

# E-500F

## MOTOR VEHICLE LEASE AND SUBSCRIPTION TAX RETURN (REVISION 9-3-19)

### CHANGES FOR THE YEAR

- Form E-500F was not updated for 2023.
- If your company reproduced Form E-500F last year, your alignment and data placement for the form should match the approved trained version.
- If your company has not reproduced Form E-500F, 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>	October 2023 - September 2024
<b>For Filing Periods</b>	December 2023 and later
<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 80701XX005. Replace (XX) with your two-digit Software Developer Identification Number.

Align barcode between Row 27, Column 6-10 and Row 42, Column 6-10. Print the number either stacked or vertically to the right of the barcode.

### USE:

- 12 point Courier font for variable fields
- All capital letters for variable text
- Correct barcode length
- Correct matching line geometry
- Data placement from SD version
- High resolution bitmap for barcodes
- 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 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 2022 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
- INCLUDE ONE TEST SAMPLE EXCEEDING \$999.00
- INCLUDE ONE TEST SAMPLE FROM FOURTH QUARTER 2022
- USE THE FIELD DESCRIPTION FORMATTING FOR PLACEMENT OF VARIABLE DATA
- USE A DIFFERENT AMOUNT FOR EACH FIELD
- ENSURE EACH LINE IS POPULATED ACROSS REQUIRED TEST SAMPLES

Required Variety for E-500F 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
10	Account ID	17	9	25	Numeric; no dashes Print number consecutively
10	Legal Name	30	10	39	Alphanumeric 1 <sup>st</sup> Ten Characters of Legal Name
10	Period Ending	69	8	76	Numeric; no punctuation Period Ending Ex. 10 31 23
12	File By	69	8	76	Numeric; no punctuation File By Ex. 11 20 23
20	Line 1-Receipts	45	12	56	Numeric
20	Line 1-Tax	68	11	78	Numeric
22	Line 2-Receipts	45	12	56	Numeric
22	Line 2-Tax	68	11	78	Numeric
24	Line 3-Receipts	45	12	56	Numeric
24	Line 3-Tax	68	11	78	Numeric
26	Line 4-Tax	68	11	78	Numeric
28	Line 5-Tax	68	11	78	Numeric
30	Line 6-Tax	68	11	78	Numeric
32	Line 7-Tax	68	11	78	Numeric