2025

Government of the District of Columbia
Office of the Chief Financial Officer
Office of Tax and Revenue

Specifications for Electronic Bulk Filing and Account Lookup for Sales and Use Tax Returns (FR-800M/Q/A)

File formats and processing for electronic bulk filing of the FR-800M/Q/A in the DC Taxpayer Portal and access to the portal

V1.0

Contents

Version Control 3
Reminders 3
General Information 5
FR-800M/Q/A Upload Specifications 6
Sign-up for MyTax.DC.gov 6
Adding Additional Logons 6
Request Bulk Filing Access 8
FR-800M/Q/A Upload Instructions 10
File Status 11
File resubmission for rejected files 11
Error Message Types 11
Common FR-800M/Q/A Bulk File Error Messages 12
Account Lookup 12
FR-800M/Q/A Layout 14

Version Control

Version Number/Date	Comments
1.0 – 06/27/2024	Initial Release for 2025

This document may be re-issued every tax year and may be updated at any time to ensure that it contains the most current information. The Version Control Log will indicate what has changed from the initial publication.

Reminders:

- The sales tax portion of the online form has been expanded to accommodate reporting of Exempt/Resale Sales and Marketplace Facilitator Information.
- Exempt/Resale Sales must be less than or equal to Gross Sales.
- Marketplace Sales must be less than or equal to Gross Sales.
- The sum of Exempt/Resale Sales and Marketplace Sales must be less than or equal to gross sales.
- The use tax portion of the online form has been expanded to accommodate reporting of transactions subject to rates of 8%, 10%, 10.25%, 15.95% and 18%.
- The rate of tax shall be 8% of the gross receipts from the sale of or charges for soft drinks. The definition of "soft drink" is expanded to include beverages with natural or artificial sweeteners that contains less than 100 percent juice, less than 50 percent milk, soy, rice or similar milk substitutes, or coffee, coffee substitutes, cocoa, or tea. (See D.C. Official Code § 47- 2002(a)(8)).
- Effective April 1, 2019, marketplace facilitators must register with OTR and collect and remit sales tax on all sales delivered in the District that the marketplace facilitator facilitates on behalf of marketplace sellers.
- All marketplace facilitators are required to file and pay on a monthly basis.
- All other new registrants will be required to file and pay on a quarterly basis.
- You must be registered and logged on via MyTax.DC.gov to file and pay the FR-800M/Q/A, Sales and Use Tax.

- Use the same business name as when you registered with the Office of Tax and Revenue (OTR) to ensure proper posting of your return(s).

- The file format must conform to the specifications found in these instructions.

- Reference the Electronic Funds Transfer (EFT) Guide for debit block number for sales and use if payment is remitted by ACH Debit.

- The District of Columbia does not support International ACH Transactions ("IATs") for payments or direct deposit refunds that are remitted to or received from a financial institution outside the territorial jurisdiction of the United States. (The territorial jurisdiction of the United States includes the District of Columbia, US territories, US military bases, and US embassies in foreign countries.) A foreign address is not an indicator of whether the payment or refund is an IAT. Please refer to the IAT section in the District of Columbia's Electronic Funds Transfer (EFT) Payment Guide for more information.

- For more information regarding the web portal, contact OTR's e-Services Center at (202) 759-1946 or email e-services.otr@dc.gov.

General Information

These are the instructions for electronic bulk filing of the FR-800M/Q/A, Sales and Use tax returns with the DC Office of Tax and Revenue (OTR). These instructions relate to the FR-800M/Q/A sales tax returns **only**. No other Sales and Use tax returns will be accepted.

DO NOT send paper or PDFs of FR-800M/Q/A if you have submitted your file(s) electronically. These are for your records.

Taxpayers must be registered with the District via the FR-500, Combined Registration Application for Business DC Taxes/Fees/Assessments prior to filing FR-800M/Q/A.

The taxpayer identification number (TIN) must be registered and active with DC.

The DC assigned Sales and Use account ID must be registered, active and begin with "350." The DC Sales and Use account ID must be linked to the TIN.

All submitters must obtain a logon ID through our online portal, MyTax.DC.gov. This is a one-time registration. To sign up for an account**,** visit MyTax.DC.gov and click on "Sign Up To Use MyTax.DC.gov".

Filing Deadline

The filing deadlines for the FR-800M/Q/A are as follows:

The period …	**Form is Due**
1. Monthly	On or before the 20th day of the month after the month being reported
2. Quarterly	On or before the 20th day of the month after the quarter being reported
3. Annually	On or before the 20th day of October

FR-800M/Q/A Upload Specifications

Files must be created using a CSV or text (.txt) file format. Zip or compressed files will not be accepted. Each file contains 114 fields.

Files smaller than 24MB must be submitted as CSV or text files (.txt). Files 24MB or larger must be broken up and submitted as multiple FR800M/Q/A submissions. Files that are 24MB or larger will be rejected.

Use a naming convention such a SLU12021.txt or SLU22021.txt. There are no restrictions on the naming convention.

Do not use any special characters in text fields such as commas in the string fields unless they are nested in quotes (“).

Sign-up for MyTax.DC.gov

In order to bulk file the FR-800M/Q/A (sales and use tax returns) you must have a MyTax.DC.gov web logon to access electronic bulk filing of FR-800M/Q/A. The individual completing the registration will become the Administrator for all accounts associated with the Taxpayer Identification Number (TIN). *Do not* use an invalid TIN when registering.

In some cases, you must request bulk filing access (see below).

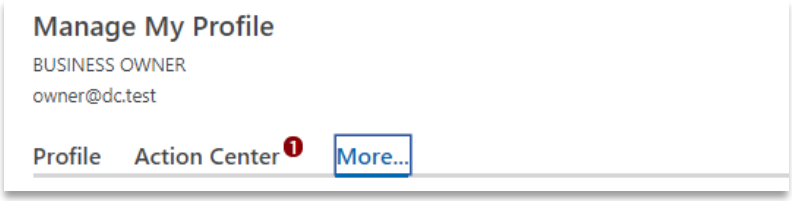
You can review the tutorial that contains the information for nexus and non-nexus business entities to access the secure web portal.

