Computer-Generated Payment Voucher and Extension Forms for Income, Fiduciary and Corporate Returns Software Developer's Guide

(Form PV, Form M-4868, Form M-4768, Form 1-ES, Form 2 PV, Form M-8736, Form 2-ES, Form 355-PV, Form 355-PV, Form 355-7004, Form 355-7004 Misc, Form 355-ES, 63 FI-ES, Form M-990T-7004, UBI-ES)

10/17/2024 1 Rev 2024-1.0

1.0 - Int	oduction (3
1	1 Miscellaneous Info	3
1	2.1 Form-Tax-Voucher –Id Type Matrix	
1	2.2 Tax Type, ID Type & Voucher Type table	
	3 One-Dimensional (1-D) Barcode layout	
1	3.3 PO Box Matrix for mailing of forms	
	4 Two-Dimensional (2-D) Barcode specifications	
	5 Scanline specifications6 Mailing Locations for Sample Submissions	7
	7 Other Document References	7
	8 LuhnsMod10 Calculation	8
		•
2.0 – Te	sting Criteria	9
	· ·	9
		10
		10
	•	10
	y	10
	· ·	10
2	o Massachusetts DON Contact List	10
3 0 – Inc	ome PV / Extension Specifications (Form-PV, M-4868, 1-ES)	12
		13
	· · · · · · · · · · · · · · · · · · ·	14
		15
	· · · · · · · · · · · · · · · · · · ·	
3	4 Form M-4768 Scanline specifications	13
40 – Fig	uciary PV Specifications (Form 2 PV, M-8736, 2-ES)	16
		18
	·	19
		20
4	3 FOITH 2-E3 Example	20
5.0 – Co	porate PV / Extension Specifications	21
	I I	25
		26
	•	20 27
		2 <i>1</i> 28
	·	
	·	29
	· ·	30
5	7 UBI-ES Example	31
6.0 - E	ocument Revisions	32
0.0 - L	ocument revisions	32
Annendi	x A – 2D layouts	33
	·	33
	xtensions	
F	stimates	42

NOTE:

EXAMPLES on pages 13 to 31 are designed to show placement of data, barcodes and scanline on each coupon. Unless noted otherwise, they may be used as a template for any vendor's rendering of the coupon. By their nature, they do not change very often. Generally, only the numeric year will be updated annually. Samples found on the DOR web site do not show some items such as barcodes or scanlines.

10/17/2024 2 Rev 2024-1.0

1.0 Introduction

This document contains the specifications for the various Coupons being generated by Vendors. All the coupons must have a 1D barcode & 2D barcode and be placed as shown in the samples. The scan line format for all the coupons is the same as prior years. The check digit at the end of the scan line should be calculated using the LuhnsMod10 Calculation formula given in section 1.8. Enclosed are the various specifications used to create both a 1-Dimensional & 2-Dimensional barcodes so that DOR will be able to read them.

1.1 Miscellaneous Info

The coupons listed in this document are now Mandatory 2D enabled.

The payment number is an 11-digit number. It can have any value between 1 and 99999999999 but must be fully filled. (e.g.: 1 = 00000000001)

The filing-period will either be a valid date in mmddyy format, or the value "000000"

OCR-A Extended 12 pt font for scanline.

No redacting or masking of data, either printed, 2D encoded or scanline.

Note: Money fields in print and in the 2D barcode must include cents. Printed, include decimal point.

 Example 1
 Example 2

 Money in the body of the document:
 \$1,234.89
 \$123.00

 Money field in the scanline:
 0000123489
 0000012300

 Money field in the scanline:
 0000123489
 0000012300

Money field in the 2D barcode: 123489 12300

1.2.1 Form-Tax-Voucher-ID Matrix

Form Type	Тах Туре	Voucher Type	ID Type	Period End Year Value
Form1 PV	053	01 or 14	005	Form Year
M-4868	053	18	005	Form Year
1-ES	053	17	005	Form Year+1
Form2 PV	049	01 or 14	004	Form Year
M-8736	049 or 052	18	004	Form Year
2-ES	049 or 052	17	004	Form Year+1
355 PV	014	01 or 14	004	Form Year
355 S PV	014	01 or 14	004	Form Year
355-7004	014	18	004	Form Year
355-7004 Misc	015, 018, 022, 023, 028, 037	18	004	Form Year
M-990T-7004	036	18	004	Form Year
355-ES	014, 015, 018, 022, 023, 028, 036, 037	17	004	Form Year+1
UBI-ES	036	17	004	Form Year+1
63-FI-ES	015	17	004 or 027	Form Year+1

1.2.2 Voucher Type – Tax Type - ID Type table

Voucher Type		Тах Туре		ID Type	
Return Payment	01	Club Alcohol Excise	009	ITIN	002
Period Payment	02	Corporate Excise	014	MA Taxpayer ID	003
Amended Return Payment	14	Financial Institution Excise	015	Federal Employer ID	004
Estimated Payment	17	P&C PPO Insurance Excise	018	SSN	005
Extension Payment	18	Lottery Annuity Withholding	021	Financial Inst Excise Account	027
		Life Insurance Excise	022		
		Ocean Marine Insurance Tax	023		
		Public Utility Excise	028		
		Sales Tax	032		
		Unrelated Business Income Tax	036		
		Urban Redevelopment Excise	037		
		Withholding Tax	040		
		Estate Tax	048		
		Fiduciary Income Tax	049		
		Partnership Income Tax	052		
		Personal Income Tax	053		
		Multi	999		

1.3.1 One-Dimensional (1-D) Barcode layout

The 1-D barcode of 13 characters plus leading and trailing asterisks is described here. (The Asterisks are not part of the 1-D value, but part of the Code 39 characteristics).

1122333445555

Field	Name	Characters	Value	Miscellaneous
1	State ID	2	"MA"	
2	Voucher	2	"PV"	
3	Form ID	3	See Table for values.	See Table on page 4 for
	Code			complete list of Form IDs
4	Page	2	Page number for the	Physical page
	Number		voucher (01 always).	
5	Vendor ID	4	ID assigned by	
			NACTP to the Form	
			Creator	

1.3.2 One-Dimensional (1-D) Barcode specifications

The following are the 1-D parameters:

- 1) Code 39 symbology
- 2) Thirteen characters (DO NOT include the start and stop asterisks)
- 3) 2.5:1 wide narrow ratio
- 4) Height 0.3 inch
- 5) Length 2.5 inches.
- 6) "X" dimension (the narrowest bar and/or space) must be at least 1.5 pts (approximately 20 mils or 3/144 ")
- 7) Each bar in the barcode must be solid. Streaks in the barcode are unacceptable.
- 8) A 0.1 inch quiet zone around the barcode must be maintained.

The values for the 1D barcode for the different vouchers are as follows:

<u>Forms</u>	Form ID Code	<u>Note</u>
Form-1PV	001	MAPV00101vvvv
Form-2PV	002	MAPV00201vvvv
Form M-8736	003	MAPV00301vvvv
Form M-4868	004	MAPV00401vvvv
Form 355PV	005	MAPV00501vvvv
Form 355S-PV	006	MAPV00601vvvv
Form 355-7004	007	MAPV00701vvvv
Form 1-ES	008	MAPV00801vvvv
Form 2-ES	009	MAPV00901vvvv
Form 355-ES	010	MAPV01001vvvv
Form 355-7004-Misc	011	MAPV01101vvvv
Form M-990T-7004	012	MAPV01201vvvv
Form 63 FI-ES	013	MAPV01301vvvv
Form UBI-ES	014	MAPV01401vvvv

The "vvvv" noted above represents the Vendor Id Code.

