LDR
Contributing to a better quality of life

Specifications and Test Scenarios for Form R-1201-2D (2022)

Specifications:

Size: The size of the voucher sheet must be 8-1/2" x 11".

Grid Line and Position Numbers: Grid line numbers are based on **6 lines per vertical inch** (pica spacing)—66 lines per 11-inch page length. Grid position numbers are based on **10 characters per horizontal inch** (10-pitch spacing)—85 characters per 8-1/2-inch page width.

Vendor Identification Number: Each software vendor who develops a substitute of Form R-1201 must have a four-digit vendor identification number approved by the Louisiana Department of Revenue. This number remains the same each year. If you do not have an approved identification number or are unsure what yours is, please send a request/inquiry by email to Substitute.Inquiries@LA.gov.

Reference Points: Reference points are placed in various positions throughout the form and must be positioned exactly as specified. These marks must be printed as black-filled rectangles measuring 1/10" (1 grid position) horizontally and 1/6" (1 grid line) vertically as illustrated below.

■

There are 4 reference point on each return in the following position:

> **Line 22, Position 80**
> **Line 42, Positions 44**
> **Line 61, Position 80**
> **Line 63, Positions 22**

Document Identification Numbers: A document identification number has been assigned to each quarter's return. The numbers must be printed in a **12-point Courier font** on Line 63 in Positions 77 through 80. The following are the numbers assigned to Form R-1201-2D:

2022 Returns	Doc ID No.
R-1201-2D, 1st quarter	32211
R-1201-2D, 2nd quarter	32212
R-1201-2D, 3rd quarter	32213
R-1201-2D, 4th quarter	32214

1-D Barcode: A 1-D barcode must be printed on each return according to the following specifications:

- The barcode is a "three of nine" type,
- Reads as the same number as the document identification number,
- Is 1/2" in height, and
- Is positioned 1/2" from the left edge and 1/2" from the bottom edge of each return.

Specifications for the 2-D barcode begin on Page 3 of this document.

Printed Variable Data: The printed variable data fields must meet the following criteria:

- 12-point Courier font (10 characters per inch).

- Uppercase only.

- No punctuation, symbols, or decimal points.

- Right-justify all dollar amounts; left-justify all other fields.

- Round all dollar amounts to the nearest whole dollar—no cents allowed.

- Dollar amounts of the return should **not** be left blank. Use "0" (zero) as the default.

- Negative amounts are **not** allowed.

- The fields must be positioned and formatted as follows:

Field Name	Comments	Exact Placement on Grid			Field Type	Field Length
Vendor ID		Line 8	Position(s)	77-80	Numeric	4
Account Number	Louisiana Revenue account number	Line 11	Position(s)	20-29	Numeric	10
Legal Name	Legal name of employer	Line 14	Position(s)	6-40	Alphanumeric	35
Trade Name	DBA name of employer	Line 15	Position(s)	6-40	Alphanumeric	35
Mailing Address	Mailing Address	Line 16	Position(s)	6-40	Alphanumeric	35
City State Zip	City State Zip	Line 17	Position(s)	6-40	Alphanumeric	35
Return Line 1	Louisiana income tax withheld for the **first** month of quarter	Line 36	Position(s)	28-36	Numeric	9
Return Line 2	Louisiana income tax withheld for the **second** month of quarter	Line 39	Position(s)	28-36	Numeric	9
Return Line 3	Louisiana income tax withheld for the **third** month of quarter	Line 42	Position(s)	28-36	Numeric	9
Return Line 4	Total withholdings for the quarter – Add Lines 1,2, and 3.	Line 45	Position(s)	28-36	Numeric	9
Return Line 5	Remittance made during quarter.	Line 36	Position(s)	68-76	Numeric	9
Return Line 6	Amount Due – If Line 4 > Line 5, enter the result of Line 4 – Line 5.	Line 39	Position(s)	68-76	Numeric	9
Return Line 7	Overpayment – If Line 4 < Line 5, enter the result of Line 5 – Line 4.	Line 45	Position(s)	68-76	Numeric	9
Indicator 1— Business closed or stopped paying wages	Print an "X" (uppercase) in the specified position in order to denote the indicator. Do not print a box, only the "X" if applicable.	Line 60	Position(s)	36	Alpha	1
Final Date	Final date wages were paid. Format: mmddyy	Line 60	Position(s)	40-45	Numeric	6
Indicator 2— Amended return	Print an "X" (uppercase) in the specified position in order to denote the indicator. Do not print a box, only the "X" if applicable.	Line 63	Position(s)	36	Alpha	1
Paid Preparer #	PTIN, REIN, or LDR Account Number	Line 60	Position(s)	61-71	Alphanumeric	10

2-D Barcode:

Requirements:

- **The 2-D barcode should be on Lines 11-19 in Positions 51-80. The barcode may slightly extend outside this area. The barcode grid area allowed is a recommendation for placement. The 2D barcode must meet the guidelines at this link https://www.taxadmin.org/2-d-bar-coding-standards-revision-2010v1 and read at 200 dpi.**

- Use a carriage return <CR> to delimit fields. Each barcode field should have a carriage return, even if no information is contained in the field. This carriage return should measure as 1 byte of data.

