ARIZONA DEPARTMENT OF ECONOMIC SECURITY

Division of Employment & Rehabilitation Services

Unemployment Insurance Tax Office

AZURE

AZ UI Tax **R**eporting for **E**mployers System

Bulk File Upload

** ACH CREDIT**

User Requirements & Specifications v.4.1-I

DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

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1 Introduction

1.1 Summary

The Arizona Department of Economic Security (AZDES), Division of Employment and Rehabilitation Services (DERS), Unemployment Insurance (UI) Tax Office has implemented Phase 1 of the Bulk File Upload Project.

The system, referred to as the AZ UI Tax Reporting for Employers (AZURE), allows employer representatives and large employers *(all referred to as Transmitters)* to upload quarterly Unemployment Tax & Wage Reports in a file using the XML *(eXtensible Markup Language)* format via a secure server-to-server File Transfer Protocol (FTP) process *(see AZURE XML File Format Samples in Section 3 for field requirements).*

The AZURE system currently performs the following actions:

- Receives XML Input file(s) containing tax and wage data
- Provides two levels of acknowledgements for file receipt and file validation
- Builds ACH *(Automated Clearing House)* Debit payment file as received in XML file
- Transmits ACH Debit payment files to the State's designated bank
- Receives corresponding payment data from the State's designated bank
- Receives and stores returned payment information from the State's designated bank
- Stores Tax & Wage Report data in the Department's imaging system
- Updates employer accounts on the Department's mainframe system

1.2 Scope

The Bulk File Upload Project is being implemented in three phases:

<u>Phase 1</u>
Phase 1 was implemented in July, 2010 and included filings from employer-representative and large-employer populations and accepts the ACH Credit payment method.

<u>Phase 2</u>
Phase 2 was implemented as a pilot in January, 2014 and includes the payment method of ACH Debit. The ACH Debit payment method requires specific software to be maintained by the Third Party Administrator. (At this time, the Department is not accepting new TPAs for the AZURE ACH Debit payment process).

<u>Phase 3</u>
Phase 3 of the Project will consist of a web-based application for the file upload, payment process, and automated enrollment process. *(Phase 3 currently on hold.)*

1.3 Information Flow

Transmitters will transmit an XML-formatted Tax & Wage Report (TWR) file to the Arizona Department of Economic Security *(referred to as the Department)* via secure FTP.

Once the file is submitted, there will be two levels of acknowledgements:

Level 1 Acknowledgement indicates that the Department has received the file, and is generated upon receipt of the XML Input File.

Level 2 Acknowledgement indicates that the file and/or employer record(s) have been validated for correct format based on the schema, and that the control totals match the submission. Upon completion of the Level 2 validations, a positive message or the applicable error message(s) is sent. (Please note: If fail on the "File" level within the Level 2 validation, the AZURE system will return the file without validating the employers' records.)

Note: Since this phase accepts the payment method of ACH Credit, the transmitters will also transmit a NACHA-formatted payment file to the Department's bank containing payment information for each employer who has a payment due on their Tax & Wage Report with a Payment Included indicator. *(To avoid delays in reconciling the tax and wage report to the payment, it is recommended to send the payment file to the bank at the same time the TWR is submitted.)*

After the bank processes the payment(s), an ACH payment file is sent to the Department containing the information needed for the system to associate the payment record with the corresponding TWR record.

2 Business Rules & Filing Requirements

The business rules of this project translate the new system assumptions into a set of requirements that must be used by Transmitters to meet the business need.

The major components within this project consist of:

- Enrollment
- Testing
- File Transmission
- Acknowledgement
- Timely Reporting

The processes outlined in this section and Section 3 (Field Requirements), establish the guidelines and responsibilities of the Transmitters, the filing instructions and requirements needed for the AZURE system.

2.1 Transmitters Enrollment Process

All users are required to complete the enrollment process prior to accessing the AZURE Bulk Filing system.

A. Users must register by completing the **Bulk Filer Application** *(Appendices A-1 & A-2)* to obtain approval as a Bulk Filer (*Transmitter*).

1. Download the Bulk Filer Application form from the Department's Internet website at http://www.azuitax.com under "Online Services".

2. Complete and return the Bulk Filer Application form to the Department via any of the following methods:

   - **Email**: uitstatus@azdes.gov
   - **Fax**: (602) 532-5539
   - **Mail**: Arizona Department of Economic Security
     Employer Registration Unit
     P.O. Box 6028
     Phoenix, AZ 85005-6028

B. The Department will assign the login ID and password credentials, and sends them to the Transmitter via email or U.S. mail.

C. Transmitters must inform the Department of any changes to previously provided enrollment information via any of the methods noted in A.2 above.

2.2 Testing Criteria & Requirements

The Department has incorporated a secure FTP test server for Transmitter System Developers when developing and validating test files. This is to ensure that files are constructed properly for the AZURE system to receive.

Please refer to the *AZURE 2016 Test & Production Filing Schedule* calendar to establish when the Department will be open to receive and process test files.

Note: Live Production files will **not** be accepted until the Department has approved all levels of testing.

The Department will coordinate test schedules with the Transmitters and will provide the test server URL when a test file is ready to be submitted to FTP test server.

Test files will be transmitted to the designated folder as identified by the Transmitter's credentials to the Department's secure FTP test server.

The test server folder structure consists of one (1) folder and two (2) subfolders:

- "Transmitter" Test Folder
  1. **IN** = Submit reports
  2. **OUT** = Receive and delete acknowledgements

The requirements for 'testing' will **not** be considered met until the Department has successfully received the following:

1. Required number of XML-formatted test file sets *(see bullets A & B below)* that meet all formatting requirements within the AZURE system as uploaded into the Transmitter's designated 'IN' folder on the Department's secured FTP server. *(Please ensure that name of the* ***physical*** *file has the same filename as the 'Filename' on the actual XML file. See Appendix B, Field 1 of the XML Input File Layouts.)*

A. **Test** file sets must include all three 'Report Types' with report data that replicates employers' filings:

- **C** = Combo-Wage Report with payment
- **N** = No Wages-When NO employees are included in report
- **R** = Report Only-Report with no payment included and at least 1 employee

B. The required number of test file sets as noted below:

- File #1: One file that include three reports consisting of Report Types C, N, and R.
- File #2: One file that include reports totaling at least 25% of the total employer base **or** minimum of 10 employers; *whichever is greater. (See table below)*

  Note: Test file sets are not to exceed a maximum of 1000 employers per file.
- Different testing amount totals must be pre-approved by the Department.

File #2 Examples:

Total of 300 Employers 25% = **Submit 75 records**	30=Combos* *(Approx. 40%)*	23=Report Only *(Approx. 25%)*	22=No Wages *(Approx. 25%)*
Total of 6 Employers 25% = 1.5 - **Submit 10 records**	4=Combos	3=Report Only	3-No Wages

*Please ensure that the majority of the Report Types submitted are "Combos"

2. Transmitter's confirmation that all acknowledgements were successfully retrieved.

3. Receipt of ACH Credit payment test file(s) submitted directly to bank by Transmitter that meets the required AZURE format. *(FYI – It usually takes about 2 to 4 business days before Department has receipt of payment file from bank. The Settlement Date established by the ACH Operator establishes timeliness of payment.)*

The Field Requirements in Section 3 outline the <u>input and output file layouts</u> that must be used within the AZURE system.

****PLEASE NOTE****
File structure MUST conform exactly to the specifications detailed in the file layouts. All records must meet the Field Type, Field Size. Please see Comments section in file layouts for additional instructions.

2.3 Production Tax & Wage Report Transmission

<u>PLEASE NOTE</u>: Live Production files will **<u>not</u>** be accepted until the Department has approved all levels of testing as noted in Section 2.2 *Testing Criteria & Requirements.* <u>No files will be accepted until this approval is given</u>.

Please refer to the *AZURE Test & Production Filing Schedule* calendar for criteria that determines the timelines for when 'live' Production filings can begin.

Once approved/certified for Production, the URL to the Production secure FTP server will be provided to the Transmitter.