Additionally, the following forms have only a 1D barcode (not 2D enabled) with the 1D value beside it in parenthesis and should be submitted for approval annually.

Form SSR (MAPV71901vvvv) Form M-941 (MAPV72101vvvv)
Form 180 (MAPV72401vvvv) Form M-4768 (MAPV72501vvvv)

Form UBIT-ES (MAPV72201vvvv)

1.3.3 PO Boxes Matrix

<u>Forms</u>	PO Box	ZIP Code	<u>Note</u>
Form-1-PV	419540	02241-9540	New PO Box for 2022
Form 1-ES	419540	02241-9540	
Form M-4868	419540	02241-9540	New PO Box for 2022
Form-2-PV	419544	02241-9544	New PO Box for 2022
Form 2-ES	419544	02241-9544	
Form M-8736	419544	02241-9544	New PO Box for 2022
Form M-990T-7004	419544	02241-9544	New PO Box for 2022
Form UBI-ES	419544	02241-9544	
Form 63 FI-ES	419544	02241-9544	
Form 63-29A-ES	419272	02241-9272	
Form 355-ES	419272	02241-9272	
Form 355PV	419272	02241-9272	e-File Only
Form 355S-PV	419272	02241-9272	e-File Only
Form 355-7004	419272	02241-9272	e-File Only
Form 355-7004-Misc	419272	02241-9272	e-File Only

Sample address below:

Massachusetts Department of Revenue, PO Box 419272, Boston, MA 02241-9272.

See the following web page for up-to-date mailing information. https://www.mass.gov/service-details/mailing-addresses-for-massachusetts-tax-forms

Instructions for Estimates are found by following the links below.

https://www.mass.gov/info-details/dor-estimated-tax-payments

https://www.mass.gov/service-details/corporate-excise-tax-estimated-payments

1.4 Two-Dimensional (2-D) Barcode PDF417 Specifications

Encode type	Normal PDF417
DPI	300 dpi
Pixel shaving	ON
Code word count	Variable
Encryption	
Error Correction Level	4
Mils	13.1
Data Columns	13
Module Aspect Ratio	4:1
Data Rows	Variable
X Dimension	2
Location	Reserved area top right corner of the forms
Reserved space	2.5 " x 1"
Max Characters	64
Field Delimiter	Carriage Return
End of File Delimiter	"*EOD*"

The software must contain a brief explanation of what a 2-D barcode is and inform taxpayers that any changes made to a document after printing will not be reflected in the 2-D barcode unless they re-print. Handwritten changes on computer-generated documents are not acceptable and will be given lowest priority within the data workflow. Failure to print a new document after any changes will severely impact DOR processing and introduce errors.

- 1. PDF 417 has error detection and correction capabilities. The more error correction is used, the less data can be communicated in the barcode. With respect to data capture, you either get 100% or nothing. Complete barcode read failures are very uncommon. The tax Application Programming Interface (tax API) sets parameters for correction/detection. These parameters should be observed and not altered.
- 2. Based on the experience of previous filing seasons of 2-D barcode use, and due to the low level of deterioration of tax returns (compared to high media-abuse environments) the error correction level in the current market-provided DLL is set to level 4.
- 3. A general rule that can be used to determine if a printer is capable of producing a 2-D barcode is if the printer can produce a graphic such as a tax agency seal or business logo, then the printer should be capable of producing a 2-D barcode that can be scanned.
- 4. Pixel shaving is a technique that produces higher-quality barcodes when printed on lower-quality equipment like inkjet printers. Pixel shaving will result in improved read rates. In the DLL, pixel shaving will always be turned on.
- 5. Increasing the x (horizontal) dimension of the barcode elements will produce the most readable barcodes, especially on low quality ink/bubble jet printers. Whenever possible, software vendors will create a barcode that uses the largest possible x element value for the given space. In the case of the coupons, there is very little available space resulting in a low X Dimension value.
- 6. Users are advised that stretching or scaling the barcode (via copying the paper media or the like) changes its integrity and worsens readability; it should not be employed.
- 7. 2-D barcodes should never be rotated. Rotating a 2-D barcode increases processing difficulty and introduces the risk of errors. Since PDF-417 barcodes are read in both the x (horizontal) and y (vertical) directions on a portrait page, rotating them from their natural position can render the barcode unusable.
- 8. Unless otherwise noted, any line item left unanswered or having a value of zero (blank, no data, nul or 0) should not have a value on the printed page or in the 2D barcode. An inspection of the 2D barcode (raw data) should look something like this, which represents 2 consecutive line items having no data values. <CR><CR>

10/17/2024 6 Rev 2024-1.0

1.5 Scan line specifications

- The right-most character of the scan line must be exactly 1.5 inches from right edge
- OCR-A font (size 1; 10 characters per inch) must be used for printing the scan line
- There MUST be 0.3 inch clearances above the scan line area
- The baseline of the scan line must be exactly 0.3 inches from the bottom edge of the form
- All forms must be 4.0 inches high and 8.5 inches wide and must print at the bottom of the sheet (portrait setting)

1.6 Sample Submissions mailing locations

10 Samples of each coupon type (in a single pdf file) should be e-mailed to: anfitformsapproval@dor.state.ma.us

Send in pdf format using data of the vendor's choosing.

Additionally, please also submit 10 each Form 1-PV, Form M-4868, Form1-ES, Form 2-PV, Form M-8736, Form 2-ES, Form UBI-ES, Form 355-ES, Form 63-FI-ES forms to:

Bank of America,

Coma Lockbox MA5-527-02-07;

ATTN: Amoryll Cooper,

2 Morrissey Blvd.,

Dorchester, MA 02125-3312

Note: Vendors must pass DOR testing for Payment Vouches in order to get final approval for the various 2D testing scenarios. (See the various developers' guides for more information.)

1.7 Other reference documents

For more information please reference current year versions of:

Part 1 – Corporate Excise Software Developers Guide or

Part 1 – Personal Income Tax Software Developers Guide.

Both documents may be found by visiting State Exchange Server for Massachusetts

See also: Handbook for Reproduction of Department of Revenue Forms

For the list of all forms using a 1D barcode for form identification, please see Appendix B of the "Corporate Excise Software Developers Guide, Part 1".

For information regarding the e-file mandate and how it may impact coupons, as well as some bulk-file information, please see TIR 16-19. See also updated mandate in TIR 21-9.

