Voucher Specifications

Tax Year 2024

Version 1.0 2024

Indiana Department of Revenue

The specifications below are required by the Indiana Department of Revenue (DOR) to submit vouchers for development and testing.

Form Description	Form Name	Tax Type Abbreviation	Form Codes in Scanline
Individual Estimated Income Tax	IT-40ES	IND	010
Corporate Adjusted Gross Income Tax	IT-6	COR	007
Composite Withholding Tax Payment Voucher	IT-6WTH	COR	016
Corporation Tax Post Filing Coupon	PFC	COR	037
Individual Income Tax Post Filing Coupon	PFC	IND	011

Scanline Definitions

IT-40ES Scanline Definition

Scanline – This line consists of 39 numbers in OCR-A Extended or OCR- 12-point font located between .5 and 4.4 inches from the right-hand edge of the form and .5 in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKGGVVVPPPPPNNNNLLLLLLLLCC

Reference Number	Field Identifier	Description
1	TT	**Constant of 08**
2	KKKKKKKKKKKKK	**Identification Number:** Social Security number (9999999990000) (left-justified)
3	GG	**Identification Number Type:** Value is 02
4	VVV	**Form Code:** Individual Income Tax = 010
5	PPPPP	**Tax Secondary / Locality ID:** IND – Voucher number based upon the number in the taxpayer information field. 00001 = Voucher Number 1 00002 = Voucher Number 2 00003 = Voucher Number 3 00004 = Voucher Number 4
6	NNNN	**NACTP Assigned Code**
7	LLLLLLLL	**Return Period End Date:** (MMDDYYYY)
8	CC	**Mod 11 Check Digit**

IT-6 Scanline Definition

Scanline - This line consists of 39 numbers in OCR-A Extended or OCR-A 12-point font located between .5 inches in and 4.4 inches from the right-hand edge of the form and .5 inches in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKGGVVVPPPPPNNNNLLLLLLLLCC

Reference Number	Field Identifier	Description
1	TT	**Constant of 08**
2	KKKKKKKKKKKKK	**Identification Number:** This is generally the taxpayer's federal ID number (9999999990000)
3	GG	**Identification Number Type:** Value is 03
4	VVV	**Form Code:** Corporate Income Tax = 007
5	PPPPP	**Tax Secondary / Locality ID:** COR – Voucher number based upon number in the taxpayer information box. 00001 = Voucher Number 1 00002 = Voucher Number 2 00003 = Voucher Number 3 00004 = Voucher Number 4 00005 = Extension
6	NNNN	**NACTP Assigned Code**
7	LLLLLLLL	**Return Period End Date:** (MMDDYYYY)
8	CC	**Mod 11 Check Digit**

IT-6WTH Scanline Definition

Scanline - This line consists of 39 numbers in OCR-A Extended or OCR-A 12-point font located between .5 inches in and 4.4 inches from the right-hand edge of the form and .5 inches in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKGGVVVPPPPPNNNNLLLLLLLLCC

Reference Number	Field Identifier	Description
1	TT	**Constant of 08**
2	KKKKKKKKKKKKK	**Identification Number:** This is generally the taxpayer's federal ID number (9999999990000)
3	GG	**Identification Number Type:** Value is 03
4	VVV	**Form Code:** Composite Income Tax = 016
5	PPPPP	**Tax Secondary / Locality ID:** Default to 00000 (zeros) for this tax type.
6	NNNN	**NACTP Assigned Code**
7	LLLLLLLL	**Return Period End Date:** (MMDDYYYY)
8	CC	**Mod 11 Check Digit**

Business Post Filing (PFC) Scanline Definition

Scanline - This line consists of 35 numbers in OCR-A Extended or OCR-A 12-point font located between .5 and 4 inches from the right-hand edge of the form and .5 in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKGGJJJJJVVVLLLLLLLLCC

Reference Number	Field Identifier	Description
1	TT	**Constant of 06**
2	KKKKKKKKKKKKK	**Identification Number:** This is generally the taxpayer's federal ID number (9999999990000)
3	GG	**Identification Number Type:** Value is 03
4	JJJJJ	**Tax Secondary / Locality ID:** Default to 00000 (zeros) for this tax type.
5	VVV	**Form Code:** Business Income Tax = 037
6	LLLLLLLL	**Return Period End Date:** (MMDDYYYY)
7	CC	**Mod 11 Check Digit**

Individual Post Filing (PFC) Scanline Definition

Scanline - This line consists of 35 numbers in OCR-A Extended or OCR-A 12-point font located between .5 and 4 inches from the right-hand edge of the form and .5 in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKGGJJJJJVVVLLLLLLLLCC

Reference Number	Field Identifier	Description
1	TT	**Constant of 06**
2	KKKKKKKKKKKKK	**Identification Number:** Right justified and zero filled on the left. Primary taxpayer SSN
3	GG	**Identification Number Type:** Value is 02
4	JJJJJ	**Taxpayer Intention Code:** 00001 = Single Filing 00002 = Joint Filing 00003 = Married Filing Separate If there is a single Social Security number and single taxpayer's name, this field must be '00001'. If there are two Social Security numbers and there are taxpayer and spouse names, this field must be '00002'. If there are two Social Security numbers but only one taxpayer name, this field must be '00003'.
5	VVV	**Form Code:** Individual Income Tax = 011
6	LLLLLLLL	**Return Period End Date:** (MMDDYYYY)
7	CC	**Mod 11 Check Digit**

Check Digit Calculations

The MOD 11 check digit routine for DOR is as follows:

Scanline Type 08 (1st two digits are "08"):

Using the 37 scanline digits, other than the check digit, pair each digit with a sequential multiplier between 1 and 9. The first digit is multiplied by 1, the second by 2, etc. until you get to 9. After nine, the next digit is multiplied by 1, restarting the sequence. Next, the results of those multiplications are added together. Finally, the sum of those results is divided by 11 and the check digit is the remainder. It will always be between 00 and 10. The check digit must always be a 2-digit number, zero fill to the left of the numbers 0 through 9.

