

# E-500E

## COMBINED GENERAL RATE SALES AND USE TAX RETURN (UTILITY, LIQUOR, GAS AND OTHER) (REVISION 10-1-15)

### CHANGES FOR THE YEAR

- Form E-500E was not updated for 2023.
- If your company reproduced Form E-500E last year, your alignment and data placement for the form should match the approved trained version.
- If your company has not reproduced Form E-500E, then match the SD version.

#### Production Details:

<b>Submission Approval Start Date:</b>	September 1, 2023
<b>Target Date for Initial Submission:</b>	September 25, 2023
<b>Required Approval Date:</b>	October 16, 2023
<b>Form Period Date Effective:</b>	Period Ending October 31, 2023
<b>For Filing Periods:</b>	October 2023 – September 2024
<b>Form Placed in Software:</b>	After September 14, 2023
<b>Unchanged/Updated:</b>	Unchanged

### 9-12 TEST SAMPLES REQUIRED:

- 1 Blank
- 1 Full Field
- 7 by PDF or 10 by Mail which must include the following:
  - 1 Monthly
  - 1 Quarterly
  - 1 Fourth Quarter 2023

### BARCODE:

The barcode must read 82501XX016. Replace (XX) with your two-digit Software Developer Identification Number.

Align barcode between Row 29, Column 6-10 and Row 44, Column 6-10. Print the number either stacked or vertically to the right of the barcode.

### USE:

- 12 point Courier for variable data
- All capital letters for variable text
- Amount due with 0.00 format
- Correct barcode length
- Correct matching line geometry
- Data placement from approved trained version
- High resolution bitmap for barcode
- Matching alignment between the full field and test samples
- No punctuation or special characters in address field
- Period Ending Chart
- Right aligned amount due
- Various ID numbers using the prefixes of 999, 900, 000 or 666 for FEINs/SSNs

## BARCODE DIMENSIONS:

- IF YOUR COMPANY SUPPORTED THIS FORM FOR 2022, DO NOT UPDATE THE ALIGNMENT, PLACEMENT OR BARCODE DIMENSIONS ON YOUR 2023 UNCHANGED FORM
- SYMBOLOGY CODE 39
- DENSITY 4.18 CPI
- HEIGHT 0.500
- HIGH RESOLUTION BITMAP FOR BARCODES
- RATIO 3:1

## TEST SAMPLES:

- IF YOUR COMPANY SUPPORTED THIS FORM FOR 2022, DO NOT SHIFT VERBIAGE AND LINE NUMBERS ON YOUR 2023 UNCHANGED FORM TEST SAMPLES
- PLEASE NOTE: BLANK AND FULL FIELD COPIES ARE REQUIRED BUT ARE NOT CONSIDERED TEST SAMPLES
- IF SENDING IN BY EXPRESS MAIL, PLEASE SEND ADDITIONAL TEST SAMPLES AS REQUIRED
- USE THE FIELD DESCRIPTION FORMATTING FOR PLACEMENT OF VARIABLE DATA
- INCLUDE ONE TEST SAMPLE EXCEEDING \$999.00
- INCLUDE ONE TEST SAMPLE FROM FOURTH QUARTER 2023
- USE A DIFFERENT AMOUNT FOR EACH FIELD
- ENSURE EACH LINE IS POPULATED ACROSS REQUIRED TEST SAMPLES

Required Variety of E-500E Test Samples		
Period Ending	Monthly File By Date	Quarterly File By Date
10/31/23	11/20/23	
11/30/23	12/20/23	
12/31/23	01/20/24	01/31/24
01/31/24	02/20/24	
02/29/24	03/20/24	
03/31/24	04/20/24	04/30/24
04/30/24	05/20/24	
05/31/24	06/20/24	
06/30/24	07/20/24	07/31/24
07/31/24	08/20/24	
08/31/24	09/20/24	
09/30/24	10/20/24	10/31/24

**Placement of Variable Data**

Print Line Number	Identification	Begin Print Position	Maximum Field Length	End Print Position	Field Description
9	Account ID	17	9	25	Numeric; No dashes Print number consecutively
9	Legal Name	29	10	38	Alphanumeric 1 <sup>st</sup> ten characters of legal name
9	Period Ending	52	8	59	Numeric; No Punctuation Period Ending. Ex. 10 31 23
9	File By	70	8	77	Numeric; No Punctuation File By. Ex. 11 20 23
16	Line 1	66	12	77	Numeric
18	Line 2	66	12	77	Numeric
20	Line 3	66	12	77	Numeric
25	Line 4 - Receipts	45	12	56	Numeric
25	Line 4 - Tax	67	11	77	Numeric
27	Line 5 - Receipts	45	12	56	Numeric
27	Line 5 - Tax	67	11	77	Numeric
29	Line 6 - Receipts	45	12	56	Numeric
29	Line 6 - Tax	67	11	77	Numeric
31	Line 7 - Receipts	45	12	56	Numeric
31	Line 7 - Tax	67	11	77	Numeric
33	Line 8 - Receipts	45	12	56	Numeric
33	Line 8 - Tax	67	11	77	Numeric
35	Line 9 - Receipts	45	12	56	Numeric
35	Line 9 - Tax	67	11	77	Numeric
37	Line 10 - Receipts	45	12	56	Numeric
37	Line 10 - Tax	67	11	77	Numeric

39	Line 11 - Tax	67	11	77	Numeric
41	Line 12	67	11	77	Numeric
43	Line 13	67	11	77	Numeric
45	Line 14	67	11	77	Numeric
47	Line 15	67	11	77	Numeric
49	Line 16	67	11	77	Numeric
51	Line 17	67	11	77	Numeric
53	Line 18	67	11	77	Numeric