To review the various TIRs, please visit the library, sorted by year, at the following page: https://www.mass.gov/lists/dor-technical-information-releases

Generally, we do not issue a TIR when we promulgate a new or amended regulation but we may issue a TIR if there is a law change that may relate to a regulation. Anything we issue can be found online in the <u>legal library</u>. And recent drafts and additions may be found on this <u>page</u>. Vendors should also sign up to receive our <u>email</u> updates. (https://www.mass.gov/service-details/dor-legal-library)

10/17/2024 7 Rev 2024-1.0

1.8 LuhnsMod10 Calculation

Check Digit fields are calculated according to the following formula:

$\hfill\square$ Multiply each s	can	line	dig	it by	the	we	ight	s 1,2	2,1,2	2,1 fr	om l	left t	o rig	ht													
Add all digits of each product to produce the sum																											
☐ Divide sum by	10																										
☐ If remainder is	zero	o, th	e ch	neck	digi	t is	zer	٥.																			
$\hfill \square$ If remainder is	1 –	9, s	ubtr	act ı	ema	aind	ler f	rom	10 t	o pro	oduc	e th	e ch	eck	digi	t.											
Here is an examp	ole s	scan	line	e:																							
00100123456789	12	311	5 00	0000	000	00 (014	010	040	001	000	1234	1567	1													
Scanline number	0	0	1	0	0		1	2	3	4	5	6	7	8	9	1	2	3	1	1	L	5	0	0	0	0	0
Weight	1	2	1	2	1		2	1	2	1	2	1	2	1	2	1	2	1	2	_ 1	L	2	1	2	1	2	1
Multiplication Resu	lt 0	0	1	0	0)	2	2	6	4	1	6	14	8	18	1	4	3	2	1	L	10	0	0	0	0	0
Addition of Digits to get Weighted																											
scanline #	0	0	1	0	0)	2	2	6	4	1	6	5	8	9	1	4	3	2	1	L	1	0	0	0	0	0
I				1.	1.	1.	1.		1.	1.	1.		1.		1 -	1 -				_	1.	1-	-		1_		_
	0	0	0	0	0	0	1	4	0	1	0	0	4	0	0	0	1	0	_	0	1	2	3	4	5	6	7
	2	0	2	0	0	0	2	1	0	1	0	0	2	0	2	0	2	0	2	1 0	2	2	6	1	2	6	2 14
Multiplication Result	U	U	U	10	-	10	+	4	U	1	0	0	l°	U	U	U	2	U	U	U	+		0	4	+	 	14
Addition of Digits to get Weighted							1														1						
ı	0	0	0	0	0	0	2	4	0	1	0	0	8	0	0	0	2	0	0	0	2	2	6	4	1	6	5

Sum of Weighted values = 99 Divide Sum by 10 = 9 remainder 9

If remainder = 0, the check digit is zero.

If remainder is not zero, subtract remainder from 10 to produce the check digit, therefore for this example,

10 - 9 = 1 (check digit in red above)

2.0 – Testing Criteria

2.1 - Vendor requirements for passing certification testing

DOR does acknowledge that not every vendor can maintain the same level of sophistication in terms of what types of tax scenarios its software can handle. DOR takes a fiduciary responsibility to the taxpayers in certifying a vendor as acceptable. DOR does expect vendors to provide the highest possible quality in the areas of appearance, functionality and accuracy in delivering their product to the marketplace.

See Massachusetts Department of Revenue Publication 'Handbook for Reproduction of Non-Scannable Department of Revenue Forms' Section 1.3 for guidance regarding who needs to pass certification testing. To paraphrase: Any company that develops and/or uses substitute Massachusetts Department of Revenue forms MUST get approval from the Department. If the company develops substitute tax forms using its own tax software; develops tax software programs to be used with substitute tax forms developed by another company; or, develops substitute tax forms for other companies to use with their tax software, the company MUST get approval from the Department.

The company must have forms reviewed annually <u>prior to release</u> of the substitute forms. Part of the approval process is for the Payment Voucher to pass DOR testing. The Department has noticed that some customers were submitting returns created by pre-approved, but outdated software. DOR mails those returns back to taxpayers with an explanatory letter.

If a company chooses to release software to their customers (taxpayer or tax practitioner) prior to being approved by the DOR, the company must adhere to the following criterion:

Disable printing of returns created using unapproved software.

A watermark with the text of "DRAFT FORM: THIS WILL NOT BE PROCESSED" or "DRAFT FORM: DO NOT FILE" must be printed across all pages of the coupon(s).

The watermark must be printed in black only. The watermark must be at <u>least</u> tall enough to encompass two printed lines. The watermark must be located such that the taxpayer name and address are obliterated. For coupons where there is no name and address area, the vendor may place the watermark anyplace common sense would dictate. The consumer must not have a way to shut off the watermark feature.

The software must prohibit returns created with unapproved software from being filed electronically. Once approved, a software patch should remove any watermarks and filing prohibitions.

Vendors are encouraged to submit test samples early to avoid approval delays. DOR will make every effort to review and approve forms within 10 days of receipt. See contact list for where to submit test forms.

Forms will be tested for format and readability in the order in which they are received by the Department. DOR only approves the appearance of the printed substitute form, the 1-D barcode value and the 2-D barcode readability as well as the scanline readability. Certain codes are also verified per specific coupon. DOR does not certify the logic of specific software, or the calculation formulas entered on any forms. DOR does not approve specific equipment or the process used in producing the substitute forms but does require that the substitute forms meet the Department's standards.

Failure to comply with these requirements WILL cause returns to misread and reject as errors in processing. DOR will capture vendor data and monitor processing results. Specifically, the Department will track readability of coupons with respect to field read rates, as well as tracking 2-D barcode read problems.¹ Each page has a unique 1-D barcode that the imaging software uses to identify the page in the event that the 2-D barcode cannot be read.

 $^{^{1}}$ Not printer introduced problems for which the vendor has no control 10/17/2024

2.2 - Text

Vendors may limit descriptions for captions and lines required by the official coupons to one print line on the substitute form or schedule by using abbreviations and contractions and by omitting articles and prepositions. The substitute schedule must retain sufficient key words, however, to permit ready identification of the caption, line or item. See Massachusetts Department of Revenue Publication 'Handbook for Reproduction of Non-Scannable Department of Revenue Forms' Section 3 for more information.

2.3 – Optical Mark Fields

A single upper case "X" must be used to indicate a response in an optical mark field.

No underlining or enclosing of optical mark fields.

One blank character space must immediately precede and follow an optical mark field.

If a field is not applicable, it must be left blank.

<u>2.4 – Negative Amounts and Prohibited characters</u>

Negative amounts or losses must be preceded by a minus sign ("-") of the left most digit.

Use of parentheses or "X" boxes² is not acceptable.

Language regarding the use of "X" boxes must not be printed on the substitute forms.

Do not include "<" or ">" in any field; text or 2D

2.5 - The Department's Acceptance Criteria

Can we read the 1-D & 2-D barcodes?

Is there a 2-D barcode on every coupon as required?

Is the 2D barcode data correctly located within the barcode?

Is the 1-D barcode correct on each page?

Are the 1-D and 2-D barcodes correctly sized and located?

The payment voucher must pass DOR testing prior to final approval. The 1D & 2D Barcodes and scanline must be readable and correctly configured.

2D barcodes are mandatory.

Are the various codes used per coupon correct for that coupon?

Are dates and monetary values correctly formatted?

Those vendors providing Massachusetts Personal Income Tax Forms and Schedules must pass <u>ALL</u> (1D, 2D and exact positioning) acceptance requirements.

2.6 - Massachusetts DOR Contact List (questions or guidance)

Non 1D enabled forms are submitted to:

Patrick Ford <u>dorforms@dor.state.ma.us</u>
Brian Mcglone <u>dorforms@dor.state.ma.us</u>

Any forms related questions or issues must be presented to the Forms Developers above.