Transmitters will transmit Production files to designated folders as identified in their credentials to the Department's secure FTP server.

- The Production server folder structure consist of two (2) folders and four (4) subfolders:
  - <u>"Transmitter" **Production** Folder</u>:
    - **IN** = Submit reports
    - **OUT** = Receive and delete acknowledgements
  - <u>"Transmitter" Validation* Folder</u>:

    Please note: The *Validation* folder is currently inactive.

Note: **Production file size must <u>not</u> exceed a maximum of 5000 employers per file.**

- Files that have passed schema validation must be resubmitted by the transmitters to the 'Production' folders for processing. **Files uploaded to the Validation folder will NOT be pulled for Production processing.**
- Files that are rejected and corrected must be resubmitted. (This includes when a file is rejected from Level 1 or Level 2; File or Employer level.)
- Filings for delinquent quarters are accepted (Delinquent quarter is any quarter filed for that is not the current quarter.)

- Amended filings are **not** accepted (Amended filings are Tax & Wage Reports which amend a previously-filed report for a prior quarter.)

The Field Requirements in Section 3 outlines the input and output file layouts that must be used when filing via the AZURE system.

****PLEASE NOTE****
File structure MUST conform **exactly** to the specifications detailed in the file layouts.
All records must meet the Field Type, Field Size. Please see "***Comments***" section in file layouts for additional instructions on field input.

2.4 Acknowledgements

The AZURE system provides two levels of acknowledgements to communicate directly with the Transmitter regarding successful receipt of a file and employer record. The field requirements for the Acknowledgement 1 & 2 Output File Layouts are outlined in Appendices C through G.

Note: Employer Account Numbers are not validated via AZURE. Employers will be notified by the UI Tax Employer Accounting Unit when an account number is not recognized by the Department's mainframe system.

Level 1 Acknowledgement:

- Transmitters are sent a Level 1 Acknowledgement from the AZURE system upon receipt of transmission:
  - Message 1 will state "Your file has been received." *(This message is always on.)*
  - Message 2 will state whether or not your file is rejected due to empty file or XML tag error. *(This message is sent only when conditions exists.)*
- Transmitters are responsible for retrieving and deleting their acknowledgements from the Department's FTP server.
- Transmitters must notify the Department via email when they do not receive a Level 1 Acknowledgement for a submitted file within 24 hours of file transmission.
- The Department will investigate the nature of the problem when a Transmitter has reported that they have not received the Level 1 Acknowledgement and will provide resolution by email.

Level 2 Acknowledgements:

- Level 2 Acknowledgements encompass:
  - File *(Transmitter)* Level Acknowledgements
  - Employer Level Acknowledgements

- File Level Acknowledgments indicate that the file has been validated for correct format based on the schema, and that the control totals match the submission.
- Employer Level Acknowledgements indicate the employee count for the employer has been validated or the year/quarter is open for filing.
- Upon completion of these validations, a positive message or the applicable error message(s) will be sent.

Note: Transmission of file or employer report is NOT considered as "filed" for purposes of "timely filing" when:

1. A Level 1 Acknowledgement (ACK1) confirmation was not received; or
2. A Level 1 Acknowledgement (ACK1) *Message 2* error confirmation IS received; or
3. A Level 2 Acknowledgement (ACK2) indicating that the entire file or a specific employer's record was rejected.

File(s) or employer wage report(s) that are rejected (failed) via the AZURE system must either be corrected and resubmitted **or Transmitter must submit report(s) to the Department via another medium, e.g. online system, paper, Magnetic Tape, etc. in order to be considered "received" and "filed" with the Arizona Unemployment Tax Administration.**

2.5 Timely Reporting Requirements

Filing through the AZURE system does **not** change the Arizona UI Tax & Wage reporting schedule. Transmitters must adhere to the *UI Tax & Wage Report Schedule* as noted below. If quarterly reports and payments are filed late, penalties and interest are assessed.

Reports are due as follows, unless the due date falls on a weekend or state holiday, in which case the due date is extended to the next business day:

UI Tax Wage Report Schedule

For Wages Paid During	Calendar Quarter Ends	Report Due By
January, February, March	March 31	April 30
April, May, June	June 30	July 31
July, August, September	September 30	October 31
October, November, December	December 31	January 31

Transmitters must electronically transmit their XML-formatted Tax & Wage Report (TWR) to the Arizona Department of Economic Security server BEFORE midnight Mountain Standard Time on the '**Report Due By'** date as noted above in order to be considered timely per each quarter filing.

The AZURE system's date and time stamp when a Tax & Wage Report is received determines timeliness for penalty calculations. The *Settlement Date,* as established by the bank's ACH Operator, determines timeliness for interest calculations.

Please Note: To avoid the late report penalty charge, the Department strongly recommends that reports be submitted **prior** to the 'Report Due By' date, even if payment for contributions due cannot be made at the time of filing.

Submitting reports **earlier in the filing month** will allow sufficient time to resubmit failed files or employer failed reports, as well as ensure that any date settled by the ACH Operator for payments will be timely. *(A report resubmitted after the Report Due Date is **not** considered timely.)*

In the event of system or server failure, Transmitters must immediately contact the Department's UI Tax Employer Accounting Unit at (602) 771-6601 or via email at azbulkfiling@azdes.gov.

3 Field Requirements

The Field Requirements section outlines the input and output file layouts that must be used within the AZURE system processes in order to securely and successfully transmit sensitive tax and wage data and UI Tax payments to the Arizona Department of Economic Security, UI Tax Administration.

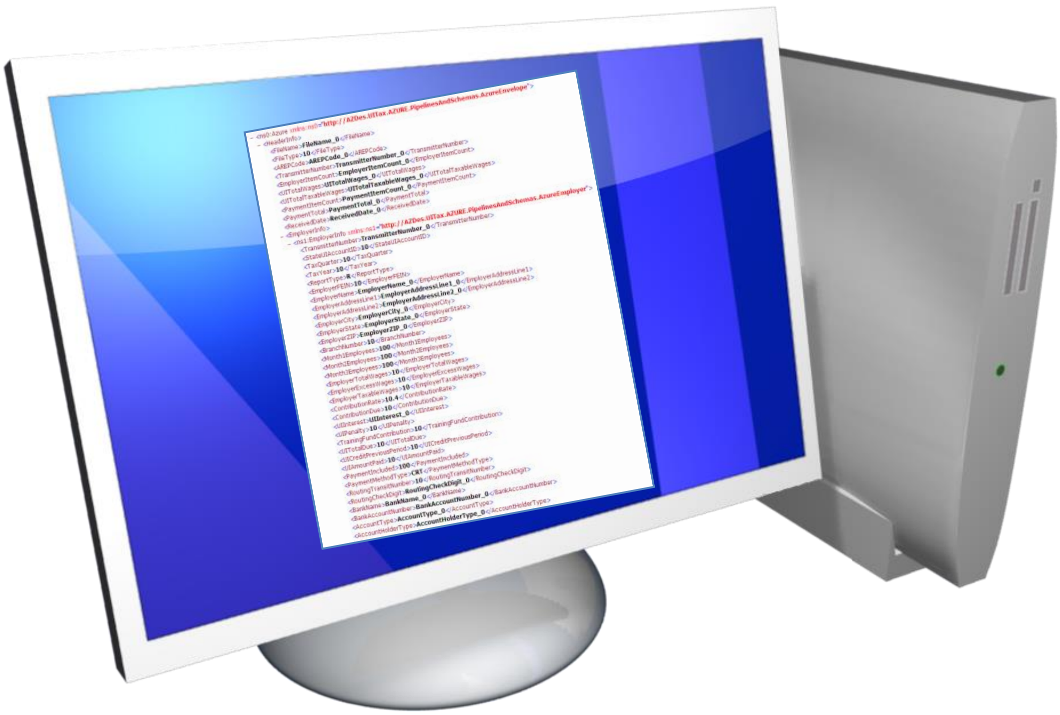
The following appendices define the input and output file layouts required for the AZURE system:

- Appendix A-1 - Bulk Filer Application Instructions
- Appendix A-2 - Bulk Filer Application Form
- Appendix B - XML Input File Layouts
- Appendix C - File Level Acknowledgement 1 Output File Layout
- Appendix D - File Level Acknowledgement 2 Output File Layout
- Appendix E - Employer Level Acknowledgement 2 Output File Layout
- Appendix F - Validation Rules & Messages For Level 2 Acknowledgement
- Appendix G - Calculation Validation Rules for Level 2 Acknowledgement
- Appendix H - ACH Credit File Layout (CCD+ Transactions)
- Appendix I - AZURE Envelope_Output.XML Input File Format (Sample)
- Appendix J - AZURE ACK 1_Output.XML File Format (Sample)
- Appendix K - AZURE ACK 2_Output.XML File Format (Sample)
- Appendix L - AZURE ACK 2_Employer_Envelope_Output.XML File Format (Sample)

<u>**Please Note**</u>

File structure MUST conform <u>exactly</u> to the specifications detailed in the file layouts as outlined in the above Appendices.

