL-1 tax segment, each tied to an Other Income code in the TM-T4I HRMS Table File record

For more information, see Other Income DOE's in the Setting Up Required TM-T4 HRMS Tables File Transactions section.

Tax Segment DOE Maintenance

Some entities in the Canadian tax segments can have up to three DOE's. This includes Registered Pension Plan and RL-1 Other Income DOE's. Up to nine Other Information and Additional Information footnote DOE's are available.

When a DOE for one of the preceding entities is paid or adjusted, the DOE is moved to the tax segment, if not already found there.

Examples. In all examples, bb = blanks. Examples show the before and after image of the T4 tax segments on the Employee Master File Print. RPP DOE's are used in the examples, but the examples are also applicable for RL-1 Other Income, Other Information, and Additional Information DOE's (except the limit for Other Information and Additional Information footnote DOE's is nine, not three).

- An RPP DOE (A1) is paid for a new employee.

BEFORE: bb bb bb

AFTER: A1 bb bb

- When a new DOE (B2) is paid or adjusted, the existing DOE's move one position to the right. The DOE is entered in the left-most position.

BEFORE: A1 bb bb

AFTER: B2 A1 bb

- If an existing DOE (A1) is paid or adjusted, there is no change in the DOEs, but the Amount field associated with the DOE (RPP dollars) will reflect the change.

BEFORE: B2 A1 bb

AFTER: B2 A1 bb

- When a third DOE (C3) is paid or adjusted, the DOE is entered in the left-most position.

BEFORE: B2 A1 bb

AFTER: C3 B2 A1

- If a fourth DOE (D4) is paid or adjusted, and three DOEs are already present, the DOE is not added to the tax segment. Instead, a message appears on the Compute Activity Report indicating that the tax segment has no room to add the DOE. The message identifies the DOE, the Type code, and the SCC code of the tax segment.

BEFORE: C3 B2 A1

AFTER: C3 B2 A1

Note: The YF transaction (positions 17 - 32) can also be used to maintain these DOEs directly.

11 T4/T4A Reporting

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Introduction

This chapter provides setup information for producing T4/T4A slips and XML files. The tables provide a listing of items to be reported on T4/T4A slips and XML files and their corresponding record mapping field names. Field origins and TOTAL-FIELD information are provided in the Field Names table.

For a review of the steps associated with T4/T4A reporting, see Setup Activities in the Defining Report Parameters chapter.

Government Publications

Several publications are available to help you comply with the laws governing T4/T4A reporting:

- Computer Specifications T4, T4A, and T4A-NR Data Filed on Magnetic Media
- Employer's Guide to Source Deductions

For more information, contact the Magnetic Media Processing Unit at this address:

Canada Revenue Agency
Ottawa Taxation Centre
875 Heron Road
Ottawa, Ontario
K1A 1A2

Box	Title	Field Name
28	EXEMPT (CPP/QPP-EI-PPIP)	TX-CPP-QPP-XMPT TX-EI-XMPT TX-PPIP-XMPT
29	EMPLOYMENT CODE	TX-EMP-EMPLOY-CD
44	UNION DUES	TX-UNION-DUES TX-UNION-NAME-1
45	EMPLOYER-OFFERED DENTAL BENEFITS	TX-EMP-DNT-BF-CD
46	CHARITABLE DONATIONS	TX-CHAR-NUM-1 TX-CHAR-NUM-2 TX-CHAR-NUM-3 TX-CHAR-DONAT
50	PENSION PLAN OR DPSP REGISTRATION NUMBER	TX-RPP-NUM-1 TX-RPP-NUM-2 TX-RPP-NUM-3
52	PENSION ADJUSTMENT	TX-PENSION-ADJ
54	BUSINESS NUMBER	TX-EMPR-BUS-NO
55	EMPLOYEE'S PPIP PREMIUMS	TX-PPIP-PREMIUMS
56	PPIP INSURABLE EARNINGS	TX-PRT-PPIP-EARN
	EMPLOYEE NUMBER	TX-EMP-EMP-NO
	EMPLOYER'S NAME	TX-PYR-NM TX-PYR-SUB-TITL
	EMPLOYEE'S NAME AND ADDRESS	TX-EMP-NM-LAST TX-EMP-NM-FST TX-EMP-NM-MI TX-EMP-ADR1 TX-EMP-ADR2 TX-EMP-ADR3 TX-EMP-ADR4
	TAX YEAR	TX-TAX-YEAR
	OTHER INFORMATION	TX-OTH-INC-CD# TX-OTH-INC-AMT# Where # = 1 - 6

T4 XML File

The following tables identify items on T4 records reported in XML format.

Transmitter

Item	Field Name
TRANSMITTER MAGNETIC MEDIA NUMBER (pre-2024)	TX-TRNSMTR-MM-NO
TRANSMITTER ACCOUNT NUMBER (as of 2024)	TX-TRNSM-BS-ACNO
TRANSMITTER TYPE INDICATOR	TX-TRNS-TYPE-IND
TOTAL NUMBER OF SUMMARY RECORDS	TX-SUMMARY-RECS
LANGUAGE OF COMMUNICATION INDICATOR	TX-TECH-LANG-IND
TRANSMITTER NAME - LINE 1	TX-TRNSMTR-NAME1
TRANSMITTER NAME - LINE 2	TX-TRNSMTR-NAME2
TRANSMITTER ADDRESS - LINE 1	TX-TRNSMTR-ADR-1
TRANSMITTER ADDRESS - LINE 2	TX-TRNSMTR-ADR-2
TRANSMITTER CITY	TX-TRNSMTR-CITY
TRANSMITTER PROVINCE	TX-TRNSMTR-PROV
TRANSMITTER COUNTRY	TX-TRNSMTR-CNTRY
TRANSMITTER POSTAL CODE	TX-TRNSMTR-POSTL
TECHNICAL CONTACT NAME	TX-TECH-NAME
TECHNICAL CONTACT AREA CODE	TX-TECH-AREA-CD
TECHNICAL CONTACT TELEPHONE NUMBER	TX-TECH-PHONE
TECHNICAL CONTACT EXTENSION NUMBER	TX-TECH-EXT
TECHNICAL CONTACT EMAIL ADDRESS	TX-TECH-EMAIL

T4 Statement of Remuneration Paid

Item	Field Name
EMPLOYEE SURNAME	TX-EMP-NM-LAST
EMPLOYEE FIRST NAME	TX-EMP-NM-FST
EMPLOYEE INITIAL	TX-EMP-NM-MI
EMPLOYEE ADDRESS - LINE 1	TX-EMP-ADR1
EMPLOYEE ADDRESS - LINE 2	TX-EMP-ADR2
EMPLOYEE CITY	TX-EMP-CITY-PROV
EMPLOYEE PROVINCE OR TERRITORY CODE	TX-EMP-PROV-CD
EMPLOYEE COUNTRY CODE	TX-EMP-COUNTRY
EMPLOYEE POSTAL CODE	TX-EMP-POSTL

Item	Field Name
SOCIAL INSURANCE NUMBER	TX-SIN-T4-TAPE
EMPLOYEE NUMBER	TX-EMP-EMP-NO
BUSINESS NUMBER (BN)	TX-EMPR-BUS-NO
PENSION PLAN OR DEFERRED PROFIT-SHARING PLAN REGISTRATION NUMBER	TX-RPP-NUM-1
CANADA PENSION PLAN/QUEBEC PENSION PLAN EXEMPT	TX-CPP-QPP-XMPT
EMPLOYMENT INSURANCE EXEMPT CODE	TX-EI-XMPT
EMPLOYMENT CODE	TX-EMP-EMPLOY-CD
EMPLOYER-OFFERED DENTAL BENEFITS CODE	TX-EMP-DNT-BF-CD
REPORT TYPE CODE	Supplied by the program
PROVINCE, TERRITORY OR COUNTRY OF EMPLOYMENT CODE	TX-EMP-PROV-CD-E
EMPLOYMENT INCOME	TX-INC-BEF-DED
EMPLOYEE'S CANADA PENSION PLAN (CPP) CONTRIBUTIONS	TX-CPP-CONTRIB
EMPLOYEE'S SECOND ADDITIONAL CANADA PENSION PLAN (CPP2) CONTRIBUTIONS	TX-CPP2-CONTRIB
EMPLOYEE'S QUEBEC PENSION PLAN (QPP) CONTRIBUTIONS	TX-QPP-CONTRIB
EMPLOYEE'S SECOND ADDITIONAL QUEBEC PENSION PLAN (QPP2) CONTRIBUTIONS	TX-QPP2-CONTRIB
EMPLOYEE'S EMPLOYMENT INSURANCE (EI) PREMIUM	TX-EI-PREMIUMS
REGISTERED PENSION PLAN (RPP) CONTRIBUTION	TX-RPP-CONTRIB
INCOME TAX DEDUCTED	TX-INC-TAX
EMPLOYMENT INSURANCE INSURABLE EARNINGS	TX-EI-EARNINGS
CANADA PENSION PLAN OR QUEBEC PENSION PLAN PENSIONABLE EARNINGS	TX-CPP-EARNINGS
UNION DUES	TX-UNION-DUES
CHARITABLE DONATIONS	TX-CHAR-DONAT
PENSION ADJUSTMENT	TX-PENSION-ADJ
OTHER INFORMATION	TX-OTH-INC-CD# TX-OTH-INC-AMT# Where # = 1 - 6
PPIP EXEMPT INDICATOR	TX-PPIP-XMPT
PPIP INSURABLE EARNINGS	TX-PRT-PPIP-EARN
PPIP PREMIUMS	TX-PPIP-PREMIUMS

Item	Field Name
ELIGIBLE RETIRING ALLOWANCES	TX-ELIG-RET-ALLW
NON-ELIGIBLE RETIRING ALLOWANCES	TX-NOEL-RET-ALLW

Summary

Item	Field Name
BUSINESS NUMBER	TX-PYR-BUS-NO
EMPLOYER NAME - LINE 1	TX-EMPLR-NAME-1
EMPLOYER NAME - LINE 2	TX-EMPLR-NAME-2
EMPLOYER "CARE OF" LINE	TX-EMPLR-CARE-OF
EMPLOYER ADDRESS - LINE 1	TX-EMPLR-ADR-1
EMPLOYER ADDRESS - LINE 2	TX-EMPLR-ADR-2
EMPLOYER CITY	TX-EMPLR-CITY
EMPLOYER PROVINCE OR TERRITORY CODE	TX-EMPLR-PROV
EMPLOYER COUNTRY	TX-EMPLR-COUNTRY
EMPLOYER POSTAL CODE	TX-EMPLR-POSTAL
CONTACT NAME	TX-CONTACT-NAME
CONTACT AREA CODE	TX-CONTACT-AREA
CONTACT TELEPHONE NUMBER	TX-CONTACT-PHONE
CONTACT TELEPHONE EXTENSION	TX-CONTACT-EXT
TAXATION YEAR	TX-TAX-YEAR
TOTAL NUMBER OF T4 SUPPLEMENTARY RECORDS (TX-REC-CNT)	TOTAL-FIELD-24
PROPRIETOR #1 SOCIAL INSURANCE NUMBER	TX-PROPRTR-1-SIN
PROPRIETOR #2 SOCIAL INSURANCE NUMBER	TX-PROPRTR-2-SIN
FEDERAL YOUTH HIRES PROGRAM INDICATOR (0)	TX-YTH-HIRES-IND
REPORT TYPE CODE	Supplied by program
TOTAL EMPLOYMENT INCOME	TOTAL-FIELD-01
TOTAL EMPLOYEES' CANADA PENSION PLAN CONTRIBUTIONS	TOTAL-FIELD-02
TOTAL EMPLOYEES' EMPLOYMENT INSURANCE PREMIUMS	TOTAL-FIELD-04
TOTAL REGISTERED PENSION PLAN CONTRIBUTIONS	TOTAL-FIELD-05
TOTAL INCOME TAX DEDUCTED	TOTAL-FIELD-06
TOTAL PENSION ADJUSTMENT	TOTAL-FIELD-18
TOTAL EMPLOYER'S CANADA PENSION PLAN CONTRIBUTIONS	TOTAL-FIELD-02
TOTAL EMPLOYER'S EMPLOYMENT INSURANCE PREMIUMS	TOTAL-FIELD-21
TOTAL ELIGIBLE RETIRING ALLOWANCES	TOTAL-FIELD-19
TOTAL NON-ELIGIBLE RETIRING ALLOWANCES	TOTAL-FIELD-20

T4 and T4A Processing Considerations

Consider this information about processing your T4 and T4A slips and XML files.

Sort Sequence

For all T4 and T4A XML files, the Business Number field (**RC**) **must** be the high-level sort sequence field.

Other Information Amounts

The Other Information amounts reported on T4 and T4A slips and XML file records originate from either

- An employee's T4 and T4A tax segment, or
- The year-to-date amount for Group 2 Other Information Footnote DOEs.

Employee's T4 Tax Segment

These amounts are retrieved directly from the employee's T4 tax segment:

- Housing, boarding, and lodging
- Travel in a prescribed area
- Medical travel
- Personal use of employer's automobile
- Interest-free and low-interest loans
- Stock option benefits
- Other taxable allowances and benefits
- Employment commissions
- Eligible retiring allowances
- Non-eligible retiring allowances

Employee's T4A Tax Segment

These amounts are retrieved directly from the employee's T4A tax segment:

- Other income
- Patronage
- Past service contributions
- Pension adjustment
- Charitable donations
- Lump-sum payments accrued before January 01, 1972
- Income average annuities

- Eligible retiring allowances (for tax years before 2010)
- Non-eligible retiring allowances (for tax years before 2010)

YTD Amount of Group 2 Other Information Footnote DOEs

Up to nine Group 2 Other Information footnote DOEs (identified as such on the T4 and T4A tax segments) are used for reporting Other Information amounts. For more information, see the T4/T4A Other Information and RL-1/RL-2 Additional Information Footnote DOEs section in the Canadian Requirements chapter in this guide.

Special Considerations

Reporting More Than Six Other Information Amounts for T4

If you need to report more than six Other Information amounts for an employee on a T4 slip or XML file record, a second slip or file record (rollover record) is generated. This rollover record contains only the following information:

- Employer name, address, and business number
- Employee name, address, SIN, and province of employment
- The additional Other Information amounts

Reporting More Than Twelve Other Information Amounts for T4A

If you need to report more than twelve Other Information amounts for an employee on a T4A slip or XML file record, a second slip or file record (rollover record) is generated. This rollover record contains only the following information:

- Employer name, address, and business number
- Employee name, address, SIN, and province of employment
- The additional Other Information amounts

Employee CPP/QPP/EI Exemption Status

This section provides information about T4 reporting and the employee exemption status for CPP/QPP and EI.

CPP/QPP Exemption Status

An employee is considered CPP/QPP exempt, and **X** appears in the CPP/QPP Exempt box on the T4, if the employee

- Has no CPP or QPP wages or contributions
- Is between 65 and 70 years old and did not submitted a Form CPT30 electing to stop contributing to CPP
- Did not work in one of the employment types listed on the back of the Form CPT20.

For more information about specifying whether an employee has submitted a Form CPT30 or worked in one of the employment types listed on the back of the Form CPT20, see the Canadian Yearend processing article (KB 1047291) on the Infor Support Portal.

EI Exemption Status

If the employee has no EI wages and contributions, the employee is considered EI exempt, and **X** appears in the EI Exempt box on the T4.

Exempt Box Considerations

The CPP/QPP/EI insurable earnings boxes on the T4 are generally left blank according to CRA requirements. When these fields are blank, CRA assumes that these fields are equal to the amount in Box 14 on the same physical T4 slip (Employment Income), up to the annual maximum limit.

If the Exempt box is checked, however, that means that a blank field is not equal to Box 14; it is actually \$0. Because the CRA requirements specifically state to leave the box blank if no insurable earnings are reported, \$0 is never entered in the insurable earnings fields. Therefore, when the insurable earnings fields are blank, the Exempt box indicates whether the insurable earnings are actually \$0 or equal to Box 14.

Generally, if an employee who is subject to CPP/QPP/EI receives more than one T4 and reaches the CPP/QPP maximum or the EI maximum on a T4, the CPP/QPP Wages/Contributions field or the EI Wages/Contributions field, or both, on all the **subsequent** T4s are zero, and the Exempt box **is checked** for the subsequent T4s to indicate that the insurable earnings are actually \$0 and not equal to Box 14.

However, if the employee has submitted a Form CPT30 or has worked in one of the employment types listed on the back of the Form CPT20, the CPP/QPP Exempt box is **not checked**, regardless of the number of T4s received.

Example

If an employee worked in Ontario and earned \$70,000 in Box 14 (Income), Box 24 (EI Insurable) is left blank on the T4. When CRA runs its PIER review program, it calculates an amount for Box 24 that is equal to Box 14 up to the annual limit (\$48,300 for tax year 2012).

If the same employee then worked in Newfoundland and earned another \$20,000, the second T4 has \$20,000 in Box 14. Box 24 is blank because CRA requires it to be blank when no insurable earnings (associated with this province) are reported. We then check the Exempt box to tell CRA that Box 24 is \$0; not \$20,000. Without a checked Exempt box, the CRA PIER review program calculates a Box 24 amount of \$20,000.

Validating XML Files

Although employers are not obligated to validate T4 and T4A XML files, we highly recommend that you do so. The process has manual components that you must complete (for example, transferring the T4 and T4A XML files from your mainframe to a PC and writing the files on diskette or CD-ROM or transmitting them directly to CRA). Validating your XML files will help ensure that CRA does not reject them.

