Contents

1099

Field Name	Column Header Order	Description	Type	Field Requirements
State EIN	1	GA Withholding ID **NOTE**: Please leave Blank for 1099-K Forms	Alphanumeric	9
TIN	2	FEI Number	Alphanumeric	9
Form Type	3	Required code indicating what type of form is being reported. **See Form Type Code** list on Page 10 of this document	Alphanumeric	2
Corrected indicator	4	**"G"** If this is a one-transaction correction or the first of a two-transaction correction. **"C"** If this is the second transaction of a two-transaction correction *Blank* If this is not a return being submitted to correct information already processed	Alpha or Blank	1
Year	5	Enter a four-digit year. Example "2021"	Numeric	4
Type of recipient's ID	6	**"1"** for FEIN **"2"** for SSN, ITIN or ATIN *Blank* If the type of TIN is not determinable	Numeric or Blank	1
Recipient ID	7	Enter the recipient's social security, federal ID number, ITIN or ATIN	Numeric	9
Payer's Account Number for Payee	8	Required if submitting more than one information return of the same type for the same payee. Enter any number assigned by the payer to the payee that can be used by the DOR to distinguish between information returns. This number must be unique for each information return of the same type for the same payee. If a payee has more than one reporting of the same document type, it is vital that each reporting have a unique account number.	Numeric	20
First Payee Name Line	9	Enter the name of the payee on the First Payee Name Line. The use of the business name is optional in the Second Payee Name Line Field. End the First Payee Name Line with a full word. Extraneous words, titles, and special characters (that is, Mr., Mrs., Dr., period, apostrophe) should be removed from the Payee Name Lines. A hyphen (-) and an ampersand (&) are the only acceptable special characters for First and Second Payee Name Lines. (Preferably last name first) whose Taxpayer Identification Number (TIN) was provided in positions 12-20 of the Payee "B" Record. Left justify the information and fill unused positions with blanks. If more space is required for the name, use the Second Payee Name Line Field. If reporting information for a sole proprietor, the individual's name must always be present.	Alphanumeric	40
Second Payee Name Line	10	If there are multiple payees (for example, partners, joint owners, or spouses), use this field for those names not associated with the TIN provided in positions 12-20 of the "B" Record, or if not enough space was provided in the First Payee Name Line, continue the name in this field. Do not enter address information. It is important that filers provide as much payee information to IRS as possible to identify the payee associated with the TIN. Left-justify the information and fill unused positions with blanks. See the Note under the First Payee Name Line.	Alphanumeric	40

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Field Name	Column Header Order	Description	Type	Field Requirements
Foreign address indicator	11	If the address of the payee is in a foreign country, enter a "1" (one) in this field; otherwise, leave it blank. When filers use this indicator, they may use a free format for the payee city, state, and ZIP Code.	Numeric or Blank	1
Recipient Address 1	12	Enter recipient's Street address should include number, street, apartment, or suite number, or PO Box if mail is not delivered to street address.	Alphanumeric	40
Recipient City	13	Enter the recipient's city.	Alphanumeric	40
Recipient State	14	Enter the recipient's state.	Alphanumeric	2
Recipient Zip	15	Enter the valid ZIP Code (nine or five-digit) assigned by the U.S.Postal Service. For foreign countries, alpha characters are acceptable as long as the filer has entered a "1" (one) in the Foreign Address Indicator, field 11.	Numeric	9
Payment Amount Code 1	16		Currency	12 plus decimal
Payment Amount Code 2	17		Currency	12 plus decimal
Payment Amount Code 3	18		Currency	12 plus decimal
Payment Amount Code 4	19		Currency	12 plus decimal
Payment Amount Code 5	20		Currency	12 plus decimal
Payment Amount Code 6	21	These fields are used to report the payments corresponding to the specific Payment Amount Code. In most cases, the box numbers on paper information returns correspond with the amount codes used to file electronically. However, if discrepancies occur, this Revenue Procedure governs for filing electronically. **Please see list of Payment Amount Codes for each form type** ****For unused fields enter zero****	Currency	12 plus decimal
Payment Amount Code 7	22		Currency	12 plus decimal
Payment Amount Code 8	23		Currency	12 plus decimal
Payment Amount Code 9	24		Currency	12 plus decimal
Payment Amount Code A	25		Currency	12 plus decimal
Payment Amount Code B	26		Currency	12 plus decimal
Payment Amount Code C	27		Currency	12 plus decimal
Payment Amount Code D	28		Currency	12 plus decimal
Payment Amount Code E	29		Currency	12 plus decimal
Payment Amount Code F	30		Currency	12 plus decimal
Payment Amount Code G	31		Currency	12 plus decimal

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Field Name	Column Header Order	Description	Type	Field Requirements
Payment Amount Code H	32		Currency	12 plus decimal
Payment Amount Code J	33	These fields are used to report the payments corresponding to the specific Payment Amount Code. In most cases, the box numbers on paper information returns correspond with the amount codes used to file electronically. However, if discrepancies occur, this Revenue Procedure governs for filing electronically. **Please see list of Payment Amount Codes for each form type ** For unused fields enter zero**	Currency	12 plus decimal
State Income Tax Withheld	34	Enter the Georgia tax withheld	Currency	12 plus decimal