All records must meet the Field Type, Field Size. Please see *Comments* section in file layouts for additional instructions on field input.



Bulk Filer Application *(Instructions)*

UIA-1004A FORFF (8-10)

ARIZONA DEPARTMENT OF ECONOMIC SECURITY
Unemployment Insurance Administration

BULK FILER APPLICATION

The **A**ri**z**ona **U**I Tax **R**eporting for **E**mployers (AZURE) system allows employer account representatives, accounting firms, large employers *(greater than 999 employees)* and do-it-yourself filers using third-party vendors *(all referred to as Bulk Filers)* to electronically transmit quarterly Unemployment Tax & Wage Reports and payments for taxes due.

Filers who want to use the AZURE system must register to obtain approval as a Bulk Filer with the Arizona Department of Economic Security (ADES) by completing the Bulk Filer Application form and returning it to the ADES, Employer Registration Unit via any of the following methods:

Fax to: **(602) 532-5539**

E-mail to: **uitstatus@azdes.gov**

Mail to: **Arizona Department of Economic Security**
Employer Registration Unit
PO BOX 6028
Phoenix, AZ 85005-6028

Once your application has been processed, the ADES will mail you a transmitter number, a temporary password, and the technical requirements.

Please Note: The Bulk Filer Application does not grant Power of Attorney or allow you to act as an agent of the ADES. Third-party filers may elect to have an Arizona Power of Attorney form on file with the ADES for their clients. A Power of Attorney form is available at ADES's website at www.azuitax.com under "Forms".

If you have any questions regarding **completing this application**, please contact the Employer Registration Unit at (602) 771-6602 or email them at uitstatus@azdes.gov.

If you have any questions **related to bulk filing**, please contact the Employer Accounting Unit at (602) 771-6601 or email them at uitaccounting@azdes.gov.

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ARIZONA DEPARTMENT OF ECONOMIC SECURITY
Unemployment Insurance Administration

BULK FILER APPLICATION

Complete the following information to obtain approval as a Bulk Filer.

BUSINESS NAME	FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)
MAILING ADDRESS *(No., Street, City, State, ZIP)*	ARIZONA UNEMPLOYMENT TAX NUMBER *(if available)*
CONTACT PERSON	

EMAIL ADDRESS	TELEPHONE NUMBER	FAX NUMBER

Please indicate below:

- ☐ **Applicant will be using the AZURE system to file their own report.**
- ☐ **Applicant will be using the AZURE system to file as a third-party filer for multiple employers.**

By submitting this registration form, the above party agrees to abide by the statutes and regulations of the State of Arizona in the filing of returns on behalf of taxpayers. This registration form does not grant Power of Attorney to the above party to act on behalf of the taxpayer regarding tax matters with the Arizona Unemployment Tax Department or allow the above party to act as an agent of the department.

Third-party filers may elect to have an Arizona Power of Attorney form on file with the department for their clients. A Limited Power of Attorney form (UIT-1146A), is available at the Department's Internet site www.azuitax.com under "Forms".

If you have **any questions** concerning the completion of this application, please contact the Employer Registration Unit at (602) 771-6602 or uitstatus@azdes.gov. If you have any questions related to bulk filing, contact the Employer Accounting Unit at (602) 771-6601 or uitaccounting@azdes.gov.

Upon completion, use the information below to fax, email, or mail the application.

Fax to: **(602) 532-5539**

E-mail to: **uitstatus@azdes.gov**

Mail to: **Arizona Department of Economic Security**
Employer Registration Unit
PO BOX 6028
Phoenix, AZ 85005-6028

Authorized Representative's Name *(Printed)* ____________ Title ____________

Authorized Representative's Signature ____________ Date ____________

Note: Once your application has been processed, the Department will send via email the required credentials and user specifications related to bulk filing via the AZURE system.

Appendix B

State of Arizona
AZ UI Tax **R**eporting for **E**mployers (**AZURE**) System
(ACH Credit Bulk Filing Process)

XML INPUT FILE LAYOUTS

Field No.	Tag	Description	Field Type	Field Size	Req*	Comments
	Header Info					
1.	Filename	Name of incoming file	String	19	Y	**Must** consist of: Transmitter ID and Date/Time Stamp Format: "XXXXXXXDDMMYYHHMMSS" (Change to format not accepted) **Note:** Please ensure that the name of the *physical* file **matches** this Filename.
2.	File Type	Production, Testing or Validation	String	1	Y	"1" = Production & Testing. "2" = Validation. (**Note**: The *Validation* folder is currently inactive.)
3.	AREP Code	Transmitter identifier	String	3	C	(X##) AREP Code provided with credentials submitted via Welcome email.
4.	Transmitter Number	Transmitter's bulk filing identification number, assigned when accepted as a bulk filer	Integer	7	Y	Do not include hyphens.
5.	Employer Item Count	Number of employer records contained in this transmission	Integer	5	Y	Right justified. Zero-fill blank spaces. *(Please limit file size to a maximum of 5000 employers.)*
6.	UI Total Wages	Total wages for all employers in this transmission	Integer	13	Y	$$$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied.
7.	UI Total Taxable Wages	Total taxable wages for all employers in this transmission	Integer	13	Y	$$$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied. This field cannot be greater than *UI Total Wages* in Field 6.
8.	Payment Item Count	Number of payments associated with wage reports included in transmission	Integer	5	Y	Validates with Field 38.
9.	Payment Total	Total dollar amount of employer payments included in transmission	Integer	13	Y	$$$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied.
10.	Received Date	Will be populated by UI	String	8	N	Blank fill.
	Employer Info – Many employers to one Transmitter					
11.	Transmitter Number	Transmitter's bulk filing identification number, assigned when accepted as a bulk filer	Integer	7	Y	Do not include hyphens.
12.	State UI Account ID	Employer's Arizona UI account number	Integer	7	Y	Do not include hyphen. (Enter ONLY the **first seven digits** of ID.)