Adding Additional Logons

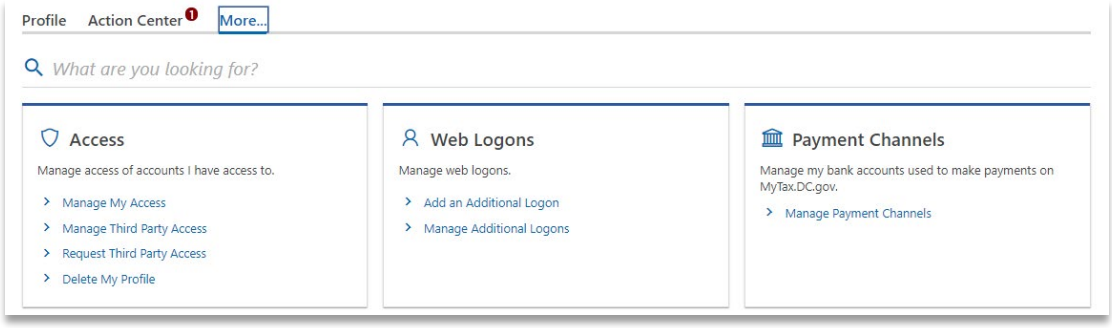
After you or the account administrator have successfully logged into the account, you can add additional logons.

1. Select Manage My Profile in the upper left block of the page.

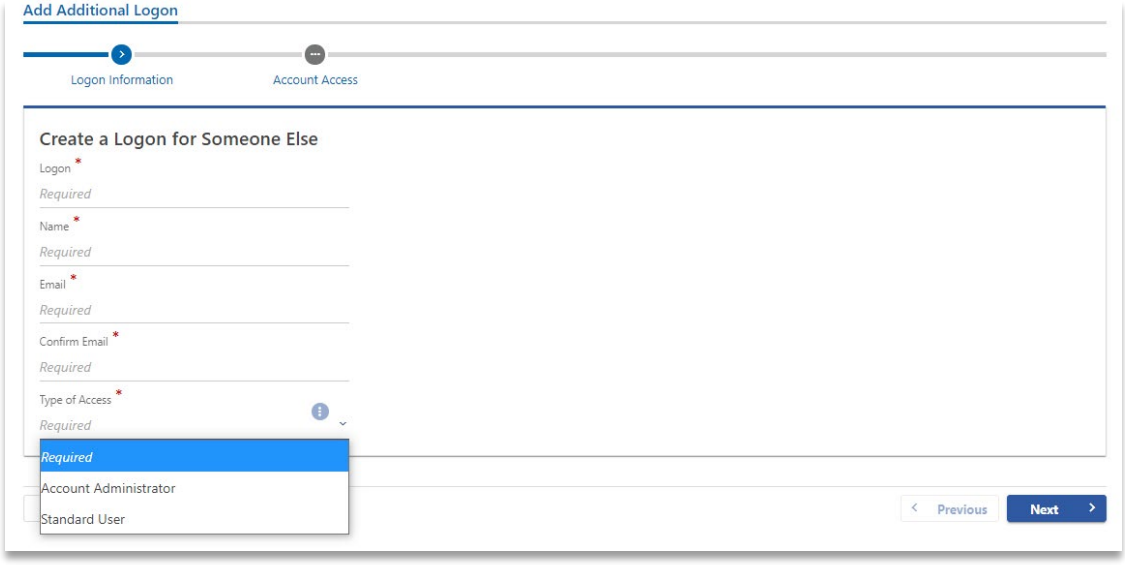
2. Select **More** in the menu bar.



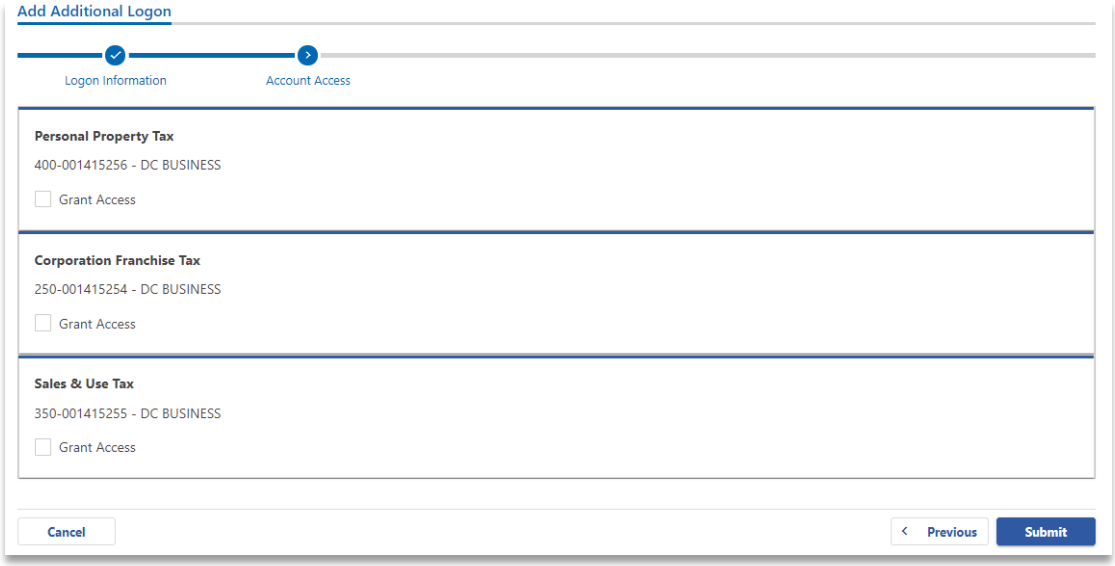
3. Select **Add an additional logon**.



4. At the Create a Logon for Someone Else page, enter a Logon, Name, and Email. For Type of Access, select *Standard User*.



5. At the Account Access page, select the Grant Access checkbox for each Account the user should access.



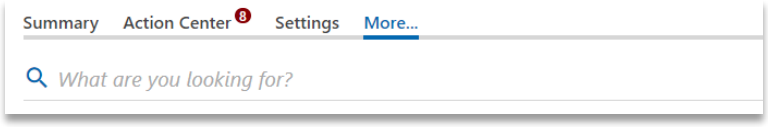
6. Repeat as needed for additional users.