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1099 Payment Amount Codes

Form Name	Description	Code	Amount Type
Form 1097-BTC	For Reporting Bond Tax Credit	1	Total Aggregate
		2	January payments
		3	February payments
		4	March payments
		5	April payments
		6	May payments
		7	June payments
		8	July payments
		9	August payments
		A	September payments
		B	October payments
		C	November payments
		D	December payments
Form 1098	For Reporting Mortgage Interest Received from Payers/Borrowers (Payer of Record)	1	Mortgage interest received from payer(s)/borrower(s)
		2	Points paid on purchase of principal residence
		3	Refund (or credit) of overpaid interest
		4	Mortgage Insurance Premiums
		5	Blank (Filer's use)
		6	Outstanding Mortgage Principal
Form 1098-C	For Reporting Contributions of Motor Vehicles, Boats, and Airplanes/Gross Proceeds from Sales	4	Gross proceeds from sales
		6	Value of goods or services in exchange for vehicle
	Note: If reporting other than "Gross proceeds from sales" or "Value of goods or services in exchange for a vehicle," use Type of Return Code "X" in field positions 26-27 and Amount Code 4 in field position 28 of the "A" Record. All payment amount fields in the Payee "B" record will contain zeros.		
Form 1098-E	For Reporting Interest on Student Loans	1	Student loan interest received by lender
Form 1098-F	Fines, Penalties and Other Amounts	1	Total amount required to be paid
		2	Restitution/remediation amount
		3	Compliance amount
Form 1098-Q	For Reporting Qualifying Longevity Annuity Contract Information	1	January payments
		2	February payments
		3	March payments
		4	April payments
		5	May payments
		6	June payments
		7	July payments
		8	August payments
		9	September payments
		A	October payments
		B	November payments
		C	December payments
		D	Total premiums
		E	Annuity amount on start date
		F	FMV of QLAC

1099 Payment Amount Codes

1099 Payment Amount Codes Continued

Form Name	Description	Code	Amount Type
Form 1098-T	For Reporting Tuition Payments	1	Payments received for qualified tuition and related expenses
		3	Adjustments made for prior year
		4	Scholarships or grants
		5	Adjustments to scholarships or grants for a prior year
		7	Reimbursements or refunds of qualified tuition and related expenses from an insurance contract
Note: Amount Codes 3 and 5 are assumed to be negative. It is not necessary to code with an over punch or dash to indicate a negative reporting.			
Form 1099-A	Acquisition or Abandonment of Secured Property	2	Balance of principal outstanding
		4	Fair market value of the property
Form 1099-B	For Reporting Proceeds from Broker and Barter Exchange Transactions	2	Proceeds (For forward contracts, See Note 1)
		3	Cost or other basis
		4	Federal income tax withheld (Do not report negative amounts)
		5	Wash Sale Loss Disallowed
		7	Bartering
		9	Profit (or loss) realized
		A	Unrealized profit (or loss) on open contracts (See Note 2)
		B	Unrealized profit (or loss) on open contracts
		C	Aggregate profit (or loss)
		D	Accrued Market Discount
Note 1: The payment amount field associated with Amount Code 2 may be used to report a loss from a closing transaction on a forward contract. Refer to the "B" Record - General Field Descriptions and Record Layouts - Payment Amount Fields, for instructions on reporting negative amounts.			
Note 2: Payment amount fields 9, A, B and C are used for reporting of regulated futures or foreign currency contracts.			
Form 1099-C	For Reporting Cancellation of Debt	2	Amount of debt discharged
		3	Interest included in Amount Code 2
		7	Fair market value of property. Use only if a combined Form 1099-A and 1099-C is being filed.
Form 1099-CAP	For Reporting Changes in Corporate Control and Capital Structure	2	Aggregate amount received
Form 1099-DIV	For Reporting Dividends and Distributions	1	Total ordinary dividends
		2	Qualified dividends
		3	Total capital gain distribution
		5	Section 199A Dividends
		6	Unrecaptured Section 1250 gain
		7	Section 1202 gain
		8	Collectibles (28%) rate gain
		9	Non-dividend distributions
		A	Federal income tax withheld
		B	Investment expenses
		C	Foreign tax paid
		D	Cash liquidation distributions
		E	Non-cash liquidation distributions
		F	Exempt interest dividends
		G	Specified private activity bond interest dividends
		H	Section 897 Ordinary Dividends
		J	Section 897 Capital Gains

1099 Payment Amount Codes

1099 Payment Amount Codes Continued

Form Name	Description	Code	Amount Type
Form 1099-G	For Reporting Certain Government Payments	1	Unemployment compensation
		2	State or local income tax refunds, credits, or offsets
		4	Federal income tax withheld (backup withholding or voluntary withholding on unemployment compensation or Commodity Credit Corporation Loans or certain crop disaster payments)
		5	Reemployment Trade Adjustment Assistance (RTAA) Payments
		6	Taxable grants
		7	Agriculture payments
		9	Market Gain
Form 1099-INT	For Reporting InterestIncome	1	Interest income not included in Amount Code 3
		2	Early withdrawal penalty
		3	Interest on U.S. Savings Bonds and Treasury obligations
		4	Federal income tax withheld (backup withholding)
		5	Investment expenses
		6	Foreign tax paid
		8	Tax-exempt interest
		9	Specified Private Activity Bond Interest
		A	Market discount
		B	Bond premium
		D	Bond premium on tax exempt bond
		E	Bond premium on Treasury obligation
Form 1099-K	For reporting Payment Card and Third-Party Network Transactions	1	Gross amount of payment card/third party network transactions
		2	Card no present transactions
		4	Federal Income tax withheld
		5	January payments
		6	February payments
		7	March payments
		8	April payments
		9	May payments
		A	June payments
		B	July payments
		C	August payments
		D	September payments
		E	October payments
		F	November payments
		G	December payments
Form 1099-LS	For Reportable Life Insurance Sale	1	Amount paid to payment recipient