XML INPUT FILE LAYOUTS *(Cont'd)*

Field No.	Tag	Description	Field Type	Field Size	Req*	Comments
13.	Tax Quarter	Quarter being filed for	Integer	1	Y	Enter quarter as "1, 2, 3, or 4".
14.	Tax Year	Year being filed for	Integer	4	Y	Enter "CCYY" format.
15.	Report Type	Report only No Wages Combination	String	1	Y	Valid Values: - **R** = Wage Report with no payment. **Note:** When enter code 'R'; you **must** have at least **1** employee included in Fields 48 through 51. - **N** = No Wage Report. **Note:** Use 'N' only when NO employees are included in report. - **C** = Wage Report **with** payment. ****If Line 37 equals zero, enter "R" or "N" in this field. ****
16.	Employer FEIN	Employer's FEIN	Integer	9	Y	Do not include hyphen.
17.	Employer Name	Employer Business Name	String	50	Y	
18.	Employer Address Line 1	Employer Business Address Line 1	String	30	Y	
19.	Employer Address Line 2	Employer Business Address Line 2	String	30	Y	
20.	Employer City	Employer Business City	String	30	Y	
21.	Employer State	Employer Business State	String	2	Y	
22.	Employer ZIP	Employer Business ZIP	String	10	N	"99999 0000"
23.	Branch Number	Specifies branch locations	Integer	3	Y	Default = "000".
24.	Month 1 Employees	Employee Count Month 1	Integer	5	Y	Cannot be blank.
25.	Month 2 Employees	Employee Count Month 2	Integer	5	Y	Cannot be blank.
26.	Month 3 Employees	Employee Count Month 3	Integer	5	Y	Cannot be blank.
27.	Employer Total Wages	Sum of all Employee Total Wages	Integer	11	N	$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied.
28.	Employer Excess Wages	Excess Wages for Employer	Integer	11	N	$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied.
29.	Employer Taxable Wages	Taxable Wages for Employer	Integer	11	N	$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied.
30.	Contribution Rate	Tax Rate	Integer	4	N	9.99 *(Enter Tax Rate %.)* *Ex: 2.55% enter as 2.55 – the decimal is included in Field Size count.*

State of Arizona
AZ UI Tax Reporting for Employers (AZURE) System
(ACH Credit Bulk Filing Process)

XML INPUT FILE LAYOUTS *(Cont'd)*

(Blue font = Changes effective for Q1/2016 Filings or Later)

Field No.	Tag	Description	Field Type	Field Size	Req*	Comments
31.	Contribution Due	Tax Due	Integer	11	N	$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied.
32.	UI Interest	Interest Due	Integer	11	N	$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied.
33.	UI Penalty	Penalty Due	Integer	11	N	$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied.
34.	Training Fund Contribution	Job Training Tax Due	Integer	9	N	**Current:** $$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied. Effective for **Q1/2016 filings or later,** Employers are no longer required to submit payments for the Job Training Tax. **Zero-fill blank spaces for any Q1/2016 filings or later.**
35.	UI Total Due	Total Payment Due	Integer	11	N	**Current:** $$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied. ****If the sum of lines 31 & 34 is equal to or less than $9.99, payment of taxes due is not required. **** Effective for **Q1/2016 filings or later,** the $9.99 exemption no longer applies. **$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied** for any Q1/2016 filings or later.
36.	UI Credit Previous Period	Subtract Credit Balance	Integer	11	N	$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied.
37.	UI Amount Paid	Payment Amount	Integer	11	N	**Current:** $$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied. ****If Line 35 equals $9.99 or less and no payment is included, enter zero in this field. **** Effective for **Q1/2016 filings or later,** the $9.99 exemption no longer applies. **$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied** for any Q1/2016 filings or later.

XML INPUT FILE LAYOUTS *(Cont'd)*

Field No.	Tag	Description	Field Type	Field Size	Req*	Comments
38.	Payment Included	Flag if payment for this report is expected	String	1	Y	Valid values: 0 = No 1 = Yes
39.	Payment Method Type	Payment Method	String	3	Y	**CRT** = ACH Credit payment sent to bank for employer for same quarter. *(Use when "1" is entered in Field 38.)* **000** = No ACH Credit payment Submitted.
40.	Routing Transit Number	Routing Number	Integer	8	N	Zero-fill blank spaces.
41.	Routing Check Digit	Routing Number Check Digit	Integer	1	N	Zero-fill blank spaces.
42.	Bank Name	Payer's Bank Name	String	15	N	Zero-fill blank spaces.
43.	Bank Account Number	Check Account Number	String	17	N	Zero-fill blank spaces.
44.	Account Type	Checking or Savings	String	1	N	Zero-fill blank spaces.
45.	Account Holder Type	Business or Personal	String	1	N	Zero-fill blank spaces.
46.	Account Holder Name	Names on the account	String	20	N	Zero-fill blank spaces.
47.	Employee Count	Total number of employees reported	Integer	5	Y	(Refers to the total number of wage details in a file.)
	Employee Info – Many employees to one employer					
48.	Employee SSN	Employee's Social Security Number	Integer	9	C	Do not include hyphens. Required if the following fields · *Field 24 (Month 1 Employees)* · *Field 25 (Month 2 Employees)* · *Field 26 (Month 3 Employees)* contains other than zero. (**Please note**: Zero fill blank spaces when employee does **not** have an SSN.)
49.	Employee Last Name	Employee's last name	String	30	N	Required if the following fields, · *Field 24 (Month 1 Employees)* · *Field 25 (Month 2 Employees)* · *Field 26 (Month 3 Employees)* contains other than zero. (**Please note**: Blank fill when employee only reports by first name.)
50.	Employee First Name	Employee's first name	String	30	N	Required if the following fields, · *Field 24 (Month 1 Employees)* · *Field 25 (Month 2 Employees)* · *Field 26 (Month 3 Employees)* contains other than zero.

State of Arizona
AZ UI Tax Reporting for Employers (AZURE) System
(ACH Credit Bulk Filing Process)

XML INPUT FILE LAYOUTS *(Cont'd)*

Field No.	Tag	Description	Field Type	Field Size	Req*	Comments
51.	Employee Total Wages	Employee Wages Paid in Quarter	Integer	11	C	$$$$$$$$$¢¢. Right justified. Zero-fill blank spaces. Decimal implied. Required if the following fields, · *Field 24 (Month 1 Employees)* · *Field 25 (Month 2 Employees)* · *Field 26 (Month 3 Employees)* contains other than zero.
	Preparer Info – One per Employer					
52.	Prepared By Last Name	Preparer's last name	String	20	Y	Enter last name of person in whom the Department must contact regarding wage report information.
53.	Prepared By First Name	Preparer's first name	String	15	Y	Enter contact's first name.
54.	Title	Preparer's title	String	20	Y	Enter contact's title.
55.	Telephone	Preparer's telephone	Integer	10	Y	Enter contact's daytime telephone number. Do not include special characters.

***Field Requirement Legend**:

- Y = Yes
- N = No**
- C = Conditional

The Tag for fields noted with 'N' is required, but the actual data is not required, as in some circumstances, there will be no data reported-*(e.g. 'No Wages' or 'Report Only' report types, etc)*. Please follow the instructions in the 'Comments' section when such scenarios exists.

******PLEASE NOTE******

File structure MUST conform **exactly** to the specifications detailed in the file layouts.

All records must meet the Field Type, Field Size. Please see the "***Comments***" section in file layouts for additional instructions.

State of Arizona
AZ UI Tax Reporting for Employers (AZURE) System
(ACH Credit Bulk Filing Process)

FILE LEVEL ACKNOWLEDGEMENT 1 OUTPUT FILE LAYOUT

Filename: ACK1 + Input Filename + FT

Field Name	Description	Field Type	Field Size	Comments
Transmitter Number	Transmitter's bulk filing identification number, assigned when accepted as a bulk filer.	Integer	7	Do not include hyphens.
Date Time Received	Date and time file was received.	String	14	Enter "CCYYMMDDHHMMSS" format
File Tracking Number	File receipt confirmation number.	String	26	"Input Filename + FT"
Filename	Name of incoming file.	String	19	Consists of: Transmitter ID and Date/Time Stamp Format: "XXXXXXXDDMMYYHHMMSS"
Message1	File Receipt Acknowledgement	String	50	Message will state: "Your file has been received." This message will always be on.
Message2	File Error Acknowledgement	String	50	Message will state: - 000 *(Passed-File format is acceptable for Processing.)* or XML name/tag error at line <<#>> or file is empty." *This message is conditional and will appear only when error exists.*

State of Arizona
AZ UI Tax Reporting for Employers (AZURE) System
(ACH Credit Bulk Filing Process)

FILE LEVEL ACKNOWLEDGEMENT 2 OUTPUT FILE LAYOUT

File Name: ACK2 +Input Filename + FT

[Note: When pass on "File" level, acknowledgments are generated on the "Employer" Level (Appendix E) per each report in file.]