For more information, see sections 3.2 through 4.3 of the *CRA XML Technical Requirements and Transmitter Specifications* document available on the CRA web site.

T4 Field Names

The following table identifies the field names for T4 record mapping, in alphanumeric order. Field definition codes are as follows:

- AN (alphanumeric)
- N (numeric)
- 2 (number of decimal places)

Notes:

- *TOTAL-FIELD* information is provided for each report ID. All total fields have a length of 13, with 2 decimals.
- **Not supported** indicates that the field is initialized by HCM:E in PL2000, with no further processing.

Field	Length	Field Defin.	Origin	Comments
TX-CHAR-DONAT	7	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4Dn record in the HRMS Tables File.	TOTAL-FIELD-17
TX-COMMISSIONS	9	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4C record in the HRMS Tables File.	TOTAL-FIELD-15
TX-CONTACT-AREA	3	AN	From the TM-Z104 record in the HRMS Tables File.	Area code of TX-CONTACT-PHONE below.
TX-CONTACT-EXT	5	AN	From the TM-Z104 record in the HRMS Tables File.	
TX-CONTACT-NAME	22	AN	From the TM-Z104 record in the HRMS Tables File.	T4 XML file only
TX-CONTACT-PHONE	7	AN	From the TM-Z104 record in the HRMS Tables File.	T4 XML file only
TX-CPP-CONTRIB	9	N, 2	T4 Tax Segment amount.	TOTAL-FIELD-02

Field	Length	Field Defin.	Origin	Comments
TX-CPP2-CONTRIB	9	N, 2	Year-to-date amounts accumulated from DOEs defined on the HRMS Tables File.	TOTAL-FIELD-23
TX-CPP-EARNINGS	9	N, 2	T4 Tax Segment.	TOTAL-FIELD-08
TX-CPP-QPP-XMPT	1	AN	Calculated programmatically	
TX-DATA-TYPE-CD	1	AN	From the TM-Z004 record in the HRMS Tables File	T4 XML file only
TX-EI-EARNINGS	9	N, 2	T4 Tax Segment amount.	TOTAL-FIELD-07
TX-EI-PREMIUMS	9	N, 2	T4 Tax Segment amount.	TOTAL-FIELD-04
TX-EI-XMPT	1	AN	Calculated programmatically.	
TX-ELIG-RET-ALLW	9	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AE record in the HRMS Tables File.	TOTAL-FIELD-19
TX-EMP-ADR1	30	AN	Employee Master File 201 segment	
TX-EMP-ADR2	30	AN	Employee Master File 201 segment	
TX-EMP-ADR3	32	AN	Employee Master File 201 segment	Includes postal code
TX-EMP-ADR4	30	AN	Employee Master File (492-499 segments)	T4 slip only
TX-EMP-COUNTRY	3	AN	Country of employment	T4 magnetic media only, derived from TX-EMP-PROV-CD-E.
TX-EMP-CITY-PROV	25	AN	Employee Master File 201 segment	Address line 3 without the postal code T4 XML file only
TX-EMP-DNT-BF-CD	1	AN	Employee Master File 201 segment and TM TUU(N) HRMS Tables File transaction.	Employee dental benefit code
TX-EMP-EMP-NO	10	AN	Employee Master File	

Field	Length	Field Defn.	Origin	Comments
TX-EMP-EMPLOY-CD	2	AN	Employee Master File 201 segment	
TX-EMP-NM	35	AN	Employee Master File 203 segment	
TX-EMP-NM-FST	15	AN	Employee Master File 203 segment	First 15 characters of employee's first name
TX-EMP-NM-LAST	20	AN	Employee Master File 203 segment	First 20 characters of employee's last name
TX-EMP-NM-MI	1	AN	Employee Master File 203 segment	Employee's middle initial
TX-EMP-POSTL	10	AN	Employee Master File 201 segment	Blank is removed. T4 XML file only
TX-EMP-PROV-CD	2	AN	Translation of federal province on the Employee Master File 203 segment.	Province of residence T4 XML file only
TX-EMP-PROV-CD-E	2	AN	Translation of last two digits of the SCC code on the T4 Tax Segment.	Province of employment
TX-EMP-STATUS	1	AN	Employee Master File 201 segment	
TX-EMPLR-ADR-1	30	AN	From the TM-Z102 record in the HRMS Tables File.	T4 XML file only
TX-EMPLR-ADR-2	30	AN	From the TM-Z103 record in the HRMS Tables File.	T4 XML file only
TX-EMPLR-CARE-OF	30	AN	From the TM-Z102 record in the HRMS Tables File.	T4 XML file only
TX-EMPLR-CITY	28	AN	From the TM-Z103 record in the HRMS Tables File.	T4 XML file only
TX-EMPLR-COUNTRY	3	AN	From the TM-Z104 record in the HRMS Tables File.	T4 XML file only
TX-EMPLR-NAME-1	30	AN	From the TM-Z101 record in the HRMS Tables File.	T4 XML file only

Field	Length	Field Defin.	Origin	Comments
TX-EMPLR-NAME-2	30	AN	From the TM-Z101 record in the HRMS Tables File.	T4 XML file only
TX-EMPLR-POSTAL	10	AN	From the TM-Z104 record in the HRMS Tables File.	T4 XML file only
TX-EMPLR-PROV	2	AN	From the TM-Z103 record in the HRMS Tables File.	T4 XML file only
TX-EMPR-AUTO	9	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4G record in the HRMS Tables File.	TOTAL-FIELD-11
TX-EMPR-BUS-NO	15	AN	Employer's Business Number from the HRMS Tables File transaction TM-TUU.	
TX-EMPR-EI-CNTRB	9	N, 2	Programmatically calculated as a function of the employee EI contribution.	TOTAL-FIELD-21 T4 XML file only.
TX-EMPR-EI-RT-CD	1	AN	Third digit of the employee's Tax Segment SCC code.	
TX-FNOTE-DOE-#	2	AN	T4 tax segment Other Information footnote DOE	# = 1 - 9
TX-FNOTE-DOE-#-A	9	N, 2	YTD amount associated with the T4 tax segment Other Information footnote DOE	# = 1 - 9
TX-FREE-LOW-LOAN	9	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4F record in the HRMS Tables File.	TOTAL-FIELD-12

Field	Length	Field Defin.	Origin	Comments
TX-GRP2-AMT-#	9	N, 2	Accumulation of T4 Tax Segment DOEs defined on the TM-FTN# record in the HRMS Tables File.	# = 1 - 9 Group 2 Other Information amounts T4 slip only
TX-GRP2-OTH-CD-#	2	AN	Programmatically-supplied. Other Information box code associated with the Other Information amount.	# = 1 - 9
TX-GRP2-XREF-#	2	AN	Group 2 cross-reference number associated with Group 2 Other Information footnote DOE #.	# = 1 - 9
TX-HOUSING	9	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4H and TM-T4L records in the HRMS Tables File	TOTAL-FIELD-09
TX-INC-BEF-DED	9	N, 2	T4 Tax Segment amount.	TOTAL-FIELD-01
TX-INC-TAX	9	N, 2	T4 Tax Segment amount used for totaling.	TOTAL-FIELD-06
TX-LEVEL-1	2	AN	Employee Master File 201 segment	
TX-LEVEL-2	2	AN	Employee Master File 201 segment	
TX-LEVEL-3	2	AN	Employee Master File 201 segment	
TX-LEVEL-4	2	AN	Employee Master File 201 segment	
TX-LEVEL-5	2	AN	Employee Master File 201 segment	

Field	Length	Field Defn.	Origin	Comments
TX-NOEL-RET-ALLW	9	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AN record in the HRMS Tables File.	TOTAL-FIELD-20
TX-OTH-INC-CD-#	2	AN	Programmatically calculated	#= 1 - 6 (six different fields)
TX-OTH-INC-AMT-#	9	N,2	Derived either from Year-to-date amounts accumulated on T4 tax segments, or Year-to-date Group 2 Other Information footnote DOE amounts defined on the TM-FTNn record in the HRMS Tables File.	#= 1 - 6 (six different fields)
TX-OTH-TAX-ALLOW	9	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4B record in the HRMS Tables File	TOTAL-FIELD-14
TX-PENSION-ADJ	9	N, 2	T4 Tax Segment amount used for totaling. Year-to-date amounts accumulated from DOEs defined on the TM-T4V record in the HRMS Tables File. TX-PRNT-PENS-ADJ is used to print on the slip.	TOTAL-FIELD-18
TX-PPIP-EARNINGS	11	N, 2	T4 Tax Segment Year-to-date Insurable QPIP Wages	TOTAL-FIELD-19 (200)
TX-PPIP-PREMIUMS	11	N, 2	T4 Tax Segment Year-to-date QPIP Tax	TOTAL-FIELD-20 (200)
TX-PPIP-XMPT	1	AN	Calculated programmatically	
TX-PROPRTR-1-SIN	9	AN	From the TM-Z105 record in the HRMS Tables File.	T4 XML file only

Field	Length	Field Defn.	Origin	Comments
TX-PROPRTR-2-SIN	9	AN	From the TM-Z105 record in the HRMS Tables File.	T4 XML file only
TX-PROV-TAX	9	N,2	T4 Tax Segment Year-to-date Province Tax, for provinces other than Quebec.	Not used for Regulatory Reporting.
TX-PRT-CPP-EARN	11	AN	T4 Tax Segment Year-to-Date CPP Earnings	TX- name used to report Insurable EI Wages on the T4 slip.
TX-PRT-EI-I-EARN	11	AN	T4 Tax Segment Year-to-Date Insurable EI Wages.	TX- name used to report Insurable EI Wages on the T4 slip.
TX-PRT-PPIP-EARN	9	N,2	T4 Tax Segment Year-to-Date PPIP Earnings.	TX- name used to report Insurable PPIP Wages on the T4 slip and magnetic media. TOTAL-FIELD-23 (200) TOTAL FIELD-22 (201)
TX-PYR-BUS-NO	15	AN	Employer's Business Number from the HRMS Tables File transaction TM-TUU	
TX-PYR-EI-RT-CD	1	AN	Third digit of the employee's Tax Segment SCC Code	
TX-PYR-NM	30	AN	From the TM-Z101 record in the HRMS Tables File.	T4 XML file only
TX-PYR-SUB-TITL	30	AN	From the TM-Z101 record in the HRMS Tables File.	T4 XML file only
TX-QPP CONTRIB	9	N, 2	T4 Tax Segment amount used for totaling.	TOTAL-FIELD-03
TX-QPP2 CONTRIB	9	N, 2	Year-to-date amounts accumulated from DOEs defined on the HRMS Tables File.	TOTAL-FIELD-24
TX-REC-CNT	9	N, 2	Programmatically assigned to count T4 magnetic media records	TOTAL-FIELD-23

Field	Length	Field Defn.	Origin	Comments
TX-REC-TYPE	1	N	Programmatically calculated	1 = Header 2 = Employee Detail
TX-RPP-CONTRIB	9	N, 2	T4 Tax Segment amount used for totaling	TOTAL-FIELD-05
TX-RPP-DOE-1	2	AN	DOE associated with RPP Number 1.	
TX-RPP-DOE-2	2	AN	DOE associated with RPP Number 2.	
TX-RPP-DOE-3	2	AN	DOE associated with RPP Number 3.	
TX-RPP-NUM-2	7	AN	T4 Tax segment DOE defined on the TM-T4Rn record in the HRMS Tables File.	
TX-RPP-NUM-3	7	AN	T4 Tax segment DOE defined on the TM-T4Rn record in the HRMS Tables File.	
TX-SIN-T4-FORM	11	AN	Employee Master File 201 segment	Format 999 999 999
TX-SIN-T4-TAPE	9	AN	Employee Master File 201 segment.	Format 999999999
TX-STOCK-OPT	7	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4J record in the HRMS Tables File.	TOTAL-FIELD-13
TX-SUMMARY-RECS	6	N	Programmatically calculated.	T4 XML file Transmitter field indicating number of Summary records included on the T4 XML file.
TX-SUPP-ADDR-IND	1	AN	Internal processing.	
TX-TAX-YEAR	4	AN	Derived from the AA period-end or run date on the Employee Master File 102 segment.	

Field	Length	Field Defin.	Origin	Comments
TX-TECH-AREA-CD	3	AN	From the TM-Z004 record in the HRMS Tables File.	T4 XML file only
TX-TECH-EMAIL	60	AN	From the TM-Z006 record in the HRMS Tables File.	T4 XML file only
TX-TECH-EXT	5	AN	From the TM-Z004 record in the HRMS Tables File.	T4 XML file only
TX-TECH-LANG-IND	1	AN	From the TM-Z004 record in the HRMS Tables File.	T4 XML file only
TX-TECH-NAME	30	AN	From the TM-Z004 record in the HRMS Tables File.	T4 XML file only
TX-TECH-PHONE	7	AN	From the TM-Z004 record in the HRMS Tables File.	T4 XML file only
TX-TRAVEL	9	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4M and TM-T4O records in the HRMS Tables File.	TOTAL-FIELD-10
TX-TRNS-TYPE-IND	1	AN	From the TM-Z004 record in the HRMS Tables File.	T4 XML file only
TX-TRNSM-BS-ACNO	15	AN	From the TM-Z004 record in the HRMS Tables File.	T4 XML file only
TX-TRNSMTR-ADR-1	30	AN	From the TM-Z002 record in the HRMS Tables File.	T4 XML file only
TX-TRNSMTR-ADR-2	30	AN	From the TM-Z002 record in the HRMS Tables File.	T4 XML file only
TX-TRNSMTR-CITY	28	AN	From the TM-Z003 record in the HRMS Tables File.	T4 XML file only
TX-TRNSMTR-CNTRY	3	AN	From the TM-Z003 record in the HRMS Tables File.	T4 XML file only

Field	Length	Field Defin.	Origin	Comments
TX-TRNSMTR-MM-NO	8	AN	From the TM-Z001 record in the HRMS Tables File.	T4 XML file only
TX-TRNSMTR-NAME1	30	AN	From the TM-Z001 record in the HRMS Tables File.	T4 XML file only
TX-TRNSMTR-NAME2	30	AN	From the TM-Z001 record in the HRMS Tables File.	T4 XML file only
TX-TRNSMTR-POSTL	10	AN	From the TM-Z003 record in the HRMS Tables File.	T4 XML file only
TX-TRNSMTR-PROV	2	AN	From the TM-Z003 record in the HRMS Tables File.	T4 XML file only
TX-UNION-DUES	7	N, 2	T4 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4U record in the HRMS Tables File.	TOTAL-FIELD-16
TX-YTH-HIRES-IND	1	AN	From the TM-Z105 record in the HRMS Tables File. Not used after 2003.	

Box	Title	Field Name
26	ELIGIBLE RETIRING ALLOWANCES	TX-EL-RET-ALLOW
27	NON-ELIGIBLE RETIRING ALLOWANCES	TX-NOEL-RET-ALLW
28	OTHER INCOME	TX-OTHER-INCOME
30	PATRONAGE ALLOCATIONS	TX-PATRONAGE
32	PENSION PLAN CONTRIBUTION (PAST SERVICE)	TX-PAST-SERV
34	PENSION ADJUSTMENT	TX-PENSION-ADJ
36	PENSION PLAN REGISTRATION NUMBER	TX-RPP-NUM-1
40	RESP ACCUMULATED INCOME PAYMENTS	TX-RESP-ACCM-INC
42	RESP EDUCATIONAL ASSISTANCE PAYMENTS	TX-RESP-EDU-ASST
46	CHARITABLE DONATIONS	TX-CHAR-DONAT
	OTHER INFORMATION	TX-OTH-INC-CD# TX-OTH-INC-AMT# Where # = 1 - 12

T4A XML File

The following tables identify items on the T4A records reported in XML format.