1D and 2D enabled forms are submitted to, preferably via pdf attached to email:

Trivan Nguyen

Gregg Rothwell

Lily Lee

David Higginbottom

anfitformsapproval@dor.state.ma.us
anfitformsapproval@dor.state.ma.us
anfitformsapproval@dor.state.ma.us
anfitformsapproval@dor.state.ma.us

The only method of contact will be via e-mail since we no longer have dedicated office space outside of the home. This was effective 3/16/2020 when Covid-19 closed our offices.

The contacts above cannot offer any help in dealing with specific taxpayer issues.

² As found on the official Department produced version of the forms

10/17/2024 10 Rev 2024-1.0

Follow this link for phone numbers of the various DOR help lines:

 $\underline{http://www.mass.gov/?pageID=dorterminal\&L=3\&L0=Home\&L1=Tax+Professionals\&L2=Help+\%26+Resource}\\ s\&sid=Ador\&b=terminalcontent\&f=dor_help_direct\&csid=Ador$

Contact Center 617-887-6367

Contact Center is for tax related questions, policy clarification and any legal questions a software development company may have. Be sure to identify yourself as a software vendor looking for a Subject Matter Expert (SME) for a specific question.

NOTE:

It is imperative that all **SCANNABLE** tax form samples be sent to the email address mentioned above. All **SCANNABLE** tax form samples sent to this email address are prioritized and verified in the order of receipt. A scannable form is any form with a 1D barcode on it.

2.7 - The Department's TIR 21-9 and some impacted documents

TIR 21-9 speaks to the latest electronic filing mandate. It should be read in full for a better understanding of the details. As part of this change, some forms are only going to be accepted electronically and any published version of those forms are for reference only. Some of the trustee forms are initially included as part of the TIR 21-9.

The following forms fall into this category with others possibly following over time:

Form STS Form MAB-4 Form ST-9 Form MRT Form ROC Form ST-9MP

Until further notice, all coupons designated as 2D enabled in this document must have the 2D barcode included in your test submission in order to get approval. This includes any document called out as e-file only in TIR 21-9 and any subsequent DOR notifications. If a software provider chooses to no longer support a paper version of a coupon, please notify the testing team of your decision.

(anfitformsapproval@dor.state.ma.us)

10/17/2024 11 Rev 2024-1.0

3.0 Income PV Extension Specifications (Form PV, M-4868, Form 1-ES)

- The right-most character of the scan line must be exactly 1.5 inches from right edge
- OCR-A font (size 1; 10 characters per inch) must be used for printing the scan line
- There MUST be 0.3 inch clearances above the scan line area
- The baseline of the scan line must be exactly 0.3 inches from the bottom edge of the form
- All forms must be 4.0 inches high and 8.5 inches wide and must print at the bottom of the sheet (portrait setting)

Please be sure to cut (detach) the vouchers where indicated (dotted line). DO NOT send in either form via an uncut sheet of paper.

Please note that all the vouchers must contain the appropriate 1D barcode

Form PV scan line must consist of the following

Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	Primary Taxpayer's Social Security Number, < zero filled on left> (e.g. SSN 123-45-6789 would be 00123456789)
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 123117 for December 31 2017. Fiscal filers can put the appropriate period end date e.g. 063017 for June 30 2017)
	22	Space
(4)	23-32	Filler, all zeros (always 0000000000)
	33	Space
(5)	34-36	Tax Type (always 053)
	37	Space
(6)	38-39	Voucher Type: (Original Return = 01, Amended Return = 14)
(7)	40-42	ID Type (always 005 for SSN)
(8)	43-46	4-digit NACTP Vendor Code
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

M-4868 scan line must consist of the following

Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	Primary Taxpayer's Social Security Number, < zero filled on left> (e.g. SSN 123-45-6789 would be 00123456789)
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 123117 for December 31 2017. Fiscal filers can put the appropriate period end date e.g. 063017 for June 30 2017)
	22	Space
(4)	23-32	Filler, all zeros (always 0000000000)
	33	Space
(5)	34-36	Tax Type (always 053)
	37	Space
(6)	38-39	Voucher Type (always 18)
(7)	40-42	ID Type (always 005 for SSN)
(8)	43-46	4-digit NACTP Vendor Code
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

10/17/2024 12 Rev 2024-1.0

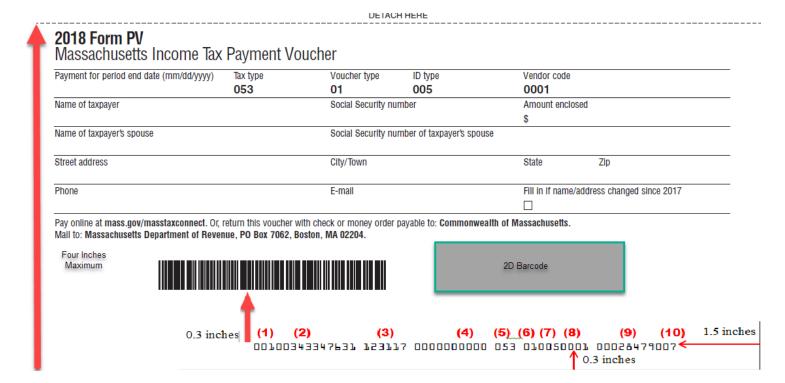
Form 1-ES scan line must consist of the following

Scan Line	Scan Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	Primary Taxpayer's Social Security Number, < zero filled on left> (e.g. SSN 123-45-6789 would be 00123456789)
	15	
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 123118 for December 31 2018. Fiscal filers can put the appropriate period end date e.g. 063018 for June 30 2018)
	22	
(4)	23-32	Filler, all zeros (always 0000000000)
	33	Space
(5)	34-36	Tax Type (always 053)
	37	Space
(6)	38-39	Voucher Type (always 17)
(7)	40-42	ID Type (always 005 for SSN)
(8)	43-46	4-digit NACTP Vendor Code
	47	Space
(9)	48-57	Amount Enclosed < zero filled on left> (e.g. \$12,345.67 would be 0001234567)
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

• Form M-4768 scan line must consist of the following

Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	Primary Taxpayer's Social Security Number, < zero filled on left> (e.g. SSN 123-45-6789 would be 00123456789)
	15	Space
(3)	16-21	Date of Death. MMDDYY
	22	Space
(4)	23-32	Filler, all zeros (always 000000000)
	33	Space
(5)	34-36	Tax Type (always 048)
	37	Space
(6)	38-39	Voucher Type (always 18)
(7)	40-42	ID Type (always 005 for SSN)
(8)	43-46	4-digit NACTP Vendor Code
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