Field Name	Description	Field Type	Field Size	Required	Comments
Transmitter Number	Transmitter's bulk filing identification number, assigned when accepted as a bulk filer.	Integer	7	Y	Do not include hyphens.
Date Time Received	Date and time file was received	String	14	Y	Enter "CCYYMMDDHHMMSS" format.
File Tracking Number	File receipt confirmation number	String	26	Y	"Input Filename + FT"
Error Code 000310	Code describing reason for File rejection (includes message)	String	200	Y	If file is validated successfully, will be populated with three (000) zeroes. If fails (rejected), will be populated with the appropriate message.
Error Code 000312	Code describing reason for File rejection (includes message)	String	200	Y	If file is validated successfully, will be populated with three (000) zeroes. If fails (rejected), will be populated with t appropriate message.
Error Code 000313	Code describing reason for File rejection (includes message)	String	200	Y	If file is validated successfully, will be populated with three (000) zeroes. If fails (rejected), will be populated with the appropriate message.
Error Code 000390	Code describing reason for File rejection (includes message)	String	200	Y	If file is validated successfully, will be populated with three (000) zeroes. If fails (rejected), will be populated with the appropriate message.
Error Code 000391	Code describing reason for File rejection (includes message)	String	200	Y	If file is validated successfully, will be populated with three (000) zeroes. If fails (rejected), will be populated with the appropriate message.
Error Code 000392	Code describing reason for File rejection (includes message)	String	200	Y	If file is validated successfully, will be populated with three (000) zeroes. If fails (rejected), will be populated with the appropriate message.
Error Code 000122	Code describing reason for File rejection (includes message)	String	200	Y	If file is validated successfully, will be populated with three (000) zeroes. If fails (rejected), will be populated with the appropriate message.
Error Code 000600	Code describing reason for File rejection (includes message)	String	200	Y	If file is validated successfully, will be populated with three (000) zeroes. If fails (rejected), will be populated with the appropriate message.

State of Arizona
AZ UI Tax Reporting for Employers (AZURE) System
(ACH Credit Bulk Filing Process)

EMPLOYER LEVEL ACKNOWLEDGEMENT 2 OUTPUT FILE LAYOUT

File Name: ACK2 +Input Filename + FT

Field Name	Description	Field Type	Field Size	Required	Comments
Header Info					
Transmitter Number	Transmitter's bulk filing identification number, assigned when accepted as a bulk filer.	Integer	7	Y	Do not include hyphens.
Date Time Received	Date and time file was received	String	14	Y	Enter "CCYYMMDDHHMMSS" format.
File Tracking Number	File receipt confirmation number	String	26	Y	"Input Filename + FT"
Employer Info – Repeats as necessary for all employers entered in input file.					
Employer Number	Arizona UI employer account number	Integer	7	Y	Use for Employer Level acknowledgment.
Error Code 000321	Code describing reason for employer rejection (includes message)	String	200	Y	If employer's report validated successfully, will be populated with three (000) zeroes. If employer's record fails (is rejected), field will be populated with the appropriate message. Note: Employer info fields will be repeated as necessary to reflect all employers contained in corresponding input file.
Error Code 000275	Code describing reason for employer rejection (includes message)	String	200	Y	
Error Code 000522	Code describing reason for employer rejection (includes message)	String	200	Y	
Error Code 005351	Code describing reason for employer rejection (includes message)	String	200	Y	
Error Code 005352	Code describing reason for employer rejection (includes message)	String	200	Y	
Error Code 005353	Code describing reason for employer rejection (includes message)	String	200	Y	
Error Code 005354	Code describing reason for employer rejection (includes message)	String	200	Y	

State of Arizona
AZ UI Tax **R**eporting for **E**mployers (**AZURE**) System
(ACH Credit Bulk Filing Process)

Validation Rules & Messages for Acknowledgements

Description/Message	Code	Action
XML name/tag error or file is empty.	**000115**	Reject file. (Level 1 Acknowledgement - Message 2.)
Incorrect file name convention/format used. File name convention is: Transmitter ID + Date/Time Stamp Format: "XXXXXXXDDMMYYHHMMSS"	**000122**	Reject file. (Level 1 Acknowledgement - Message 2.)
File must contain at least one employer record.	**000310**	Reject file.
Total employer records does not match employer total reported in Header Record *Employer Item Count.*	**000312**	Reject file.
Sum of *Employer Total Wages* does not match value in Header Record *UI Total Wages*	**000313**	Reject file.
Sum of *Payment Included* flags does not match value in Header Record *Payment Item Count.*	**000390**	Reject file.
Sum of *UI Amount Paid* does not match value in header record *Payment Total.*	**000391**	Reject file.
Sum of *Employer Taxable Wages* does not match value in Header Record *UI Total Taxable Wages*	**000392**	Reject file.
UI Total Taxable Wages cannot be greater than *UI Total Wages*	**000600**	Reject file.
Number of employee records must equal value in Employer Record *Employee Count.*	**000321**	Reject Employer Wage Report.
Year/Quarter is not yet open for electronic filing	**000275**	Reject Employer Wage Report.
Sum of *Employer Excess Wages and Employer Taxable Wages* does not match value in *Employer Total Wages*	**000522**	Reject Employer Wage Report.
Month 1 Employees on the Employer Record cannot be blank.	**005351**	Reject Employer Wage Report.
Month 2 Employees on the Employer Record cannot be blank.	**005352**	Reject Employer Wage Report.
Month 3 Employees on the Employer Record cannot be blank.	**005353**	Reject Employer Wage Report.
Report Types "C" and "R" must contain at least *1 employee* per Employer.	**005354**	Reject Employer Wage Report.
Report Type "N" must **not** contain any employee records.	**005354**	Reject Employer Wage Report.

State of Arizona
AZ UI Tax **R**eporting for **E**mployers (**AZURE**) System
(ACH Credit Bulk Filing Process)

Calculation Validation Rules for Level 2 Acknowledgements

Rule #	Validated Field	Rule	Action	Reject Code	Message
001	Header Record *Employer Item Count*	Total number of Employer records in batch must equal value in Header Record *Employer Item Count*	Reject **FILE** if not equal	000312	Total employer records does not match employer total reported in Header Record *Employer Item Count.*
002	Header Record *UI Total Wages*	Sum of *Employer Total Wages* for all employers in the batch must equal value in Header Record *UI Total Wages*	Reject **FILE** if not equal	000313	Sum of *Employer Total Wages* does not match value in Header Record *UI Total Wages.*
003	Header Record *Payment Item Count*	Total number of all Employer Record *Payment Included* flags must equal value in Header Record *Payment Item Count*	Reject **FILE** if not equal	000390	Sum of *Payment Included* flags does not match value in Header Record *Payment Item Count.*
004	Header Record *Payment Total*	Sum of Employer Record *UI Amount Paid* for all employers in the batch must equal value in Header Record *Payment Total*	Reject **FILE** if not equal	000391	Sum of *UI Amount Paid* does not match value in header record *Payment Total.*
006	Header Record *UI Total Taxable Wages*	Sum of *Employer Taxable Wages* for all employers in the batch must equal value in Header Record *UI Total Taxable Wages*	Reject **FILE** if not equal	000392	Sum of *Employer Taxable Wages* does not match value in Header Record *UI Total Taxable Wages.*
007	Header Record *UI Total Taxable Wages*	Header Record *UI Total Wages* must be greater than or equal to header record *UI Total Taxable Wages*	Reject **FILE**	000600	Header Record *UI Total Wages* must be greater than or equal to header record *UI Total Taxable Wages.*
005	Employer Record *Employee Count*	Total number of employee wage detail records for this employer must equal value in Employer Record *Employee Count* field	Reject **Employer Wage Report** if not equal	000321	Number of employee records must equal value in Employer Record *Employee Count.*
008	Employer Record	Employer Total Wages for this employer must equal the sum of the *Employer Excess Wages and Employer Taxable Wages* value in Employer Record	Reject **Employer Wage Report** if not equal	000522	Sum of *Employer Excess Wages and Employer Taxable Wages* must match value in *Employer Total Wages.*

