Minnesota MeF Requirements

Each product must meet all requirements to be allowed to transmit returns to the Minnesota Department of Revenue.

- Minnesota requires the credit card billing address to be present if:
  - Transmitting individual income tax or property refund tax return
  - Online DIY
  - Free file indicator does not exist
  - Not a refund transfer

- Individual income tax returns must be linked; unless otherwise directed by the department.

- Software ID element must be the same as the Vendor Substitute Form ID for each product, including rebranded products.

- Free file indicator must be present if the taxpayer did not pay to prepare or to e-file the return and the Special Program element must be present depending on your program:
  - FFA- if your company determines the return is part of free file alliance (FFA)
  - VITA- program administered by the IRS
  - Other- if the return preparing or e-file is free and is not FFA or VITA

  Note: Provide us your free file product name, URL, and criteria by December 1, 2018 if you are participating in free file.

- All individual electronic returns prepared using a professional software product must include a valid Preparer Tax Identification Number (PTIN). Minnesota is requesting you to separate state and IRS PTIN requirements. On the state main page, provide the option to add a PTIN and have choices of P, S, A, or, V to define ReturnFilerType specific to MN requirement.

- Do not allow the user to indicate they do not have a driver's license or state ID card. All returns without driver's license or state ID card information must have the checkbox element **DidNotProvideDLOrStIssuedID** checked.

Taxpayer and Tax Professional Communications

For certification, all professional products must provide a screenshot of the Protect Your Clients; Protect Yourself language from your software product by email to Efile.DevSupport@state.mn.us. You can find more information on IRS Publication 4557.

Helpful payment communication (not required): *If this is the first payment to MDOR and you have a debit filter on your account, inform your bank our ACH Company ID is X416007162.*

What is Minnesota Revenue communicating to taxpayers?

We created a web page to inform the public about identity protection and improved Where's My Refund application, and direct deposit. (See below for details.) Include these URLs for these pages in your software product.

- **Identity Protection**

  www.revenue.state.mn.us/individuals/individ_income/Pages/identity-theft.aspx

  - We take the time necessary to verify the information on every return to make sure the right refund goes to the right person.
  - Although software providers transmit the return to us, the department determines the validity of the returns they submit.
  - Purchasing audit protection from a software product does not mean the department will not review or adjust your return.
  - Protect yourself against identity theft, with how-to tips and other useful information

- **Where's My Refund**

  http://www.revenue.state.mn.us/individuals/individ_income/Pages/draft-wmr-context-page.aspx

- **Direct Deposit**

  http://www.revenue.state.mn.us/Pages/DirectDeposit.aspx

  - We continue to promote direct deposit as the fastest and most secure way for taxpayers get their refunds

DEPARTMENT OF REVENUE

MeF Testing Requirements

Each product must pass certification testing before your software product will be allowed to transmit returns to the Minnesota Department of Revenue.

MeF testing submissions open November 19, 2018.

All electronic files must be sent between Monday 8am and Friday 4pm CST.

Begin submitting ATS test scenarios no later than:

- 12/21/2018 for individual income tax and property tax refund, and
- 1/11/2019 for business tax M2, M3, M4, M8, and Insurance

Your tests cases must show your software performed the tasks they are intended to complete.

You must send printable document format (PDF) documents with all your test scenarios to Efile.DevSupport@state.mn.us.

Rebranded products are not required to complete certification test cases. When emailing the test submission IDs and PDFs, indicate in your email the product name and all its rebranded products.

Individual Income and Property Tax Refund Test Cases

Software providers must submit a series of test cases for Individual Income tax and Property Tax Refund. Test scenarios are located in the State Exchange System (SES) folder MNST.Cert Testing.

Each software product will submit test returns for eight separate scenarios using product specific assigned social security numbers (SSN). The first three digits of the SSN have been assigned per product. Each product is responsible for randomly generating the rest of the SSN. The product specific assigned SSNs are located on a spreadsheet in SES folder MNST.Cert Testing.

Business Tax Test Cases

Software providers must submit a series of criteria based test cases for all tax return types your software product provides. The following rules apply to all software products:

- Test scenarios must include all forms and schedules covered by your software product.
- You must create criteria based test returns for all that apply to your product:
  - Partnership Tax
  - Corporate Franchise Tax
  - Fiduciary
  - S Corporation Tax
  - Insurance Premium
- You must send printable document format (PDF) documents with all your test scenarios to Efile.DevSupport@state.mn.us.
- Your tests scenarios must show your software performed the tasks they are intended to complete.

Test Scenarios

Submit four separate test returns that use fictitious names, ID numbers, and addresses. On the four test returns:

- 1 must include a balance due, paid by check
- 1 must include a balance due, paid by ACH Debit
- 1 must include a zero refund/zero due amount
- 1 must include a refund, paid by direct deposit

Note: At least one of the scenarios must feature the greatest number of data fields a return allows.