3.1 Income PV Example

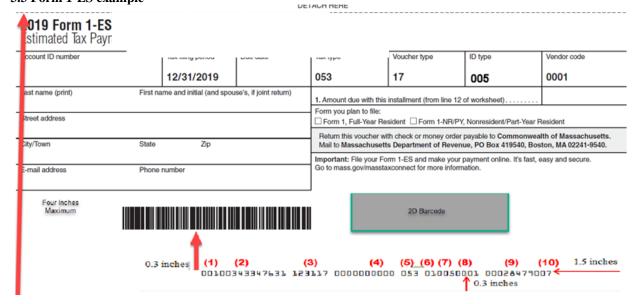


10/17/2024 14 Rev 2024-1.0

3.2 M-4868 Example

DETACH HERE 2018 Form M-4868 Massachusetts Extension Payment Voucher Payment for period end date (mm/dd/yyyy) Tax type ID type Voucher type Vendor code 053 0001 18 005 Name of taxpayer Social Security number Type of form you plan to file Name of taxpayer's spouse Social Security number of taxpayer's spouse ☐ Form 1 ☐ Form 1-NR/PY Mailing address City/Town State Amount enclosed Pay online at mass.gov/masstaxconnect. Or, return this voucher with check or money order payable to: Commonwealth of Massachusetts. Mail to: Massachusetts Department of Revenue, PO Box 7062, Boston, MA 02204. Four Inches Maximum 2D Barcode (3) (4) (5) (6) (7) (8) (9) (10)0.3 inches (1) 00100343347631 123117 0000000000 053 010050001 00028479007 10.3 inches

3.3 Form 1-ES example



4.0 Fiduciary PV Specifications (Form 2 PV, M-8736, Form 2-ES)

- The right-most character of the scan line must be exactly 1.5 inches from right edge
- OCR-A font (size 1; 10 characters per inch) must be used for printing the scan line
- There MUST be 0.3 inch clearances above the scan line area
- The baseline of the scan line must be exactly 0.3 inches from the bottom edge of the form
- All forms must be 4.0 inches high and 8.5 inches wide and must print at the bottom of the sheet (portrait setting)

Please be sure to cut (detach) the vouchers where indicated (dotted line). DO NOT send in either form via an uncut sheet of paper.

Please note that all the vouchers must contain the appropriate 1D barcode

Form 2-PV scan lines must consist of the following:

Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	Federal Identification Number, < zero filled on left> (e.g. 12-3456789 would be 00123456789)
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 123117 for December 31 2017. Fiscal
(3)	10-21	filers can put the appropriate period end date e.g. 063017 for June 30 2017)
	22	Space
(4)	23-32	Filler, all zeros (always 0000000000)
	33	Space
(5)	34-36	Tax Type (always 049)
	37	Space
(6)	38-39	Voucher Type: (Original Return = 01, Amended Return = 14)
(7)	40-42	ID Type (always 004 for FEIN)
(8)	43-46	4-digit NACTP Vendor Code
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

M-8736 scan lines must consist of the following:

Scan Line	Scan Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	Federal Identification Number , <zero (e.g.="" 00123456789)<="" 12-3456789="" be="" filled="" left⊳="" on="" td="" would=""></zero>
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 123116 for December 31 2016. Fiscal filers can put the appropriate period end date e.g. 063016 for June 30 2016)
	22	Space
(4)	23-32	Filler, all zeros (always 000000000)
	33	Space
(5)	34-36	Tax Type 049 – Fiduciary
	37	Space
(6)	38-39	Voucher Type (always 18)
(7)	40-42	ID Type (always 004 for FEIN)
(8)	43-46	4-digit NACTP Vendor Code
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

10/17/2024 16 Rev 2024-1.0

• Form 2-ES scan lines must consist of the following:

Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	Federal Identification Number , <zero filled="" left="" on=""> (e.g. 12-3456789 would be 00123456789)</zero>
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 123118 for December 31 2018. Fiscal filers can put the appropriate period end date e.g. 063018 for June 30 2018)
	22	Space
(4)	23-32	Filler, all zeros (always 000000000)
	33	Space
(5)	34-36	Tax Type 049 – Fiduciary
	37	Space
(6)	38-39	Voucher Type (always 17)
(7)	40-42	ID Type (always 004 for FEIN)
(8)	43-46	4-digit NACTP Vendor Code
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

4.1 Form2 PV example

DETACH HERE 2018 Form 2-PV Massachusetts Fiduciary Income Tax Payment Voucher Payment for period end date (mm/dd/yyyy) Tax type ID type Vendor code 049 004 0001 Name of estate or trust Federal Identification number Amount enclosed Name of fiduciary Title Mailing address City/Town State Zip Phone E-mail Fill in if name/address changed since 2017 Pay online at mass.gov/masstaxconnect. Or, return this voucher with check or money order payable to: Commonwealth of Massachusetts. Mail to: Massachusetts Department of Revenue, PO Box 7062, Boston, MA 02204. Four Inches Maximum 2D Barcode (5) (6) (7) (8) (9) 0.3 inches (1) 0.3 inches

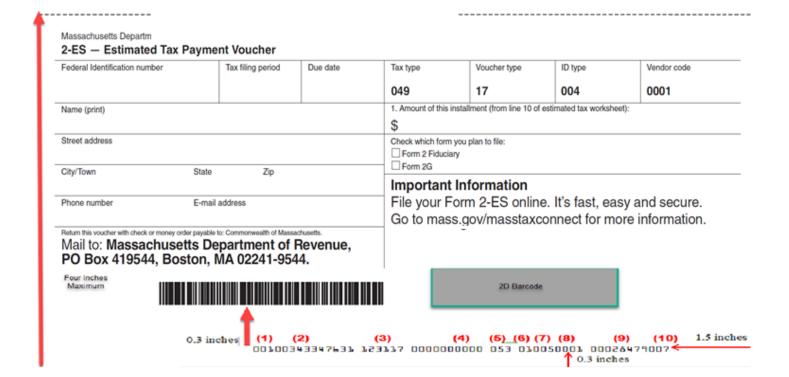
10/17/2024 18 Rev 2024-1.0

DETACH HERE

2018 Form M-8736 Massachusetts Fiduciary Extension Payment Voucher Payment for period end date (mm/dd/yyyy) Tax type Voucher type ID type Vendor code 049 004 0001 Type of form you plan to file Name Federal Identification number ☐ Form 2 ☐ Form 2G Mailing address City/Town Amount enclosed State Pay online at mass.gov/masstaxconnect. Or, return this voucher with check or money order payable to: Commonwealth of Massachusetts. Mail to: Massachusetts Department of Revenue, PO Box 7062, Boston, MA 02204. Four Inches 2D Barcode 1.5 inches 0.3 inches (1) (5) (6) (7) (8) (10)00100343347631 123117 0000000000 053 010050001 00028479007 10.3 inches

10/17/2024 19 Rev 2024-1.0

4.3Form 2-ES example



10/17/2024 20 Rev 2024-1.0

5.0 Corporate PV / Extension Specifications (Form 355-PV, 355S-PV, Form 355-7004, Form 355-7004 Misc, Form M-990-T 7004, Form 355-ES, 63 FI-ES, UBI-ES)

- The right-most character of the scan line must be exactly 1.5 inches from right edge
- OCR-A font (size 1; 10 characters per inch) must be used for printing the scan line
- There MUST be 0.3 inch clearances above the scan line area
- The baseline of the scan line must be exactly 0.3 inches from the bottom edge of the form
- All forms must be 4.0 inches high and 8.5 inches wide and must print at the bottom of the sheet (portrait setting)

Please be sure to cut (detach) the vouchers where indicated (dotted line). DO NOT send in either form via an uncut sheet of paper.