State of Arizona
AZ UI Tax Reporting for Employers (AZURE) System
(ACH Credit Bulk Filing Process)

ACH Credit File Layout
(CCD+ Transactions)

File Header Record

Field	Position	Size	Name	Contents	Entry Information	M, O, Blank
1	01-01	1	Record Type Code	"1"	Always "1". Identifies this is a File Header Record.	M
2	02-03	2	Priority Code	"01"	Always "01".	M
3	04-13	10	Immediate Destination	"bNNNNNNNNN" (Provided by AZDES)	Department's Bank of America ABA number preceded by a blank space.	M
4	14-23	10	Immediate Origin	NNNNNNNNNN	Originator's 10-digit company number.	M
5	24-29	6	File Creation Date	YYMMDD	Date file is transmitted.	M
6	30-33	4	File Creation Time	HHMM	Time file is transmitted or created. Used to distinguish input files when transmitting more than one file per day.	M
7	34-34	1	File ID Modifier	UPPER CASE A-Z (or 0-9)	Code to distinguish multiple input files sent per day. First or only file should be A (or 0), continue in sequence.	M
8	35-37	3	Record Size	"094"	Always "094".	M
9	38-39	2	Blocking Factor	"10"	Number of records per block. Always 10.	M
10	40-40	1	Format Code	"1"	Always "1".	M
11	41-63	23	Destination	Alphanumeric	"BANK OF AMERICA"	M
12	64-86	23	Origin Name	Alphanumeric	Originating company's name up to 23 characters.	M
13	87-94	8	Reference Code	Alphanumeric	Optional field to describe input file for internal accounting purposes, or fill with spaces. Cannot use blanks.	O

State of Arizona
AZ UI Tax **R**eporting for **E**mployers (**AZURE**) System
(ACH Credit Bulk Filing Process)

ACH Credit File Layout
(CCD+ Transactions)

Company/Batch Header Record

Field	Position	Size	Name	Contents	Entry Information	M, O, Blank
1	01-01	1	Record Type Code	"5"	Always "5". Identifies this is a Company/Batch Header Record.	M
2	02-04	3	Service Class Code	"220"	"220" designates credits only. *("200" designated for both Credit and Debit.)*	M
3	05-20	16	Company Name	Alphanumeric	Use all capital letters. Originating company's name. Will appear on Agency's statement.	M
4	21-40	20	Company Discretionary Data	Alphanumeric	For originator's internal use. Will be reported in settlement entries.	O
5	41-50	10	Company Identification	NNNNNNNNNN	Originator's 10-digit company number assigned by B of A.	M
6	51-53	3	Standard Entry Class Code	"CCD"	Fill with "**CCD**". Indicates the standard entry class code for Tax Payments.	M
7	54-63	10	Company Entry Description	Alphanumeric	Fill with "**UI Tax Pay**".	M
8	64-69	6	Company Descriptive Date	Alphanumeric	Payment due date.	M
9	70-75	6	Effective Entry Date	YYMMDD	The date funds will be transferred from the company's account into the State of Arizona's account.	M
10	76-78	3	Settlement Date	Blank fill	The ACH operator will indicate the actual settlement date in this field. *(**Please leave field blank**)*	Blank
11	79-79	1	Originator Status Code	"1"	Fill with "1".	M
12	80-87	8	Originating DFI Identification	NNNNNNNN	The routing number of the Originating DFI.	M
13	88-94	7	Batch Number	Numeric	Assign batch numbers in ascending order within each file.	M

State of Arizona
AZ UI Tax **R**eporting for **E**mployers (**AZURE**) System
(ACH Credit Bulk Filing Process)

ACH Credit File Layout
(CCD+ Transactions)

Entry Detail Record

Field	Position	Size	Name	Contents	Entry Information	M, O, Blank
1	01-01	1	Record Type Code	"6"	Always "6". Identifies this is an Entry Detail Record.	M
2	02-03	2	Transaction Code	Numeric	Fill with "22". Specifies that this transaction is a 'Credit' to the State of Arizona UI Tax checking account.	M
3	04-11	8	RDFI Routing Number	"TTTTAAAA" *(Provided by AZDES)*	First eight digits of the State of Arizona's Bank of America routing number.	M
4	12-12	1	Transit Routing Check Digit	"N" *(Provided by AZDES)*	The last digit of the State of Arizona's UI Tax Bank of America routing number.	M
5	13-29	17	RDFI Account Number	"Alphanumeric" *(Provided by AZDES)*	State of Arizona UI Tax Administration's bank account number.	M
6	30-39	10	Payment Amount	$$$$$$$$¢¢	No commas or decimal point. Last two digits are cents. Left fill with zeroes.	M
7	40-54	15	Taxpayer Employer Number	Numeric	Enter the **first seven digits** of Arizona Unemployment Insurance Employer Account Number. Left-justified, zero-filled no hyphen. (Note: Format must only include the **first seven digits** of Taxpayer Employer Number followed by 8 zeros. Ex: NNNNNNN00000000)	M
8	55-76	22	Taxpayer Business Name	Alphanumeric	If business name is longer than 22 characters, fill with first 22 characters.	M
9	77-78	2	Bank Draft Indicator	Blank fill	For bank use only.	Blank
10	79-79	1	Addenda Record Indicator	"1"	Indicates an addenda record is included.	M
11	80-94	15	Trace Number	Blank fill	Tracking number assigned by sending financial institution.	Blank

State of Arizona
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ACH Credit File Layout
(CCD+ Transactions)

Addenda Record

Field	Position	Size	Name	Contents	Entry Information	M, O, Blank
1	01-01	1	Record Type Code	"7"	Always "7". Identifies this is an Addenda Record.	M
2	02-03	2	Addenda Type Code	"05"	Always "05". Identifies the Addenda type.	M
3 Discretionary Data	04-06	3	Segment Identifier	"TXP"	Identifies the beginning of the free-form descriptive segment	M
	07-07	1	Separator	"*"		M
	08-14	7	Taxpayer Employer Number	Numeric	Taxpayer's **seven-digit** Arizona Unemployment Insurance Employer Account Number. Do not use hyphen. (Note: Format must include only the **first seven digits** of Taxpayer Employer Number)	M
	15-15	1	Separator	"*"		M
	16-24	9	Taxpayer FEIN	Numeric	Taxpayer's nine-digit Federal Employer Identification Number. Do not use hyphen.	M
	25-25	1	Separator	"*"		M
	26-26	1	Payment Only Indicator	Alphanumeric	**0=No** *(Use "0" when enter Report Type "C" in Field 15 of the XML Input File Layouts.)* **1=Yes** *(Use "1" for "Payment Only" transactions.)*	M
	27-27	1	Separator	"*"		M
	28-31	4	Tax Period Year	Numeric	Indicates the reporting tax year. Enter "CCYY" format.	M
	32-32	1	Separator	"*"		M
	33-33	1	Tax Period Quarter	Numeric	Indicates the reporting tax quarter. Fill with "1, 2, 3 or 4".	M
	34-34	1	Separator	"*"		M
	35-41	7	Transmitter Number	Numeric	Transmitter's bulk filing identification number, assigned when accepted as a bulk filer.	M
	42-42	1	Separator	"*"		M
	43-43	1	Segment Terminator	"\"	Indicates the final addenda record segment.	M
	44-83	40	Blank	Reserved		B
4	84-87	4	Addenda Sequence Number	"0001"	Always "0001".	M
5	88-94	7	Entry Detail Sequence Number	Numeric	Last seven digits of the trace number of the related entry detail record.	B

State of Arizona
AZ UI Tax **R**eporting for **E**mployers (**AZURE**) System
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ACH Credit File Layout
(CCD+ Transactions)