Request Bulk Filing Access

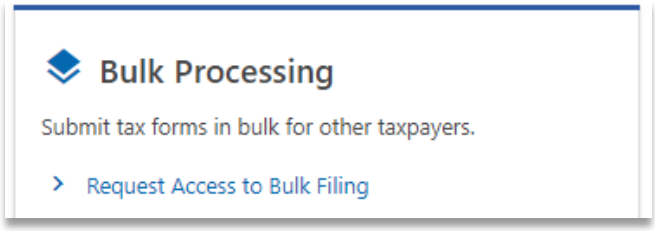
If you are a Preparer or Reporting Agent and would like to bulk file the FR-800M/Q/A, follow these steps to gain bulk filing access.

You must be a reporting agent with the National Association of Computerized Tax Professionals (NACTP) or have a valid and active PTIN with the IRS to submit bulk sales and use tax requests.

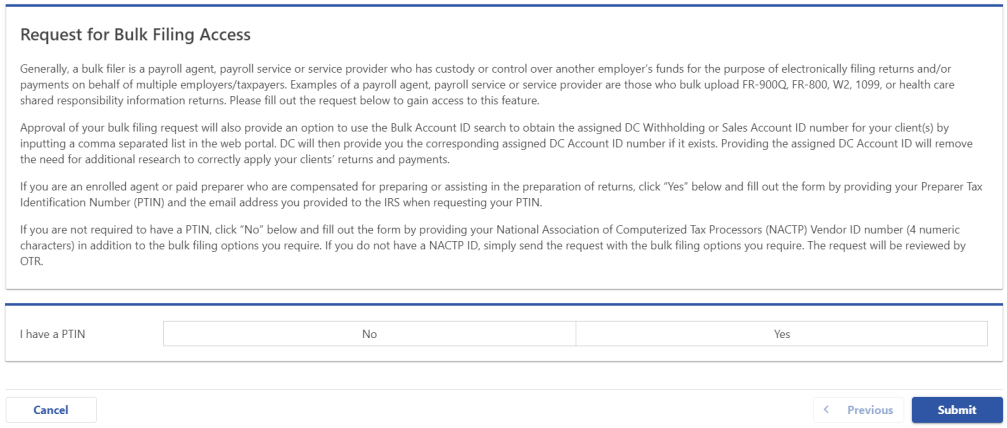
1. On the tab bar, select **More….**



2. In the **Bulk Processing** section, select the '**Request Access to Bulk Filing**' link.

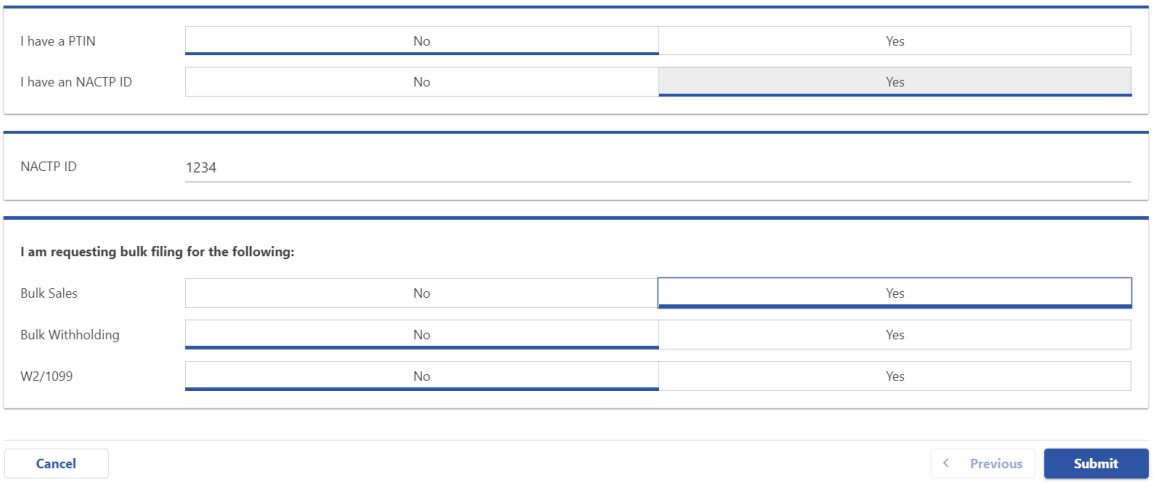


3. At the Request for Bulk Filing Access page, select **Yes** or **No** for "I have a PTIN."

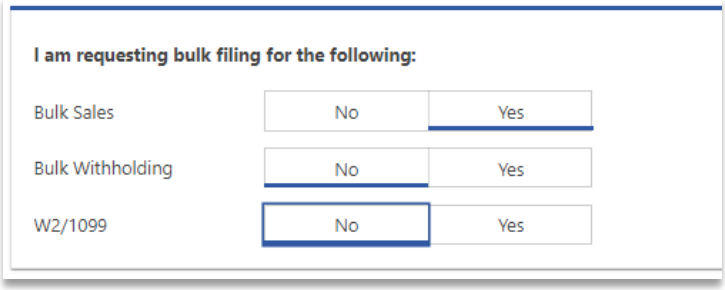


a. If Yes, enter your Preparer Tax Identification Number (PTIN) and the email address you provided to the IRS when requesting your PTIN.

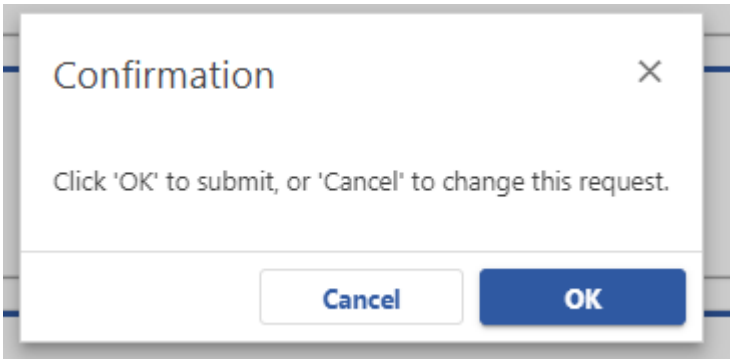
b. If No, select **Yes** or **No** to "I have an NACTP ID." Enter your NACTP ID if prompted. (You must have an NACTP ID to access bulk filing for Bulk Sales.)