Transmitter

Item	Field Name
TRANSMITTER MAGNETIC MEDIA NUMBER	TX-TRNSMTR-MM-NO
TRANSMITTER ACCOUNT NUMBER	TX-TRNSM-BS-ACNO
TRANSMITTER TYPE INDICATOR	TX-TRNS-TYPE-IND
TOTAL NUMBER OF SUMMARY RECORDS	TX-SUMMARY-RECS
LANGUAGE OF COMMUNICATION INDICATOR	TX-TECH-LANG-IND
TRANSMITTER NAME - LINE 1	TX-TRNSMTR-NAME1
TRANSMITTER NAME - LINE 2	TX-TRNSMTR-NAME2
TRANSMITTER ADDRESS - LINE 1	TX-TRNSMTR-ADR-1
TRANSMITTER ADDRESS - LINE 2	TX-TRNSMTR-ADR-2
TRANSMITTER CITY	TX-TRNSMTR-CITY
TRANSMITTER PROVINCE	TX-TRNSMTR-PROV
TRANSMITTER COUNTRY	TX-TRNSMTR-CNTRY
TRANSMITTER POSTAL CODE	TX-TRNSMTR-POSTL
TECHNICAL CONTACT NAME	TX-TECH-NAME
TECHNICAL CONTACT AREA CODE	TX-TECH-AREA-CD
TECHNICAL CONTACT TELEPHONE NUMBER	TX-TECH-PHONE
TECHNICAL CONTACT EXTENSION NUMBER	TX-TECH-EXT
TECHNICAL CONTACT EMAIL ADDRESS	TX-TECH-EMAIL

Recipient

Item	Field Name
RECIPIENT SURNAME	TX-EMP-NM-LAST
RECIPIENT FIRST NAME	TX-EMP-NM-FIRST
RECIPIENT INITIAL	TX-EMP-NM-MI
RECIPIENT SOCIAL INSURANCE NUMBER	TX-SIN-T4A-TAPE
RECIPIENT BUSINESS NUMBER	TX-EMPR-BUS-NO
RECIPIENT CORPORATION OR PARTNERSHIP NAME LINE 1	Not supported
RECIPIENT CORPORATION OR PARTNERSHIP NAME LINE 2	Not supported
RECIPIENT ADDRESS - LINE 1	TX-EMP-ADR1
RECIPIENT ADDRESS - LINE 2	TX-EMP-ADR2
RECIPIENT CITY	TX-EMP-CITY-PROV
RECIPIENT PROVINCE OR TERRITORY CODE	TX-EMP-PROV-CD
RECIPIENT COUNTRY CODE	TX-EMP-COUNTRY
RECIPIENT POSTAL CODE	TX-EMP-POSTL
RECIPIENT (EMPLOYEE) NUMBER	TX-EMP-EMP-NO
PAYER'S BUSINESS NUMBER (BN)	TX-PYR-BYS-NO
PENSION PLAN OR DPSP REGISTRATION NUMBER	TX-RPP-DPSP-1 TX-RPP-DPSP-2 TX-RPP-DPSP-3
REPORT TYPE CODE	Supplied by program
PAYER DENTAL BENEFIT CODE	TX-EMP-DNT-BF-CD
PENSION ADJUSTMENT	TX-PENSION-ADJ
PENSION OR SUPERANNUATION	TX-PENSION
LUMP-SUM PAYMENTS	TX-LUMP-SUM-PAY
LUMP-SUM PAYMENTS ACCRUED TO DECEMBER 31, 1971	TX-LUMP-SUM-1271
SELF-EMPLOYED COMMISSIONS	TX-SELF-EMP-COMM
INCOME TAX DEDUCTED	TX-INC-TAX
ANNUITIES	TX-ANNUITIES
IAAC ANNUITY	TX-IAAC-ANNUITY
ELIGIBLE RETIRING ALLOWANCES	TX-EL-RET-ALLOW
NON-ELIGIBLE RETIRING ALLOWANCE	TX-NOEL-RET-ALLW
OTHER-INCOME	TX-OTHER-INCOME
PATRONAGE ALLOCATIONS	TX-PATRONAGE

Item	Field Name
PENSION PLAN CONTRIBUTION (PAST SERVICE)	TX-PAST-SERV
PENSION ADJUSTMENT	TX-PENSION-ADJ
REGISTERED PENSION PLAN NUMBER	TX-RPP-NUM-1
RESP ACCUMULATED INCOME PAYMENTS	TX-RESP-ACCM-INC
RESP EDUCATIONAL ASSISTANCE PAYMENTS	TX-RESP-EDU-ASST
CHARITABLE DONATIONS	TX-CHAR-DONAT
FEES FOR SERVICES	TX-FEES-SERVICES
OTHER INFORMATION	TX-OTH-INC-CD# TX-OTH-INC-AMT# Where # = 1 - 12
OTHER INFORMATION AMOUNT SUM	TX-OTH-INC-SUMM

T4A Summary

Item	Field Name
BUSINESS NUMBER	TX-PYR-BUS-NO
PAYER NAME - LINE 1	TX-EMPLR-NAME-1
PAYER NAME - LINE 2	TX-EMPLR-NAME-2
PAYER "CARE OF" LINE	TX-EMPLR-CARE-OF
PAYER ADDRESS - LINE 1	TX-EMPLR-ADR-1
PAYER ADDRESS - LINE 2	TX-EMPLR-ADR-2
PAYER CITY	TX-EMPLR-CITY
PAYER PROVINCE OR TERRITORY CODE	TX-EMPLR-PROV
PAYER COUNTRY	TX-EMPLR-COUNTRY
PAYER POSTAL CODE	TX-EMPLR-POSTAL
CONTACT NAME	TX-CONTACT-NAME
CONTACT AREA CODE	TX-CONTACT-AREA
CONTACT TELEPHONE NUMBER	TX-CONTACT-PHONE
CONTACT TELEPHONE EXTENSION	TX-CONTACT-EXT
TAXATION YEAR	TX-TAX-YEAR
TOTAL NUMBER OF T4A SLIP RECORDS (TX-REC-CNT)	TOTAL-FIELD-17
PENSION PLAN OR DEFERRED PROFIT-SHARING PLAN REGISTRATION NUMBER	TX-RPP-DPSP-1 TX-RPP-DPSP-2 TX-RPP-DPSP-3
PROPRIETOR #1 SOCIAL INSURANCE NUMBER	TX-PROPRTR-1-SIN
PROPRIETOR #2 SOCIAL INSURANCE NUMBER	TX-PROPRTR-2-SIN
REPORT TYPE CODE	Supplied by program

Item	Field Name
TOTAL PENSION OR SUPERANNUATION	TOTAL-FIELD-01
TOTAL LUMP-SUM PAYMENTS	TOTAL-FIELD-02
TOTAL SELF-EMPLOYED COMMISSIONS	TOTAL-FIELD-03
TOTAL PATRONAGE ALLOCATIONS	TOTAL-FIELD-09
TOTAL PENSION PLAN CONTRIBUTIONS (PAST SERVICE)	TOTAL-FIELD-10
TOTAL ANNUITIES	TOTAL-FIELD-05
TOTAL OTHER INCOME	TOTAL-FIELD-08
TOTAL ELIGIBLE RETIRING ALLOWANCES	TOTAL-FIELD-06
TOTAL NON-ELIGIBLE RETIRING ALLOWANCES	TOTAL-FIELD-07
TOAL INCOME TAX DEDUCTED	TOTAL-FIELD-04
TOTAL PENSION ADJUSTMENT	TOTAL-FIELD-11
TOTAL RESP ACCUMULATED INCOME PAYMENTS	TOTAL-FIELD-13
TOAL RESP EDUCATIONAL ASSISTANCE PAYMENTS	TOTAL-FIELD-14
TOTAL OTHER INFORMATION AMOUNT SUM	TOTAL-FIELD-15
TOTAL FEES FOR SERVICES	TOTAL-FIELD-16

T4A Field Names

The following table identifies the field names for T4A record mapping, in alphanumeric order. The field definition codes are as follows:

- AN (alphanumeric)
- N (numeric)
- 2 (number of decimal places)

Notes:

- TOTAL-FIELD information is provided for each report ID. All total fields have a length of 13, with 2 decimals.
- **Not supported** indicates that the field is initialized in PL2000, with no further processing.

Field	Length	Field Defin.	Origin	Comments
TX-ANNUITIES	7	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AA and TM-T4AI records in the HRMS Tables File.	TOTAL-FIELD-05
TX-CHAR-DONAT	9	N, 2	T4 Tax Segment DOE defined on the TM-T4AJ record in the HRMS Tables File.	TOTAL-FIELD-12
TX-CONTACT-AREA	3	AN	From the TM-Z104 record in the HRMS Tables File.	Area code of TX-CONTACT-PHONE below
TX-CONTACT-EXT	5	AN	From the TM-Z104 record in the HRMS Tables File.	T4A XML file only
TX-CONTACT-NAME	22	AN	From the TM-Z104 record in the HRMS Tables File.	T4A XML file only
TX-CONTACT-PHONE	7	AN	From the TM-Z104 record in the HRMS Tables File.	T4A XML file only
TX-DATA-TYPE-CD	1	AN	From the TM-Z004 record in the HRMS Tables File.	T4A XML file only

Field	Length	Field Defin.	Origin	Comments
TX-EL-RET-ALLOW	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AE record in the HRMS Tables File.	TOTAL-FIELD-06
TX-EMP-ADR1	30	AN	Employee Master File 201 segment	
TX-EMP-ADR2	30	AN	Employee Master File 201 segment	
TX-EMP-ADR3	32	AN	Employee Master File 201 segment	Includes postal code
TX-EMP-ADR4	30	AN	Employee Master File (492-499 segments)	T4A slip only
TX-EMP-CITY-PROV	25	AN	Employee Master File 201 segment	Address line 3 without the postal code
TX-EMP-COUNTRY	3	AN	Translation of Province of employment	T4A XML file only, derived from TX-EMP-PROV-CD-E
TX-EMP-DNT-BF-CD	1	AN	Employee Master File 201 segment and TM TUU(N) HRMS Tables File transaction.	Payer dental benefit code
TX-EMP-EMP-NO	10	AN	Employee Master File	
TX-EMP-NM	30	AN	Employee Master File 203 segment	
TX-EMP-NM-FST	15	AN	Employee Master File 203 segment	First 15 characters of employee's first name
TX-EMP-NM-LAST	20	AN	Employee Master File 203 segment	First 20 characters of employee's last name
TX-EMP-NM-MI	1	AN	Employee Master File 203 segment	Employee's middle initial
TX-EMP-POSTL	10	AN	Employee Master File 201 segment	Blank is removed
TX-EMP-PROV-CD	2	AN	Translation of federal province on the Employee Master File 203 segment.	

Field	Length	Field Defn.	Origin	Comments
TX-EMP-PROV-CD-E	2	AN	Translation of last two digits of the SCC code on the T4A tax segment.	Province of employment
TX-EMP-STATUS	1	AN	Employee Master File 201 segment	T4A XML file only.
TX-EMPLR-ADR-1	30	AN	From the TM-Z102 record in the HRMS Tables File.	T4A XML file only.
TX-EMPLR-ADR-2	30	AN	From the TM-Z103 record in the HRMS Tables File.	T4A XML file only.
TX-EMPLR-BUS-NO	15	AN	Employer's Business Number from the TM-TUUn record in the HRMS Tables File.	
TX-EMPLR-CARE-OF	30	AN	From the TM-Z102 record in the HRMS Tables File.	T4A XML file only.
TX-EMPLR-CITY	28	AN	From the TM-Z103 record in the HRMS Tables File.	T4A XML file only.
TX-EMPLR-COUNTRY	3	AN	From the TM-Z104 record in the HRMS Tables File.	T4A XML file only.
TX-EMPLR-EI-RT-CD	1	AN	Third digit of the employee's Tax Segment SCC code.	
TX-EMPLR-NAME-1	30	AN	From the TM-Z101 record in the HRMS Tables File.	T4A XML file only.
TX-EMPLR-NAME-2	30	AN	From the TM-Z101 record in the HRMS Tables File.	T4A XML file only.
TX-EMPLR-PROV	2	AN	From the TM-Z103 record in the HRMS Tables File.	T4A XML file only
TX-FEES-SERVICES	11	N, 2	Accumulation of T4A Tax Segment DOEs defined on the TM-FTAn record in the HRMS Tables File.	Group 2 Other Information description TOTAL-FIELD-15 (202) TOTAL-FIELD-16 (203)

Field	Length	Field Defin.	Origin	Comments
TX-FNOTE-DOE-#	2	AN	T4A tax segment Other Information DOE.	# = 1 - 9
TX-FNOTE-DOE-#-A	9	N,2	YTD amount associated with the T4A tax segment Other Information DOE.	# = 1 - 9
TX-GRP2-AMT-#	9	N, 2	Accumulation of T4A tax segment DOEs defined on the TM-FTAn record in the HRMS Tables File.	# = 1 - 9 Group 2 Other Information amount
TX-GRP2-OTH-CD-#	2	AN	Programmatically supplied. Other Information box code associated with the Other Information amount.	# = 1 - 9
TX-GRP2-XREF-#	2	AN	Group 2 cross-reference number associated with Group 2 Other Information #.	# = 1 - 9
TX-IAAC-ANNUITY	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AI record in the HRMS Tables File.	
TX-INC-TAX	9	N, 2	T4A Tax Segment amount used for totaling. TX-PRNT-INC is used to print on the slip.	TOTAL-FIELD-04
TX-LUMP-SUM-PAY	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AB and TM-T4AL record in the HRMS Tables File.	TOTAL-FIELD-02
TX-LUMP-SUM-1271	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AB record in the HRMS Tables File.	

Field	Length	Field Defn.	Origin	Comments
TX-LEVEL-1	2	AN	Employee Master File 201 segment	
TX-LEVEL-2	2	AN	Employee Master File 201 segment	
TX-LEVEL-3	2	AN	Employee Master File 201 segment	
TX-LEVEL-4	2	AN	Employee Master File 201 segment	
TX-LEVEL-5	2	AN	Employee Master File 201 segment	
TX-NOEL-RET-ALLW	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AN record in the HRMS Tables File.	TOTAL-FIELD-07
TX-OTH-INC-CD#	2	AN	Programmatically calculated	# = 1 - 12 (twelve different fields)
TX-OTH-INC-AMT#	11	N, 2	Derived either from year-to-date amounts accumulated on T4A tax segments or year-to-date Group 2 Other Information DOE amounts defined on the TM-FTAn record in the HRMS Tables File.	# = 1 - 12 (twelve different fields)
TX-OTH-INC-SUMM	11	N, 2	Programmatically calculated. The sum of all Other Information amounts not individually totaled on the T4A XML file.	T4A XML file only TOTAL-FIELD-15
TX-OTHER-INCOME	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AT and TM-T4AU record in the HRMS Tables File.	TOTAL-FIELD-08
TX-OTH-INC-CD#	2	AN	Programmatically calculated	# = 1 - 12 (twelve different fields)

Field	Length	Field Defn.	Origin	Comments
TX-OTH-INC-AMT#	11	N,2	Derived either from year-to-date amounts accumulated on T4A tax segments, or year-to-date Group 2 Other Information DOE amounts defined on the TM-FTAn record in the HRMS Tables File.	# = 1 - 12 (twelve different fields)
TX-PAST-SERV	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AM record in the HRMS Tables File.	TOTAL-FIELD-10
TX-PATRONAGE	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AP record in the HRMS Tables File.	TOTAL-FIELD-09
TX-PENSION	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AS record in the HRMS Tables File.	TOTAL-FIELD-01
TX-PENSION-ADJ	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AV record in the HRMS Tables File.	TOTAL-FIELD-11
TX-PRNT-INC-TAX	10	AN	Constructed programmatically from TX-INC-TAX amount. Contains NIL if amount is zero.	T4A slip only
TX-PROPRTR-1-SIN	9	AN	From the TM-Z105 record in the HRMS Tables File.	T4A XML file only
TX-PROPRTR-2-SIN	9	AN	From the TM-Z105 record in the HRMS Tables File.	T4A XML file only

Field	Length	Field Defn.	Origin	Comments
TX-PYR-BUS-NO	15	AN	Employer's Business Number from the HRMS Tables File transaction TM-TUU.	
TX-PYR-EI-RT-CD	1	AN	Third digit of the employee's Tax Segment SCC Code.	
TX-PYR-NM	30	AN	From the TM-Z101 record in the HRMS Tables File.	T4A XML file only
TX-PYR-SUB-TITL	30	AN	From the TM-Z101 record in the HRMS Tables File.	T4A XML file only
TX-REC-CNT	9	N, 2	Programmatically assigned to count T4A magnetic media records.	TOTAL-FIELD-17
TX-REC-TYPE	1	N	Programmatically calculated.	1 = Header 2 = Employee Detail
TX-RESP-ACCM-INC	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AW record in the HRMS Tables File.	TOTAL-FIELD-13
TX-RESP-EDU-ASST	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AX record in the HRMS Tables File.	TOTAL-FIELD-14
TX-RET-ALLW-NOEL	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AN record in the HRMS Tables File.	
TX-RETIRE-ALLOW	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AE and TM-T4AN record in the HRMS Tables File.	TOTAL-FIELD-06

Field	Length	Field Defin.	Origin	Comments
TX-RPP-DOE-1	2	AN	DOE associated with RPP Number 1.	
TX-RPP-DOE-2	2	AN	DOE associated with RPP Number 2.	
TX-RPP-DOE-3	2	AN	DOE associated with RPP Number 3.	
TX-RPP-DPSP-1	7	AN	From the TM-Z105 record in the HRMS Tables File.	T4A XML file only
TX-RPP-DPSP-2	7	AN	From the TM-Z105 record in the HRMS Tables File.	T4A XML file only
TX-RPP-DPSP-3	7	AN	From the TM-Z105 record in the HRMS Tables File.	T4A XML file only
TX-RPP-NUM-1	7	AN	Cross-reference of the employee's 250 - 267 segment DOE codes with the TM-T4Dn record in the HRMS Tables File.	
TX-RPP-NUM-2	7	AN	Cross-reference of the employee's 250 - 267 segment DOE codes with the TM-T4Dn record in the HRMS Tables File.	
TX-RPP-NUM-3	7	AN	Cross-reference of the employee's 250 - 267 segment DOE codes with the TM-T4Dn record in the HRMS Tables File.	
TX-RPP-2-TITLE	13	AN	Programmatically supplied Other Information description	T4A slip only
TX-SELF-EMP-COMM	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AC record in the HRMS Tables File.	TOTAL-FIELD-03

Field	Length	Field Defin.	Origin	Comments
TX-SIN-T4A FORM	11	AN	Employee Master File 201 segment	Format 999 999 999
TX-SUMMARY RECS	6	N	Programmatically calculated	T4A magnetic media Transmitter field indicating number of Summary records included on the T4A XML file.
TX-SUPP-ADR-IND	1	AN	Internal processing	
TX-TAX-YEAR	4	AN	From the TM-Z104 record in the HRMS Tables File.	T4A XML file only
TX-TECH-AREA-CD	3	AN	From the TM-Z004 record in the HRMS Tables File.	T4A XML file only
TX-TECH-EMAIL	60	AN	From the TM-Z006 record in the HRMS Tables File.	T4A XML file
TX-TECH-EXT	5	AN	From the TM-Z004 record in the HRMS Tables File.	T4 and T4A XML file only
TX-TECH-LANG-IND	1	AN	From the TM-Z004 record in the HRMS Tables File.	T4A XML file only
TX-TECH-NAME	30	AN	From the TM-Z004 record in the HRMS Tables File.	T4A XML file only
TX-TECH-PHONE	7	AN	From the TM-Z004 record in the HRMS Tables File.	T4A XML file only
TX-TRANS-FUNDS	9	N, 2	T4A Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AU record in the HRMS Tables File.	
TX-TRNS-TYPE-IND	1	AN	From the TM-Z004 record in the HRMS Tables File.	T4A XML file only
TX-TRNSM-BS-ACNO	15	AN	From the TM-Z004 record in the HRMS Tables File.	T4A XML file only

Field	Length	Field Defin.	Origin	Comments
TX-TRNSMTR-ADR-1	30	AN	From the TM-Z002 record in the HRMS Tables File.	T4A XML file only
TX-TRNSMTR-ADR-2	30	AN	From the TM-Z002 record in the HRMS Tables File.	T4A XML file only
TX-TRNSMTR-CITY	28	AN	From the TM-Z003 record in the HRMS Tables File.	T4A XML file only
TX-TRNSMTR-CNTRY	3	AN	From the TM-Z003 record in the HRMS Tables File.	T4A XML file only
TX-TRNSMTR-MM-NO	8	AN	From the TM-Z001 record in the HRMS Tables File.	T4A XML file only
TX-TRNSMTR-NAME1	30	AN	From the TM-Z001 record in the HRMS Tables File.	T4A XML file only
TX-TRNSMTR-NAME2	30	AN	From the TM-Z001 record in the HRMS Tables File.	T4A XML file only
TX-TRNSMTR-POSTL	10	AN	From the TM-Z003 record in the HRMS Tables File.	T4A XML file only
TX-TRNSMTR-PROV	2	AN	From the TM-Z003 record in the HRMS Tables File.	T4A XML file only

T4/T4A XML File Country Codes

The following table lists the internationally accepted country codes. For T4/T4A XML file reporting, use these codes on the TM-Z003 and TM-Z104 transactions.