Please note that all the vouchers must contain the appropriate 1D barcode

Forms 355-PV and 355S-PV scan lines must consist of the following

Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	FEIN, <zero filled="" left="" on=""> (e.g. FEIN 12-3456789 would be 00123456789)</zero>
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 093017 for September 30 2017)
	22	Space
(4)	23-32	Filler, all zeros (always 0000000000)
	33	Space
(5)	34-36	Tax Type (always 014)
	37	Space
(6)	38-39	Voucher Type: (Original Return = 01, Amended Return = 14)
(7)	40-42	ID Type (always 004 for FEIN)
(8)	43-46	4-digit NACTP Vendor Code
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

• Form 355-7004 scan line must consist of the following

		<u> </u>
Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	FEIN, <zero filled="" left="" on=""> (e.g. FEIN 12-3456789 would be 00123456789)</zero>
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 093017 for September 30 2017)
	22	Space
(4)	23-32	Filler, all zeros (always 0000000000)
	33	Space
(5)	34-36	Tax Type (always 014)
	37	Space
(6)	38-39	Voucher Type (always 18)
(7)	40-42	ID Type (always 004 for FEIN)
(8)	43-46	4-digit NACTP Vendor Code, if applicable
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

NOTE:

• Return Payments and/or Extensions requests/payments for Form 355-U filers must be made electronically (see TIR 09-18).

10/17/2024 21 Rev 2024-1.0

• Form 355-7004 Misc scan line must consist of the following

Scan	Scan						
Line	Line						
Field #	Position	Scan Line		Content			
(1)	1-3	Form Number (always 001)					
(2)	4-14	FEIN, <zero filled="" left="" on=""> (e.g. FEIN 12-3456789 would be 00123456789)</zero>					
	15	Space					
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 093017 for September 30 2017)					
	22	Space					
(4)	23-32	Filler, all zeros (always 0000000000)					
	33	Space					
		Tax Type (Should be according to the Forr	m from the	e table below)			
		Account Type F	orm	Tax Type Code			
		(LIE) Life Insurance 6	3-20P	022			
/- >		(INE) P&C - PPO Insurance 6	3-23P	018			
(5)	34-36	(MIT) Ocean Marine Insurance 6	3-29A	023			
		(FIE) Financial Institution 6	3-FI	015			
		(URE) Urban Redevelopment 1	21A	037			
		(PUE) Public Utility Excise	P.S.1	028			
	37	Space					
(6)	38-39	Voucher Type (always 18)					
(7)	40-42	ID Type (always 004 for FEIN)					
(8)	43-46	4-digit NACTP Vendor Code, if applicable					
	47	Space					
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g.</zero>	. \$12,345	.67 would be 00012345	667)		
(10)	58	Check Digit Luhns Mod10 calculation of pr section for breakdown)	revious ch	aracters excluding spa	ces (See LuhnsMod10 Calculation		

• Form M-990T-7004 scan line must consist of the following

Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	FEIN, <zero filled="" left="" on=""> (e.g. FEIN 12-3456789 would be 00123456789)</zero>
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 093017 for September 30 2017)
	22	Space
(4)	23-32	Filler, all zeros (always 000000000)
	33	Space
(5)	34-36	Tax Type (always 036)
	37	Space
(6)	38-39	Voucher Type (always 18)
(7)	40-42	ID Type (always 004 for FEIN)
(8)	43-46	4-digit NACTP Vendor Code, if applicable
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

Form 355-ES scan line must consist of the following

Scan	Scan						
Line	Line						
Field #	Position	Scan Line		Content			
(1)	1-3	Form Number (always 001)					
(2)	4-14	FEIN or Account ID, <zero filled="" le<="" on="" td=""><td>eft> (e.g. FEIN</td><td>l 12-3456789 would be</td><td>9 00123456789)</td></zero>	eft> (e.g. FEIN	l 12-3456789 would be	9 00123456789)		
(-)	15	Space					
(3)	16-21	Filing Period MMDDYY (Should be the	ne last day of	Filing period e.g. 0930	18 for September 30 2018)		
(4)	22		Space				
(4)	23-32	Filler, all zeros (always 000000000)					
	33	Space Tax Type – 014 if Corporation will be	(III 055 /				
		filed for Miscellaneous as shown in to	-				
		Account Type		Tax Type Code			
		(COR) Corporate Excise	355/ 355S	014			
(5)	34-36	(LIE) Life Insurance	63-20P	022			
		(INE) P&C - PPO Insurance	63-23P	018			
		(MIT) Ocean Marine Insurance	63-29A	023			
		(URE) Urban Redevelopment	121A	037			
		(PUE) Public Utility Excise	P.S.1	028			
	37	Space					
(6)	38-39	Voucher Type (always 17)					
		ID Type:					
(7)	40-42	004 when FEIN is entered.					
(5)		026 when Account ID is entered					
(8)	43-46	4-digit NACTP Vendor Code, if applie	cable				
4->	47	Space					
(9)	48-57	Amount Enclosed <zero filled="" left<="" on="" td=""><td></td><td></td><td></td></zero>					
(10)	58	Check Digit Luhns Mod10 calculation section for breakdown)	n of previous o	haracters excluding sp	paces (See LuhnsMod10 Calculation		

Form 63 FI-ES scan line must consist of the following

Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	1 11 (11 1)
(2)	4-14	FEIN or Account ID, <zero filled="" left="" on=""> (e.g. FEIN 12-3456789 would be 00123456789)</zero>
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 093018 for September 30 2018)
	22	Space
(4)	23-32	Filler, all zeros (always 000000000)
	33	Space
(5)	34-36	Tax Type – 015
	37	Space
(6)	38-39	Voucher Type (always 17)
		ID Type :
(7)	40-42	004 when FEIN is entered
		027 when Account ID is entered
(8)	43-46	4-digit NACTP Vendor Code, if applicable
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

• UBI-ES scan line must consist of the following

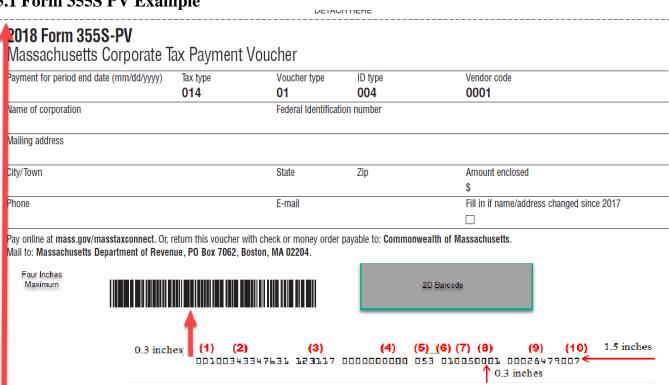
Scan	Scan	
Line	Line	
Field #	Position	Scan Line Content
(1)	1-3	Form Number (always 001)
(2)	4-14	FEIN, <zero filled="" left="" on=""> (e.g. FEIN 12-3456789 would be 00123456789)</zero>
	15	Space
(3)	16-21	Filing Period MMDDYY (Should be the last day of Filing period e.g. 093018 for September 30 2018)
	22	Space
(4)	23-32	Filler, all zeros (always 000000000)
	33	Space
(5)	34-36	Tax Type – 036
	37	Space
(6)	38-39	Voucher Type (always 17)
(7)	40-42	ID Type (always 004 for FEIN)
(8)	43-46	4-digit NACTP Vendor Code, if applicable
	47	Space
(9)	48-57	Amount Enclosed <zero filled="" left="" on=""> (e.g. \$12,345.67 would be 0001234567)</zero>
(10)	58	Check Digit Luhns Mod10 calculation of previous characters excluding spaces (See LuhnsMod10 Calculation section for breakdown)

