

# GEN-58

## POWER OF ATTORNEY AND DECLARATION OF REPRESENTATIVE (REVISION DATE 5-24)

### CHANGES FOR THE YEAR

- Form GEN-58 has been updated to match federal changes.
- The revision date of 5-24 must align to the same location of the Approved Trained Version (ATV) on page 1 and 2.
- Replace “3 years after the date” with “three years from December 31 of the year”.
- Replace “received by the Department of Revenue” with “filed with the Department”.

#### Production Details:

<b>Submission Approval Start Date:</b>	June 5, 2024
<b>Target Date for Initial Submission:</b>	June 26, 2024
<b>Required Approval Date:</b>	July 18, 2024
<b>Form Period Date Effective:</b>	Any
<b>For Filing Periods</b>	June 2024 and later
<b>Form Placed in Software:</b>	After Approval
<b>Unchanged/Updated:</b>	Updated

### 3 TEST SAMPLES REQUIRED:

- 1 Blank
- 1 SSN test sample
- 1 FEIN test sample

### BARCODE:

This form does not have a barcode.

### DO NOT REPRODUCE:

- The “NCDOR” Logo or Outline
- “PRINT” and “CLEAR” buttons

### USE:

- 12 point Courier font for variable fields
- All capital letters for variable text
- Correct matching line geometry
- DOR Final to produce SD version
  - Formatting on form submitted must match the formatting on the DOR Final
  - Include dashes for identification number
  - Include parenthesis for phone number
  - Include dashes for Tax Period
  - Include dashes for Date
- Standardized formatting for SD ID#
  - SD ID# should be left-justified above the revision date
  - SD ID# should be in bold, size 11, Arial font
- Various ID numbers using prefixes of 999, 900, 000 or 666 for FEINs/SSNs

## TEST SAMPLES:

- CONFIRM REVISION DATE AND DATA PLACEMENT MATCHES THE APPROVED TRAINED VERSION (ATV)
- A FULL FIELD SAMPLE IS NOT REQUIRED FOR FORM GEN 58
- INCLUDE ONLY ONE ID TYPE FOR EACH TEST SAMPLE
- INCLUDE ONE TEST SAMPLE FOR A TAXPAYER WITH A SPOUSE AND SSNs
- INCLUDE ONE TEST SAMPLE FOR AN ENTITY WITH A BUSINESS ID NUMBER/FEIN
- COMPLETE ALL FIELDS FOR UP TO THREE REPRESENTATIVES
- COMPLETE ALL FIELDS FOR TAX MATTERS - TYPE OF TAX, BEGINNING AND ENDING TAX PERIOD
- DO NOT REPRODUCE "PRINT" OR "CLEAR" BUTTONS
- SELECT ONLY ONE RESPONSE (YES OR NO) FOR ACTS AUTHORIZED IN NUMBER 4

PROPOSED VARIETY OF GEN 58 TEST SAMPLES		
TEST SAMPLE:	1	2
ID TYPE	SSN	FEIN
INDIVIDUAL'S FIRST NAME	Y	N
INDIVIDUAL'S M.I.	Y	N
INDIVIDUAL'S LAST NAME	Y	N
PRIMARY ID NUMBER	Y	N
SPOUSE'S FIRST NAME	Y	N
SPOUSE'S M.I.	Y	N
SPOUSE'S LAST NAME	Y	N
SPOUSE'S ID NUMBER	Y	N
ENTITY LEGAL NAME	N	Y
BUSINESS ID NUMBER	N	Y
MAILING ADDRESS	Y	Y
DAYTIME PHONE NUMBER	Y	Y
CITY	Y	Y
STATE	Y	Y
ZIP	Y	Y
EMAIL ADDRESS	Y	Y
ACTS AUTHORIZED	Y	N