1099 Payment Amount Codes

1099 Payment Amount Codes Continued

Form Name	Description	Code	Amount Type
Form 1099-LTC	For Reporting Long-Term Care and Accelerated Death Benefits	1	Gross long-term care benefits paid
		2	Accelerated death benefits paid
Form 1099-MISC	For Reporting Miscellaneous Income	1	Rents
		2	Royalties (See Note 2.)
		3	Other income
		4	Federal income tax withheld (backup withholding or withholding on Indian gaming profits)
		5	Fishing boat proceeds
		6	Medical and health care payments
		8	Substitute payments in lieu of dividends or interest
		A	Crop insurance proceeds
		B	Excess golden parachute payments
		C	Gross proceeds paid to an attorney in connection with legal services
		D	Section 409A Deferrals
		E	Section 409A Income
		F	Fish Purchased for resale
		G	Prior Year Nonemployee Compensation (NEC) (TY2019 and earlier) Note: T Record Field Position 6 must contain a P

Note 1: If only reporting a direct sales indicator (see "B" Record field position 547), use Type of Return "A" in field positions 26-27, and Amount Code 1 in field position 28 of the Payer "A" Record. All payment amount fields in the Payee "B" Record will contain zeros.

Note 2: Do not report timber royalties under a "pay-as-cut" contract; these must be reported on Form 1099-S

Form Name	Description	Code	Amount Type
Form 1099-NEC	For Reporting Payments on Nonemployee Compensation	1	Nonemployee Compensation
		4	Federal Income Tax Withheld
Form 1099-OID	For Reporting Original Issue Discount	1	Original issue discount for tax year
		2	Other periodic interest
		3	Early withdrawal penalty
		4	Federal income tax withheld (backup withholding)
		5	Bond premium
		6	Original issue discount on U.S. Treasury obligations (allows both positive and negative amounts to be reported)
		7	Investment expenses
		A	Market discount
		B	Acquisition premium
		C	Tax-Exempt OID
Form 1099-PATR	For Reporting Taxable Distributions Received From Cooperatives	1	Patronage dividends
		2	Nonpatronage distributions
		3	Per-unit retain allocations
		4	Federal income tax withheld (backup withholding)
		5	Redemption of nonqualified notices and retain allocations
		6	Deduction for qualified production activities income
		B	Qualified Payments (Sec. 199A(b)(7))
		C	Section 199A(a) Qualified items
		D	Section 199A(a) SSTB items
		Pass-Through Credits	
		7	Investment credit
		8	Work opportunity credit
		A	For filer's use for pass-through credits and deductions

1099 Payment Amount Codes

1099 Payment Amount Codes Continued

Form Name	Description	Code	Amount Type
Form 1099-Q	For Reporting Payments From Qualified Education Programs (Under Sections 529 and 530)	1	Gross distribution
		2	Earnings (or loss)
		3	Basis
Form 1099-R	For Reporting Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.	1	Gross distribution
		2	Taxable amount (See Note 1.)
		3	Capital gain (included in Amount Code 2)
		4	Federal income tax withheld
		5	Employee contributions or insurance premiums
		6	Net unrealized appreciation in employer's securities
		8	Other
		9	Total employee contributions
		A	Traditional IRA/SEP/SIMPLE distribution or Roth conversion (See Note 2.)
		B	Amount allocable to IRR within 5 years
	Note 1: **If the taxable amount cannot be determined, enter a "1" (one) in position 547 of the "B" Record. Payment Amount 2 must contain zeros.**		
	Note 2: **For Form 1099-R, report the Roth conversion or total amount distributed from an IRA, SEP, or SIMPLE in Payment Amount Field A (IRA/SEP/SIMPLE distribution or Roth conversion) of the Payee "B" Record, and generally, the same amount in Payment Amount Field 1 (Gross Distribution). The IRA/SEP/SIMPLE indicator should be set to "1" (one) in Field Position 548 of the Payee "B" Record.**		
Form 1099-S	For Reporting Proceeds From Real Estate Transactions	2	Gross proceeds (**See Note.**)
		5	Buyer's part of real estate tax
	Note: **Include payments of timber royalties made under a "pay-as-cut" contract, reportable under IRC Section 6050N. If timber royalties are being reported, enter "TIMBER" in the description field of the "B" Record. If lump-sum timber payments are being reported, enter "LUMP-SUM TIMBER PAYMENT" in the description field of the "B" record.**		
Form 1099-SA	For Reporting Distributions From an HSA, Archer MSA, or Medicare Advantage MSA	1	Gross distribution
		2	Earnings on excess contributions
		4	Fair market value of the account on date of death
Form 1099-SB	For Reporting Seller's Investment in Life Insurance Contract	1	Investment in contract
		2	Surrender amount
Form 3921	For Reporting Exercise of a Qualified Incentive Stock Option Under Section 442(b)	3	Exercise price per share
		4	Fair market value of share on exercise date
Form 3922	For Reporting Transfer of Stock Acquired Through an Employee Stock Purchase Plan Under Section 423 (c)	3	Fair market value per share on grant date
		4	Fair market value on exercise date
		5	Exercise price per share
		8	Exercise price per share determined as if the option was exercised on the date the option was granted