10/17/2024 24 Rev 2024-1.0

5.1 Form 355 PV Example

		DETAC	H HERE			
2018 Form 355-PV Massachusetts Corporate Ta	ax Paymei	nt Voucher				
Payment for period end date (mm/dd/yyyy)	Tax type	Voucher type	ID type	Vendor code		
	014	01	004	0001		
Name of corporation		Federal Identificati	on number			
Mailing address						
City/Town		State	Zip	Amount enclosed		
				\$		
Phone		E-mail		Fill in if name/address ch	nanged since 20	17
Pay online at mass.gov/masstaxconnect. Or, r Mail to: Massachusetts Department of Reven		_	payable to: Comm	onwealth of Massachusetts.		
Four Inches Maximum				2D Barcode		
0.3 ir	(1)	<mark>(2) (3)</mark> 00343347631 12 3 11	(4) 7 0000000	******		1.5 inches

5.1 Form 355S PV Example



DETACH HERE

Payment for period end date (mm/dd/yyyy)	Tax type	Voucher type	ID type	Vendor code
	014	18	004	0001
lame of business		Federal Identificat	ion number	Check if incorporated in Massachusetts
Business address				
City/Town		State	Zip	Amount enclosed
				\$
Pay online at mass.gov/masstaxconnect. Or, Mail to: Massachusetts Department of Reve		•	payable to: Commonw	ealth of Massachusetts.
Four Inches Maximum			2	2D Barcode

10/17/2024 26 Rev 2024-1.0

5.3 Form 355-7004 Misc Example

DETACH HERE

Payment for period end date (mm/dd/yyyy) Tax type	Voucher type 18	ID type 004	Vendor code 0001
Name of business	Federal Identificat		Check if incorporated in Massachusetts
Type of extension being applied for			
☐ Automatic six-month ☐ Extension until:			
Mailing address			
City/Town	State	Zip	Amount enclosed
			\$
Pay online at mass.gov/masstaxconnect. Or, return this vouc Mail to: Massachusetts Department of Revenue, PO Box 70		payable to: Commonv	vealth of Massachusetts.
Four Inches Maximum			2D Barcode
	(2) (3)	(4) 7 000000000	2D Barcode (5) (6) (7) (8) (9) (10) 1.5 is

10/17/2024 27 Rev 2024-1.0

5.4 Form M-990T-7004 Example

		DETAC	H HERE	
2018 Form M-990T-7004 Massachusetts UBIT Exten	sion Payment	Voucher		
Payment for period end date (mm/dd/yyyy)	Tax type	Voucher type	ID type	Vendor code
	036	18	004	0001
Name of business		Federal Identificati	on number	Check if incorporated in Massachusetts
Type of extension being applied for				
☐ Automatic eight-month ☐ Extension until:				
Mailing address				
City/Town		State	Zip	Amount enclosed
-				\$
Pay online at mass.gov/masstaxconnect. Or, Mail to: Massachusetts Department of Rever			payable to: Commonwealt	h of Massachusetts.
Four Inches Maximum			2D	Barcode
0.3 incl		<mark>(3)</mark> 147631 123117	(4) (5) 0000000000 053	(6) (7) (8) (9) (10) 1.5 inches 010050001 00026479007 ← ↑ 0.3 inches

10/17/2024 28 Rev 2024-1.0

			DE	TACH HERE				
2019 Form 355-E Corporate Estimated		nent Voucher						
Federal ID/Account ID number		Tax filing period	Due date	Tax type	Voucher type	ID type	Vendor code	
				014	17		0001	
Business name			•	1. Amount due with this	installment (from works	heet)		
Business address			Form you plan to file: □ Form 355 □ Form 355S □ Form 355SC □ Form 355SBC					
City/Town State Zip			Return this voucher with check or money order payable to Commonwealth of Massachusetts. Mail to Massachusetts Department of Revenue, PO Box 419272, Boston, MA 02241-9272.					
E-mail address	Phone n	number		Important: File your Form 355-ES and make your payment online. It's fast, easy and secure. Go to mass.gov/masstaxconnect for more information.				
Four Inches Maximum					2D Barcode			
	0.3 in		(2) (3 343347631 123	3) (4) 117 00000000	(5) (6) (7) ((8) (9) 001 000284790 ↑03 inches	(10) 1.5 inches	

10/17/2024 29 Rev 2024-1.0

5.6 63 FI-ES Example

DETACH HERE **019 Form 63 FI-ES** orporate Estimated Tax Payment Voucher ederal ID/Account ID number Tax filing period Due date Tax type Voucher type ID type Vendor code 015 17 0001 usiness 1. Amount due with this installment (from line 10 of worksheet) Return this voucher with check or money order payable to Commonwealth of Massachusetts. Mail to Massachusetts Department of Revenue, PO Box 419272, Boston, MA 02241-9272. usiness address Important: File your Form 63 FI-ES and make your payment online. It's fast, easy and secure. ity/Town State Zip Go to mass.gov/masstaxconnect for more information. -mail address Phone number Four Inches Maximum 2D Barcode 1.5 inches 0.3 inches (3) (4) (5) (6) (7) (8) (9) (10)00100343347631 123117 000000000 053 010050001 00028479007 0.3 inches

10/17/2024 30 Rev 2024-1.0

5.7 UBI-ES Example

nent Voucher								
Tax filing period	Due date	Tax type	Voucher type	ID type	Vendor code			
		036	17	004	0001			
Business name				of worksheet)				
Business address			Form you plan to file: □ Form 3M Club and Other □ Form M-990T □ Form M-990T-62					
City/Town State Zip			Return this voucher with check or money order payable to Commonwealth of Massachusetts. Mail to Massachusetts Department of Revenue, PO Box 419544, Boston, MA 02241-9544.					
umber		Important: File your Form UBI-ES and make your payment online. It's fast, easy and secure. Go to mass.gov/masstaxconnect for more information.						
nches (1)	(2) (3 343347631 123		0 053 0100500	01 0002847900	0) 1.5 inches			
	Zip	Tax filing period Due date Zip umber	Tax filing period Due date Tax type 036 1. Amount due with this Form you plan to file: Form 3M Club and O Return this voucher with Mail to Massachusette Important: File your Fo Go to mass.gov/massta nches (1) (2) (3) (4)	Tax filing period Due date Tax type O36 17 1. Amount due with this installment (from line 10 of Form you plan to file: Form you plan to file: Form 3M Club and Other Form M-990T Return this voucher with check or money order Mail to Massachusetts Department of Revent Important: File your Form UBI-ES and make you Go to mass.gov/masstaxconnect for more inform 2D Barcode 2D Barcode	Tax filing period Due date Tax type 036 17 004 1. Amount due with this installment (from line 10 of worksheet) Form you plan to file: Form 3M Club and Other Form M-990T Form M-990T-62 Return this voucher with check or money order payable to Commonwead Mail to Massachusetts Department of Revenue, PO Box 419544, Bos Important: File your Form UBI-ES and make your payment online. It's fast Go to mass.gov/masstaxconnect for more information.			