Batch Control Record

Field	Position	Size	Name	Contents	Entry Information	M, O, Blank
1	01-01	1	Record Type Code	"8"	Always "8". Identifies this as a Batch Control Record.	M
2	02-04	3	Service Class Code	"220"	Fill with "220". Indicates the standard service class code for ACH Credits.	M
3	05-10	6	Entry/Addenda Count	Numeric	Total number of Entry Detail records plus Addenda Records (Record types 6 & 7) in the batch. Right justify, left zero-fill.	M
4	11-20	10	Entry Hash	Numeric	Sum total of eight-character Receiving DFI (Bank of America) identification fields (Field 3) in Entry Detail Records in the batch. Do not include the Transit Routing Check Digit. Enter the 10 low-order (right-most) digits of this number. *For example: If there are two Entry Detail Records in the batch, the Transit Routing Number in Field 3 of the Entry Detail Record (12210170) would be added twice and this Batch Entry Hash field would be filled with "24420340".*	M
5	21-32	12	Total Debit Entry Dollar Amount in Batch	"000000000000"	Zero fill. Not applicable to the ACH Credit payment process.	M
6	33-44	12	Total Credit Entry Dollar Amount in Batch	"$$$$$$$$$$¢¢"	Sum total of amounts entered in positions 30-39 (Payment Amount) for all Entry Detail (Record Type 6) Records in this batch. No commas or decimal point. Last two digits are cents. Left fill with zeroes.	M

ACH Credit File Layout
(CCD+ Transactions)

Batch Control Record *(Cont'd)*

Field	Position	Size	Name	Contents	Entry Information	M, O, Blank
7	45-54	10	Company Identification	NNNNNNNNNN	Originator's 10-digit company number assigned by Bank of America. Must match field 5 of Company/Batch Header Record.	M
8	55-73	19	Message Authentication Code	Alphanumeric	For Bank Use Only.	B
9	74-79	6	Reserved		Blank	B
10	80-87	8	Originating DFI Identification	NNNNNNNN	Originating Bank's ABA Number.	M
11	88-94	7	Batch Number	Numeric	Number of the batch for which this is a control record. Number sequentially. Must match field 13 of the Company/Batch Header Record.	M

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ACH Credit File Layout
(CCD+ Transactions)

File Control Record

Field	Position	Size	Name	Contents	Entry Information	M, O, Blank
1	01-01	1	Record Type Code	"9"	Always "9". Identifies this as a File Control Record.	M
2	02-07	6	Batch Count	Numeric	Total number of Company/Batch Header Records (Record Type 5) in the file.	M
3	08-13	6	Block Count	Numeric	Total number of physical blocks in the file, including the File Header and File Control Records.	M
4	14-21	8	Entry/Addenda Count	Numeric	Total number of Entry Detail and Addenda Records (Record Types 6 and 7) in the file.	M
5	22-31	10	Entry Hash	Numeric	Total of eight-character Transit Routing/ABA numbers in the file (Field 3 of the Entry Detail Record.) Do not include the Transit Routing Check Digit. Enter the 10 low-order (right-most) digits of this number.	M
6	32-43	12	Total Debit Entry Dollar Amount in File	"000000000000"	Zero-fill. Not applicable to the ACH Credit payment process.	M
7	44-55	12	Total Credit Entry Dollar Amount in File	"$$$$$$$$$$¢¢"	Sum total of amounts entered in positions 30-39 (Tax Payment Amount) for all credit Entry Detail (Record Type 6) Records in this file.	M
8	56-94	39	Reserved	Blank	For bank use only.	B

State of Arizona

AZ UI Tax **R**eporting for **E**mployers (**AZURE**) System

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AZURE Envelope Output - XML Input File Format Example

(Sample)

```
- <ns0:Azure xmlns:ns0="http://AZDes.UITax.AZURE.PipelinesAndSchemas.AzureEnvelope">
  - <HeaderInfo>
      <FileName>FileName_0</FileName>
      <FileType>10</FileType>
      <AREPCode>AREPCode_0</AREPCode>
      <TransmitterNumber>TransmitterNumber_0</TransmitterNumber>
      <EmployerItemCount>EmployerItemCount_0</EmployerItemCount>
      <UITotalWages>UITotalWages_0</UITotalWages>
      <UITotalTaxableWages>UITotalTaxableWages_0</UITotalTaxableWages>
      <PaymentItemCount>PaymentItemCount_0</PaymentItemCount>
      <PaymentTotal>PaymentTotal_0</PaymentTotal>
      <ReceivedDate>ReceivedDate_0</ReceivedDate>
    - <EmployerInfo>
      - <ns1:EmployerInfo xmlns:ns1="http://AZDes.UITax.AZURE.PipelinesAndSchemas.AzureEmployer">
          <TransmitterNumber>TransmitterNumber_0</TransmitterNumber>
          <StateUIAccountID>10</StateUIAccountID>
          <TaxQuarter>10</TaxQuarter>
          <TaxYear>10</TaxYear>
          <ReportType>C</ReportType>
          <EmployerFEIN>10</EmployerFEIN>
          <EmployerName>EmployerName_0</EmployerName>
          <EmployerAddressLine1>EmployerAddressLine1_0</EmployerAddressLine1>
          <EmployerAddressLine2>EmployerAddressLine2_0</EmployerAddressLine2>
          <EmployerCity>EmployerCity_0</EmployerCity>
          <EmployerState>EmployerState_0</EmployerState>
          <EmployerZIP>EmployerZIP_0</EmployerZIP>
          <BranchNumber>10</BranchNumber>
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          <Month2Employees>100</Month2Employees>
          <Month3Employees>100</Month3Employees>
          <EmployerTotalWages>10</EmployerTotalWages>
          <EmployerExcessWages>10</EmployerExcessWages>
          <EmployerTaxableWages>10</EmployerTaxableWages>
          <ContributionRate>10.4</ContributionRate>
          <ContributionDue>10</ContributionDue>
          <UIInterest>UIInterest_0</UIInterest>
          <UIPenalty>10</UIPenalty>
          <TrainingFundContribution>10</TrainingFundContribution>
          <UITotalDue>10</UITotalDue>
          <UICreditPreviousPeriod>10</UICreditPreviousPeriod>
          <UIAmountPaid>10</UIAmountPaid>
          <PaymentIncluded>100</PaymentIncluded>
          <PaymentMethodType>CRT</PaymentMethodType>
          <RoutingTransitNumber>10</RoutingTransitNumber>
          <RoutingCheckDigit>RoutingCheckDigit_0</RoutingCheckDigit>
          <BankName>BankName_0</BankName>
          <BankAccountNumber>BankAccountNumber_0</BankAccountNumber>
          <AccountType>AccountType_0</AccountType>
          <AccountHolderType>AccountHolderType_0</AccountHolderType>
```

AZURE Envelope_Output.XML Input File Format *(Cont'd)*

(Sample)


