

NC-478

SCHEDULE

PASS-THROUGH SCHEDULE FOR NC-478 SERIES (REVISION 8-21-23)

CHANGES FOR THE YEAR

- Form NC-478 Schedule was not updated for 2024.
- If you company reproduced Form NC-478 Schedule last year, your alignment and data placement for the form should match the approved trained version.
- If you company has not reproduced Form NC-478 Schedule, then match the SD Version.

Production Details:

Submission Approval Start Date:	October 18, 2024
Target Date for Initial Submission:	November 8, 2024
Required Approval Date:	December 4, 2024
Form Period Date Effective:	Calendar Year December 31, 2024 Fiscal Year November 30, 2025
For Filing Periods:	December 2024 and later
Form Placed in Software:	After December 31, 2024
Unchanged/Updated:	Unchanged

9-12 TEST SAMPLES REQUIRED:

- 1 Blank
- 1 Full Field
- 7 by PDF or 10 by Express Mail

Note: This form is part of a set; all forms in the set require approval.

BARCODE:

The barcode must read 69919XX017. Replace (XX) with your two-digit Software Provider ID (SPID).

Align barcode between Row 31, Column 75-79 and Row 46, Column 75-79. Print the number either stacked or vertically to the right of the barcode.

USE:

- 12-point Courier font for variable data
- All capital letters for variable data
- Correct barcode length
- Data placement from approved trained version
- High Resolution Bitmap for barcodes
- Matching line geometry from SD version
- Matching alignment between the full field and test samples
- Prefixes of 999, 900, 000 or 666 for FEINs/SSNs
- Various Entity ID numbers

BARCODE DIMENSIONS:

- MAKE SURE THE BARCODE READS AND IS PROPERLY PLACED BASED ON THE SPECIFICATIONS GIVEN
- SYMBOLOGY CODE 39
- DENSITY 4.18 CPI
- HEIGHT 0.500
- HIGH RESOLUTION BITMAP FOR BARCODES
- RATIO 3:1

TEST SAMPLES:

- CONFIRM DATA/TEXT PLACEMENT MATCHES THE SD VERSION
- PLEASE NOTE: BLANK AND FULL FIELD 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 AT LEAST 1 TEST SAMPLE FOR EACH FILING ENTITY
- 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
- USE A DIFFERENT AMOUNT FOR EACH FIELD OR ENTER A "0"

Placement of Variable Data

Print Line Number	Identification	Begin Print Position	Maximum Field Length	End Print Position	Field Description
11	First Name	8	15	22	Alpha
11	Middle Initial	25	1	25	Alpha
11	Last Name	28	20	47	Alpha
11	SSN or FEIN	56	9	64	Numeric; Print Consecutively
13	First Name	8	15	22	Alpha
13	Middle Initial	25	1	25	Alpha
13	Last Name	28	20	47	Alpha
13	SSN or FEIN	56	9	64	Numeric; Print Consecutively
15	Legal Name	8	40	47	Alphanumeric
15	SSN or FEIN	56	9	64	Numeric; Print Consecutively
29	Entity Type	8	1	8	P or S
29	Entity's Legal Name	12	40	51	Alphanumeric
29	FEIN	58	9	66	Numeric; Print Consecutively
31	Entity Type	8	1	8	P or S
31	Entity's Legal Name	12	40	51	Alphanumeric
31	FEIN	58	9	66	Numeric; Print Consecutively
33	Entity Type	8	1	8	P or S
33	Entity's Legal Name	12	40	51	Alphanumeric
33	FEIN	58	9	66	Numeric; Print Consecutively
35	Entity Type	8	1	8	P or S
35	Entity's Legal Name	12	40	51	Alphanumeric
35	FEIN	58	9	66	Numeric; Print Consecutively
38	Entity Type	8	1	8	P or S
38	Entity's Legal Name	12	40	51	Alphanumeric
38	FEIN	58	9	66	Numeric; Print Consecutively

40	Entity Type	8	1	8	P or S
40	Entity's Legal Name	12	40	51	Alphanumeric
40	FEIN	58	9	66	Numeric; Print Consecutively
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42	Entity Type	8	1	8	P or S
42	Entity's Legal Name	12	40	51	Alphanumeric
42	FEIN	58	9	66	Numeric; Print Consecutively
<hr/>					
44	Entity Type	8	1	8	P or S
44	Entity's Legal Name	12	40	51	Alphanumeric
44	FEIN	58	9	66	Numeric; Print Consecutively
<hr/>					
47	Entity Type	8	1	8	P or S
47	Entity's Legal Name	12	40	51	Alphanumeric
47	FEIN	58	9	66	Numeric; Print Consecutively
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49	Entity Type	8	1	8	P or S
49	Entity's Legal Name	12	40	51	Alphanumeric
49	FEIN	58	9	66	Numeric; Print Consecutively
<hr/>					
51	Entity Type	8	1	8	P or S
51	Entity's Legal Name	12	40	51	Alphanumeric
51	FEIN	58	9	66	Numeric; Print Consecutively
<hr/>					
53	Entity Type	8	1	8	P or S
53	Entity's Legal Name	12	40	51	Alphanumeric
53	FEIN	58	9	66	Numeric; Print Consecutively
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58	Article 3J Tax Credit Election	68	11	78	Numeric