



February 23, 2015

Dear Electric Generation, Distribution or Transmission Tax Filer:

This letter is to invite and encourage you to take advantage of the electronic funds transfer (EFT) program the North Dakota Office of State Tax Commissioner (Commissioner) has implemented for Electric Generation, Distribution or Transmission Tax payments. This program is being conducted entirely on a voluntary basis. The Commissioner has adopted the Automated Clearing House (ACH) credit option for Electric Generation, Distribution or Transmission Tax electronic payments.

Essential information must be provided with an ACH credit payment submitted to the Commissioner's banking institution to ensure the funds are applied correctly to a taxpayer's account. This information is provided in an addenda record which is part of the EFT transaction. The information to be provided in the addenda record will include the taxpayer identification number, tax type code, tax period end date, form type, and amount. On the following page you will find the banking convention layout for the addenda record with an example provided. The layout is provided using the banking standard TXP format.

An ACH credit requires the Commissioner to provide bank routing and account information to the taxpaying entity so they can contact their banking institution to initiate a payment. The Commissioner's **ABA bank transit routing number** is "091300285" and the **account number**, to which funds should be transferred, is "0910231".

It is required that you contact your banking institution to send a prenotification (i.e., \$0.00 ACH credit transaction) to test the accuracy of the TXP format before you send an actual tax payment.

We request that once you start making your annual Electric Generation, Distribution or Transmission Tax payments utilizing EFT that you continue to make all payments using EFT. **You will still be required to submit a signed annual Electric Generation, Distribution or Transmission Tax report, which may be faxed to 701.328.3700, or mailed as in the past.**

Please notify Linda Leadbetter if you would like to take advantage of the EFT program, or if you have any questions. You can contact her at 701.328.3128, fax at 701.328.3700, or you can e-mail her at leadbett@nd.gov.

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**NORTH DAKOTA OFFICE OF STATE TAX COMMISSIONER
TAX PAYMENT (TXP) BANKING CONVENTION
ELECTRIC GENERATION, DISTRIBUTION OR TRANSMISSION TAX PAYMENT
ADDENDA RECORD LAYOUT
(Using the Federal Implementation)**

Tax Payment Data Segment (TXP)

Ref #	Element ID	Element Name	Attributes	Value/Description
TXP01	325	Tax Identification Number	M AN 9/9	Federal Identification Number
TXP02	1049	Tax Payment Type Code	M ID 3/3	150 = Electric Generation, Distribution or Transmission Tax Payment
TXP03	373	Tax Period End Date	M DT 6/6	YYMMDD = Enter the last day of the Reporting Month the payment applies to (i.e., 071130 = November 2007)
TXP04	817	Amount Type (Tax Information ID Number)	M ID 4/4	RET = Payment with Original Return AMD = Payment with Amended Return ASMT = Payment of Audit Assessment or Billing Statement
TXP05	1051	Tax Amount	M N2 1/10	\$\$\$\$\$\$cc = The decimal is implied and not transmitted (i.e., \$500.00 = *50000*)
TXP06	817	Amount Type (Tax Information ID Number)		Not Used
TXP07	1051	Tax Amount		Not Used
TXP08	817	Amount Type (Tax Information ID Number)		Not Used
TXP09	1051	Tax Amount		Not Used
TXP010	1050	Identification Code		Not Used

EXAMPLE:

North Dakota Office of State Tax Commissioner Implementation, Electric Generation, Distribution or Transmission Tax Payment

705TXP*123456789*150*041130*RET*150000\

Tax Identification Number	123456789 (Federal ID Number)
Tax Payment Type Code	150 (Electric Generation, Distribution, or Transmission Tax Payment)
Tax Period End Date	November 30, 2014 (November 2014)
Amount Type	RET (Payment With Original Return)
Tax Amount	\$1,500.00