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1099 Payment Amount Codes Continued

Form Name	Description	Code	Amount Type
Form 5498	For Reporting IRA Contribution Information	1	IRA contributions (other than amounts in Amount Codes 2, 3, 4, 8, 9, and A) (**See Notes 1 and 2.**)
		2	Rollover contributions
		3	Roth conversion amount
		4	Recharacterized contributions
		5	Fair market value of account
		6	Life insurance cost included in Amount Code 1
		7	FMV of certain specified assets
		8	SEP contributions
		9	SIMPLE contributions
		A	Roth IRA contributions
		B	RMD amount
		C	Postponed Contribution
		D	Repayments
	Note 1: If reporting IRA contributions for a participant in a military operation, see the Instructions for Forms 1099-R and 5498.		
	Note 2: Also include employee contributions to an IRA under a SEP plan but not salary reduction contributions. DO NOT include EMPLOYER contributions; these are included in Amount Code 8.		
Form 5498-ESA	For Reporting Coverdell ESA Contribution Information	1	Coverdell ESA contributions
		2	Rollover contributions
Form 5498-SA	For Reporting HSA, Archer MSA or Medicare Advantage MSA Information	1	Employee or self-employed person's Archer MSA contributions made in 2021 and 2022 for 2021
		2	Total contributions made in 2021
		3	Total HSA/MSA contributions made in 2022 for 2021
		4	Rollover contributions (**See Note.**)
		5	Fair market value of HSA, Archer MSA or Medicare Advantage MSA
	Note: This is the amount of any rollover made to this MSA in 2020 after a distribution from another MSA. For detailed information on reporting, refer to Instructions for Forms 1099-R and 5498.		
W-2G	For Reporting Certain Gambling	1	Gross winnings
		2	Federal income tax withheld
		7	Winnings from identical wagers

1099 Payment Amount Codes

georgia
tax center

1099 Form Type Codes

Type of Return	Code	Type of Return	Code	Type of Return	Code	Type of Return	Code
1097-BTC	BT	1099-B	B	1099-LTC	T	1099-SA	M
1098	3	1099-C	5	1099-MISC	A	1099-SB	SB
1098-C	X	1099-CAP	P	1099-NEC	NE	3921	N
1098-E	2	1099-DIV	1	1099-OID	D	3922	Z
1098-F	FP	1099-G	F	1099-PATR	7	5498	L
1098-Q	QL	1099-INT	6	1099-Q	Q	5498-ESA	V
1098-T	8	1099-K	MC	1099-R	9	5498-SA	K
1099-A	4	1099-LS	LS	1099-S	S	W-2G	W

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Field Name	Column Header Order	Description	Type	Field Requirements
Tax Period End Date	1	Last day of the year	Date (YYYY-MM-DD)	MUST include dashes.
Software Id	2	Software Product used to generate the CSV File	Alphanumeric	Use "0" or your company's name
Software Version	3	Software Version used to generate the CSV File	Alphanumeric	Use "0" or the software version
Amended Return Indicator	4	Indicates if this is an amended return	0=No; 1=Yes	Enter a "1" if this is an amended return. Otherwise enter a "0" if an original.
FEIN	5	Federal Employer Identification Number	Alphanumeric	FEI Number without dashes.
State EIN	6	GA Withholding ID	Alphanumeric (NNNNNNNAA)	GA withholding id without the dash. Alphas must be capitalized.
Due Date	7	Due Date	Date (YYYY-MM-DD)	YYYY-01-31 for W2s and 1099MISCs YYYY-02-28 for all other 1099s
Tax Year	8	Tax Year	Date (YYYY)	Example: "2020"
No GA Tax	9	Indicates if you had GA withholding tax	0=No; 1=Yes	Enter "1" if there was no withholding to report. Otherwise enter a "0" if you had withholding.
Number of Forms	10	Total number of income statements	Numeric	Example: "1206"
GA Taxable Wages	11	Georgia Taxable Wages	Currency	Must show 2 place values after the decimal; no commas
GA Tax Withheld	12	Georgia Tax Withheld	Currency	Must show 2 place values after the decimal; no commas