4. Select the types of bulk filing access you are requesting.



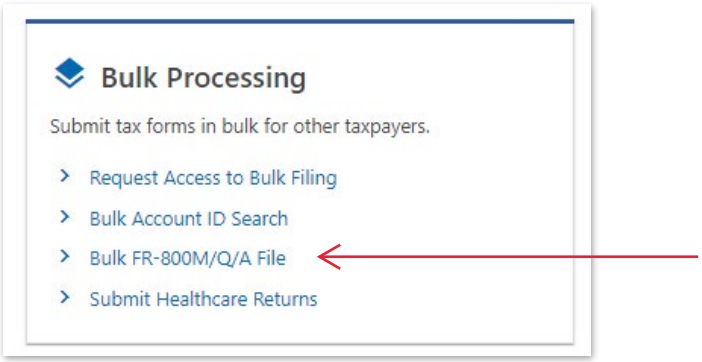
5. Click **Submit**. Click OK to confirm the submission.



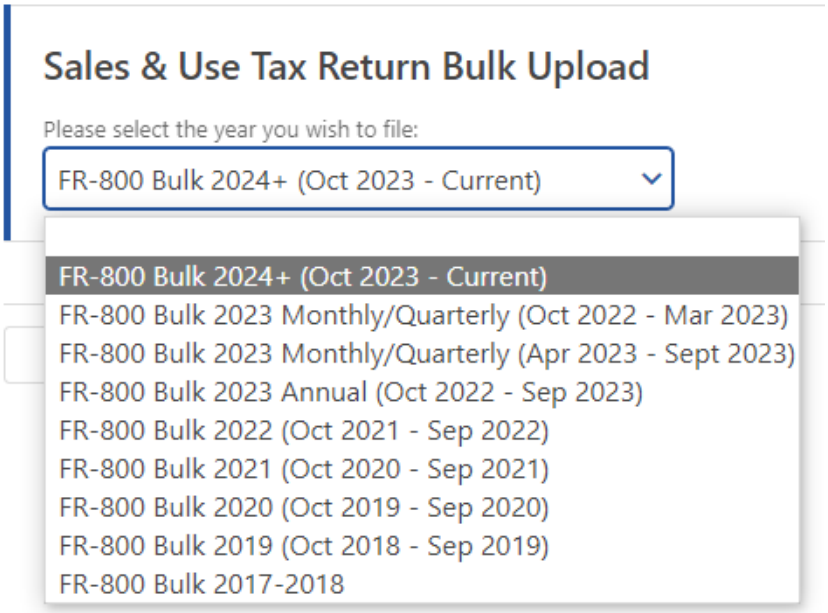
You will receive a confirmation that your request has been submitted. Check your messages to determine whether your request has been accepted or rejected.

FR-800M/Q/A Upload Instructions

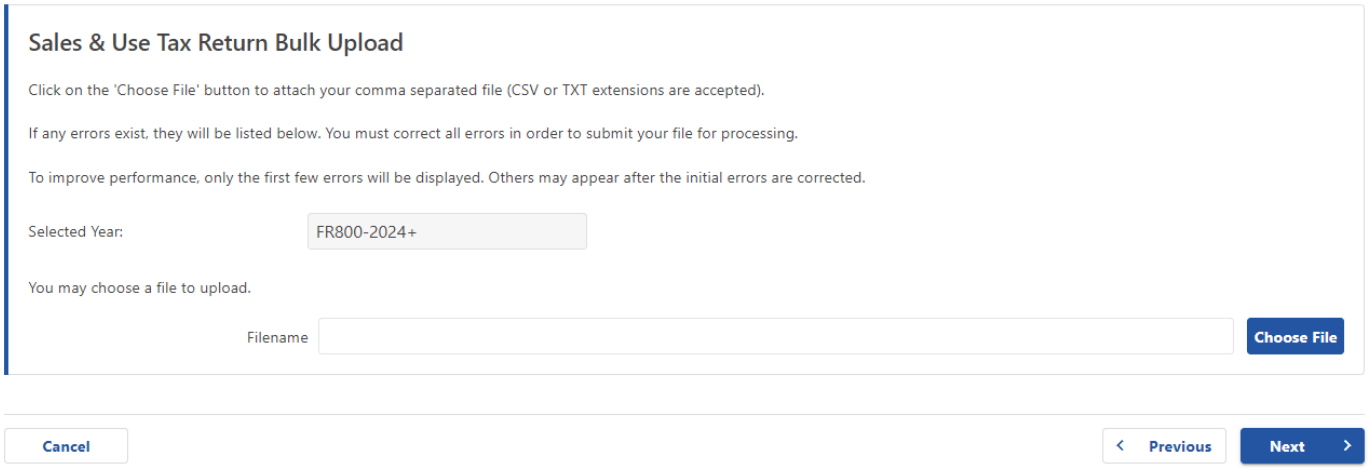
1. When you have access, select Bulk FR-800M/Q/A File in the Bulk Processing block.