- No punctuation is allowed in any field. No hyphens, dashes, parentheses, or other separators should be used.

- All alpha characters must be in uppercase.

- If a field is not applicable, leave it blank unless specifically instructed otherwise.

- Negative amounts are not accepted. If less than zero, enter zero unless specifically instructed otherwise.

- Only whole dollar amounts should be entered.

- Do not include supplemental information in the barcode.

- Error correction level should be set to 4.

Barcode Layout:

1. Header Information
2. Government Specific Data
3. Trailer

Header Information – This information is placed first in the barcode data stream. The first six fields in the barcode comprise the official header. This information must be consistent among all barcodes and is defined below.

- **Header Version Number** will be incremented each time the standards group alters the physical structure of the barcodes that were created using multiple header formats. This value is static for all barcodes and is currently T1.

- **Developer Code** is a four-digit code used to identify the software developer whose application produced the barcode. The purpose of the field is to allow forms to be traced to the vendor producing them. Software developer codes are assigned through the NACTP and may differ from software developer ID for the form that is assigned by LDR.

- **Jurisdiction** is an alphanumeric identifier indicating the taxing jurisdiction. Use the U.S. Postal Service's official state abbreviations. For Louisiana, use LA.

- **Description** is an alphanumeric identifier used to describe the form being processed. Use the following identifiers:

2022 Returns	Identifiers
R-1201-2D, 1st quarter	32211
R-1201-2D, 2nd quarter	32212
R-1201-2D, 3rd quarter	32213
R-1201-2D, 4th quarter	32214

- **Specification Version** is a number that identifies the version of the specifications used to produce the form barcode. These specifications are provide by the jurisdiction processing the form and describe the data layout in the barcode. Draft versions of the specifications are not assigned version numbers. The final version shall be "0"; revisions thereafter will increase numerically.

- **Software/Form Version** is a vendor-defined version number that reflects the software and form revision used to produce the barcode.

Government Specific Data – For a detailed layout of the government specific data, see Page 5 of this document.

Trailer – The trailer is the last field in the barcode data stream. The trailer is used to indicate the end of data has been reached. A static string of *EOD* is used as the trailer value.

Example of 2-D Barcode:

T1\<CR\>	(Header Version Number)
9999\<CR\>	(Developer Code)
LA\<CR\>	(Jurisdiction)
6063\<CR\>	(Description)
0\<CR\>	(Specification Version)
1.0\<CR\>	(Software Version)
…	
…	
…	
EOD\<CR\>	

Information to Provide to Customers: We are requesting that all participating vendors provide to their customers a few short statements that describe what a two-dimensional barcode is and why it is being utilized. The following information should be provided to the customer:

<div align="center">

Employer's Return of Louisiana Withholding Tax (Form L-1)

</div>

The Louisiana Department of Revenue is utilizing two-dimensional (2-D) barcode technology. The barcode contains the information that was entered into your return. Below, is an example of a 2-D barcode.

<div align="center">

2-D Barcode Sample

</div>

2-D Barcode Fields:

Header Information				
Field No.	Field Type	Field Length	Field Name	Comments
1	Alphanumeric	2	Header Version	Value is **T1**.
2	Numeric	4	Developer Code	4-digit code (See Appendix 1 of the 2-D Bar Coding Standards.) used to identify the software developer whose application produced the barcode and may differ from the software developer ID in Field 7 below
3	Alpha	2	Jurisdiction	Value is **LA**.
4	Numeric	5	Description	Value must correspond to the tax period as follows: **32211** for the 1st quarter **32212** for the 2nd quarter **32213** for the 3rd quarter **32214** for the 4th quarter
5	Numeric	1	Specification Version	Value is **0**.
6	Alphanumeric	10	Software/Form Version	Vendor-defined version number that reflects the software and form revision used to produce the barcode.

