



**ELECTRONIC FILING REGISTRATION  
FOR SOFTWARE DEVELOPERS - TAX YEAR 2014**  
OFFICE OF STATE TAX COMMISSIONER  
28253 (9/14)

Complete One Sheet per  
Product Being Tested

*North Dakota Individual Income Tax Form (Form ND-1 Filers)*

**Firm Information**

Firm Name		Product Name	
Address			
City		State	ZIP Code
Telephone			Fax Number
Web Site			

**ATS Information**

Test ETIN	Test EFIN
Production ETIN	Production EFIN
NACTP Software ID (Note: If you have additional numbers, please attach)	

**ATS Contact Information**

Primary Contact	Email	
Telephone Number (including extension)	Fax Number	

**Signature of Authorized Representative**

*Note: All software vendors must complete and sign this form. Before signing, please read the instructions on the back.*

Signature of Authorized Representative	Date
Print Name	Title

**Product Support Information**

**Forms/Schedules supported (check all that apply)**

- |   |   |
|---|---|
| <input type="checkbox"/> Form ND-1CR *Quantity _____                            | <input type="checkbox"/> Form W-2G                    |
| <input type="checkbox"/> Form ND-1FA  | <input type="checkbox"/> Form 1099G                   |
| <input type="checkbox"/> Form ND-1NR  | <input type="checkbox"/> Form 1099R                   |
| <input type="checkbox"/> Form ND-1SA  | <input type="checkbox"/> Form 1099DIV                 |
| <input type="checkbox"/> Form ND-1TC  | <input type="checkbox"/> Form 1099INT                 |
| <input type="checkbox"/> Form ND-1UT (required)                                 | <input type="checkbox"/> Form 1099OID                 |
| <input type="checkbox"/> Schedule RZ  | <input type="checkbox"/> Form 1099MISC                |
| <input type="checkbox"/> Schedule ND-1S   | <input type="checkbox"/> MN/MT Reciprocity            |
| <input type="checkbox"/> Capital Gain Worksheet                                 | <input type="checkbox"/> Foreign Addresses            |
| <input type="checkbox"/> Marriage Penalty Credit Worksheet                      | <input type="checkbox"/> Deceased Taxpayers           |
| <input type="checkbox"/> ND Schedule K-1 (required if Form ND-1NR is supported) | <input type="checkbox"/> PDF Attachments              |
| *Quantity _____   | <input type="checkbox"/> ACH Debit                    |
| <input type="checkbox"/> Supports Free File Alliance Program with North Dakota  | <input type="checkbox"/> ACH Debit Estimated Payments |
|   | <input type="checkbox"/> Direct Deposit               |

**IMPORTANT: All products supporting MEF schemas must also support the paper version of the forms/schedules. All substitute forms must comply with North Dakota's substitute forms guidelines.**

## North Dakota Individual Tax (Form ND-1 Filers)

### Software Developers Electronic Filing Registration & Testing Instructions

1. Prior to sending test files, you must register with our office by submitting this form, Electronic Filing Registration for Software Developers. Complete and have an authorized representative sign this form. The signed form may be attached to an email and sent to [taxmef@nd.gov](mailto:taxmef@nd.gov), or fax to 701.328.0352.
2. You will receive confirmation via email that we have received your registration form.
3. The test return scenarios, schemas, and MeF specifications are available on our web site at [www.nd.gov/tax/vendor/developer](http://www.nd.gov/tax/vendor/developer).
4. Once you have received your confirmation you may begin transmitting your test results. An email containing your company name, software product name, NACTP software ID, and North Dakota test submission IDs should also be sent to [taxmef@nd.gov](mailto:taxmef@nd.gov) each time test submissions are transmitted for our review. For tracking purposes, include the company/software name and tax type in the "subject" line of your email.
5. We require the NACTP number assigned to your software to be used as the software ID in all test and live submissions. Any other number in the software ID field will cause your submissions to be rejected.
6. We will correspond with you by email concerning any errors. When you complete your testing and have been approved, you will receive an email stating your software has passed for the year being tested. **Note:** In order to E-file prior years' returns through MEF, your software must pass such prior year's testing.
7. Please remember to update your software for the legislative changes. The Legislative Update can be found on the North Dakota Tax Commissioner's web site at [www.nd.gov/tax](http://www.nd.gov/tax).
8. Your software should clearly state which forms/filing scenarios are supported. This information will also be requested for posting on our web site at [www.nd.gov/tax/scorppartner/elecfilling/index](http://www.nd.gov/tax/scorppartner/elecfilling/index).
9. When your software is approved by our office to transmit North Dakota returns, you are agreeing to meet our tax preparation software standards. By recognizing these standards, you agree to:
  - Adhere to all federal and state procedures, requirements, and specifications. State requirements are specified in North Dakota Publication 1354ND, Electronic Filing (MeF) Procedures and Specifications, which are available on our web site at [www.nd.gov/tax/vendor/mef/mef](http://www.nd.gov/tax/vendor/mef/mef).
  - Let us know immediately when errors in your software affect North Dakota taxpayers.
  - Immediately correct those errors, and tell us what you have done. Notify us and your North Dakota customers as soon as you have solved the problems.
  - Provide timely software updates and technical support to us and your North Dakota customers.
  - Change your software to reflect any changes that affect the accuracy of North Dakota tax returns or the ability of North Dakota taxpayers to submit them.
  - Provide approved printer-friendly forms to your customers.

**Failure to meet these requirements may result in your organization being removed as an approved software vendor and all electronic or paper returns submitted using your products will be denied by the Office of State Tax Commissioner.**