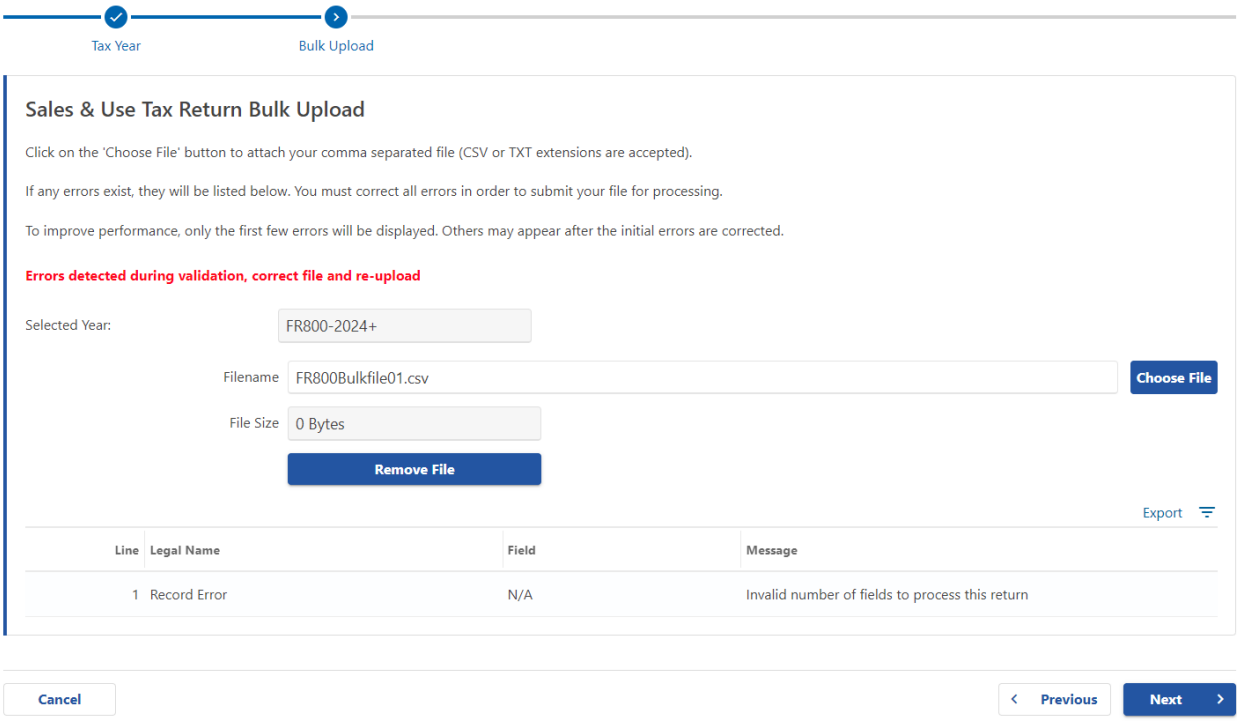
2. At the Bulk Upload page, select the Tax Year for which you are bulk filing.
Please make sure to select the correct form type, year and period.



3. Use the Choose File button to select a file to upload.



4. If errors are reported, you must remove the file and upload a corrected file.



File Status

ACCEPTED - File has passed all quality checks and an email will be sent to the submitter that displays “Pending.”

REJECTED - File did not pass quality checks. All errors will be displayed after clicking the submit button and front-end validations occur. The file should be corrected and resubmitted for processing.

COMPLETED – Processed submissions denoting the bulk submission has been processed. There is no return level completion, just that the file was processed.

File resubmission for rejected files

After front-end validation, errors will be displayed to the submitter. A single error WILL reject the entire file. The submitter may remove the record or correct the record and resubmit. We are only accepting valid format bulk submissions.

Error Message Types

Row Specific:

- Invalid number of fields to process return
  - This error is created if the split comma array does not have 54 values (for example, there are missing commas or there are too many commas).

Field Specific:

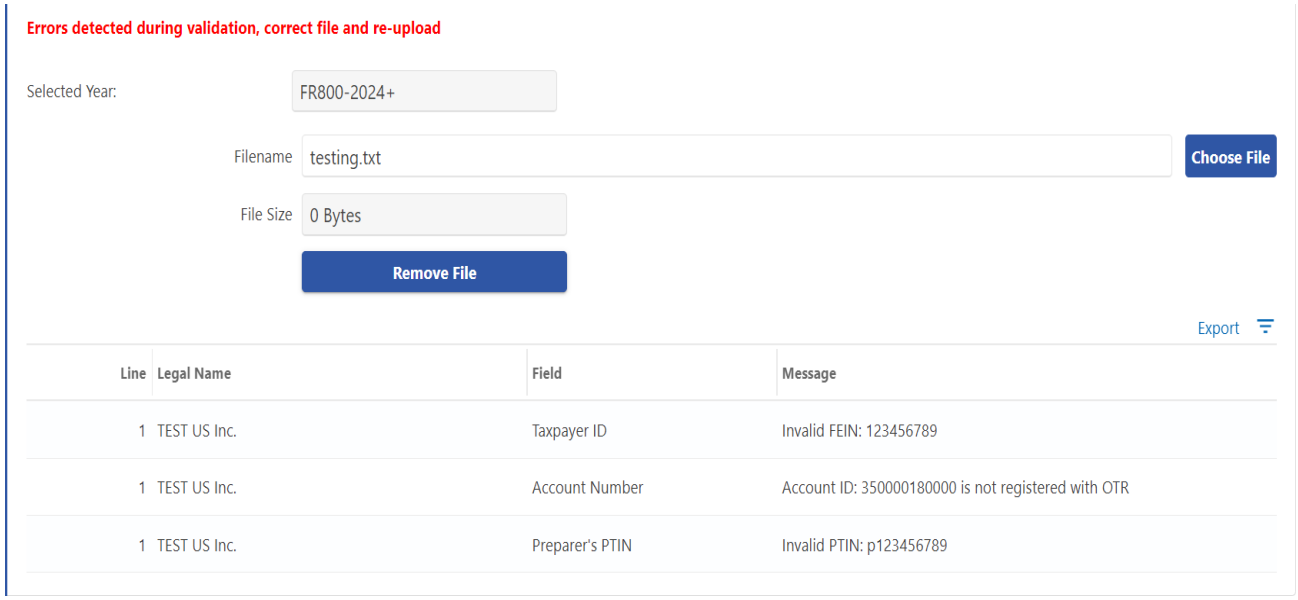
- FEIN <VALUE> is required and must be 9 digits
- DC Account ID <VALUE> is blank or not 12 digits

- Account ID <VALUE> is not valid for Sales and Use
- Legal Name is required and cannot be blank <VALUE>
- Invalid Taxpayer Identification Number: <VALUE>

Data Type Check:

- Invalid Currency: <VALUE>
- Invalid Number: <VALUE>
- Record contain invalid character(s): <VALUE>
- Invalid Checkbox: <VALUE>
- Invalid Date: <VALUE>

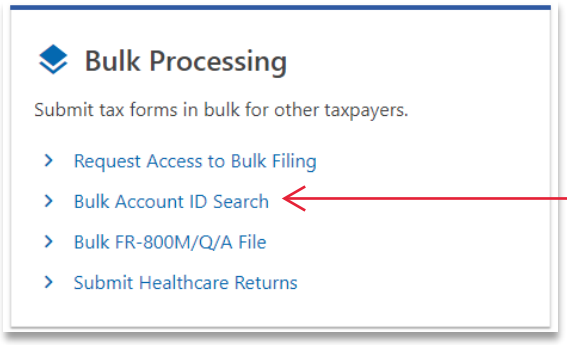
Common FR-800M/Q/A Bulk File Error Messages



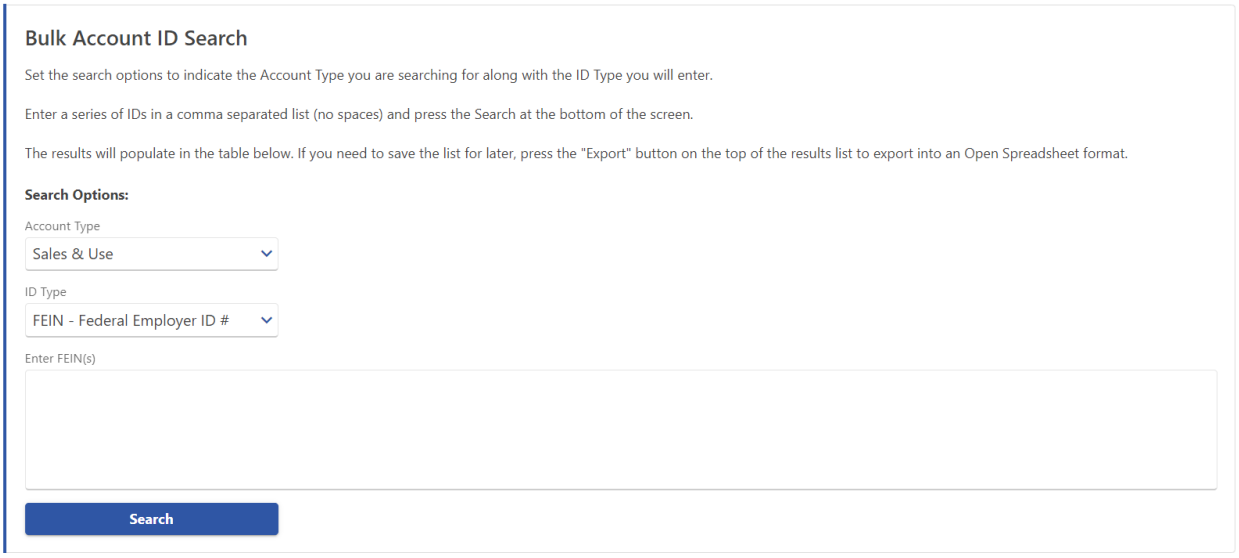
Account Lookup

As a bulk filer, you must use the correct Account ID for your clients. You can look up accounts using the Bulk Account ID Search in the Bulk Processing section. You can submit a comma-separated list of TINs to retrieve the corresponding Sales and Use Account ID for each.

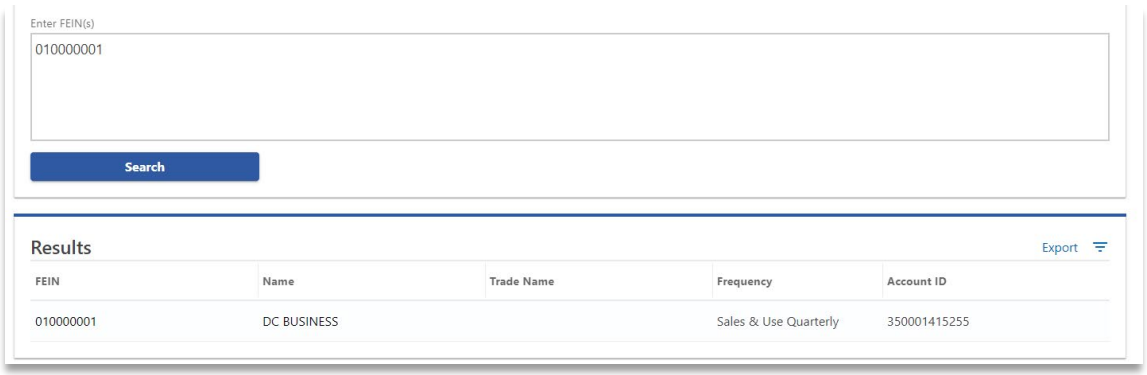
1. At the Bulk Processing block, select Bulk Account ID Search.



2. Select the Account Type and ID Type.



3. Enter TINs in a comma-separated list, and click **Search**. Results are returned below. Use **Export** to download the results to a spreadsheet or flat file format.