2-D Barcode Fields (continued)**:**

Field No.	Field Type	Field Length	Field Name	Comments
			Government Specific Data	
7	Numeric	4	Vendor ID	Vendor Identification Number (4-digit number) assigned by LDR, which may differ from the software developer ID in Field 2 above
8	Numeric	10	Account Number	Louisiana Revenue account number
9	Alphanumeric	35	Legal Name	Legal name of employer
10	Alphanumeric	35	Trade Name	DBA name of employer
11	Alphanumeric	35	Mailing Address	Mailing Address
12	Alphanumeric	35	City State Zip	City State Zip
13	Numeric	8	Taxable Period	Taxable Period (mmddyyyy): **03312022** for the 1st quarter of 2022 **06302022** for the 2nd quarter of 2022 **09302022** for the 3rd quarter of 2022 **12312022** for the 4th quarter of 2022
14	Numeric	4	Form ID Number	Value must correspond to the tax period as follows: **32211** for the 1st quarter **32212** for the 2nd quarter **32213** for the 3rd quarter **32214** for the 4th quarter
15	Numeric	9	Return Line 1	Louisiana income tax withheld for the **first** month of quarter
16	Numeric	9	Return Line 2	Louisiana income tax withheld for the **second** month of quarter
17	Numeric	9	Return Line 3	Louisiana income tax withheld for the **third** month of quarter
18	Numeric	9	Return Line 4	Total Withholdings – Add Lines 1, 2, and 3.
19	Numeric	9	Return Line 5	Remittance made during quarter.
20	Numeric	9	Return Line 6	Amount Due – If Line 4 > Line 5, enter the result of Line 4 – Line 5.
21	Numeric	9	Return Line 7	Overpayment – If Line 4 < Line 5, enter the result of Line 5 – Line 4.
22	Alphanumeric	9	Paid Preparer ID	Enter the PTIN. Otherwise, enter the firm's EIN.
23	Numeric	1	Indicator 1—Business closed or stopped paying wages	Enter "1" if business closed or stopped paying wages. Enter "0" if not applicable.
24	Numeric	6	Final Date	Final date wages were paid. Format: mmddyy
25	Numeric	1	Indicator 2—Amended return	Enter "1" if an amended return. Enter "0" if not applicable.
			Trailer	
26	Indicates the end of the data file. Value is ***EOD***.			

Placement: Illustrated on Page 3 is the placement of the vendor identification number, document identification number, reference points, 1-D barcode, 2-D barcode, and printed variable data fields in relation to a 6 x 10 grid.

Test Scenarios:

Please prepare the necessary tax returns (8 total) using the test scenarios below. Each return must be completed in its entirety.

E-mail your test samples to: Shanna.Kelly@la.gov and La.LDRVendor.Inquiries@la.gov

Shanna Kelly
Business Services
Louisiana Department of Revenue
617 N. Third St.
Baton Rouge, LA 70802-5428

Scenario 1	**Legal Name:** Test Company 1 **Trade Name (dba):** Testing 1-2-3 **Address:** 123 Anywhere St. Baton Rouge, LA 70801 **Account Number:** 0000001-001 ==**Paid Preparer ID- Please use a Paid Preparer Id in one of the scenarios.**==	**Tax Period:** 03/31/2022 **January withholdings:** $ 4,950 **February withholdings:** $ 4,482 **March withholdings:** $ 4,585 **Remittance during quarter:** $ 9,432 **Final Return:** n/a **Final date wages were paid:** n/a **Amended Return:** YES
		Tax Period: 06/30/2022 **April withholdings:** $ 4,831 **May withholdings:** $ 4,866 **June withholdings:** $ 4,461 **Remittance during quarter:** $ 9,697 **Final Return:** n/a **Final date wages were paid:** n/a **Amended Return:** n/a
		Tax Period: 09/30/2022 **July withholdings:** $ 4,901 **August withholdings:** $ 4,897 **September withholdings:** $ 3,990 **Remittance during quarter:** $ 9,798 **Final Return:** n/a **Final date wages were paid:** n/a **Amended Return:** n/a
		Tax Period: 12/31/2022 **October withholdings:** $ 4,725 **November withholdings:** $ 4,877 **December withholdings:** $ 4,461 **Remittance during quarter:** $ 9,602 **Final Return:** n/a **Final date wages were paid:** n/a **Amended Return:** n/a

Scenario 2	**Legal Name:** Test Company 2 **Trade Name (dba):** This is a Test **Address:** 3210 Any St. New Orleans, LA 70112 **Account Number:** 0000002-001	
		Tax Period: 03/31/2022
		January withholdings: $ 528 **February withholdings:** $ 609 **March withholdings:** $ 575
		Remittance during quarter: $ 1,137
		Final Return: n/a **Final date wages were paid:** n/a
		Amended Return: n/a
		Tax Period: 06/30/2022
		April withholdings: $ 594 **May withholdings:** $ 741 **June withholdings:** $ 730
		Remittance during quarter: $ 1,335
		Final Return: n/a **Final date wages were paid:** n/a
		Amended Return: n/a
		Tax Period: 09/30/2022
		July withholdings: $ 733 **August withholdings:** $ 692 **September withholdings:** $ 714
		Remittance during quarter: $ 1,425
		Final Return: n/a **Final date wages were paid:** n/a
		Amended Return: n/a
		Tax Period: 12/31/2022
		October withholdings: $ 715 **November withholdings:** $ 674 **December withholdings:** $ 158
		Remittance during quarter: $ 1,389
		Final Return: YES **Final date wages were paid:** 12/07/2022
		Amended Return: n/a