

Virginia Department of Taxation



760CG Series – Software Provider Test Package

Tax Year 2018

Overview

The Virginia Department of Taxation (Virginia Tax) designed this document for the 2018 Virginia Tax 760CG Series Software Provider Test Package, which provides the required test criteria for the Software Providers to ensure that conditions are met for proper processing of customer information via Virginia Tax's paper processing systems.

- software is correctly formatted
- edits agree with Virginia specifications
- returns will have no math errors
- required fields are present
- required fields will post to the Virginia Tax databases

Exact positioning of all field elements includes the anchors, 1D barcodes and 2D barcodes; these specifications are detailed in the 760CG Exact Positioning Specifications – Tax Year 2018 document located on the secure State Exchange System (SES) site.

Information for the overall Substitute Form process is also located on the SES site in the Guidelines and Standards for Formatting, Content and Approval.

Testing Sets

The 760CG submissions should consist of at least 4 **total return packages**, which consists of the Form 760CG and all associated schedules.

- Set 1 – blank set of all supported returns and schedules
- Set 2 – tax due return (minimum 1 return)
- Set 3 – refund due return (minimum 1 return)
- Set 4 – full filled / full fields – variable / alternating characters

Sets 2 and 3 – use the 760CG tax due test (#3) and 760CG refund due test (#6) from the 2018 Individual e-File Software Provider Test package for the submission.

- The paper submission must still reflect the format of the 760CG series.
- Codes may not be duplicated amongst Sets 2 and 3.
- Schedule INC/CG must be used for the wage statements in the paper submission.
- Submissions that do not reflect new fields and legislative changes will not be accepted for testing.
NOTE: In addition to using the Individual e-File Software Provider Test Package, the 2018 Virginia Tax Individual e-File Guide clarifies new fields / changes in the Special Instructions section.
- Limitations – Your email / cover letter with your submission should include any test limitations for the product / test package you are submitting for review.

Set 4 – Max fill all fields for each supported form / schedule. Verify each field for exact position and length on the 760CG series package. Values for consecutive fields must not be the same or it will interfere with the testing process.

- Alpha fields – display alternating values of 'A', 'B' and/or 'C'
- Numeric fields – display alternating values
- Date fields – display null value of '9'
- Alphanumeric fields – display value with 'A' and '9'
- Checkboxes – display 'X'
- Forms
 - Form 760CG
 - Schedule ADJ/CG
 - Schedule CR/CG
 - Schedule FED/CG
 - Schedule INC/CG
 - Schedule OSC/CG
 - Schedule VAC/CG
 - Schedule VACS/CG