FR-800M/Q/A Bulk File Submission Layout TY2025 v1.0

Field		Field Name	Data Type	Format	Mandatory	Validation/Explanation	Validation Rule 2	Comments
1		Taxpayer ID	Numeric		Yes	ID number	Must be 9 Digits	
2		Taxpayer ID Type	Alpha		Yes	F = FEIN S = SSN T = ITIN		
3		Account Number	Numeric		Yes	Provided Sales Tax Account ID, omit hyphen	Must be blank or Numeric	
4		Amended Return	Alpha		No	Y = Amended		
5		Final Return	Alpha		No	Y = This is the last return for this account		
6		Closed Date	Numeric	MMDDYYYY	No	Date business stopped making sales	Must be a valid date	
7		Legal Name	Alpha		Yes	Nest name in "" if commas exist in name	Cannot be blank	
8		Form Type	Alpha		No	M = Monthly Q = Quarterly A = Annual		
9		Period	Numeric	MMDDYYYY	Yes	Filing Period End Date - Periods earlier than 10/30/2024 are not supported	Must be a valid month ending date corresponding with the account's filing schedule	
10		Mailing Street 1	Alpha		Yes	Nest street in "" if commas exist in street		
11		Mailing Street 2	Alpha		No	Nest street in "" if commas exist in street		
12		Mailing City	Alpha		Yes			
13		Mailing State	Alpha		Yes			
14		Mailing Zip	Alpha Numeric		Yes	5 or 9 digit ZIP code		
15	1A	Gross Sales (General) - @ 6%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
16	1B	Less Exempt/ Resale Sales (General Sales) @ 6%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
17	1C	Less Market Place Sales (General Sales) @ 6%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
18	1D	Total Taxable Sales (General Sales) @ 6%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 1A - 1B - 1C
19	1E	Gross Tax Due - (General Sales) @ 6%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	1D * 6%
20	1F	Credit from Tax Refunded - (General Sales) @ 6%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
21	1G	Tax Due - (General Sales) @ 6%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 1E - 1F
22	2A	Gross Sales (soft drinks not for immediate consumption) @ 8%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
23	2B	Less Exempt/Resale Sales (soft drinks not for immediate consumption) @ 8%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	

Field		Field Name	Data Type	Format	Mandatory	Validation/Explanation	Validation Rule 2	Comments
24	2C	Less Market Place Sales (soft drinks not for immediate consumption) @ 8%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
25	2D	Total Taxable Sales (soft drinks not for immediate consumption) @ 8%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 2A - 2B - 2C
26	2E	Gross Tax Due - (soft drinks not for immediate consumption) @ 8%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	2D * 8%
27	2F	Credit from Tax Refunded - (soft drinks not for immediate consumption) @ 8%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
28	2G	Tax Due - (soft drinks not for immediate consumption) @ 8%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 2E - 2F
29	3A	Gross Sales (food and drink for immediate consumption) @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
30	3B	Less Exempt/Resale Sales (food and drink for immediate consumption) @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
31	3C	Less Market Place Sales (food and drink for immediate consumption) @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
32	3D	Total Taxable Sales (food and drink for immediate consumption) @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 3A - 3B - 3C
33	3E	Gross Tax Due - (food and drink for immediate consumption) @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	3D * 10%
34	3F	Credit from Tax Refunded - (food and drink for immediate consumption) @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
35	3G	Tax Due (food and drink for immediate consumption) @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 3E - 3F
36	4A	Gross Sales (prepaid telephone calling cards) @10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
37	4B	Less Exempt/Resale Sales (prepaid telephone calling cards) @10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
38	4C	Less Market Place Sales (prepaid telephone calling cards) @10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	

Field		Field Name	Data Type	Format	Mandatory	Validation/Explanation	Validation Rule 2	Comments
39	4D	Total Taxable Sales (prepaid telephone calling cards) @10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 4A - 4B - 4C
40	4E	Gross Tax Due - (prepaid telephone calling cards) @10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	4D * 10%
41	4F	Credit from Tax Refunded - (prepaid telephone calling cards) @10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
42	4G	Tax Due (prepaid telephone calling cards) @10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 4E - 4F
43	5A	Gross Sales (alcoholic beverages for off-premises consumption) @10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
44	5B	Less Exempt/Resale Sales (alcoholic beverages for off-premises consumption) @10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
45	5C	Less Market Place Sales (alcoholic beverages for off-premises consumption) @10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
46	5D	Total Taxable Sales (alcoholic beverages for off-premises consumption) @10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 5A - 5B - 5C
47	5E	Gross Tax Due (alcoholic beverages for off-premises consumption) @10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	5D * 10.25%
48	5F	Credit from Tax Refunded (alcoholic beverages for off-premises consumption) @10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
49	5G	Tax Due (alcoholic beverages for off-premises consumption) @10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 5E - 5F
50	6A	Gross Sales (rental vehicles) @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
51	6B	Less Exempt/Resale Sales (rental vehicles) @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
52	6C	Less Market Place Sales (rental vehicles) @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
53	6D	Total Taxable Sales (rental vehicles) @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 6A - 6B - 6C

Field		Field Name	Data Type	Format	Mandatory	Validation/Explanation	Validation Rule 2	Comments
54	6E	Gross Tax Due - (rental vehicles) @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	6D * 10.25%
55	6F	Credit from Tax Refunded - (rental vehicles) @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
56	6G	Tax Due -(rental vehicles) @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 6E - 6F
57	7A	Gross Sales (hotel and short term lodging) @ 15.95%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
58	7B	Less Exempt/Resale Sales (hotel and short term lodging) @15.95%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
59	7C	Less Market Place Sales (hotel and short term lodging) @ 15.95%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
60	7D	Total Taxable Sales (hotel and short term lodging) @15.95%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 7A - 7B - 7C
61	7E	Gross Tax Due - (hotel and short term lodging) @ 15.95%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	7D * 15.95%
62	7F	Credit from Tax Refunded - (hotel and short term lodging) @ 15.95%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
63	7G	Tax Due - (hotel and short term lodging) @ 15.95%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 7E - 7F
64	8A	Gross Sales - Parking @ 18%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
65	8B	Less Exempt/Resale Sales - Parking @ 18%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
66	8C	Less Market Place Sales - Parking @ 18%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
67	8D	Total Taxable Sales - Parking @18%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 8A - 8B - 8C
68	8E	Gross Tax Due - Parking @ 18%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	8D * 18%