Country	Code
Aland Islands	ALA
Argentina	ARG
Australia	AUS
Austria	AUT
Bahamas, The	BHS
Bahrain	BHR
Bangladesh	BGD
Barbados	BRB
Belgium	BEL
Bermuda	BMU
Brazil	BRA
British Virgin Islands	VGB
Cameroon	CMR
Canada	CAN
Cayman Islands	CYM
Chile	CHL
China, Peoples Rep.	CHN
Columbia	COL
Commonwealth of Ind. St.	SUN
Comoros	COM
Cote d'Ivoire (Ivory Cst)	CIV
Cyprus	CYP
Denmark	DNK
Dominican Republic	DOM
East Timor	TLS
Egypt	EGY
Finland	FIN
France	FRA
Germany, Fed. Republic	DEU
Greece	GRC
Grenada	GRD

Country	Code
Guyana	GUY
Hong Kong	HKG
Iceland	ISL
India	IND
Indonesia	IDN
Ireland	IRL
Israel	ISR
Italy	ITA
Jamaica	JAM
Japan	JPN
Kenya	KEN
Korea, Rep. of (South)	KOR
Lebanon	LBN
Leeward and Windward Islands and Belize	BLZ
Liberia	LBR
Liechtenstein	LIE
Luxembourg	LUX
Malaysia	MYA
Malta	MLT
Mexico	MEX
Morocco	MAR
Netherlands	NLD
Netherlands Antilles	ANT
New Zealand	NZL
Nigeria	NGA
Norway	NOR
Pakistan	PAK
Palestinian Territory Occupied	PSE
Panama	PAN
Papua New Guinea	PNG
Philippines	PHL
Poland	POL
Portugal	PRT
Puerto Rico	PRI
Romania	ROU

Country	Code
Samoa	WSM
Saudi Arabia	SAU
Senegal	SEN
Serbia and Montenegro	SCG
Seychelles	SYC
Sierra Leone	SLE
Singapore	SGP
South Africa	ZAF
Spain	ESP
Sri Lanka	LKA
Sweden	SWE
Switzerland	CHE
Taiwan (Rep. of China)	TWN
Thailand	THA
Trinidad and Tobago	TTO
Tunisia	TUN
Turkey	TUR
United Arab Emirates	ARE
United Kingdom	GBR
United States of America	USA
Uruguay	URY
Venezuela	VEN
Virgin Islands (U.S.)	VIR
Yugoslavia	YUG
Zambia	ZMB
All other countries	OMC

12 Releve Reporting

Chapter Contents

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Introduction

This chapter provides setup information for producing the Relevé 1 slips and XML files. The tables provide a listing of items to be reported on the Relevé slips and XML files and their corresponding record mapping field names. Field origins and TOTAL-FIELD information are provided in the Field Names table.

For a review of the steps associated with Relevé reporting, see Setup Activities in the Defining Report Parameters chapter.

Relevé 1 Slip

The following sample and table identify items reported on the Releve 1 slip.

RELEVÉ 1

Revenus d'emploi et revenus divers

Année

Code du relevé

N° du dernier relevé transmis

RL-1 (2024-10)

A- Revenus d'emploi

B.A- Cotisation au RRQ

B.B- Cotisation supplémentaire au RRQ

C- Cotisation à l'assurance emploi

D- Cotisation à un RPA

E- Impôt du Québec retenu

F- Cotisation syndicale

G- Salaire admissible au RRQ

H- Cotisation au RQAP

I- Salaire admissible au RQAP

J- Régime privé d'ass. maladie

K- Voyages (région éloignée)

L- Autres avantages

M- Commissions

N- Dons de bienfaisance

O- Autres revenus

P- Régime d'ass. Interentreprises

Q- Salaires différés

R- Revenu « situ » dans une réserve

S- Poursuites reçues

T- Poursuites attribuées

U- Nourriture et logement

V- Véhicule à moteur

Code (case O)

Renseignements complémentaires

Instructions et explications relatives aux cases du relevé 1

SI y a lieu, reportez les montants inscrits aux cases de ce relevé aux lignes correspondantes de votre déclaration de revenus.

A Revenus d'emploi avant les retenues à la source (ligne 101)

B.A Cotisation au Régime de rentes du Québec (RRQ) (ligne 98)

B.B Cotisation supplémentaire au RRQ (ligne 98.2)

C Cotisation à l'assurance emploi

D Cotisation à un régime de pension agréé (RPA). Reportez ce montant à la ligne 205, après soustraction du montant inscrit à la case D-1.

E Impôt du Québec retenu à la source (ligne 451)

F Cotisation syndicale (ligne 397.1)

G Salaire admissible au RRQ (ligne 98.1)

H Cotisation au Régime québécois d'assurance parentale (RQAP) (ligne 97)

I Salaire admissible au RQAP (ligne 14 ou 34 de l'annexe I)

M Commissions incluses dans le montant de la case A ou R (ligne 100)

N Dons de bienfaisance. Consultez le guide de la déclaration à la ligne 395.

O Autres revenus non inclus dans le montant de la case A. Voyez la signification des codes de la case O.

Q Salaires différés (non imposables et non inclus dans le montant de la case A ou R)

R Revenu « situ » dans une réserve ou un « local » (ligne 205)

S Poursuites autres que celles figurant à la case T. Ce montant est déjà inclus dans celui de la case A ou R.

T Poursuites attribuées par l'employeur. Ce montant est déjà inclus dans celui de la case A ou R.

Avantages imposables inclus dans le montant de la case A ou R, selon le cas

J Cotisation versée par l'employeur en vertu d'un régime privé d'assurance maladie. Consultez le guide de la déclaration à la ligne 381.

K Voyages effectués par un particulier habitant une région éloignée reconnue. Consultez le guide de la déclaration à la ligne 236.

L Autres avantages

P Cotisation versée à un régime d'assurance interentreprises (grille de calcul 105)

V Nourriture et logement

W Utilisation d'un véhicule à moteur à des fins personnelles

Signification des codes de la case O

CA Prestations du Programme de protection des salariés (ligne 154)

CB Compte d'épargne (lignes 132, 133)

CC Sommes versées au bénéficiaire d'un REEE (ligne 276)

CD Prestations versées aux parents d'une victime d'un acte criminel (ligne 154)

BA Prestations supplémentaires de chômage (ligne 154)

BB Bourses d'études ou récompenses (ligne 154)

BD Subventions de recherche (ligne 154)

BD Honoraires (lignes 22 à 26 de l'annexe I)

BE Prestations d'adaptation pour les travailleurs (ligne 154)

BE Allocations de complément de ressources pour les travailleurs (euses) (lignes 154)

BE Prestations versées dans le cadre d'un programme établi en vertu de la Loi sur le ministre des Pêches et des Océans (loi du Canada) (ligne 154)

RJ Allocations de retraite (y compris une somme versée pour compenser la perte d'un emploi) (ligne 154)

BK Prestation au décès (ligne 154)

RL Ristournes (ligne 154)

RM Commissions versées à un(e) travailleur(euse) autonome (lignes 22 à 26 ou 30 de l'annexe I)

RN Prestations d'un régime d'assurance salaire (ligne 107)

BO Aversement reçu par un actionnaire (ligne 130)

BP Aversement reçu par un associé (lignes 22 à 26 de l'annexe I)

BO Convention de retraite (ligne 154)

BB Services rendus au Québec par une personne ne résidant pas au Canada (lignes 22 à 26 de l'annexe I)

BS Soutien financier (ligne 154)

BT Autres indemnités versées par l'employeur à la suite d'un accident du travail (ligne 148)

BU Paiements d'aide aux études d'un régime enregistré d'épargne-études (REEE) (ligne 154)

BV Paiements de revenus accumulés d'un REEE (ligne 154)

BX Subvention aux apprentis (ligne 154)

BZ Revenus de nature différente

Renseignements complémentaires

A-1 Régime de prestations aux employés

A-2 Fiducie pour employés

A-3 Remboursement de salaire (ligne 207)

A-4 Frais de scie mécanique

A-5 Frais de débroussaillage

A-6 Rémunération reçue par un marin québécois (ligne 297)

A-7 Déduction pour le personnel des Forces canadiennes et des forces policières (ligne 297)

A-8 Déduction pour spécialiste étranger (ligne 297)

A-9 Déduction pour chercheur étranger (ligne 297)

A-10 Déduction pour chercheur étranger en stage postdoctoral (ligne 297)

A-11 Déduction pour expert étranger (ligne 297)

A-12 Déduction pour professeur étranger (ligne 297)

A-13 Déduction pour professeur étranger (ligne 297)

A-14 Taux d'exemption

B-1 Cotisation au RPP (ligne 94)

B-2 Cotisation supplémentaire au RPP (ligne 94.2)

D-1 Convention de retraite (ligne 207)

D-2 Cotisation pour services rendus avant 1990 – Employé(e) cotisant(e)

D-3 Cotisation pour services rendus avant 1990 – Employé(e) non cotisant(e)

O-1 Aversement imposable en nature (ligne 102)

O-2 Salaire admissible au RPP (ligne 96.1)

O-3 Retraite progressive

W-1 Voyages pour soins médicaux

L-2 Violenciaire – Compensation non incluse aux cases A et L (ligne 102)

L-3 Allocation non imposable pour dépenses engagées dans le cadre des fonctions

L-4 Aversement découlant d'une dette contractée pour acquies des placements (ligne 231)

L-7 Aversement pour option d'achat de dérivés

L-8 Choix lié aux options d'achat de titres

L-9 Déduction pour option d'achat de titres selon l'article 725.3 de la Loi sur les impôts – Aversement accordé avant le 25 juin 2024 (ligne 297)

L-10 Déduction pour option d'achat de titres selon l'article 725.3 de la Loi sur les impôts – Aversement accordé avant le 25 juin 2024 (ligne 297)

L-11 Taux de la déduction inscrite à la case L-10 ou L-11

L-12 Déduction pour option d'achat de titres selon l'article 725.3 de la Loi sur les impôts – Aversement accordé après le 24 juin 2024 (ligne 297)

L-13 Déduction pour option d'achat de titres selon l'article 725.3 de la Loi sur les impôts – Aversement accordé après le 24 juin 2024 (ligne 297)

O-2 Déduction pour ristournes (ligne 297)

O-3 Rachat d'une part privilégiée

O-4 Remboursement de prestations d'assurance salaire (ligne 207)

O-6 Prestations canadiennes d'urgence (PCI ou PCUE) (ligne 166)

O-7 Prestations canadiennes relatives à la violence économique (PCRE, PCREPA ou PCREPA) (ligne 166)

O-8 Remboursement de prestations du PIRE. Consultez le guide de la déclaration à la ligne 246.

O-9 Remboursement d'autres prestations (PCI, PCUE, PCRE, PCREPA ou PCREPA). Consultez le guide de la déclaration à la ligne 246.

O-10 Prestation canadienne pour les travailleurs en cas de confinement (PCTCC) (ligne 166)

BZ XX Montant correspondant à l'un des revenus inclus à la case O

B-1 Revenu d'emploi (ligne 101)

V-1 Aversement non imposable pour logement et pension

200 Nom de la devise utilisée

201 Allocation pour frais de garde (ligne 40 de l'annexe C)

211 Aversement relatif à un ancien emploi

235 Prime versée à un régime privé d'assurance maladie. Consultez le guide de la déclaration à la ligne 381.

Nom de famille, prénom et adresse du particulier

Nom et adresse de l'employeur ou du payeur

Numéro d'assurance sociale du particulier

Numéro de référence (facultatif)

REVENU

QUÉBEC

Relevé officiel – Revenu Québec

Formulaire prescrit

Box	Title	Field Name
	REFERENCE NUMBER	TX-EMP-REL-TP-NO
A	EMPLOYMENT INCOME BEFORE DEDUCTIONS	TX-INC-BEF-DED
B.A	EMPLOYEE'S PENSION CONTRIBUTION (QPP)	TX-QPP-CONTRIB

12-2

25.15

Regulatory Reporting Guide

Box	Title	Field Name
B.B	SECONDARY EMPLOYEE'S PENSION CONTRIBUTION (QPP2)	TX-QPP-CONTRIB
C	EMPLOYMENT INSURANCE PREMIUMS	TX-EI-PREMIUMS
D	REGISTERED PENSION PLAN CONTRIBUTION	TX-RPP-CONTRIB
E	QUEBEC INCOME TAX	TX-INC TAX
F	UNION AND PROFESSIONAL DUES	TX-UNI-PROF-DUE
G	PENSIONABLE EARNINGS FOR QPP	TX-PRNT-QPP-EARN
H	QUEBEC PPIP PREMIUMS	TX-PPIP-PREMIUMS
I	QUEBEC PPIP-INSURABLE EARNINGS	TX-PRINT-PIP-EARN
J	CONTRIBUTIONS PAID UNDER PRIVATE HEALTH PLAN	TX-PRI-HLTH-INS
K	TRIPS BY RESIDENTS OF DESIGNATED REMOTE AREAS	TX-TRAVEL
L	OTHER BENEFITS	TX-OTH-TAX-ALLOW TX-FREE-LOW-LOAN
M	COMMISSIONS	TX-COMMISSIONS
N	CHARITABLE DONATIONS	TX-CHAR-NUM-1 TX-CHAR-DONAT
O	OTHER TAXABLE INCOME NOT IN BOX A	TX-OTH-TAX-INC
P	CONTRIBUTIONS TO A MULTI- EMPLOYER RELEVÉ INSURANCE PLAN	TX-MULTI-EMP-INS
Q	DEFERRED SALARY OR WAGES	TX-DEFER-WAGES
R	TAX EXEMPT INCOME PAID TO AN INDIAN	TX-INDIAN-TX-XMP
S	TIPS RECEIVED	TX-TIPS-RECEIVED
T	TIPS ALLOCATED	TX-TIPS-ALLOCATD
V	MEALS AND LODGING	TX-HOUSING
W	PERSONAL MOTOR VEHICLE	TX-EMPR-AUTO
	BOX O CODE	TX-OTH-INC-CODE
	SOCIAL INSURANCE NUMBER	TX-SIN-REL-1-FORM
	EMPLOYEE NUMBER	TX-EMP-EMP-NO

Box	Title	Field Name
	EMPLOYER'S OR PAYER'S NAME AND ADDRESS	TX-PYR-NM TX-PYR-SUB-TITL TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-ADR-3
	EMPLOYEE'S NAME AND ADDRESS	TX-EMP-NM TX-EMP-NM-FIRST TX-EMP-NM-MI TX-EMP-NM-LAST TX-EMP-NM-SUF TX-EMP-ADR1 TX-EMP-ADR2 TX-EMP-ADR3 TX-EMP-ADR4
	ADDITIONAL INFORMATION	TX-ADD-INFO-CD-1 TX-ADD-INFO-AMT1 TX-ADD-INFO-CD-2 TX-ADD-INFO-AMT2 TX-ADD-INFO-CD-3 TX-ADD-INFO-AMT3 TX-ADD-INFO-CD-4 TX-ADD-INFO-AMT4

Relevé 2 Slip

The following sample and table identify items reported on the Releve 2 slip.