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Field Name	Column Header Order	Description	Type	Field Requirements
Tax Period End	1	Period Ending Date	Date (YYYY-MM-DD)	Must include dashes.
Software Id	2	Software Product used to generate the CSV File	Alphanumeric	For software vendors enter 0 if you do not know. For Excel users, enter company name.
Software Version	3	Software Version used to generate the CSV File	Alphanumeric	For software vendors enter 0 if you do not know. For Excel users, enter a 1.
Amended Return Indicator	4	Indicates if this is an amended Return	Boolean	Enter a 1 if this is an amended return. Otherwise enter a 0 if an original.
TIN	5	FEI Number	Alphanumeric	FEIN Number without dashes.
State EIN	6	GA Withholding ID	Alphanumeric	WTN without the dash.
Due Date	7	Due Date	Date (YYYY-MM-DD)	MUST include dashes.
Form	8	Form Type (Annual/Monthly/Quarterly/Semi-Weekly)	A, M, Q, S	Only one letter value
AdditionalTaxAdjustmentMonth1	9	Additional Tax Adjustment for Month 1	Currency	0.00
OverPaymentAdjustmentMonth1	10	Overpayment Adjustment for Month 1	Currency	0.00
BestCreditOneMonth1	11	Variable Best Credit One for Month 1	Best Credit Code	RSCHTXCRD
BestCreditOneAmountMonth1	12	Variable Best Credit One Amount for Month 1	Currency	0.00
BestCreditTwoMonth1	13	Variable Best Credit Two for Month 1	Best Credit Code	RSCHTXCRD
BestCreditTwoAmountMonth1	14	Variable Best Credit Two Amount for Month 1	Currency	0.00
AdditionalTaxAdjustmentMonth2	15	Additional Tax Adjustment for Month 2	Currency	0.00
OverPaymentAdjustmentMonth2	16	Overpayment Adjustment for Month 2	Currency	0.00
BestCreditOneMonth2	17	Variable Best Credit One for Month 2	Best Credit Code	RSCHTXCRD
BestCreditOneAmountMonth2	18	Variable Best Credit One Amount for Month 2	Currency	0.00
BestCreditTwoMonth2	19	Variable Best Credit Two for Month 2	Best Credit Code	RSCHTXCRD
BestCreditTwoAmountMonth2	20	Variable Best Credit Two Amount for Month 2	Currency	0.00
AdditionalTaxAdjustmentMonth3	21	Additional Tax Adjustment for Month 3	Currency	0.00
OverPaymentAdjustmentMonth3	22	Overpayment Adjustment for Month 3	Currency	0.00
BestCreditOneMonth3	23	Variable Best Credit One for Month 3	Best Credit Code	RSCHTXCRD
BestCreditOneAmountMonth3	24	Variable Best Credit One Amount for Month 3	Currency	0.00
BestCreditTwoMonth3	25	Variable Best Credit Two for Month 3	Best Credit Code	RSCHTXCRD
BestCreditTwoAmountMonth3	26	Variable Best Credit Two Amount for Month 3	Currency	0.00
Month1Liability	27	Tax Withheld For Month 1	Currency	0.00
Month2Liability	28	Tax Withheld For Month 2	Currency	0.00
Month3Liability	29	Tax Withheld For Month 3	Currency	0.00
Quarterly Total	30	Total Tax Due for the Quarter	Currency	0.00
SchedBMonth1Day1	31	Schedule B Tax Liability Month 1 Day 1	Currency	0.00
SchedBMonth1Day2	32	Schedule B Tax Liability Month 1 Day 2	Currency	0.00
SchedBMonth1Day3	33	Schedule B Tax Liability Month 1 Day 3	Currency	0.00
SchedBMonth1Day4	34	Schedule B Tax Liability Month 1 Day 4	Currency	0.00
SchedBMonth1Day5	35	Schedule B Tax Liability Month 1 Day 5	Currency	0.00
SchedBMonth1Day6	36	Schedule B Tax Liability Month 1 Day 6	Currency	0.00