Field		Field Name	Data Type	Format	Mandatory	Validation/Explanation	Validation Rule 2	Comments
69	8F	Credit from Tax Refunded - Parking @ 18%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
70	8G	Tax Due - Parking @ 18%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 8E - 8F
71	9A	Total Gross Sales	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 1A + 2A +3A + 4A + 5A + 6A + 7A+ 8A
72	9B	Total Exempt/Resale Sales	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 1B + 2B +3B + 4B + 5B + 6B + 7B + 8B
73	9C	Total Market Place Sales	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 1C + 2C +3C + 4C + 5C + 6C + 7C + 8C
74	9D	Total Taxable Amount	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 1D +2D +3D +4D +5D + 6D +7D + 8D
75	9G	Total Sales Tax Due	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total of 1G + 2G +3G + 4G + 5G + 6G + 7G + 8G
76	10A	Gross Purchases - Purchases and rentals (General) - @ 6%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
77	10G	Tax Due - Purchases and rentals (General) - @ 6%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	10A * 6%
78	11A	Gross Purchases of soft drinks not for immediate consumption @ 8%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
79	11G	Tax Due - Purchases of soft drinks not for immediate consumption @ 8%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	11A * 8%
80	12A	Gross Purchases of food for immediate consumption @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
81	12G	Tax Due - Purchases of food for immediate consumption @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	12A * 10%
82	13A	Gross Purchases of prepaid telephone calling cards @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
83	13G	Tax Due - Purchases of prepaid telephone calling cards @ 10%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	13A * 10%
84	14A	Gross Purchases of alcohol for consumption off-premises @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	

Field		Field Name	Data Type	Format	Mandatory	Validation/Explanation	Validation Rule 2	Comments
85	14G	Tax Due - Purchases of alcohol for consumption off-premises @10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	14A * 10.25%
86	15A	Gross Purchases of Rentals of vehicles @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
87	15G	Tax Due Rentals of vehicles @ 10.25%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	15A * 10.25%
88	16A	Gross Purchases and rental of hotel or short-term lodging accommodations @ 15.95%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
89	16G	Tax Due of Purchases and rental of hotel or short-term lodging accommodations @ 15.95%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	16A * 15.95%
90	17A	Gross Purchases and rentals or parking @ 18%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
91	17G	Tax Due of Purchases and rentals or parking @ 18%	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	17A * 18%
92	18A	Total Use Taxable Amount	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total 10A + 11A + 12A + 13A + 14A +15A + 16A + 17A
93	18G	Total Use Tax Due	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total 10G + 11G + 12G + 13G + 14G +15G + 16G + 17G
94	19	E911 Sales Receipts	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
95	20	Disposable Carryout Bag Fee	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	
96	21	Total Amount Due	Currency	###.00	Yes	Must be a positive, numeric value; include decimal point and two digits for cents	Cannot exceed 15 digits	Total 9G + 18G + 19 + 20
		Preparer's Name	Alpha		No	Name of the Preparer		
		Preparer's PTIN	Alpha		No	PTIN		
		Designee's Name	Alpha		No	3rd Party Designee's Name		
		Designee's Phone	Numeric	##########	No	Non-Formatted Phone Number	Must be 10 digits	
		Vendor ID	Numeric		No	Must be 4 digits or blank		
		Paid Preparer	Alpha		No	Y = You are a paid Preparer		
		Are you Authorizing an Individual to speak with OTR	Alpha		No	Y = You are authorized to speak with OTR		

Field	Field Name	Data Type	Format	Mandatory	Validation/Explanation	Validation Rule 2	Comments
104	Did you use a Market Place Seller	Alpha		No	Y = you need to add Market Place EIN and Name		
105	Market Place EIN -1	Numeric		No	ID number	Must be 9 Digits	
106	Market Place Name - 1	Alpha		No			
107	Market Place EIN -2	Numeric		No	ID number	Must be 9 Digits	
108	Market Place Name - 2	Alpha		No			
109	Market Place EIN -3	Numeric		No	ID number	Must be 9 Digits	
110	Market Place Name - 3	Alpha		No			
111	Market Place EIN -4	Numeric		No	ID number	Must be 9 Digits	
112	Market Place Name - 4	Alpha		No			
113	Market Place EIN -5	Numeric		No	ID number	Must be 9 Digits	
114	Market Place Name - 5	Alpha		No			

Field numbers correspond to the bulk file submission layout

Sales Tax	Gross Sales	Less Exempt/ Resale Sales	Less Market Place Sales	Taxable Amount	Tax Rate	Gross Tax Due	Credit from Tax Refunded to Purchaser	Tax Due
1. General	15	16	17	18	0.0600	19	20	21
2. Soft drinks not for immediate consumption	22	23	24	25	0.0800	26	27	28
3. Food and drink for immediate consumption	29	30	31	32	0.1000	33	34	35
4. Prepaid telephone calling cards	36	37	38	39	0.1000	40	41	42
5. Alcoholic beverages for off-premises consumption	43	44	45	46	0.1025	47	48	49
6. Rental vehicles	50	51	52	53	0.1025	54	55	56
7. Hotel and short term lodging	57	58	59	60	0.1595	61	62	63
8. Parking	64	65	66	67	0.1800	68	69	70
9. Total Sales Tax	71	72	73	74				75

Use Tax	Taxable Amount	Tax Rate	Tax Due
10. Purchases and rentals (General)	76	0.0600	77
11. Purchases of soft drinks not for immediate consumption	78	0.0800	79
12. Purchases of food for immediate consumption	80	0.1000	81
13. Purchases of prepaid telephone calling cards	82	0.1000	83
14. Purchases of alcohol for consumption off-premises	84	0.1025	85
15. Rentals of vehicles	86	0.1025	87
16. Purchases and rental of hotel or short-term lodging accommodations	88	0.1595	89
17. Purchases and rentals on parking	90	0.1800	91
18. Total Use Tax	92		93
19. Enter 2% of E911 sales receipts less 3% discount			94
20. Disposable Carryout Bag Fee (net of discount)			95
21. Total Amount Due (Sum of Lines 9,18, 19 and 20)			96

Marketplace Facilitator Information

Did you make any sales this period through a Marketplace Facilitator? | No | Yes | 104

YES - Provide the name and TIN for each Marketplace Facilitator.

Record 1 Delete

Marketplace Facilitator TIN: 105

Marketplace Facilitator Name: 106

Record 1 Delete

Marketplace Facilitator TIN: 107

Marketplace Facilitator Name: 108

Record 1 Delete

Marketplace Facilitator TIN: 109

Marketplace Facilitator Name: 110

Record 1 Delete

Marketplace Facilitator TIN: 111

Marketplace Facilitator Name: 112

Record 1 Delete

Marketplace Facilitator TIN: 113

Marketplace Facilitator Name: 114