Scanline Number 0812345678900010502529291223405202020
In this case, the sum is 516. 516 divided by 11 equals 46 with a remainder of 10. The check digit is 10 and belongs in scanline digit positions 38 and 39.

Complete scanline = 081234567890001050252929122340520202010

0	x	1	=	0
8	x	2	=	16
1	x	3	=	3
2	x	4	=	8
3	x	5	=	15
4	x	6	=	24
5	x	7	=	35
6	x	8	=	48
7	x	9	=	63
8	x	1	=	8
9	x	2	=	18
0	x	3	=	0
0	x	4	=	0
0	x	5	=	0
1	x	6	=	6
0	x	7	=	0
5	x	8	=	40
0	x	9	=	0
2	x	1	=	2
5	x	2	=	10
2	x	3	=	6
9	x	4	=	36
2	x	5	=	10
9	x	6	=	54
1	x	7	=	7
2	x	8	=	16
2	x	9	=	18
3	x	1	=	3
4	x	2	=	8
0	x	3	=	0
5	x	4	=	20
2	x	5	=	10
0	x	6	=	0
2	x	7	=	14
0	x	8	=	0
2	x	9	=	18
0	x	1	=	0
				516

Scanline Type 06 (1st two digits are "06"):

Scanline type 06 is calculated in the same manner as the 08 scanline but using the first 33 of the 35 characters.

Scanline Number   060000400040040200003011123122020

In this case, the sum is 164. 164 divided by 11 equals 14 with a remainder of 10. The check digit is 10 and belongs in scanline digit positions 34 and 35.

Complete scanline = 06000040004004020000301112312020 2010

0	x	1	=	0
6	x	2	=	12
0	x	3	=	0
0	x	4	=	0
0	x	5	=	0
0	x	6	=	0
4	x	7	=	28
0	x	8	=	0
0	x	9	=	0
0	x	1	=	0
0	x	2	=	0
4	x	3	=	12
0	x	4	=	0
0	x	5	=	0
4	x	6	=	24
0	x	7	=	0
2	x	8	=	16
0	x	9	=	0
0	x	1	=	0
0	x	2	=	0
0	x	3	=	0
3	x	4	=	12
0	x	5	=	0
1	x	6	=	6
1	x	7	=	7
1	x	8	=	8
2	x	9	=	18
3	x	1	=	3
1	x	2	=	2
2	x	3	=	6
0	x	4	=	0
2	x	5	=	10
0	x	6	=	0
				164

Standards for All Voucher Sized Documents

Form Size
3.6667 in x 8.5 in, 1/3 of an 8.5 x 11 sheet, preferred to be the bottom one third of the page.

Replica Form Evaluation

Variations in font definitions may result in variations in character spacing. It is strongly recommended that Indiana Department of Revenue (DOR) samples be used as an Adobe Pro overlay on PDF versions of the developer's forms. Text and data placement should be verified before submitting the form to DOR.

Sizing

Users of your software must be instructed to avoid shrinking forms when printing. Printers must produce print at 100%, not "shrink to fit" or "reduce to fit page." These options change the placement of critical data.

Detachment Instructions
Above the top of the coupon software developers will need to print "Cut on line before mailing."

Fold and Cut Line
Software developers print dashed cut line. Thickness of cut line should be 0.75 pt.

Formatting Variables
See separate Due Date document.

Return Address
Return address barcodes are not needed on forms generated from software developer programs.

Remittance Amount

1. Remittance amount sits on a line 1-1/6 inches from the bottom edge of the form and ends 1/2 inch from the right edge of the form.
2. The field prints in OCR-A EXTENDED (or OCR-A) 12-point font.
3. A decimal point must separate dollars and cents.
4. The amount is right-justified and zero suppressed on the left.
5. No commas should be printed.
6. Location and formatting of this field are critical for DOR's high-speed processing. Example:
   99999999.99
   999.99

Other Dollar Amounts

1. Other dollar amounts must print in Courier New 12-point font.
2. Amount should be right justified.
3. No commas should be printed.
4. Decimal points must separate dollars from cents.
5. Negative amounts should be expressed using a negative sign/dash to the left of the number.

OCR-A Extended Scanline

The scanline must sit on a line 1/2 inch from the bottom of the form. The final digit in scanline must end 1/2 inch from the right edge of the form.

NACTP Code

Software vendors should print their vendor code without parentheses. i.e. "1234". This code is assigned by the National Association of Computerized Tax Processors (NACTP).

Note: PFC-IND and the PFC-COR are the *only* vouchers that use NACTP code in upper right corner.