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Field Name	Column Header Order	Description	Type	Field Examples
SchedBMonth1Day7	37	Schedule B Tax Liability Month 1 Day 7	Currency	0.00
SchedBMonth1Day8	38	Schedule B Tax Liability Month 1 Day 8	Currency	0.00
SchedBMonth1Day9	39	Schedule B Tax Liability Month 1 Day 9	Currency	0.00
SchedBMonth1Day10	40	Schedule B Tax Liability Month 1 Day 10	Currency	0.00
SchedBMonth1Day11	41	Schedule B Tax Liability Month 1 Day 11	Currency	0.00
SchedBMonth1Day12	42	Schedule B Tax Liability Month 1 Day 12	Currency	0.00
SchedBMonth1Day13	43	Schedule B Tax Liability Month 1 Day 13	Currency	0.00
SchedBMonth1Day14	44	Schedule B Tax Liability Month 1 Day 14	Currency	0.00
SchedBMonth1Day15	45	Schedule B Tax Liability Month 1 Day 15	Currency	0.00
SchedBMonth1Day16	46	Schedule B Tax Liability Month 1 Day 16	Currency	0.00
SchedBMonth1Day17	47	Schedule B Tax Liability Month 1 Day 17	Currency	0.00
SchedBMonth1Day18	48	Schedule B Tax Liability Month 1 Day 18	Currency	0.00
SchedBMonth1Day19	49	Schedule B Tax Liability Month 1 Day 19	Currency	0.00
SchedBMonth1Day20	50	Schedule B Tax Liability Month 1 Day 20	Currency	0.00
SchedBMonth1Day21	51	Schedule B Tax Liability Month 1 Day 21	Currency	0.00
SchedBMonth1Day22	52	Schedule B Tax Liability Month 1 Day 22	Currency	0.00
SchedBMonth1Day23	53	Schedule B Tax Liability Month 1 Day 23	Currency	0.00
SchedBMonth1Day24	54	Schedule B Tax Liability Month 1 Day 24	Currency	0.00
SchedBMonth1Day25	55	Schedule B Tax Liability Month 1 Day 25	Currency	0.00
SchedBMonth1Day26	56	Schedule B Tax Liability Month 1 Day 26	Currency	0.00
SchedBMonth1Day27	57	Schedule B Tax Liability Month 1 Day 27	Currency	0.00
SchedBMonth1Day28	58	Schedule B Tax Liability Month 1 Day 28	Currency	0.00
SchedBMonth1Day29	59	Schedule B Tax Liability Month 1 Day 29	Currency	0.00
SchedBMonth1Day30	60	Schedule B Tax Liability Month 1 Day 30	Currency	0.00
SchedBMonth1Day31	61	Schedule B Tax Liability Month 1 Day 31	Currency	0.00
TotalMonth1Liability	62	Tax Due For Month 1	Currency	0.00
TotalMonth1Deposits	63	Tax Paid For Month 1	Currency	0.00
SchedBMonth2Day1	64	Schedule B Tax Liability Month 2 Day 1	Currency	0.00
SchedBMonth2Day2	65	Schedule B Tax Liability Month 2 Day 2	Currency	0.00
SchedBMonth2Day3	66	Schedule B Tax Liability Month 2 Day 3	Currency	0.00
SchedBMonth2Day4	67	Schedule B Tax Liability Month 2 Day 4	Currency	0.00
SchedBMonth2Day5	68	Schedule B Tax Liability Month 2 Day 5	Currency	0.00
SchedBMonth2Day6	69	Schedule B Tax Liability Month 2 Day 6	Currency	0.00
SchedBMonth2Day7	70	Schedule B Tax Liability Month 2 Day 7	Currency	0.00
SchedBMonth2Day8	71	Schedule B Tax Liability Month 2 Day 8	Currency	0.00
SchedBMonth2Day9	72	Schedule B Tax Liability Month 2 Day 9	Currency	0.00
SchedBMonth2Day10	73	Schedule B Tax Liability Month 2 Day 10	Currency	0.00
SchedBMonth2Day11	74	Schedule B Tax Liability Month 2 Day 11	Currency	0.00
SchedBMonth2Day12	75	Schedule B Tax Liability Month 2 Day 12	Currency	0.00
SchedBMonth2Day13	76	Schedule B Tax Liability Month 2 Day 13	Currency	0.00
SchedBMonth2Day14	77	Schedule B Tax Liability Month 2 Day 14	Currency	0.00
SchedBMonth2Day15	78	Schedule B Tax Liability Month 2 Day 15	Currency	0.00
SchedBMonth2Day16	79	Schedule B Tax Liability Month 2 Day 16	Currency	0.00
SchedBMonth2Day17	80	Schedule B Tax Liability Month 2 Day 17	Currency	0.00
SchedBMonth2Day18	81	Schedule B Tax Liability Month 2 Day 18	Currency	0.00
SchedBMonth2Day19	82	Schedule B Tax Liability Month 2 Day 19	Currency	0.00
SchedBMonth2Day20	83	Schedule B Tax Liability Month 2 Day 20	Currency	0.00
SchedBMonth2Day21	84	Schedule B Tax Liability Month 2 Day 21	Currency	0.00
SchedBMonth2Day22	85	Schedule B Tax Liability Month 2 Day 22	Currency	0.00