RELEVÉ 2 Revenus de retraite et rentes						RL-2 (2013-10)
		Année	Code du relevé	Provenance des revenus	N° du dernier relevé transmis	
A- Prestations d'un RPA	B- Prestations (REER, FERR, RPDB), rentes ou revenu (RPAC)	C- Autres paiements	D- Remboursement de primes au conjoint survivant (REER)	E- Prestation réputée reçue au décès (REER, FERR ou RPAC)	F- Remboursement de cotisations inutilisées (REER ou RPAC)	
G- Montant imposable en raison de la révocation (REER ou FERR)	H- Autres revenus (REER ou FERR)	I- Montant donnant droit à une déduction (REER, FERR ou RPAC)	J- Impôt du Québec retenu à la source	K- Revenus gagnés après le décès (REER, FERR ou RPAC)	L- Retrait dans le cadre du REEP	
M- Montants libérés d'impôt	O- Retrait dans le cadre du RAP	Renseignements complémentaires				
		Numéro d'assurance sociale du bénéficiaire				
		Conjoint cotisant (REER ou FERR) N- Numéro d'assurance sociale				
		Nom et adresse du payeur ou de l'émetteur				
Nom de famille, prénom et adresse du bénéficiaire						

REVENU QUÉBEC

Relevé officiel – Revenu Québec
Formulaire prescrit – Président-directeur général

Box	Title	Field Name
	REFERENCE NUMBER	TX-EMP-REL-TP-NO
A	LIFE ANNUITY PAYMENTS UNDER A REGISTERED OR AN UNREGISTERED PENSION PLAN	TX-LIFE-ANNUITY
B	BENEFITS UNDER AN RRSP, A RRIF, OR A DPSP, AND ANNUITIES	TX-RRSP-DPSP-BEN
C	OTHER PAYMENTS (AMOUNTS PAID UNDER A REGISTERED PENSION PLAN (RPP), A DEFERRED PROFIT-SHARING PLAN (DPSP), OR AN UNREGISTERED PLAN)	TX-OTH-C-QPP-BEN
D	REFUND OR RRSP PREMIUMS PAID TO A SURVIVING SPOUSE	TX-RRSP-REFUND
E	AMOUNT DEEMED RECEIVED PRIOR TO DEATH (RRSP OR RRIF)	TX-PRE-DEATH-AMT
F	REFUND OF EXCESS CONTRIBUTION (RRSP)	TX-EXCESS-REFUND

Box	Title	Field Name
G	AMOUNT DEEMED RECEIVED UPON REVOCATION OF PLAN REGISTRATION (RRSP OR RRIF)	TX-PLAN-REV-AMT
H	OTHER INCOME AND DEDUCTIONS	TX-OTH-INC-DED
I	AMOUNT GIVING ENTITLEMENT TO A DEDUCTION	TX-DEDUCT-ENTITL
J	QUEBEC INCOME TAX WITHHELD AT SOURCE	TX-INC-TAX
K	INCOME EARNED AFTER DEATH (RRSP or RRIF)	TX--INC-AFT-DEATH
	SOCIAL INSURANCE NUMBER	TX-SIN-REL2-FORM
	BENEFICIARY NUMBER	TX-EMP-EMP-NO
L	WITHDRAWAL UNDER THE LIFELONG LEARNING PLAN	TX-LLP-WITHDRAW
M	TAX PAID AMOUNTS	TX-TAX-PAID
	EMPLOYER'S OR PAYER'S NAME AND ADDRESS	TX-PYR-NM TX-PYR-ADR-1 TX-PYR-ADR-2 TX-PYR-ADR-3
N	SOCIAL INSURANCE NUMBER OF THE CONTRIBUTOR SPOUSE	NOT SUPPORTED
O	WITHDRAWAL UNDER THE HOME BUYERS' PLAN (HBP)	TX-HOME-BYRS-PLN
	BENEFICIARY'S NAME AND ADDRESS	TX-EMP-NM TX-EMP-ADR1 TX-EMP-ADR2 TX-EMP-ADR3 TX-EMP-ADR4
	FOOTNOTE	TX-FNOTE-1-TITLE TX-LUMP-SUM-1271
	ADDITIONAL INFORMATION	TX-ADD-INFO-CD-1 TX-ADD-INFO-AMT1 TX-ADD-INFO-CD-2 TX-ADD-INFO-AMT2 TX-ADD-INFO-CD-3 TX-ADD-INFO-AMT3 TX-ADD-INFO-CD-4 TX-ADD-INFO-AMT4

Relevé 1 XML File

The following tables identify items reported on the Releve 1 XML file.

Transmitter

Item	Field Name
TRANSMITTER NUMBER	TX-TRNSMTR-NO
TAXATION YEAR	TX-TAX-YEAR
TYPE OF PACKAGE	TX-PCKG-TYPE
TYPE OF TRANSMITTER	TX-TRNSMTR-TYPE
NAME OF TRANSMITTER - LINE 1	TX-TRNSMTR-NAME1
NAME OF TRANSMITTER - LINE 2	TX-TRNSMTR-NAME2
SOURCE OF RELEVÉ SLIPS USED	TX-SLIP-SOURCE
ADDRESS OF TRANSMITTER - LINE 1	TX-TRNSMTR-ADR-1
ADDRESS OF TRANSMITTER - LINE 2	TX-TRNSMTR-ADR-2
CITY OF TRANSMITTER	TX-TRNSMTR-CITY
PROVINCE OF TRANSMITTER	TX-TRNSMTR-PROV
POSTAL CODE OF TRANSMITTER	TX-TRNSMTR-POSTL
NAME OF TECHNICAL RESOURCE PERSON	TX-TECH-NAME
TELEPHONE AREA CODE OF TECHNICAL RESOURCE PERSON	TX-TECH-AREA-CD
TELEPHONE NUMBER OF TECHNICAL RESOURCE PERSON	TX-TECH-PHONE
EXTENSION OF TECHNICAL RESOURCE PERSON	TX-TECH-EXTENSN
LANGUAGE OF COMMUNICATION OF TECHNICAL RESOURCE PERSON	TX-TECH-LANG-IND
NAME OF ACCOUNTING RESOURCE PERSON	TX-ACCT-NAME
TELEPHONE AREA CODE OF ACCOUNTING RESOURCE PERSON	TX-ACCT-AREA-CD
TELEPHONE NUMBER OF ACCOUNTING RESOURCE PERSON	TX-ACCT-PHONE
EXTENSION OF ACCOUNTING RESOURCE PERSON	TX-ACCT-EXTENSN
LANGUAGE OF COMMUNICATION OF ACCOUNTING RESOURCE PERSON	TX-ACCT-LANG-IND
TYPE OF RELEVÉ XML FILE	TX-XML-REC-TYPE
TRANSMITTER CONTACT EMAIL ADDRESS	TX-TRNSMTR-EMAIL
TRANSMITTER CONTACT LANGUAGE PREFERENCE	TX-TRNSMTR-LANG

Employee

Item	Field Name
EMPLOYER IDENTIFICATION NUMBER	TX-EMPLR-REG-NO
TAXATION YEAR	TX-TAX-YEAR
NUMBER ON THE RELEVÉ 1 SLIP	TX-EMP-REL-TP-NO
SOCIAL INSURANCE NUMBER OF EMPLOYEE	TX-SIN-REL-TAPE
LAST NAME OF EMPLOYEE	TX-EMP-NM-LAST
FIRST NAME OF EMPLOYEE	TX-EMP-NM-FIRST
MIDDLE INITIAL OF EMPLOYEE	TX-EMP-NM-MI
NAME SUFFIX	TX-EMP-NM-SUF
ADDRESS OF EMPLOYEE - LINE 1	TX-EMP-ADR1
ADDRESS OF EMPLOYEE - LINE 2	TX-EMP-ADR2
CITY OF EMPLOYEE	TX-EMP-CITY-PROV
PROVINCE OF EMPLOYEE	TX-EMP-PROV-CD
POSTAL CODE OF EMPLOYEE	TX-EMP-POSTL
EMPLOYEE NUMBER	TX-EMP-EMP-NO
EMPLOYMENT INCOME	TX-INC-BEF-DED
QUEBEC PENSION PLAN (QPP) CONTRIBUTIONS	TX-QPP-CONTRIB
QUEBEC PENSION PLAN SECONDARY (QPP2) CONTRIBUTIONS	TX-QPP2-CONTRIB
EMPLOYMENT INSURANCE PREMIUMS	TX-EI-PREMIUMS
REGISTERED PENSION PLAN (RPP) CONTRIBUTIONS	TX-RPP-CONTRIB
QUEBEC INCOME TAX WITHHELD AT SOURCE	TX-INC-TAX
UNION AND PROFESSIONAL DUES	TX-UNI-PROF-DUES
PENSIONABLE EARNINGS UNDER THE QPP	TX-QPP-EARNINGS
MEALS AND ACCOMMODATION	TX-HOUSING
USE OF EMPLOYER'S AUTOMOBILE	TX-EMPR-AUTO
PRIVATE HEALTH INSURANCE PLAN	TX-PRI-HLTH-INS
TRIPS MADE BY RESIDENTS OF REMOTE AREAS	TX-TRAVEL
OTHER BENEFITS	TX-OTH-TAX-ALLOW
COMMISSIONS	TX-COMMISSIONS
CHARITABLE DONATIONS	TX-CHAR-DONAT
OTHER TAXABLE INCOME	TX-OTH-TAX-INC
SOURCE OF AMOUNT INDICATED IN BOX O	TX-OTH-INC-CODE
CONTRIBUTIONS TO A MULTI-EMPLOYER INSURANCE PLAN	TX-MULTI-EMP-INS

Item	Field Name
DEFERRED SALARY OR WAGES	TX-DEFER-WAGES
TAX EXEMPT INCOME PAID TO AN INDIAN	TX-INDIAN-TX-XMP
TIPS RECEIVED	TX-TIPS-RECEIVED
TIPS ALLOCATED	TX-TIPS-ALLOCATD
PHASED RETIREMENT PAYMENTS	TX-PHASED-RETIRE
CONTRIBUTIONS TO THE CANADIAN PENSION PLAN (CPP)	TX-CPP-CONTRIB
SECONDARY CONTRIBUTIONS TO THE CANADIAN PENSION PLAN (CPP2)	TX-CPP2-CONTRIB
QUEBEC PPIP INSURABLE EARNINGS	TX-PPIP-EARNINGS
QUEBEC PPIP PREMIUMS	TX-PPIP-PREMIUMS
ADDITIONAL INFORMATION	TX-ADD-INFO-CD-1 TX-ADD-INFO-AMT1 TX-ADD-INFO-CD-2 TX-ADD-INFO-AMT2 TX-ADD-INFO-CD-3 TX-ADD-INFO-AMT3 TX-ADD-INFO-CD-4 TX-ADD-INFO-AMT4
NUMBER OF THE ORIGINAL RL-1 SLIP	TX-ORIG-RL1-NO

Employer

Item	Field Name
EMPLOYER IDENTIFICATION NUMBER	TX-PYR-REGIST-NO
TAXATION YEAR	TX-TAX-YEAR
TOTAL NUMBER OF RELEVÉ 1 SLIPS	TOTAL-FIELD-24
NAME OF EMPLOYER - LINE 1	TX-EMPLR-NAME-1
NAME OF EMPLOYER - LINE 2	TX-EMPLR-NAME-2
CITY OF EMPLOYER	TX-EMPLR-CITY
PROVINCE OF EMPLOYER	TX-EMPLR-PROV
POSTAL CODE OF EMPLOYER	TX-EMPLR-POSTAL
QUEBEC ENTERPRISE NUMBER (NEQ)	TX-ENTERPRISE-NO

Relevé 2 XML File

The following tables identify items reported on the Releve 2 XML file.

Transmitter

Item	Field Name
TRANSMITTER NUMBER	TX-TRNSMTR-NO
TAXATION YEAR	TX-TAX-YEAR
TYPE OF PACKAGE	TX-PCKG-TYPE
TYPE OF TRANSMITTER	TX-TRNSMTR-TYPE
NAME OF TRANSMITTER - LINE 1	TX-TRNSMTR-NAME1
NAME OF TRANSMITTER - LINE 2	TX-TRNSMTR-NAME2
SOURCE OF RELEVÉ SLIPS USED	TX-SLIP-SOURCE
ADDRESS OF TRANSMITTER - LINE 1	TX-TRNSMTR-ADR-1
ADDRESS OF TRANSMITTER - LINE 2	TX-TRNSMTR-ADR-2
CITY OF TRANSMITTER	TX-TRNSMTR-CITY
PROVINCE OF TRANSMITTER	TX-TRNSMTR-PROV
POSTAL CODE OF TRANSMITTER	TX-TRNSMTR-POSTL
NAME OF TECHNICAL RESOURCE PERSON	TX-TECH-NAME
TELEPHONE AREA CODE OF TECHNICAL RESOURCE PERSON	TX-TECH-AREA-CD
TELEPHONE NUMBER OF TECHNICAL RESOURCE PERSON	TX-TECH-PHONE
EXTENSION OF TECHNICAL RESOURCE PERSON	TX-TECH-EXTENSN
LANGUAGE OF COMMUNICATION OF TECHNICAL RESOURCE PERSON	TX-TECH-LANG-IND
NAME OF ACCOUNTING RESOURCE PERSON	TX-ACCT-NAME
TELEPHONE AREA CODE OF ACCOUNTING RESOURCE PERSON	TX-ACCT-AREA-CD
TELEPHONE NUMBER OF ACCOUNTING RESOURCE PERSON	TX-ACCT-PHONE
EXTENSION OF ACCOUNTING RESOURCE PERSON	TX-ACCT-EXTENSN
LANGUAGE OF COMMUNICATION OF ACCOUNTING RESOURCE PERSON	TX-ACCT-LANG-IND
TYPE OF RELEVÉ XML FILE	TX-XML-REC-TYPE
TRANSMITTER CONTACT EMAIL ADDRESS	TX-TRNSMTR-EMAIL
TRANSMITTER CONTACT LANGUAGE PREFERENCE	TX-TRNSMTR-LANG

Beneficiary

Item	Field Name
EMPLOYER IDENTIFICATION NUMBER	TX-EMPLR-REG-NO
TAXATION YEAR	TX-TAX-YEAR
NUMBER ON THE RELEVÉ 2 SLIP	TX-EMP-REL-TP-NO
SOCIAL INSURANCE NUMBER OF BENEFICIARY	TX-SIN-REL-TAPE
LAST NAME OF BENEFICIARY	TX-EMP-NM-LAST
FIRST NAME OF BENEFICIARY	TX-EMP-NM-FIRST
INITIAL OF BENEFICIARY	TX-EMP-NM-MI
ADDRESS OF BENEFICIARY - LINE 1	TX-EMP-ADR1
ADDRESS OF BENEFICIARY - LINE 2	TX-EMP-ADR2
CITY OF BENEFICIARY	TX-EMP-CITY-PROV
PROVINCE OF BENEFICIARY	TX-EMP-PROV-CD
POSTAL CODE OF BENEFICIARY	TX-EMP-POSTL
RECIPIENT NUMBER	TX-EMP-EMP-NO
LIFE ANNUITY PAYMENTS UNDER A REGISTERED OR UNREGISTERED PENSION PLAN	TX-LIFE-ANNUITY
BENEFITS UNDER AN RRSP, A RRIF, OR A DPSP, AND ANNUITIES	TX-RRSP-DPSP-BEN
OTHER PAYMENTS	TX-OTH-C-QPP-BEN
REFUND OR RRSP PREMIUMS PAID TO SURVIVING SPOUSE	TX-RRSP-REFUND
AMOUNTS DEEMED RECEIVED PRIOR TO DEATH (RRSP OR RRIF)	TX-PRE-DEATH-AMT
REFUND OF UNDEDUCTED RRSP CONTRIBUTIONS	TX-EXCESS-REFUND
AMOUNTS DEEMED RECEIVED UPON REVOCATION OF REGISTRATION OF AN RRSP OR RRIF	TX-PLAN-REV-AMT
OTHER INCOME (RRSP or RRIF)	TX-OTH-INC-DED
AMOUNT GIVING ENTITLEMENTS TO A DEDUCTION	TX-DEDUCT-ENTITL
QUEBEC INCOME TAX WITHHELD AT SOURCE	TX-INC-TAX
INCOME EARNED AFTER DEATH (RRSP or RRIF)	TX-INC-AFT-DEATH
WITHDRAWAL UNDER THE LIFELONG LEARNING PLAN	TX-LLP-WITHDRAW
TAX-PAID AMOUNTS	TX-TAX-PAID
SOCIAL INSURANCE NUMBER OF CONTRIBUTOR SPOUSE (RRSP OR RRIF)	NOT SUPPORTED
WITHDRAWAL UNDER THE HOME BUYERS' PLAN (HBP)	TX-HOME-BYRS-PLN

Item	Field Name
SOURCE OF INCOME 1	NOT SUPPORTED
SOURCE OF INCOME 2	NOT SUPPORTED
ADDITIONAL INFORMATION	TX-ADD-INFO-CD-1 TX-ADD-INFO-AMT1 TX-ADD-INFO-CD-2 TX-ADD-INFO-AMT2 TX-ADD-INFO-CD-3 TX-ADD-INFO-AMT3 TX-ADD-INFO-CD-4 TX-ADD-INFO-AMT4
NUMBER OF THE ORIGINAL RL-2 SLIP	TX-ORIG-RL2-NO

Payer

Item	Field Name
EMPLOYER IDENTIFICATION NUMBER	TX-EMPLR-REG-NO
TAXATION YEAR	TX-TAX-YEAR
TOTAL NUMBER OF RELEVÉ 2 SLIPS	TOTAL-FIELD-10
NAME OF EMPLOYER	TX-EMPLR-NAME
ADDRESS OF EMPLOYER - LINE 1	TX-EMPLR-ADR-1
ADDRESS OF EMPLOYER - LINE 2	TX-EMPLR-ADR-2
CITY OF EMPLOYER	TX-EMPLR-CITY
PROVINCE OF EMPLOYER	TX-EMPLR-PROV
POSTAL CODE OF EMPLOYER	TX-EMPLR-POSTAL
QUEBEC ENTERPRISE NUMBER (NEQ)	TX-ENTERPRISE-NO

Relevé Processing Considerations

Consider the following information about processing your Relevé slips and XML files.

