ELECTRONIC FILING REGISTRATION FOR SOFTWARE DEVELOPERS - TAX YEAR 2014

OFFICE OF STATE TAX COMMISSIONER
28251 (9/14)

Complete One Sheet per Product Being Tested

North Dakota S-Corporation (Form 60 Filers)

Firm Information

Firm Name	Product Name	
Address		
City	State	ZIP Code
Telephone Number		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

NOTE: All schedules are required to be supported except for Schedule RZ and PDF attachments.

Forms/Schedules supported or limited in product (check all that apply)

- ❒ Schedule RZ
- ❒ PDF Attachments
- ❒ Schedule KS *Quantity _____
- ❒ ND K-1 (SchNDK1.xsd) *Quantity _____
- ❒ ACH Debit
- ❒ ACH Debit Estimated Payments
- ❒ Direct Deposit
- ❒ Form 1099MISC
- ❒ ND K-1 received (SchNDK1Received.xsd) *Quantity _____
- ❒ Foreign Address

* The Schedule KS (in paper form) can list 7 shareholders (i.e., 7 ND K-1s). If your product limits how many ND K-1s are supported, the Schedule KS is also limited. If the quantity is not limited, leave the fields blank.

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 S-Corporation Tax (Form 60 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, 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.

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 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.

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/elecfiling/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.
   - 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.