G7 Continued

Field Name	Column Header Order	Description	Type	Field Examples
SchedBMonth2Day22	85	Schedule B Tax Liability Month 2 Day 22	Currency	0.00
SchedBMonth2Day23	86	Schedule B Tax Liability Month 2 Day 23	Currency	0.00
SchedBMonth2Day24	87	Schedule B Tax Liability Month 2 Day 24	Currency	0.00
SchedBMonth2Day25	88	Schedule B Tax Liability Month 2 Day 25	Currency	0.00
SchedBMonth2Day26	89	Schedule B Tax Liability Month 2 Day 26	Currency	0.00
SchedBMonth2Day27	90	Schedule B Tax Liability Month 2 Day 27	Currency	0.00
SchedBMonth2Day28	91	Schedule B Tax Liability Month 2 Day 28	Currency	0.00
SchedBMonth2Day29	92	Schedule B Tax Liability Month 2 Day 29	Currency	0.00
SchedBMonth2Day30	93	Schedule B Tax Liability Month 2 Day 30	Currency	0.00
SchedBMonth2Day31	94	Schedule B Tax Liability Month 2 Day 31	Currency	0.00
TotalMonth2Liability	95	Tax Due For Month 2	Currency	0.00
TotalMonth2Deposits	96	Tax Paid For Month 2	Currency	0.00
SchedBMonth3Day1	97	Schedule B Tax Liability Month 3 Day 1	Currency	0.00
SchedBMonth3Day2	98	Schedule B Tax Liability Month 3 Day 2	Currency	0.00
SchedBMonth3Day3	99	Schedule B Tax Liability Month 3 Day 3	Currency	0.00
SchedBMonth3Day4	100	Schedule B Tax Liability Month 3 Day 4	Currency	0.00
SchedBMonth3Day5	101	Schedule B Tax Liability Month 3 Day 5	Currency	0.00
SchedBMonth3Day6	102	Schedule B Tax Liability Month 3 Day 6	Currency	0.00
SchedBMonth3Day7	103	Schedule B Tax Liability Month 3 Day 7	Currency	0.00
SchedBMonth3Day8	104	Schedule B Tax Liability Month 3 Day 8	Currency	0.00
SchedBMonth3Day9	105	Schedule B Tax Liability Month 3 Day 9	Currency	0.00
SchedBMonth3Day10	106	Schedule B Tax Liability Month 3 Day 10	Currency	0.00
SchedBMonth3Day11	107	Schedule B Tax Liability Month 3 Day 11	Currency	0.00
SchedBMonth3Day12	108	Schedule B Tax Liability Month 3 Day 12	Currency	0.00
SchedBMonth3Day13	109	Schedule B Tax Liability Month 3 Day 13	Currency	0.00
SchedBMonth3Day14	110	Schedule B Tax Liability Month 3 Day 14	Currency	0.00
SchedBMonth3Day15	111	Schedule B Tax Liability Month 3 Day 15	Currency	0.00
SchedBMonth3Day16	112	Schedule B Tax Liability Month 3 Day 16	Currency	0.00
SchedBMonth3Day17	113	Schedule B Tax Liability Month 3 Day 17	Currency	0.00
SchedBMonth3Day18	114	Schedule B Tax Liability Month 3 Day 18	Currency	0.00
SchedBMonth3Day19	115	Schedule B Tax Liability Month 3 Day 19	Currency	0.00
SchedBMonth3Day20	116	Schedule B Tax Liability Month 3 Day 20	Currency	0.00
SchedBMonth3Day21	117	Schedule B Tax Liability Month 3 Day 21	Currency	0.00
SchedBMonth3Day22	118	Schedule B Tax Liability Month 3 Day 22	Currency	0.00
SchedBMonth3Day23	119	Schedule B Tax Liability Month 3 Day 23	Currency	0.00
SchedBMonth3Day24	120	Schedule B Tax Liability Month 3 Day 24	Currency	0.00
SchedBMonth3Day25	121	Schedule B Tax Liability Month 3 Day 25	Currency	0.00
SchedBMonth3Day26	122	Schedule B Tax Liability Month 3 Day 26	Currency	0.00
SchedBMonth3Day27	123	Schedule B Tax Liability Month 3 Day 27	Currency	0.00
SchedBMonth3Day28	124	Schedule B Tax Liability Month 3 Day 28	Currency	0.00
SchedBMonth3Day29	125	Schedule B Tax Liability Month 3 Day 29	Currency	0.00
SchedBMonth3Day30	126	Schedule B Tax Liability Month 3 Day 30	Currency	0.00
SchedBMonth3Day31	127	Schedule B Tax Liability Month 3 Day 31	Currency	0.00
TotalMonth3Liability	128	Tax Due For Month 3	Currency	0.00
TotalMonth3Deposits	129	Tax Paid For Month 3	Currency	0.00
Amount Paid	130	Total Tax Paid for the Quarter	Currency	0.00

G7

G7 Credit Codes

Credit Name	Credit Code
Additional Tax	ADDTAXCRD
Clean Energy Property Tax Credit	CLNNRGCRD
Film Tax Credit for QIEP Company pre-2016	ENTPR1CRD
Film Tax Credit for QIEP Company	ENTPR2CRD
New Facilities Job Credit	FACJOBCRD
New Facilities Property Credit	FACPRPCRD
Film Tax Credit	FLMTAXCRD
Headquarter Job Tax Credit	HDQTRSCRD
Job Tax Credit	JOBTAXCRD
Over Payment	OVRPYMCRD
Quality Jobs Tax Credit	QLJOBSCRD
Research Tax Credit	RSCHTXCRD

Payment File

Field Name	Column Header Order	Description	Type	Field Format
Tax Type	1	Enter the tax type the payment relates to. For Withholding this is "WTH".	Alpha	Length 3 Alphas Uppercase
Period End Date	2	Enter the date of last day of the tax period.	Date	Length 10 MM-DD-YYYY
Payment Date	3	Enter the date you initiate the payment.	Date	Length 10 MM-DD-YYYY
Tax Account Number	4	Enter the tax-specific ID number that the payment should be applied to. For Withholding Payments, this is the WTN.	Alphanumeric	Length 9 NNNNNNNAA Alphas must be uppercase
Bank Account Type	5	Enter the type of bank account, C=Checking, S=Savings.	Alpha	C or S Uppercase
Bank Account Number	6	Enter the bank account number.	Numeric	Length min 1 Length max 17 Numeric
Routing Number	7	Enter the bank's routing number.	Numeric	Length 9 Numeric
Payment Amount	8	Enter the amount you are paying. Include the decimal in all payment amounts.	Currency	Must show 2 place values after the decimal: no commas Do not include dollar sign Amount must be greater than 0

