



**Specifications for  
Form CIFT-620EXTV SD (2022)**

**Size:** The size of the detached voucher must be 8-1/2" x 3-5/8" and should be printed at the bottom of an 8-1/2" x 11" sheet.

**Document Identification Number:** The document identification number for Form R-2868V for the tax year 2022 is **1915** and must be printed on Line 62 in Positions 74 through 77 in a Courier 12-point font spaced at 10 characters per inch.

**Reference Mark:** A reference mark must be printed on the voucher and shall consist of:

- A 2-point 1/2" **horizontal line**, positioned 1/2" from the right edge and 1" from the bottom edge, and
- A 2-point 1/2" **vertical line**, positioned 1/2" from the right edge and 1/2" from the bottom edge.

**Barcode:** A barcode must be printed on the voucher according to the following specifications:

- The barcode is a "three of nine" type,
- Reads 1915, which is the document identification number,
- Is 1/2" in height, and
- Is located 1" from the bottom edge and 1/2" from the left edge.
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**Scan Line:** The scan line must be printed on Line 63 in Positions 11 through 76. **It is preferred that an OCR-A font be used;** however, a Courier 12-point font is acceptable. Whichever font utilized **must** be spaced at 10 cpi (characters per inch). A layout of the scan line is as follows:

AAAB---CCCCCCCCC-D--EEEEEEE-FFFFFFF-GGGGGGGGGG-HHHHHHHHHI-J

- A = Document identification number (4 digits), which is 1915.
- B = Check digit (1 digit) for the document identification number, which (in this case) is 9.
- C = Louisiana Revenue account number (10 digits).
- D = Tax type code, which is **200**.
- E = Taxable period (8 digits -- mmdyyyy), which is **12312022** for year ended December 31, 2022; **06302023** for year ended June 30, 2023; **08312023** for year ended August 31, 2023; etc.
- F = This field (8 digits) is an open field, which is all zeros—**00000000**.
- G = Louisiana Revenue account number (10 digits—same account number as Field C).
- H = Amount of payment (10 digits--\$\$\$\$\$\$çç). Zero-fill blank data area.
- I = Check digit (1 digit) for the amount of payment.
- J = Check digit (1 digit) for Fields C, D, E, F, G, H, and I.
- = Blank space.

NOTE: The **check digits** contained in the scan line are derived using the Modulus 10 self-check digit computation found on Page 3.

**Example:** Louisiana Revenue account number = 1112226334  
 Taxable period = 12/31/2022  
 Amount of payment = \$300.00

Scan line should be:

19158 1112226334 200 12312022 00000000 1112226334 00000300004 0

**Modulus 10 Self-check Digit Computation:**

1. Multiply the unit's position and every alternate position of the base number by 2 starting with right most position.
2. Add the digits in the products to the digits in the base number that were not multiplied.
3. Subtract the sum from the next higher number ending in zero. The difference is the self-check digit.

**Example:**

Base Number	4 9 9 8 6 5 5 5 9
Right most position and every other position	9 5 6 9 4
Multiply by 2.	18, 10, 12, 18, 8
Add the digits in the product.	(1+8), (1+0), (1+2), (1+8), 8
Digits not multiplied.	5 5 8 9
Add.	(1+8)+5+(1+0)+5+(1+2)+8+(1+8)+9+8
Sum	57
Next higher number ending in zero	60
Subtract.	60-57
Self-check digit	3

**Test Scenarios:**

Please prepare the necessary extensionpayment vouchers (4 total) using the various test scenarios below. Each voucher must be completed in its entirety, including the scan line.

E-mail your test to [LaSubstitute.VendorInquiries@la.gov](mailto:LaSubstitute.VendorInquiries@la.gov).

<b>Scenario 1</b>	<p><b>Taxpayer's Name:</b> Easy as Pie Bakery  <b>Address:</b> 123 Sweet Street  Baton Rouge, LA 70806-0123</p> <p><b>Account Number:</b> 1127653070</p> <p><b>Year Ending Date:</b> 12/31/2022</p> <p><b>Each Payment Amount:</b> \$97.00</p>
<b>Scenario 2</b>	<p><b>Taxpayer's Name:</b> Joy's Collectibles  <b>Address:</b> 65 Ty Drive  Monroe, LA 73953-0492</p> <p><b>Account Number:</b> 1127653686</p> <p><b>Year Ending Date:</b> 06/30/2023</p> <p><b>Each Payment Amount:</b> \$1,325.00</p>
<b>Scenario 3</b>	<p><b>Taxpayer's Name:</b> PDC's Dog Kennel  <b>Address:</b> 987 Labrador Lane  Lafayette, LA 78354-0202</p> <p><b>Account Number:</b> 1127653232</p> <p><b>Year Ending Date:</b> 12/31/2022</p> <p><b>Each Payment Amount:</b> \$2,463.00</p>
<b>Scenario 4</b>	<p><b>Taxpayer's Name:</b> JR's Stockyards  <b>Address:</b> 400 Bovine Boulevard  Gonzales, LA 70737-7585</p> <p><b>Account Number:</b> 1127653707</p> <p><b>Year Ending Date:</b> 06/30/2023</p> <p><b>Each Payment Amount:</b> \$19,895.00</p>