Sort Sequence

For all Relevé XML files, the Agent Account Number field (**RC**) **must** be the high-level sort sequence field.

XML File Generation

A Relevé 2 XML file cannot be requested using GEN001 and GEN002 transactions. **Relevé 2** XML file records are automatically generated as part of a **Relevé 1** XML file request.

Reference Number

If you are processing Relevé slips and an XML file, Revenu Québec requires you to include a reference number on the Relevé slip that corresponds to its Relevé XML file record. The beginning number is assigned by Revenu Québec, and it is entered on the **TM-UW00** transaction to update the HRMS Tables File.

This reference number is required only if you are processing **both** slips and an XML file. If you are processing only Relevé slips, the XML File Reference Number field is not required, and it can be commented out on the SRM records. The field name is **TX-EMP-REL-TP-NO**.

If the XML File Reference Number field is not commented out, it prints in the top right-corner of both the Relevé 1 and Relevé 2 slips.

Producing Slips and XML Files

If you need to produce Relevé 1 and Relevé 2 XML files, you **must request** the Relevé slips at the same time. After the request is processed, the slips and XML file can be produced separately or at the same time using **PL5000**.

If you do not need to generate Relevé 1 and Relevé 2 XML files, you can request the Relevé 1 and Relevé 2 slips at the same time or separately.

Simultaneously requesting slips and XML files ensures the integrity of the XML file reference numbers printed in the upper right on each slip.

Relevé 2 Boxes Not Supported

The **Provenance des Revenus** (Source of Income) box on the Relevé 2 slip and XML file is not supported by HCM:E.

The Contributor Spouse Social Insurance Number (Box N) for RRSP or RRIF is used to track contributions made by an employee's **spouse** to the employee's **RRSP** or **RRIF**. This function is rarely handled by a payroll department. It is usually handled through the spouse's trust or bank, which is then responsible for issuing a Relevé 2 to the contributing spouse. Therefore, HCM:E does not support these boxes on the Relevé 2 slip.

Relevé Field Names

The following table identifies the field names for Relevé record mapping, in alphanumeric order. Field definition codes are:

- AN (alphanumeric)
- N (numeric)
- 2 (number of decimal places).

Notes:

- *TOTAL-FIELD* information is provided for each report ID. All total fields have a length of 13, with 2 decimals.
- **Not supported** indicates that the field is initialized by HCM:E in PL2000, with no further processing.

Field	Length	Field Defin.	Origin	Comments
TX-ACCT-NAME	30	AN	From the TM-Z005 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-ACCT-AREA-CD	3	AN	From the TM-Z005 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-ACCT-PHONE	7	AN	From the TM-Z005 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-ACCT-EXTENSN	5	AN	From the TM-Z005 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-ACCT-LANG-IND	1	AN	From the TM-Z005 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-ADD-INFO-AMT1	11	N, 2	Usually from the accumulation of RL-1/RL-2 Tax Segment DOEs defined on the TM-FTRn/TM-FTTn record in the HRMS Tables File. Sometimes, from certain amount fields on employee 202, 203, RL-1/RL-2 tax segments.	
TX-ADD-INFO-AMT2	11	N, 2	Usually from the accumulation of RL-1/RL-2 Tax Segment DOEs defined on the TM-FTRn/TM-FTTn record in the HRMS Tables File. Sometimes, from certain amount fields on employee 202, 203, RL-1/RL-2 tax segments.	

Field	Length	Field Defin.	Origin	Comments
TX-ADD-INFO-AMT3	11	N, 2	Usually from the accumulation of RL-1/RL-2 Tax Segment DOEs defined on the TM-FTRn/TM-FTTn record in the HRMS Tables File. Sometimes, from certain amount fields on employee 202, 203, RL-1/RL-2 tax segments.	
TX-ADD-INFO-AMT4	11	N, 2	Usually from the accumulation of RL-1/RL-2 Tax Segment DOEs defined on the TM-FTRn/TM-FTTn record in the HRMS Tables File. Sometimes, from certain amount fields on employee 202, 203, RL-1/RL-2 tax segments.	
TX-ADD-INFO-CD-1	5 - RL-1 4 - RL-2	AN	From the table of supported Additional Information codes in the PC2FTNcopybook.	
TX-ADD-INFO-CD-2	5 - RL-1 4 - RL-2	AN	From the table of supported Additional Information codes in the PC2FTNcopybook.	
TX-ADD-INFO-CD-3	5 - RL-1 4 - RL-2	AN	From the table of supported Additional Information codes in the PC2FTNcopybook.	
TX-ADD-INFO-CD-4	5 - RL-1 4 - RL-2	AN	From the table of supported Additional Information codes in the PC2FTNcopybook.	
TX-CHAR-DONAT	7	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4Dn record in the HRMS Tables File.	TOTAL-FIELD-14 (300, 302)
TX-COMMISSIONS	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4C record in the HRMS Tables File.	TOTAL-FIELD-13 (300, 302)
TX-CPP-CONTRIB	9	N, 2	Releve 1 Tax Segment amount	RL-1 XML file only TOTAL-FIELD-22

Field	Length	Field Defin.	Origin	Comments
TX-CPP2-CONTRIB	9	N, 2	Releve 1 Tax Segment amount	RL-1 XML file only TOTAL-FIELD-26
TX-DEDUCT-ENTITL	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AK record in the HRMS Tables File.	TOTAL-FIELD-10
TX-DEFER-WAGES	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4Y record in the HRMS Tables File.	TOTAL-FIELD-24 (300) TOTAL-FIELD-17 (302)
TX-EI-PREMIUMS	11	N,2	Releve 1 Tax Segment amount.	TOTAL-FIELD-03 (300,302)
TX-EMP-ADR1	30	AN	Employee Master File 201 segment	
TX-EMP-ADR2	30	AN	Employee Master File 201 segment	
TX-EMP-ADR3	32	AN	Employee Master File 201 segment	
TX-EMP-ADR4	30	AN	Employee Master File (492-499 segments)	RL-1/RL-2 slips only
TX-EMP-CITY-PROV	25	AN	Employee Master File 201 segment	
TX-EMP-EMP-NO	10	N	Employee Master File	
TX-EMP-NM	35	AN	Employee Master File 203 segment	
TX-EMP-NM-FI	1	AN	Employee Master File 203 segment	Employee's first initial
TX-EMP-NM-FIRST	30	AN	Employee Master File 203 segment	
TX-EMP-NM-LAST	12	AN	Employee Master File 203 segment	First 12 characters of employee's last name
TX-EMP-NM-MI	1	AN	Employee Master File 203 segment	Employee's middle initial
TX-EMP-POSTL	10	AN	Employee Master File 201 segment	

Field	Length	Field Defin.	Origin	Comments
TX-EMP-PROV-CD-C	20	AN	Employee Master File 206 segment or 207 segment	RL-1/RL-2 XML file only
TX-EMP-REL-TP-NO	13	N	Initially indicated on the TM-UW00 record in the HRMS Tables File, programmatically calculated thereafter.	
TX-EMP-STATUS	1	AN	Employee Master File 201 segment	
TX-EMPR-AUTO	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4G record in the HRMS Tables File.	TOTAL-FIELD-09 (300, 302)
TX-EMPLR-ADR1	30	AN	From the TM-Z108 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-EMPLR-ADR2	30	AN	From the TM-Z109 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-EMPLR-CITY	30	AN	From the TM-Z110 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-EMPLR-NAME1	30	AN	From the TM-Z106 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-EMPLR-NAME2	30	AN	From the TM-Z107 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-EMPLR-POSTAL	6	AN	From the TM-Z110 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-EMPLR-PROV	17	AN	From the TM-Z110 record in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-EMPLR-REG-NO	16	AN	Indicated on the TM-00 record for province 88 in the HRMS Tables File.	
TX-ENTERRISE-NO	10	AN	From the TM-Z106 record in the HRMS Tables File.	RL-1/RL-2 XML file
TX-EXCESS-REFUND	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AO record in the HRMS Tables File.	TOTAL-FIELD-06 (301,303)
TX-FNOTE-1-TITLE	45	AN	Programmatically supplied	RL-2 only (Box C)

Field	Length	Field Defin.	Origin	Comments
TX-FREE-LOW-LOAN	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4F record in the HRMS Tables File.	TOTAL-FIELD-10 (300)
TX-GRP2-AMT-#	11	N, 2	Accumulation of Releve 1/Releve 2 Tax Segment DOEs defined on the TM-FTRn/TM-FTTn record in the HRMS Tables File.	Group 2 Additional Information amount # = 1 - 9
TX-GRP2-OTH-CD-#	5 - RL-1 4 - RL-2	AN	Group 2 Additional Information code associated with Group 2 Additional Information footnote DOE.	# = 1 - 9
TX-GRP2-XREF-#	2	AN	Group 2 cross-reference number associated with Group 2 Additional Information footnote DOE.	# = 1 - 9
TX-HOME-BYRS-PLN	9	N,2	Accumulation of Releve 2 Tax Segment DOEs defined on the TM-T4*H record in the HRMS Tables File.	RL-2 only TOTAL-FIELD-14 (301, 303)
TX-HOUSING	11	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4H and TM-T4L records in the HRMS Tables File.	TOTAL-FIELD-08 (300,302)
TX-INC-AFT-DEATH	9	N,2	Year-to-date amount accumulated from DOEs defined on the TM-T4AI record in the HRMS Tables File.	TOTAL-FIELD-12 (301,303)
TX-INC-BEF-DED	11	N, 2	Releve 1 Tax Segment amount	TOTAL-FIELD-01 (300,302)
TX-INC-TAX	11	N, 2	Releve 1/2 Tax Segment amount	TOTAL-FIELD-05 (300,302) TOTAL-FIELD-09 (301,303)

Field	Length	Field Defin.	Origin	Comments
TX-INDIAN-TX-XMP	9	N, 2	Year-to-date amount accumulated from DOEs defined on the TM-T4** record in the HRMS Tables File.	TOTAL-FIELD-25 (300) TOTAL-FIELD-18 (302)
TX-JNT-COMM-AMT	7	N, 2	Releve 1 Tax Segment DOE defined on the TM-T4P record in the HRMS Tables File.	RL-1 slip only
TX-LEVEL-1	2	AN	Employee Master File 201 segment	
TX-LEVEL-2	2	AN	Employee Master File 201 segment	
TX-LEVEL-3	2	AN	Employee Master File 201 segment	
TX-LEVEL-4	2	AN	Employee Master File 201 segment	
TX-LEVEL-5	2	AN	Employee Master File 201 segment	
TX-LIFE-ANNUITY	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AS record in the HRMS Tables File.	TOTAL-FIELD-01 (301,303)
TX-LLP-WITHDRAW	9	N,2	Year-to-date amount accumulated from DOEs defined on the TM-T4*L record in the HRMS Tables File.	TOTAL-FIELD-13 (301,303)
TX-LUMP-SUM-1271	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AB record in the HRMS Tables File.	RL-2 slip only (Box C)
TX-MULTI-EMP-INS	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4T record in the HRMS Tables File.	TOTAL-FIELD-23 (300) TOTAL-FIELD-16 (302)

Field	Length	Field Defin.	Origin	Comments
TX-ORIG-RL1-NO	9	AN	Manually entered on the GEN002 transaction.	RL-1 XML file only
TX-ORIG-RL2-NO	9	AN	Manually entered on the GEN002 transaction.	RL- 2 XML file only
TX-OTH-C-QPP-BEN	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AH record in the HRMS Tables File.	TOTAL-FIELD-03 (301,303)
TX-OTH-INC-DED	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AH record in the HRMS Tables File.	TOTAL-FIELD-08 (301,303)
TX-OTH-INC-DOE	2	AN	DOE associated with other income title 2	RL-1 only
TX-OTH-INC-TITL2	30	AN	Programmatically supplied footnote	RL-1 only (Box O)
TX-OTH-TAX-ALLOW	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4B record in the HRMS Tables File.	TOTAL-FIELD-12 (300,302)
TX-OTH-TAX-INC	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4E, TM-T4I, TM-T4N, TM-T4W, and TM-T4X records in the HRMS Tables File.	TOTAL-FIELD-15 (300,302)
TX-OTHER-BOX-O	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4I record in the HRMS Tables File.	TOTAL-FIELD-21 (300)

Field	Length	Field Defin.	Origin	Comments
TX-PATRONAGE	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4W record in the HRMS Tables File.	TOTAL-FIELD-17 (300)
TX-PCKG-TYPE	1	AN	From the TM-Z005 record in the HRMS Tables File	RL-1/RL-2 XML file only
TX-PHASED-RETIRE	9	N,2	Year-to-date amount accumulated from DOEs defined on the TM-T4*P record in the HRMS Tables File.	TOTAL-FIELD-28 (300) TOTAL-FIELD-21 (302)
TX-PLAN-REV-AMT	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AF record in the HRMS Tables File.	TOTAL-FIELD-07 (301,303)
TX-PPIP-EARNINGS	11	N, 2	Releve 1 Tax Segment amount.	TOTAL-FIELD-29 (300) TOTAL-FIELD-25 (302)
TX-PPIP-PREMIUMS	11	N, 2	Releve 1 Tax Segment amount.	TOTAL-FIELD-30 (300) TOTAL-FIELD-26 (302)
TX-PRE-DEATH-AMT	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AD record in the HRMS Tables File.	TOTAL-FIELD-05 (301,303)
TX-PRI-HLTH-INS	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4K record in the HRMS Tables File.	TOTAL-FIELD-22 (300) TOTAL-FIELD-10 (302)
TX-PRNT-QPP-EARN	11	AN	Releve 1 Tax Segment amount. Alphanumeric version of TX-QPP-EARNINGS	Used to print QPP earnings on the RL-1 slip

Field	Length	Field Defin.	Origin	Comments
TX-PRNT-PIP-EARN	11	AN	Releve 1 Tax Segment amount. Alphanumeric version of TX-PPIP-PREMIUMS	Used to print QPIP earnings on the RL-1 slip
TX-PYR-ADR-1	30	AN	Employee Master File 101 segment	
TX-PYR-ADR-2	30	AN	Employee Master File 101 segment	
TX-PYR-ADR-3	25	AN	Employee Master File 101 segment	
TX-PYR-NM	30	AN	Employee Master File 101 segment	
TX-PYR-REGIST-NM	30	AN	Indicated on the TM-00 record for province 88 in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-PYR-REGIST-NO	16	AN	Indicated on the TM-00 record for province 88 in the HRMS Tables File.	RL-1/RL-2 XML file only
TX-PYR-SUB-TITL	30	AN	Employee Master File 101 segment	
TX-QPP-CONTRIB	11	N, 2	Releve 1 Tax Segment amount.	TOTAL-FIELD-02 (300,302)
TX-QPP2-CONTRIB	11	N, 2	Releve 1 Tax Segment amount.	TOTAL-FIELD-27 (302)
TX-QPP-EARNINGS	11	N, 2	Releve 1 Tax Segment amount.	TOTAL-FIELD-07 TOTAL-FIELD-04 (302)
TX-REC-CNT	3	N, 2	Programmatically assigned to Releve 1 and Releve 2 magnetic media records.	TOTAL-FIELD-28 (302) TOTAL-FIELD-15 (303)
TX-RET-ALLW-ELIG	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4E record in the HRMS Tables File.	TOTAL-FIELD-18 (300)

Field	Length	Field Defn.	Origin	Comments
TX-RET-ALLW-NOEL	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4N record in the HRMS Tables File.	TOTAL-FIELD-19 (300)
TX-RPP-CONTRIB	11	N, 2	Releve 1 Tax Segment amount.	TOTAL-FIELD-04 (300,302)
TX-RPP-DOE-1	2	AN	DOE associated with RPP Number 1.	RL-1 slip only
TX-RPP-DOE-2	2	AN	DOE associated with RPP Number 2.	RL-1 slip only
TX-RPP-DOE-3	2	AN	DOE associated with RPP Number 3.	RL-1 slip only
TX-RPP-NUM-1	7	AN	Releve 1 Tax Segment DOE defined TM-T4R record in the HRMS Tables File.	RL-1 slip only
TX-RPP-NUM-2	7	AN	Releve 1 Tax Segment DOE defined TM-T4R record in the HRMS Tables File.	RL-1 slip only
TX-RPP-NUM-3	7	AN	Taken from the accumulator on the Releve 1 segment as defined on the TM-T4R record in the HRMS Tables File.	RL-1 slip only
TX-RRSP-DPSP-BEN	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AA and TM-T4AI record in the HRMS Tables File.	TOTAL-FIELD-02 (301,303)
TX-RRSP-REFUND	11	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AR record in the HRMS Tables File.	TOTAL-FIELD-04 (301,303)
TX-SELF-EMP-COMM	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4X record in the HRMS Tables File.	TOTAL-FIELD-16 (300)