10/17/2024 31 Rev 2024-1.0

6.0 Document Revisions

This page is included to track changes between published revisions of this document.

Number	Date	Revision
2024-1.0	7/24/24	Converted from 2024
		Page 4 edited. Non-2D coupons only require 1 sample for review.

Appendix A

Form 1 PV Layout

2-D	Layout	Data	Size in	Req'd			Location on
Field No	FIELD NAME	Type	Bytes	<u>Field</u>	VALUE	NOTES	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
						barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	001		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	053		Top row
14	VOUCHER TYPE	Number	2	Y	01/14		Top row
15	ID TYPE	Number	3	Y	005		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 33 Rev 2024-1.0

Form 2 PV Layout

	PV Layout	_	T ~ .				
2-D		Data	Size in	_			Location on
Field No	FIELD NAME	Type	Bytes	<u>Field</u>	VALUE	<u>NOTES</u>	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
						barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	002		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	049		Top row
14	VOUCHER TYPE	Number	2	Y	01/14		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END OF FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 34 Rev 2024-1.0

Form 355 PV Layout

	S PV Layout	D 4	a. .	D 11			T 40
2-D		Data	Size in	_			Location on
Field No	FIELD NAME	<u>Type</u>	Bytes	<u>Field</u>	VALUE	<u>NOTES</u>	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
						barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	005		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	014		Top row
14	VOUCHER TYPE	Number	2	Y	01/14		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END OF FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 35 Rev 2024-1.0

Form 355-S PV Layout

2-D		Data	Size in	Rea'd			Location on
Field No	FIELD NAME	Type	Bytes	Field	VALUE	<u>NOTES</u>	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
		_				barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	006		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	014		Top row
14	VOUCHER TYPE	Number	2	Y	01/14		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			_
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 36 Rev 2024-1.0

Form M-4868 Extension Layout

	-4000 Extension Layou		T ~ .				
2-D		Data	Size in	_			Location on
Field No	FIELD NAME	Type	Bytes	<u>Field</u>	VALUE	<u>NOTES</u>	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
						barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	004		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	053		Top row
14	VOUCHER TYPE	Number	2	Y	18		Top row
15	ID TYPE	Number	3	Y	005		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END OF FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 37 Rev 2024-1.0

Form M-8736 Extension Layout

2-D Field No	FIELD NAME	Data Type	Size in Bytes	Req'd Field		NOTES	Location on The Form
1	HEADER_VER_NUMBR		2	Y	T1	FTA STANDARD	<u>Incroim</u>
2	VENDOR_CDE	Alpha	4	Y	11	Vendor creating 2D	
2	VENDOR_CDE	Aiplia	4	1		barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA	•	
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	003		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	049/052		Top row
14	VOUCHER TYPE	Number	2	Y	18		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 38 Rev 2024-1.0

Form 355-7004 Extension Layout

2-D		Data	Size in	_		Nome	Location on
Field No	FIELD NAME	<u>Type</u>	<u>Bytes</u>	<u>Field</u>		<u>NOTES</u>	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
						barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	007		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	014		Top row
14	VOUCHER TYPE	Number	2	Y	18		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 39 Rev 2024-1.0

Form 355-7004 Misc. Extension Layout

2-D	AS 7001 MISC. LACCISION	Data	Size in	Req'd			Location on
Field No	FIELD NAME	Type	Bytes	<u>Field</u>		NOTES	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA	•	
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	011		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	*		Top row
14	VOUCHER TYPE	Number	2	Y	18		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

• Field 13 acceptable values: 015, 018, 022, 023, 028, 037

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

Form M-990T-7004 Extension Layout

2-D		Data	Size in	Req'd			Location on
Field No	FIELD NAME	Type	Bytes	Field	VALUE	NOTES	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	012		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	036		Top row
14	VOUCHER TYPE	Number	2	Y	18		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			_
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 41 Rev 2024-1.0

Form 1 ES Layout

	ES Layout	_					
2-D		Data	Size in	_			Location on
Field No	FIELD NAME	Type	Bytes	<u>Field</u>	VALUE	<u>NOTES</u>	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
		_				barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	008		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	053		Top row
14	VOUCHER TYPE	Number	2	Y	17		Top row
15	ID TYPE	Number	3	Y	005		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END OF FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 42 Rev 2024-1.0

Form 2 ES Layout

2-D	ES Layout	Data	Size in	Rea'd			Location on
Field No	FIELD NAME	Type	Bytes	Field	VALUE	<u>NOTES</u>	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
		_				barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	009		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	049/052		Top row
14	VOUCHER TYPE	Number	2	Y	17		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need			Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 43 Rev 2024-1.0

Form 355 ES Layout

	5 ES Layout	D .	g	D 11			T 49
2-D		Data	Size in	_			Location on
Field No	FIELD NAME	<u>Type</u>	<u>Bytes</u>	<u>Field</u>	VALUE	<u>NOTES</u>	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
						barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA		
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	010		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	*		Top row
14	VOUCHER TYPE	Number	2	Y	17		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y		_	
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

• Field 13 acceptable values: 014, 015, 018, 022, 023, 028, 036, 037

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 44 Rev 2024-1.0

Form UBI ES Layout

	31 ES Layout	1	1		1		
2-D		Data	Size in	Req'd			Location on
Field No	FIELD NAME	Type	Bytes	<u>Field</u>	VALUE	<u>NOTES</u>	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
		1				barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA	_	
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	014		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	036		Top row
14	VOUCHER TYPE	Number	2	Y	17		Top row
15	ID TYPE	Number	3	Y	004		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 45 Rev 2024-1.0

Form 63 FI ES Layout

FOrm 63	FI ES Layout						
2-D		Data	Size in	Req'd			Location on
Field No	FIELD NAME	Type	Bytes	Field	VALUE	NOTES	The Form
1	HEADER_VER_NUMBR	Alpha	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	Alpha	4	Y		Vendor creating 2D	
						barcode	
3	SOFTWARE_VERS	Alpha	2	Y		Vendor provided	
4	STATE_CDE	Alpha	2	Y	MA	_	
5	FORM_YR_NUM	Alpha	2	Y	PV		
6	FORM_CDE	Alpha	3	Y	013		
7	PAGE_NUM	Alpha	1	Υ	1	Page number	
	Line Item Data						
8	FORM_NUMBER		3	Y	001		
9	TAXPAYER ID	TP Id	11	Y		If 9 digit, left fill 00	Second row
10	PERIOD	Date	6	Y		mmddyy	Top row, left
11	PAYMENT RECV		6		000000	To match scanline	
12	FILL		4		0000	To match scanline	
13	TAX_TYPE	Number	3	Y	015		Top row
14	VOUCHER TYPE	Number	2	Y	17		Top row
15	ID TYPE	Number	3	Y	004/027		Top row
16	VENDOR	Alpha	4	Y			
17	AMOUNT DUE	Money	As need	Y		Up to 10 bytes	Fifth row, right
18	CHECK_DIGIT	Number	1	Y			
19	END_OF_FILE	Alpha	5	Y	*EOD*	FTA Standard	

Money fields in print and in the 2D barcode must include cents. Printed, include decimal point. There is a half inch of white space between the top of the scanline and the bottom of the 1D & 2D barcodes.

10/17/2024 46 Rev 2024-1.0