



Mark A. Burghart, Secretary

Department of Revenue

Governor Laura Kelly

2025 – 2026

LETTER OF INTENT

TO PRODUCE SUBSTITUTE OR REPRODUCED FORMS

_____ agrees to abide by the policies, procedures, and
(Company Name)

guidelines published by the Kansas Department of Revenue concerning the development of substitute or reproduced forms. The requirements include but are not limited to the following:

- First submittals of scannable and non-scannable forms must be received by **December 12, 2025**, to be used by the first of the year. (Income, Homestead, Fiduciary, Corporate, S-Corp, and Privilege)
- **NO** first submittals of scannable forms will be accepted after **March 6, 2026**.
- **NO** substitute forms should be filed by taxpayers until **January 1, 2026**. Any Tax Year 2025 forms filed prior to January 1, 2026 will not be processed and will need to be refiled on or after January 1, 2026.
- Companies or individuals who develop substitute tax forms or products must meet the placement and data requirements in accordance with the guidelines “Pub. KS-1648 Specifications and Approval Requirements for Reproducing State Tax Forms” issued by the Kansas Department of Revenue.
- Refrain from selling, releasing, licensing, or distributing tax packages to customers or clients prior to receiving approval for each tax form included in the package. – Due to the large number of “**DRAFT**” forms being filed, not approved or non-submitted forms are **not** to be included in the release of any software package.
- Notify customers or clients of the computer hardware requirements, including printers, printer fonts, font cartridges, specialty fonts, etc., necessary to produce our company’s scannable/substitute tax forms that were approved by the Kansas Department of Revenue.
- Authorize the Kansas Department of Revenue to include the name of our company in various public information materials designed to inform practitioners and the public about software developers who have agreed, complied, or failed to comply with the specifications for reproducing tax forms.

Signature

Title

Date

Please email your completed LOI, forms for testing, and any questions to our vendor liaison, Shannon Herin, at KDOR_VendorFormsContact@ks.gov.

Your forms will not be tested until the LOI is received.

CONTACT INFORMATION

(Information here must be completed for each contact handling Kansas Department of Revenue tax forms within the company)

Company Name		SDC (KS Software Developer Code*)	
Mailing Address	City	State	Zip
Main Contact Name		Contact Email Address	
Telephone Number	Fax Number	Technical Support Telephone Number	
Secondary Contact Name		Email Address	
Telephone Number	Fax Number	Technical Support Telephone Number	
Product Name(s)		Website Address	

DATES

**Kansas forms will be submitted for testing date:

Software release date:

- * If you do not have a Kansas Software Developer Code, leave field blank and one will be assigned. Your LOI will be sent back with SDC field completed.
- ** All first submittals of scannable forms must be received by December 12, 2025, for software to be released with approved forms by January 1, 2026.

Please provide information for individuals who need access to the FTA/SES folders added or removed.
(If additional spaces are needed, please include a separate sheet.)

Add	Remove	Name	Email Address
☐	☐		
☐	☐		
☐	☐		
☐	☐		
☐	☐		

COMPANY INFORMATION

*This section is required to be completed. If it is left blank, the LOI will be returned, and you will need to complete the form in its entirety and send it back.

Our company:

- ☐ Develops substitute tax forms, using our own software program to submit our return(s) to Kansas.
- ☐ Develops Online software that offers E-file and/or Web-file.
- ☐ Develops substitute forms and/or software and sells to secondary companies. All secondary companies must complete a "Letter of Intent" and submit form(s) for approval.
- ☐ Offers over-the counter software.

SCANNABLE FORMS

Check all that apply.

- | | | | | |
|--|---|--|--|---|
| ☐ K-40 [^] | ☐ K-40H [^] | ☐ K-120/120 AS [^] | ☐ K-40V [^] | ☐ K-40ES [^] |
| ☐ Sch S [^] | ☐ K-40PT [^] | ☐ K-120EX [^] | ☐ K-41V [^] | ☐ K-41ES [^] |
| ☐ Sch CR [^] | ☐ K-40SVR [^] | ☐ K-120S/120S AS [^] | ☐ K-120V [^] | ☐ K-120ES [^] |
| ☐ Sch A [^] | ☐ K-41/18 [^] | ☐ K-130/130 AS [^] | ☐ K-130V [^] | ☐ K-130ES [^] |

NON-SCANNABLE FORMS

Check all that apply.

- | | | | | | | |
|------------------------------------|--------------------------------|---------------------------------|--------------------------------|----------------------------------|----------------------------------|---|
| ☐ CM-15 | ☐ K4-U | ☐ K-36* | ☐ K-56 | ☐ K-83 | ☐ K-206 | ☐ ST-28F |
| ☐ CM-16 | ☐ K-9 | ☐ K-37* | ☐ K-57 | ☐ K-84 | ☐ K-210* | ☐ ST-28G |
| ☐ CR-16 | ☐ K-24 | ☐ K-38 | ☐ K-59* | ☐ K-91 | ☐ K-220* | ☐ ST-28L |
| ☐ CR-17 | ☐ K-25* | ☐ K-39 | ☐ K-60 | ☐ K-92 | ☐ K-220S* | ☐ ST-28M |
| ☐ CR-18 | ☐ K-26 | ☐ K-40C* | ☐ K-62 | ☐ K-93 | ☐ K-230* | ☐ ST-28W |
| ☐ CR-108 | ☐ K-27* | ☐ K-42 | ☐ K-68 | ☐ K-94 | ☐ K-260 | ☐ ST-31 |
| ☐ DIS* | ☐ K-28 | ☐ K-43 | ☐ K-69 | ☐ K-120EL | ☐ KS-2848 | ☐ ST-201 |
| ☐ D0-5 | ☐ K-29 | ☐ K-44 | ☐ K-70 | ☐ K-121 | ☐ PR-70B | ☐ ST-203 |
| ☐ DO-10 | ☐ K-30* | ☐ K-46 | ☐ K-73 | ☐ K-121S | ☐ RF-9 | ☐ Sch ASA [^] |
| ☐ DO-41 | ☐ K-31 | ☐ K-47 | ☐ K-76 | ☐ K-131 | ☐ ST-28 | ☐ SchFHBS* |
| ☐ Form 200* | ☐ K-33 | ☐ K-48 | ☐ K-77 | ☐ K-139 | ☐ ST-28A | |
| ☐ K-4 | ☐ K-34 | ☐ K-53 | ☐ K-81 | ☐ K-139F | ☐ ST-28C | |
| ☐ K-4C | ☐ K-35* | ☐ K-55 | ☐ K-82 | ☐ K-205 | ☐ ST-28D | |

[^] **New forms** (If more are added, the LOI will be reposted)

* **Forms that have changes.**

If you are a new vendor looking to reproduce a nonscannable form that was posted to the FTA SES folder in a prior year, you will need to access that form via ksrevenue.gov.