Field	Length	Field Defin.	Origin	Comments
TX-SIN-REL-TAPE	9	AN	Employee Master File 201 segment	Format 999999999
TX-SIN-REL1-FORM	14	AN	Employee Master File 201 segment	Format 999 999 999
TX-SIN-REL2-FORM	11	AN	Employee Master File 201 segment	Format 999 999 999
TX-SLIP-SOURCE	1	AN	From the TM-Z005 record in the HRMS Tables File	RL-1 & 2 XML file only
TX-SRCE-OF-INC-1	4	AN	Programmatically calculated	RL-2 XML file only
TX-SRCE-OF-INC-2	4	AN	Programmatically calculated	RL-2 XML file only
TX-STOCK-OPT	9	N, 2	Releve 1 Tax Segment. Year-to-date amounts accumulated from DOEs defined on the TM-T4J record in the HRMS Tables File.	TOTAL-FIELD-20 (300)
TX-SUPP-ADDR-IND	1	AN	Programmatically supplied	
TX-TAX-PAID	9	N, 2	Releve 2 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4AQ record in the HRMS Tables File.	TOTAL-FIELD-11 (301, 303)
TX-TAX-YEAR	4	AN	From the AA period-end or run date on the Employee Master File 102 segment.	RL-2 Slip and Releve XML file only
TX-TECH-NAME	30	AN	From the TM-Z004 record in the HRMS Tables File	RL-1/RL-2 XML file only
TX-TECH-AREA-CD	3	AN	From the TM-Z004 record in the HRMS Tables File	RL-1/RL-2 XML file only
TX-TECH-PHONE	7	AN	From the TM-Z004 record in the HRMS Tables File	RL-1/RL-2 XML file only
TX-TECH-EXTNSN	5	AN	From the TM-Z004 record in the HRMS Tables File	RL-1/RL-2 XML file only
TX-TECH-LANG-IND	1	AN	From the TM-Z004 record in the HRMS Tables File	RL-1/RL-2 XML file only
TX-TIPS-ALLOCATD	9	N, 2	Year-to-date amount accumulated from DOEs defined on the TM-T4*A record in the HRMS Tables File.	TOTAL-FIELD-27 (300) TOTAL-FIELD-20 (302)

Field	Length	Field Defin.	Origin	Comments
TX-TIPS-RECEIVED	9	N, 2	Year-to-date amount accumulated from DOEs defined on the TM-T4* record in the HRMS Tables File.	TOTAL-FIELD-26 (300) TOTAL-FIELD-19 (300,302)
TX-TRAVEL	9	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4M and TM-T4O record in the HRMS Tables File.	TOTAL-FIELD-11 (300,302)
TX-TRNSMTR-ADR1	30	AN	From the TM-Z002 record in the HRMS Tables File	
TX-TRNSMTR-ADR2	30	AN	From the TM-Z002 record in the HRMS Tables File	
TX-TRNSMTR-CITY	28	AN	From the TM-Z003 record in the HRMS Tables File	
TX-TRNSMTR-EMAIL	60	AN	From the TM-Z006 record in the HRMS Tables File	
TX-TRNSMTR-LANG	1	AN	From the TM-Z006 record in the HRMS Tables File	
TX-TRNSMTR-NAME1	30	AN	From the TM-Z001 record in the HRMS Tables File	
TX-TRNSMTR-NAME2	30	AN	From the TM-Z001 record in the HRMS Tables File	
TX-TRNSMTR-NO	8	AN	From the TM-Z001 record in the HRMS Tables File	
TX-TRNSMTR-POSTL	10	AN	From the TM-Z003 record in the HRMS Tables File	
TX-TRNSMTR-PROV	2	AN	From the TM-Z003 record in the HRMS Tables File	
TX-TRNSMTR-TYPE	1	AN	From the TM-Z005 record in the HRMS Tables File	
TX-UNI-PROF-DUE	11	N, 2	Releve 1 Tax Segment amount. Year-to-date amounts accumulated from DOEs defined on the TM-T4P, TM-T4Q, and TM-T4U records in the HRMS Tables File.	TOTAL-FIELD-06 (300)

Field	Length	Field Defin.	Origin	Comments
TX-XML-REC-TYPE	1	AN	Programmatically supplied to indicate whether the records are for an original, amended, or cancelled file.	RL-1/RL-2 XML file only

Appendix A Messages

Appendix Contents

A-1	Introduction
A-2	Generate Step 1 (PL1000) Messages
A-6	Generate Step 2 (PL2000) Messages
A-8	Generate Step 3 (PL3000) Messages
A-12	Print Step (PL4000/PL5000) Messages

Introduction

This appendix lists error, warning, and information messages for the generate and print step programs (PL1000, 2000, 3000, 4000, and 5000). It includes non-transaction and non-abort messages only.

Generate Step 1 (PL1000) Messages

GENCTL Messages

GENCTL MESSAGES	CAUSE
BYPASSED. LOAD/EDIT STEP NOT REQUESTED	Load/Edit step not requested. GEN001 and GEN002 are not edited. Only the Run Control is updated.
CONTROL TRANSACTION ACCEPTED	GEN001 or GEN002 transaction has been edited and is valid.
NO GENCTL. ALL GENCTL FIELD DEFAULTS APPLY	No GENCTL transaction was entered. All values are defaulted.
NO GENERATE REQUESTS. DTL/AUD SET TO N	No GENCTL transaction was entered. GEN001 or GEN002 transaction is present. All GENCTL options set to N .
REJECTED, INVALID INPUT TRANSACTION CODE	Transaction entered is not a GENCTL, GEN001 or GEN002
REJECTED. INVALID TRANS LOAD/EDIT SWITCH	Load/Edit indicator must be Y or N .
REJECTED. ONLY ONE GENCTL TRANS ALLOWED	Multiple GENCTL transactions were submitted.
REJECTED. INVLD LOCAL RPTING PERIOD INFO	Invalid value for Pennsylvania local reporting period type or period end date or both.
WRN. EMF TYPE INV WITH PD . SET TO C	Input Master File Option of P or R used when Input Master File Type was PD . Input Master File Type set to current master.
WRN. INV EMF TYPE. GEN DTL/AUD SET TO N	Input Master File Type on the GENCTL contained a value other than P , R , C , or blank. All GENCTL options set to N .
WRN. INV FILE ID. GEN DTL/AUD SET TO N	Input Master File Option on the GENCTL contained a value other than EM , PD , or blank . All GENCTL options set to N .
WRN: INVALID GEN DETL SWITCH. SET TO N	Invalid value for Generate Detail indicator. Value must be Y or N . Value is set to N to bypass the Generate Detail step.
WRN: INVALID GENERATE RPT SW. SET TO N	Invalid value for Generate Report indicator. Value must be Y or N . Value is set to N to bypass the Generate Report step.
WRN: INVALID QTR DATE. GEN DTL/AUD SET TO N	Quarter-end date on GENCTL transaction is invalid. Generate Detail and Audit indicators set to N .
WRN: INVALID RUN DATE. GEN DTL/AUD SET TO N	Run date on GENCTL transaction is invalid. Generate Detail and Audit indicators set to N .

GEN001 Messages

GEN001 MESSAGES	CAUSE
REJECTED. INVALID AUDIT REPORT INDICATOR	Audit Report indicator on the GEN001 must be Y or N .
REJECTED. INVALID GENERATE RECS INDICATOR	Generate Records indicator on the GEN001 must be Y or N .
REJECTED. LOCAL AUTH GRP NOT ON TBLS FILE	Authority group entered on the GEN001 has not been established on the HRMS Tables File (GRP003 transaction).
REJECTED. ME QTR SUI FILE ALREADY REQUESTD	A GEN001 for Report ID 105 and State Code 20 is rejected because a GEN001 for Report ID 102 and State Code 20 was already found in the transaction set.
REJECTED. NO GEN002 PRESENT FOR GEN001	No GEN002 transactions were entered for the GEN001.
REJECTED. PROV AUTH GRP NOT ON TBLS FILE	Authority group entered on the GEN001 has not been established on the HRMS Tables File (GRP004 transaction).
REJECTED. STATE AUTH GRP NOT ON TBLS FILE	Authority group entered on the GEN001 has not been established on the HRMS Tables File (GRP001 transaction).
REJECTED. BLANK GENCTL LCL RPTING PRD INFO	When Pennsylvania local reports (Report ID 439) are generated, both the period type and period end date must be entered.
REJECTED. PR SER NUMBERS MUST BE NUMERIC	If not blank, the From and To fields must both be numeric.
REJECTED. PR SER NUMBERS SEQUENCING ERROR	If not blank, the From and To fields must both be ascending.
REJECTED. PUERTO RICO SER NUMBERS REQUIRED	When generating the Puerto Rico State W-2 Tape, valid serial numbers must be entered.
WARNING. PUERTO RICO SER NUMBERS IGNORED	These fields are used only with a Report ID of 001 or 100 and the State Authority Code field set to 52. Serial numbers ignored.

GEN002 Messages

GEN002 MESSAGES	CAUSE
BYPASSED: PREVIOUS GEN001 WAS INVALID	The GEN002 transaction is bypassed because the corresponding GEN001 was invalid.
REJECTED. GEN002 WITH NO ASSOCIATED GEN001	GEN002 entered without a corresponding GEN001.
REJECTED. L1L2 CANNOT BE BLANK	L1-L2 on GEN002 cannot be blank.
REJECTED. L1L2 GROUP NOT ON TABLES FILE	The L1-L2 group specified on the GEN002 is not defined on the HRMS Tables File (GRP002 transaction).
WARNING: SORT SEQ TO CROSS L1 IGNORED	Multiple sort sequences that cross L1 boundaries were specified for the report type. Only the first one will be used.
WARNING: SORT SEQ TO CROSS L2 IGNORED	Multiple sort sequences that cross L1-L2 boundaries were specified for the report type. Only the first one will be used.
WRN: SORT SEQ NOT ON TBL FILE. DEFAULT WILL BE USED	The sort sequence specified in the Sort Sequence ID field on the GEN002 is not defined on the HRMS Tables File (SRT001 or SRT002 transaction). The default sort sequence for the report is used.
WRN: SORT SEQ NOT SPECIFIED. DEFAULT WILL BE USED	The Sort Sequence ID field on the GEN002 is blank. The default sort sequence for the report is used.

GEN001/GEN002 MESSAGES

GEN001/GEN002 MESSAGES	CAUSE
INITIAL EDIT COMPLETE	GEN001/GEN002 editing completed.
REJECTED. AUTH CODE MUST BE 00 FOR LCL RPT	Authority code must be 00 when a local W-2 tape is requested.
REJECTED. AUTH ID INVALID FOR CAN RPT NUM	U.S. state code entered for a Canadian report.
REJECTED. AUTH ID INVALID FOR U.S. RPT NUM	Canadian province code entered for a U.S. report.
REJECTED. INVALID AUTHORITY CODE	Authority code specified is invalid for the report requested.
REJECTED. INVALID AUTHORITY GROUP CODE	An authority group code was specified for a U.S. or Canadian federal report.
REJECTED. INVALID REPORT NUMBER	Report number specified is not found.
REJECTED. LOCAL CD INV W/ SELECTED RPT NUM	Local code is only valid for Local W-2 tapes.
REJECTED. ST RPTING REQUIRES BLANK LOCL CD	A state report requires a blank local code on the GEN001 and GEN002.

Generate Step 2 (PL2000) Messages

MESSAGE	CAUSE
1099R RETIREMENT ORGANIZATION OPTION SET	W-2 form or tape was requested for 1099-R organization.
CANADIAN REPORT REQUESTED WITH A U.S. L1L2	A U.S. L1-L2 was included in a request for a Canadian report.
DUPLICATE REPORT REQUEST	The same L1-L2 was requested multiple times for a single report.
EMP MASTER FILE SEGMENT HAS MISSING DATA ALL FEDERAL REPORTS FOR THIS L1L2 CANCELLED	Federal reports are not produced due to critical data missing (such as missing payer address or ZIP code).
GENERATE EMPLOYEE DTL STEP NOT REQUESTED	The Generate Detail indicator on the GENCTL transaction is N (Bypass the Generate Detail Step).
GENERATED REQUEST RECORD NOT IN SEQUENCE	The Generated Report Request file is out of sequence: either the sort step was not executed or the file has been edited.
L1L2 NOT PRESENT ON EMPLOYEE MASTER FILE	A report was requested for an L1-L2 that is not found on the Employee Master File.
LOCAL GROUP ESTABLISHED NOT ON HRMS TABLES FILE	The local group specified on the GEN001/GEN002 transaction was not set up using the LOC001 transaction.
NO DOE ON ANY TZ1-201 THRU TZ1-210 REC	A U.S. 1099-R form or tape was requested. No DOEs were found on any TZ1-201 through TZ1-210 records in the HRMS Tables File for the requested L1-L2.
NO EMPLOYEES PROCESSED FOR CURRENT L1-L2	No employees in the L1-L2 met the requirements for the requested report.
PERIOD END INDICATOR INVALID FOR REQUEST	A mismatch was found between the L1-L2 period-end indicator on the AA transaction and the type of report requested.
REQUEST CANCELLED; TABLES FILE TXN ERROR. TXN MISSING OR MISSING/INV CRITICAL DATA	The report request failed due to a missing transaction or a transaction has missing or invalid critical data.
REQUEST COMPLETE; DETAIL RECORDS GENERATED	The report request processed successfully.
REQUEST COMPLETE; NO EMPLOYEES PROCESSED	The report request processed successfully, but no employees satisfied the report requirements (for example, no employees in the specified L1-L2s had SALTA records for the state reports requested).

MESSAGE	CAUSE
TE TRANSACTION IS NOT ON HRMS TABLES FILE FOR ANY WORK LOCATION IN THE TCD	This message is associated only with requests for Pennsylvania Local EIT files. No TE records were found in the HRMS Tables File for any work locations within the TCD requested.
TRANSACTION HAS MISSING OR INVALID DATA. ALL FEDERAL REPORTS FOR L1L2 CANCELLED	Federal reports are not produced due to critical transaction missing (for example, federal EIN missing from TB transaction).
TRANSACTION HAS MISSING OR INVALID DATA. RPTS FOR THIS STATE CANCELLED FOR L1L2	Reports for this state are not produced due to critical data missing (for example, SUI Tax ID missing from TC transaction).
TRANSACTION IS NOT ON HRMS TABLES FILE. ALL FEDERAL REPORTS FOR L1L2 CANCELLED	Federal reports are not produced due to critical transaction missing (for example, missing TC transaction in HRMS Tables File).
TRANSACTION IS NOT ON HRMS TABLES FILE. RPTS FOR THIS STATE CANCELLED FOR L1L2	Reports for this state are not produced due to critical transaction missing (for example, missing TC transaction in HRMS Tables File).
TZ1-100x TRANSACTION IS NOT ON HRMS TABLES FILE FOR STATE ss	x = A, B, or C ss = State abbreviation Warning: Transaction is missing from the HRMS Tables File for the requested state.
U.S. REPORT REQUESTED WITH A CANADIAN L1L2	A Canadian L1-L2 was included in a request for a U.S. report.
VALID GENERATE REQUEST	The report request is valid.
WARNING - NO RECORDS GENERATED FOR FILE PW20RF. CHECK THE GEN001/GEN002 TRANS AND THE PROCESS SUMMARY RPT FOR MORE INFO	No employees in the EMF qualified for the report IDs requested on the GEN001 and GEN002 transactions. The Process Summary report provides detailed information as to why.
WARNING: TRANS HAS CONFLICTING DATA	Transaction contains corresponding data that should be zero.