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    <AccountHolderName>AccountHolderName_0</AccountHolderName>
    <EmployeeCount>10</EmployeeCount>
  - <EmployeeInfo>
      <EmployeeSSN>10</EmployeeSSN>
      <EmployeeLastName>EmployeeLastName_0</EmployeeLastName>
      <EmployeeFirstName>EmployeeFirstName_0</EmployeeFirstName>
      <EmployeeTotalWages>EmployeeTotalWages_0</EmployeeTotalWages>
    </EmployeeInfo>
  - <EmployeeInfo>
      <EmployeeSSN>10</EmployeeSSN>
      <EmployeeLastName>EmployeeLastName_0</EmployeeLastName>
      <EmployeeFirstName>EmployeeFirstName_0</EmployeeFirstName>
      <EmployeeTotalWages>EmployeeTotalWages_0</EmployeeTotalWages>
    </EmployeeInfo>
  - <EmployeeInfo>
      <EmployeeSSN>10</EmployeeSSN>
      <EmployeeLastName>EmployeeLastName_0</EmployeeLastName>
      <EmployeeFirstName>EmployeeFirstName_0</EmployeeFirstName>
      <EmployeeTotalWages>EmployeeTotalWages_0</EmployeeTotalWages>
    </EmployeeInfo>
  - <PreparerInfo>
      <PreparedByLastName>PreparedByLastName_0</PreparedByLastName>
      <PreparedByFirstName>PreparedByFirstName_0</PreparedByFirstName>
      <Title>Title_0</Title>
      <Telephone>10</Telephone>
    </PreparerInfo>
  </ns1:EmployerInfo>
- <ns1:EmployerInfo xmlns:ns1="http://AZDes.UITax.AZURE.PipelinesAndSchemas.AzureEmployer">
    <TransmitterNumber>TransmitterNumber_0</TransmitterNumber>
    <StateUIAccountID>10</StateUIAccountID>
    <TaxQuarter>10</TaxQuarter>
    <TaxYear>10</TaxYear>
    <ReportType>R</ReportType>
    <EmployerFEIN>10</EmployerFEIN>
    <EmployerName>EmployerName_0</EmployerName>
    <EmployerAddressLine1>EmployerAddressLine1_0</EmployerAddressLine1>
    <EmployerAddressLine2>EmployerAddressLine2_0</EmployerAddressLine2>
    <EmployerCity>EmployerCity_0</EmployerCity>
    <EmployerState>EmployerState_0</EmployerState>
    <EmployerZIP>EmployerZIP_0</EmployerZIP>
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    <Month2Employees>100</Month2Employees>
    <Month3Employees>100</Month3Employees>
    <EmployerTotalWages>10</EmployerTotalWages>
    <EmployerExcessWages>10</EmployerExcessWages>
    <EmployerTaxableWages>10</EmployerTaxableWages>
    <ContributionRate>0.00</ContributionRate>
    <ContributionDue>00000000000</ContributionDue>
    <UIInterest>UIInterest_0</UIInterest>
```

State of Arizona
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AZURE Envelope Output.XML Input File Format *(Cont'd)*
(Sample)


```
<UIPenalty>00000000000</UIPenalty>
<TrainingFundContribution>000000000</TrainingFundContribution>
<UITotalDue>00000000000</UITotalDue>
<UICreditPreviousPeriod>00000000000</UICreditPreviousPeriod>
<UIAmountPaid>00000000000</UIAmountPaid>
<PaymentIncluded>0</PaymentIncluded>
<PaymentMethodType>000</PaymentMethodType>
<RoutingTransitNumber>00000000</RoutingTransitNumber>
<RoutingCheckDigit>0</RoutingCheckDigit>
<BankName>0</BankName>
<BankAccountNumber>0</BankAccountNumber>
<AccountType>0</AccountType>
<AccountHolderType>0</AccountHolderType>
<AccountHolderName>0</AccountHolderName>
<EmployeeCount>10</EmployeeCount>
- <EmployeeInfo>
    <EmployeeSSN>10</EmployeeSSN>
    <EmployeeLastName>EmployeeLastName_0</EmployeeLastName>
    <EmployeeFirstName>EmployeeFirstName_0</EmployeeFirstName>
    <EmployeeTotalWages>EmployeeTotalWages_0</EmployeeTotalWages>
  </EmployeeInfo>
- <EmployeeInfo>
    <EmployeeSSN>10</EmployeeSSN>
    <EmployeeLastName>EmployeeLastName_0</EmployeeLastName>
    <EmployeeFirstName>EmployeeFirstName_0</EmployeeFirstName>
    <EmployeeTotalWages>EmployeeTotalWages_0</EmployeeTotalWages>
  </EmployeeInfo>
- <EmployeeInfo>
    <EmployeeSSN>10</EmployeeSSN>
    <EmployeeLastName>EmployeeLastName_0</EmployeeLastName>
    <EmployeeFirstName>EmployeeFirstName_0</EmployeeFirstName>
    <EmployeeTotalWages>EmployeeTotalWages_0</EmployeeTotalWages>
  </EmployeeInfo>
- <PreparerInfo>
    <PreparedByLastName>PreparedByLastName_0</PreparedByLastName>
    <PreparedByFirstName>PreparedByFirstName_0</PreparedByFirstName>
    <Title>Title_0</Title>
    <Telephone>10</Telephone>
  </PreparerInfo>
  </ns1:EmployerInfo>
  </EmployerInfo>
  </HeaderInfo>
</ns0:Azure>
```

AZURE ACK 1 Output.XML File Format Example

(Sample)


```
- <ns0:ACK1 xmlns:ns0="http://AZDes.UITax.AZURE.PipelinesAndSchemas.AzureACK1">
    <TransmitterNumber>TransmitterNumber_0</TransmitterNumber>
    <DateTimeReceived>DateTimeReceived_0</DateTimeReceived>
    <FileTrackingNumber>FileTrackingNumber_0</FileTrackingNumber>
    <FileName>FileName_0</FileName>
    <Message1>Message1_0</Message1>
    <Message2>Message2_0</Message2>
  </ns0:ACK1>
```

State of Arizona

AZ UI Tax Reporting for Employers (AZURE) System

(ACH Credit Bulk Filing Process)

AZURE ACK 2_Output.XML File Format

(Sample)


```
- <ns0:ACK2 xmlns:ns0="http://AZDes.UITax.AZURE.PipelinesAndSchemas.AzureACK2">
    <TransmitterNumber>TransmitterNumber_0</TransmitterNumber>
    <DateTimeReceived>DateTimeReceived_0</DateTimeReceived>
    <FileTrackingNumber>FileTrackingNumber_0</FileTrackingNumber>
    <ErrorCode000310>000</ErrorCode000310>
    <ErrorCode000312>000</ErrorCode000312>
    <ErrorCode000313>000</ErrorCode000313>
    <ErrorCode000390>000</ErrorCode000390>
    <ErrorCode000391>000</ErrorCode000391>
    <ErrorCode000392>000</ErrorCode000392>
    <ErrorCode000122>000</ErrorCode000122>
    <ErrorCode000600>000</ErrorCode000600>
  </ns0:ACK2>
```

State of Arizona

AZ UI Tax **R**eporting for **E**mployers (**AZURE**) System

(ACH Credit Bulk Filing Process)

AZURE ACK 2 Employer Envelope Output.XML File Format

(Sample)


```
- <ns0:ACK2_Emp_Env xmlns:ns0="http://AZDes.UITax.AZURE.PipelinesAndSchemas.ACK2_Employer_ENV">
  - <Header>
      <TransmitterNumber>TransmitterNumber_0</TransmitterNumber>
      <DateTimeReceived>DateTimeReceived_0</DateTimeReceived>
      <FileTrackingNumber>FileTrackingNumber_0</FileTrackingNumber>
    </Header>
  - <ACK2_Employer>
      <EmployerNumber>EmployerNumber_0</EmployerNumber>
      <ErrorCode000321>ErrorCode000321_0</ErrorCode000321>
      <ErrorCode000275>ErrorCode000275_0</ErrorCode000275>
      <ErrorCode005351>ErrorCode005351_0</ErrorCode005351>
      <ErrorCode005352>ErrorCode005352_0</ErrorCode005352>
      <ErrorCode005353>ErrorCode005353_0</ErrorCode005353>
      <ErrorCode000522>ErrorCode000522_0</ErrorCode000522>
      <ErrorCode005354>ErrorCode005354_0</ErrorCode005354>
    </ACK2_Employer>
  </ns0:ACK2_Emp_Env>
```

State of Arizona

EOE/ADA/LEP Statement

Equal Opportunity Employer/Program • Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI & VII), and the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008, the Department prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, disability, genetics and retaliation. The Department must make a reasonable accommodation to allow a person with a disability to take part in a program, service or activity. For example, this means if necessary, the Department must provide sign language interpreters for people who are deaf, a wheelchair accessible location, or enlarged print materials. It also means that the Department will take any other reasonable action that allows you to take part in and understand a program or activity, including making reasonable changes to an activity. If you believe that you will not be able to understand or take part in a program or activity because of your disability, please let us know of your disability needs in advance if at all possible. To request this document in alternative format or for further information about this policy, contact the UI Tax office at 602-771-6606; TTY/TDD Services: 7-1-1. • Free language assistance for DES services is available upon request.

DEPARTMENT OF ECONOMIC SECURITY

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