Payment File

W2

Field Name	Column Header Order	Description	Type	Field Examples
State EIN	1	GA Withholding ID	Alphanumeric (no dashes, alphas must be capitalized)	1234567AB
TIN	2	FEI Number	Numeric (no dashes)	123456789
Other TIN	3	For this tax year, if you submitted tax payments using an EIN different from the EIN in field 2	Numeric (no dashes)	123456789
Tax Year	4	Year the W-2 is reporting for	YYYY	2020
SSN	5	Employee's Social Security Number	Numeric (no dashes)	555555555
Employee First Name	6	Employee's First Name	Alpha	Joe
Employee MI	7	Employee's Middle Initial	Alpha	A
Employee Last Name	8	Employee's Last Name	Alpha	Blow
Suffix	9	If applicable, enter the employee's alphabetic suffix.	Alpha	SR, JR
Address1	10	First Line of the Employee's Address (Delivery address)	Alphanumeric	123 ABC Street
Address2	11	Second Line of the Employee's Address	Alphanumeric	Attention, Suite, Room Number, etc.).
City	12	Employee's City	Alpha	Atlanta
State	13	Employee's State	Alpha (2 Characters)	GA
Zip	14	Employee's 5-digit Zip Code	Numeric	30345
ZipPlus4	15	Employee's Zip Code extension	Numeric	0000
Foreign State/ Province	16	Foreign State/ Province	Alpha	BC
Foreign Postal Code	17	Foreign Postal Code	Alphanumeric	1A2 B3C
Country Code	18	Two letter Country Code	Alpha	CA
Federal Wages Tips Other	19	Federal Wages Tips Other	Currency	0.00
Federal Tax Withheld	20	Federal Tax Withheld	Currency	0.00
Social Security Wages	21	Social Security Wages	Currency	0.00
Social Security Withheld	22	Social Security Withheld	Currency	0.00
Medicare Wages Tips	23	Medicare Wages and Tips	Currency	0.00
Medicare Tax Withheld	24	Medicare Tax Withheld	Currency	0.00
State of Employment	25	State of Employment	Alpha	GA
State Wages Tips Etc.	26	State Wages Tips Etc.	Currency	0.00
State Income Tax	27	State Income Tax	Currency	0.00

W2

W2C

Field Name	Column Header Order	Description	Type	Field Examples
State EIN	1	GA Withholding ID	Alphanumeric (no dashes)	1234567AB
Correct State EIN	2	Correct GA Withholding ID	Alphanumeric (no dashes)	1234567AB
TIN	3	FEI Number	Numeric (no dashes)	123456789
Other TIN	4	For this tax year, if you submitted tax payments using an EIN different from the EIN in field 2	Numeric (no dashes)	123456789
Tax Year	5	Year the W-2 is reporting for	YYYY	2019
SSN	6	Employee's Social Security Number	Numeric (no dashes)	555555555
Correct SSN	7	Correct Employee's Social Security Number	Numeric (no dashes)	555555555
Employee First Name	8	Employee's First Name	Alpha	Joe
Correct Employee First Name	9	Correct Employee's First Name	Alpha	Joe
Employee MI	10	Employee's Middle Initial	Alpha	A
Correct Employee MI	11	Correct Employee's Middle Initial	Alpha	A
Employee Last Name	12	Employee's Last Name	Alpha	Blow
Correct Employee Last Name	13	Correct Employee's Last Name	Alpha	Blow
Address1	14	First Line of the Employee's Address (Delivery address)	Alphanumeric	123 ABC Street
Address2	15	Second Line of the Employee's Address	Alphanumeric	Attention, Suite, Room Number
City	16	Employee's City	Alpha	Atlanta
State	17	Employee's State	Alpha (2 Characters)	GA
Zip	18	Employee's 5 digit Zip Code	Numeric	30345
Zip Plus 4	19	Employee's Zip Code extension	Numeric	0000
Foreign State/ Province	20	Foreign State/ Province	Alpha	BC
Foreign Postal Code	21	Foreign Postal Code	Alphanumeric	1A2 B3C
Country Code	22	Two letter Country Code	Alpha	CA
Federal Wages Tips Other	23	Federal Wages Tips Other	Currency	0.00
Correct Federal Wages Tips Other	24	Correct Federal Wages Tips Other	Currency	0.00
Federal Tax Withheld	25	Federal Tax Withheld	Currency	0.00
Correct Federal Tax Withheld	26	Correct Federal Tax Withheld	Currency	0.00
Social Security Wages	27	Social Security Wages	Currency	0.00
Correct Social Security Wages	28	Correct Social Security Wages	Currency	0.00
Social Security Withheld	29	Social Security Withheld	Currency	0.00
Correct Social Security Withheld	30	Correct Social Security Withheld	Currency	0.00
Medicare Wages Tips	31	Medicare Wages and Tips	Currency	0.00
Correct Medicare Wages Tips	32	Correct Medicare Wages and Tips	Currency	0.00
Medicare Tax Withheld	33	Medicare Tax Withheld	Currency	0.00
Correct Medicare Tax Withheld	34	Correct Medicare Tax Withheld	Currency	0.00
State of Employment	35	State of Employment	Alpha	GA
State Wages Tips Etc.	36	State Wages Tips Etc.	Currency	0.00
Correct State Wages Tips Etc.	37	Correct State Wages Tips Etc.	Currency	0.00
State Income Tax	38	State Income Tax	Currency	0.00
Correct State Income Tax	39	Correct State Income Tax	Currency	0.00

W2C

Filing Frequency

Field Name	Column Header	Order	Type	Example
FEIN	A	1	Numeric	123456789
Withholding ID	B	2	Alphanumeric	1234567AA

Click Here to return to the top of this document   **Filing Frequency**