Generate Step 3 (PL3000) Messages

MESSAGE	CAUSE
<p><i>nnn</i> EMPLOYEES IN THE WORK PSD ABOVE HAVE AT LEAST 1 NEGATIVE AMT, BUT WERE NOT REJECTED BECAUSE OF THE GEN001 NEGATIVE AMT IND</p> <p>THE FILE MAY BE REJECTED IF THE RT AND RF RECORDS CONTAIN NEGATIVE AMTS AND THE TCB DOES NOT ACCEPT NEGATIVE AMTS</p> <p>CALIFORNIA EMPLOYEE HAS INVALID WAGE PLAN VALUE IN TAX AUTH SUPPLEMENT 2 FIELD</p>	<p>For the Pennsylvania Act 32 local report, <i>nnn</i> employees had a negative combined taxable wage or a negative combined tax amount, or both.</p> <p>Verify the RT and RF amounts in the generated file. If the Tax Collection Bureau to which you are submitting the file does not allow negative amounts on the RT record, correct the total amounts submitted.</p> <p>A valid value in the Wage Plan Code field is required for all employees on the California state quarterly reporting file. Employees with an invalid value in the Wage Plan Code field are rejected. For a list of valid values, see the California Quarterly specifications.</p>
<p>DUPLICATE SOCIAL SECURITY NUMBER</p> <p>EMP AMT(\$) DO NOT REFLECT WTHLDG/UI IND</p>	<p>This social security number is a duplicate of the previous social security number.</p> <p>The wage amounts are not zero, and they do not reflect the Withholding/Unemployment Only Return indicator option selected.</p>
<p>EMPLOYEE PAY ACCOUNT NUMBER/BUSINESS NUMBER IS BLANK.</p>	<p>The employee's pay account number (also called the business number) is blank. Check the TM-TUU record on the HRMS Tables File for the employee's Employer EI Rate Code field.</p>
<p>EMPLOYEE SUPPLEMENTAL ADDRESS USED</p>	<p>The address shown on the Audit/Exception Report and used for regulatory reporting is from the Supplemental Address Data segments (492 - 499), Type A or W.</p>
<p>FEDERAL W-2 FORM NOT PRINTED FOR THIS EMPLOYEE. SEE FEDERAL W-2 FORM EXCEPTION REPORT.</p>	<p>An exception condition was detected for the indicated employee.</p>
<p>FEDERAL W-2 TAPE REC NOT CREATED FOR THIS EMPLOYEE. SEE FEDERAL W-2 TAPE EXCEPTION REPORT.</p>	<p>An exception condition was detected for the indicated employee.</p>
<p>INVALID PUERTO RICO SERIAL NUMBER</p>	<p>Each employee record should have a valid corresponding serial number. The ranges are defined on the GEN001 for the W-2PR and Puerto Rico State W-2 tape.</p>
<p>LOCAL W-2 TAPE REC NOT CREATED FOR THIS EMPLOYEE. SEE LOCAL W-2 TAPE EXCEPTION REPORT.</p>	<p>An exception condition was detected for the indicated employee.</p>

MESSAGE	CAUSE
MISSING EMPLOYEE CITY	Payee city required by IRS/MCC.
MISSING EMPLOYEE MAILING ADDRESS	Payee mailing address required by IRS/MCC.
MISSING EMPLOYEE STATE	Payee state required by IRS/MCC.
MISSING EMPLOYEE ZIP CODE	Payee ZIP code required by IRS/MCC.
NEGATIVE AMOUNT(S) FOUND	The indicated employee has one or more negative amounts that affect the requested report.
NO GROSS DISTRIBUTION	1099-R reporting: No gross distribution amount was found for the indicated employee/payee.
REJECTED, REQUIRED \$ FIELDS ARE ZERO	Quarterly Unemployment tapes: a required amount field for the tape contains zeros.
SIT IS ZERO – SEE STATE REQUIREMENTS	1099-R Reporting: No state income tax amount was found for the indicated employee or payee. This payee's state does not accept 1099-R returns with no state income tax withheld on magnetic media. See the state specifications for further action.
SSN INVALID	The indicated employee has an invalid social security number.
STATE QTRLY FILE DOES NOT INCLUDE THIS EMPLOYEE RECORD. SEE STATE QTRLY WAGE/TAX EXCEPTION REPORT.	An exception condition was detected for the indicated employee.
STATE QTRLY WAGE/TAX FORM DOES NOT INCLUDE THIS EMPLOYEE. SEE STATE QTRLY WAGE/TAX EXCEPTION REPORT.	An exception condition was detected for the indicated employee.
STATE QUARTERLY FORM DOES NOT INCLUDE THIS EMPLOYEE. SEE STATE QUARTERLY FORM EXCEPTION REPORT).	An exception condition was detected for the indicated employee.
T4 FORM NOT PRINTED FOR THIS EMPLOYEE. SEE T4 FORM EXCEPTION REPORT.	An exception condition was detected for the indicated employee.
T4 TAPE RECORD NOT CREATED FOR THIS EMPLOYEE. SEE T4 TAPE EXCEPTION REPORT.	An exception condition was detected for the indicated employee.
THERE ARE NO EXCEPTIONS TO REPORT	No exception conditions were found for the requested report or control break total level.
TOO MANY UNAVAILABLE SSNS	More than 25 unavailable SSNs were found for the Florida Quarterly Unemployment Tape.

MESSAGE	CAUSE
TOTL SUI WAGES EXCEED STATE FORMAT MAX. EXCESS AMT ABOVE NOT INCLUDED ON STATE FILE.	The employee's total SUI wages are set to the maximum on the state file. The amount in excess of the maximum is not reported.
WARNING - BLANK PW20RF FILE. NO AUDIT/EXCPTN REPORT PRODUCED. SEE PROCESS SUMMARY FROM PL2000.	The PW20RF input file contains no generated records. No audit or exception reports are produced. No records generated for file PW30RF.
WARNING - BLANK VALUE FOR EMPLOYEE FIRST NAME AND/OR ADDRESS LINE 3 (CITY, PROVINCE/STATE)	T4 and T4A tape reporting: a required field is missing and may result in rejection of the XML media by CRA.
WARNING - COMBINED OVRPMT CRDT & RFUND AMTS NOT EQUAL TO OVRPMT AMT	The indicated employer amounts do not equal the overpayment amount.
WARNING - EMP BASIS OR 1ST YEAR OF DESIG ROTH ACCOUNT MISSING FOR DESIG ROTH DISTRIBUTION	For a distribution from a designated Roth account, the value for either the 1st Year of Designated Roth Contribution or the Employee's Contribution attributable to the distribution is missing.
WARNING: EMPLOYEE HAS MORE THAN 5 OTHER STATES WITH WAGES AND/OR TAX.	The employee has wages, tax, or both for 6 or more other states in addition to Wisconsin. Despite this, the employee is not rejected. However, RS records for only the first 5 other states appear on the W-2 file.
WARNING: EMPLOYEE SSN IS ALL ZEROS – SSN CHANGED TO REQUIRED FORMAT	The SSN on the Employee Master File is all-zeros to indicate an unavailable SSN, and Regulatory Reporting reformats an all-zeros SSN to the format required by all authorities, for each report requested.
WARNING - MED REPORTABLE WAGES FOR W-2 ARE GREATER THAN MED BASE MAX	The indicated employee's Medicare taxable wages exceed the Medicare wage base maximum (fully covered employee).
WARNING - MQGE REPORTABLE WAGES FOR W-2 ARE GREATER THAN MED BASE MAX	The indicated employee's MQGE taxable wages exceed the Medicare wage base maximum (MQGE employee).
WARNING - MQGE TIPS ARE LESS THAN ZERO	The indicated employee has negative Medicare reported tips (MQGE covered employee).
WARNING - NO RPP/DPSP NUMBER ASSOCIATED WITH REPORTED PENSION ADJUSTMENT	The indicated employee does not have an RPP or DPSP number that matches the reported pension adjustment amount.
WARNING - ROUNDED STATE TAX REQUIRED FOR THIS AUTHORITY	The state authority requires the State Income Tax Withheld amount to be rounded to the nearest whole dollar.

MESSAGE	CAUSE
WARNING - SOCIAL SECURITY REPORTABLE WAGES FOR W-2 ARE GREATER THAN SOCIAL SECURITY BASE MAX	The indicated employee's Social Security taxable wages exceed the Social Security wage base maximum.
WARNING - SOCIAL SECURITY/MEDICARE TIPS ARE LESS THAN ZERO	The indicated employee has negative Social Security or Medicare reported tips (fully covered employee).
WARNING: SUI TAXABLE WAGES TO BE REPORTED DOES NOT EQUAL CALCULATED TAXABLE WAGES.	The Audit found a condition that will cause the state to consider your file out of balance.
WARNING - SUI TOTL WAGES EXCEED THE STATE FORMAT MAX. \$9,999,999.99 REPORTED; SEE MSC AMT1 FOR THE ACTUAL AMOUNT.	The employee has \$10 million or more in SUI Total Wages. This amount is larger than the state maximum field length. The actual amount is retained in the Miscellaneous Amount 1 field.
WARNING - VERIFY QTR WAGE AMOUNT ON BENEFIT WAGE AUDIT REPORT	Quarterly Gross Wages are less than zero.
WARNING - VERIFY QTR WAGE AMOUNT ON OTHER WAGE AUDIT REPORT	Quarterly Gross Wages are less than zero.

Print Step (PL4000/PL5000) Messages

MESSAGE	CAUSE
ACCEPTED	PRT001 or PRT002 accepted for processing.
AUTH GROUP NOT FOUND ON TF	The authority group specified on the PRT001 transaction is not defined on the HRMS Tables File as a valid group.
E SERIES HCM NO LONGER PRODUCES PAPER QUARTERLY WAGE FORMS	<p>To move toward a greener environment and ensure state compliance, HCM:E no longer produces paper quarterly wage forms.</p> <p>All states allow any number of employees to be reported electronically. If you have only a few employees in a state, you can continue to use the State Quarterly Form Audit Report to enter your employee wage data online if you prefer to do so and the state accepts online data entry.</p> <p>You can also produce prior-year quarterly forms by specifying a year before 2009 in the Version Year field (positions 20 - 23) of your PRT001 transaction. Please be advised, however, that HCM:E does not guarantee that prior-year forms are currently correct or acceptable.</p>
FORM CODE REQUIRED FOR REPORT	The form code must be supplied on the PRT001 transaction for this report identifier.
FRM CD IGNORED FOR TAPE RPT ID	The form code was entered on a PRT001 transaction that contained a tape report identifier.
FRM001 NOT FOUND ON TBLS FILE	The form code specified on the PRT001 transaction was not defined on the HRMS Tables File with an FRM001 transaction.
GENERATED	PRT001 generated from input PRT001 using an authority group.
GROUP CODE IS NOT ALLOWED	A group code cannot be used for this transaction or report identifier.
NO SRT00x TRANSACTION FOR SEQ ID xxxxxx FOUND ON THE HRMS TABLES FILE	The SRT00x transaction with the sequence ID specified on the PRT001 transaction is not defined on the HRMS Tables File.
PRINT SEQ ID IGNORED FOR THIS REPORT ID	A print sequence ID on the PRT001 is not valid for the specified report ID.
PRINT SEQ ID NOT ON TBLS FILE REJECTED	The print sequence ID specified on the PRT001 transaction is not defined on the SRT001.

MESSAGE	CAUSE
PRT002 NOT VALID W/O PRT001	A PRT001 transaction cannot be used without a matching PRT002 transaction.
PW30RE FILE ERROR: FIRST RECORD IS NOT A HEADER	An error occurred reading the PW30RE records file. The records are not sorted correctly.
RUN PL6000 FOR XML MAGNETIC MEDIA	When T4 or T4A Tape records or both are found, and the request specifies to produce one or both using PL5000, this message reminds Canadian employers of the PL6000 step to produce XML formatted media.

Appendix B Crossing Level Boundaries

Appendix Contents

B-1	Introduction
B-2	U.S. Information
B-6	Canadian Information

Introduction

The following tables identify the source of certain data on report header and employee detail records produced by Regulatory Report Generate when crossing Level 2 or Level 1 boundaries.

Generally, when the transaction field or option affects the contents of a header record, that information comes from the first L1-L2 processed. If it affects the contents of an employee detail record, the transaction from the employee's L1-L2 is used.

Notes

- **L1**** and ******** values for L1-L2 on regulatory HRMS Tables File transactions (U.S. and Canada) are used only by the Tax Distribution Summary. It uses these TC, TD, and TE transactions to get the state, city, and country names when crossing level boundaries.
- Certain organizational information comes from different sources depending on the report produced. These differences are noted in the following tables.

U.S. Information

U.S. Field	Transaction used for report type:		Header or Employer Record	Employee Detail Records
	MMREF Reporting	Other Reporting		
Organization Name Organization Subtitle		CA	1st L1-L2 processed	N/A
Organization Address: Line 1 Line 2		CB	1st L1-L2 processed	N/A
Organization City Organization State Organization ZIP Code		CC	1st L1-L2 processed	N/A
Organization Name Organization Subtitle	TZ1-005A		TZ1-005A	N/A
Organization Address: Line 1 Line 2	TZ1-005B		TZ1-005B	N/A
Organization City Organization State Organization ZIP Code	TZ1-005C		TZ1-005C	N/A
Federal Tax ID Employer/Agent Employer ID# (EIN)	TB with associated TZ1-005 set		associated TZ1-005 set	
Federal Tax ID		TB	1st L1-L2 processed	N/A
Agent Indicator Code	TB		1st L1-L2 processed	N/A
Agent for EIN	TB		1st L1-L2 processed	N/A
Terminating Business Indicator	TB		1st L1-L2 processed	N/A
Other EIN	TB		1st L1-L2 processed	N/A
Tax Jurisdiction Code	TB		1st L1-L2 processed	N/A
Third Party Sick Pay Indicator	TB		1st L1-L2 processed	N/A
Wage Indicator	TB	TB	N/A	N/A
Type Employment or Employment Code	TB	TB	1st L1-L2 processed	
1099-R Company Indicator		TB	Each L1-L2 processed	N/A
Foreign Corporation Indicator		TB	1st L1-L2 processed	Employee's L1-L2
1099 Name Control		TB	1st L1-L2 processed	Employee's L1-L2
W-2 Name Format		TB	N/A	N/A
Type Employment		TB	1st L1-L2 processed	N/A
State/Local 69 Number		TB	N/A	Employee's L1-L2
Limitation of Liability		TB	1st L1-L2 processed	N/A

(continued)

U.S. Field	Transaction used for report type:		Header or Employer Record	Employee Detail Records
	MMREF Reporting	Other Reporting		
State Taxing Entity Code	TC		1st L1-L2 processed	N/A
State Name		TC	N/A	N/A
Special State Reporting Info.		TC	1st L1-L2 processed	N/A
SUI Tax ID		TC	1st L1-L2 processed	N/A
W-2 Tape Special Char. Ind.		TC	N/A	Employee's L1-L2
W-2 Tape Name Format Option		TC	N/A	Employee's L1-L2
Qtrly Tape Special Char. Ind.		TC	N/A	Employee's L1-L2
Qtrly Tape Name Format Option		TC	N/A	Employee's L1-L2
Qtrly Form Name Format Option		TC	N/A	Employee's L1-L2
State Inc. Tax ID for W-2/1099-R	TC	TC	N/A	N/A
State Maximum Weeks in Quarter		TC	1st L1-L2 processed	N/A
State W-2 Wage Indicator	TC	TC	N/A	Employee's L1-L2
County Taxing Entity Code	TD		1st L1-L2 processed	N/A
County Name		TD	N/A	Employee's L1-L2
County Tax Indicator		TD	N/A	Employee's L1-L2
County W-2 Wage Indicator	TD	TD	N/A	Employee's L1-L2
Indiana County Code for W-2		TD	N/A	Employee's L1-L2
Indiana County Resident Ind.		TD	N/A	Employee's L1-L2
Ohio School District Number		TD	N/A	Employee's L1-L2
W-2 Name Format Indicator		TD	N/A	Employee's L1-L2
W-2 Tape Special Character Ind.		TD	N/A	Employee's L1-L2
Type Employment		TD	1st L1-L2 processed	N/A
New Mexico County FIPS Code		TD	N/A	Employee's L1-L2
Local Taxing Entity Code	TE		1st L1-L2 processed	N/A
City Name		TE	N/A	Employee's L1-L2
City W-2 Wage Indicator	TE	TE	N/A	Employee's L1-L2
W-2 Name Format Indicator		TE	N/A	Employee's L1-L2
W-2 Tape Special Character Ind.		TE	N/A	Employee's L1-L2
Type Employment		TE	1st L1-L2 processed	N/A
City W-2 Tax Account Number		TE	1st L1-L2 processed	N/A
Ohio School District Number		TE	N/A	Employee's L1-L2
Postal Permit Information		TZ1-053 TZ1-054	1st L1-L2 processed	N/A

(continued)

U.S. Field	Transaction used for report type:		Header or Employer Record	Employee Detail Records
	MMREF Reporting	Other Reporting		
UI Tax Rate UI Tax Due Interest Penalty Total Payment Due Credit/Overpayment Amount Remitted Prior Balance/Underpayment Date Wages Paid Amount Withheld Amount Deposited		TZ1-100-A TZ1-100-B TZ1-100-C	1st L1-L2 processed	N/A
Alaska W-2 SUI Title		TZ1-102	N/A	Employee's L1-L2
Calif. State Disab. Insur. Title		TZ1-102	N/A	Employee's L1-L2
Calif. Private Disab. Insur. Title			N/A	Employee's L1-L2
Responsible Individual's Name		TZ1-130	1st L1-L2 processed	N/A
Responsible Individual's Title			1st L1-L2 processed	N/A
NJ W-2 SUI Title		TZ1-131	N/A	Employee's L1-L2
NJ W-2 SDI Title			N/A	Employee's L1-L2
NJ Private Disab. Insur. Title			N/A	Employee's L1-L2
NJ Private Disab. Plan Title			N/A	Employee's L1-L2
W-2 Public Employee Retirement		TZ1-133	N/A	Employee's L1-L2
Contribution Add-back				
Quarterly Wage Payment			1st L1-L2 processed	N/A
Termination Indicator				
Employer Health Insurance Code		TZ1-138	1st L1-L2 processed	N/A
Contact Person Telephone Num.		TZ1-139	1st L1-L2 processed	N/A
Contact Person			1st L1-L2 processed	N/A
Transmitter's PA U.I. Employer				
Account Number			1st L1-L2 processed	N/A
Pennsylvania W-2 SUI Title			1st L1-L2 processed	N/A

(continued)

U.S. Field	Transaction used for report type:		Header or Employer Record	Employee Detail Records
	MMREF Reporting	Other Reporting		
Transfer Agent Indicator		TZ1-211	1st L1-L2 processed	N/A
Transfer Agent Name			1st L1-L2 processed	N/A
1099-R Test Tape Indicator			1st L1-L2 processed	N/A
Service Bureau Indicator			1st L1-L2 processed	N/A
Transfer Agent Shipping Address		TZ1-212	1st L1-L2 processed	N/A
Transfer Agent City, State, ZIP Code		TZ1-213	1st L1-L2 processed	N/A
DOE definitions		TZ1-nnn	N/A	Employee's L1-L2
Amount Title/Descriptions			N/A	Employee's L1-L2

Canadian Information

Canadian Transaction/Field	Header Records	Employee Detail Records
CA transaction		
Organization Name	1st L1-L2 processed	N/A
Organization Subtitle	1st L1-L2 processed	N/A
CB transaction		
Organization Address Line 1	1st L1-L2 processed	N/A
Organization Address Line 2	1st L1-L2 processed	N/A
CC transaction		
Organization Address Line 3	N/A	N/A
TM-TUU(n) transactions		
RCT Employer Account Number	1st L1-L2 processed	N/A
Other TM-xxxx transactions		
DOE definitions	N/A	Employee's L1-L2
Amount Titles/Descriptions	N/A	Employee's L1-L2
Registration Numbers (Charity/Pension)	N/A	Employee's L1-L2