Letter of Intent (LOI) to Develop MeF Fiduciary Income Tax E-file Software For Tax Year 2018

If you are a software developer (SWD)who plans to market or distribute software for preparation and e-filing of New York State (NYS) fiduciary income tax forms, you **must** complete this form before you can begin testing. If you have more than one product you need to complete and submit a separate letter of intent for each product; each product must have its own software identification.

We need this information to ensure that:

- we have the most current vendor information on file;
- we are able to determine the status of each vendor's progress throughout the ATS testing process; and
- all issues in production are identified, communicated, and corrected.

Instructions:

- Complete all the relevant vendor information fields below. You may choose your own New York State Software ID. This may be up to 10 alpha/numeric characters.
- In the *Supported Forms - XML/PDF* section, check the boxes that correspond to the forms that your software will provide. Indicate any relevant information that pertains to the forms in the corresponding *Comments* section.
- When completed, save a copy of this file and return via email to *NYSFIDMEF@tax.ny.gov.*

Notify us of any changes
After you submit this letter, if you change the forms you have included in your software package, you must notify us within seven days. An updated letter of intent and additional testing may be required.

Software errors
The following steps must be taken to ensure the mitigation of production errors:

- Immediately notify the New York State Department of Taxation and Finance (NYSDTF) of any software errors as they are identified during the filing season.
- Discuss with NYSDTF options to correct errors
- Make every reasonable effort to test with NYSDTF before moving change(s) to production
- Correct software errors identified by the Internal Revenue Service (IRS), NYSDTF, or you, as the SWD, and distribute updates of your software packages to your users.
- The SWD **must** supply NYSDTF with the specific resolution and date when the software fix is released.

- **Note**: Failure to comply may result in suspension from the program.

Type of software product	Do-it-yourself(DIY) /Consumer (desktop)	DIY/Consumer (web-based)
	Professional/Paid preparer (desktop)	Professional/Paid preparer (web-based)

NYS software ID

Product name

EFIN

ETIN

NACTP member: Yes   No   Member ID#   Paper vendor ID # (*if different from NACTP #*)

Contact information

Legal name

Firm name

Address

City   State   ZIP code

Website or URL

 Primary contact name

E-mail address

Phone number   Ext

Secondary contact name

E-mail address

 Phone number   Ext

 Responses to the following items are required. Please confirm your support for:

      Linked returns   Unlinked returns Yes   No
      Amended returns
      Foreign address
      PDF attachments

 As part of the NYS vendor agreement, SWDs are required to submit a National Letter of Intent (NLOI).
 Have you submitted an NLOI? Yes   No   Date submitted

Rebranded software products

> Use this section **only** if this product is rebranded with the approval of the software publisher, who is the original creator of the software and signer of the LOI. It is the position of the STAR Working Group under the auspices of the IRS Security Summit that:
>
> - Rebranding where the software publisher makes all code changes to generate the rebranded software and ensures that the rebranded software meets the applicable requirements (trusted customer, generation of authentication elements, generate of LEADS reports, STAR requirements, etc) does not pose any additional risk to the tax ecosystem.
>
> - Rebranding where the organization who rebrands the software has the capability to make cosmetic changes including but not limited to color or font, but cannot make changes to the applicable requirements (listed above) also does not pose additional risk to the ecosystem.

Rebranded product name		Unique identifier
Contact person	Email address	Phone
Rebranded product name		Unique identifier
Contact person	Email address	Phone
Rebranded product name		Unique identifier
Contact person	Email address	Phone
Rebranded product name		Unique identifier
Contact person	Email address	Phone
Rebranded product name		Unique identifier
Contact person	Email address	Phone

Note: If there are more than five software products that have rebranded under a different name, please list them on a separate sheet and attach with your LOI submission.

For rebranded products, NYSDTF has the following requirements for e-file ATS approval

Complete the full e-file ATS approval

Complete an abbreviated e-file ATS approval

Not required to complete e-file ATS approval

Supported Forms - XML / PDF

Indicate your support for the following forms. *XML* indicates support for the form in extensible markup language (XML). *PDF* indicates support for the form as a portable document format (PDF) attachment.   If your software supports any or all of Forms IT-370-PF, IT-205, or IT-2106 (main forms), they **must** be supported in XML. PDF attachment of main forms is not allowed.

Note: New supported forms for tax year 2018 are marked with an asterisk(*).

Form	XML	PDF	Form	XML	PDF	Form	XML	PDF
Main Forms			IT-256			IT-643		
IT-370-PF		XML only	IT-2105.9			IT-644		
IT-205		XML only	IT-398			IT-645		
IT-2106		XML only	IT-399			IT-646		
IT-205-T			IT-601			IT-647		
IT-205-A			IT-603			IT-648*		
IT-205-C			IT-604			IT-649*		
IT-205-J			IT-606			IT-650*		
IT-112-R			IT-607			DTF-622		
IT-135			IT-611			DTF-686		
IT-182			IT-611.1			**Wage Statements**		
IT-212			IT-611.2			W-2		XML only
IT-217			IT-612			W-2G		XML only
IT-219			IT-631			1099-DIV		XML only
IT-222			IT-635			1099-G		XML only
IT-223			IT-637			1099-INT		XML only
IT-225			IT-638			1099-MISC		XML only
IT-230			IT-639			1099-R		XML only
IT-241			IT-640					
IT-242			IT-641					
IT-249			IT-642					

Comments:

Signature

I acknowledge that all e-file ATS tests submitted during the approval process are created in and originate from the actual software.

I acknowledge that all electronic returns received by NYS generated from this software will be electronically filed from the initially approved product version, or a subsequent product update.

I acknowledge that NYS will be notified immediately of any incorrect and/or missing calculation or e-file data element for any electronically filed returns submitted to NYS.

I acknowledge that software errors identified by the IRS, NYSDTF, or the SWD, will be immediately corrected and updates distributed to users. The SWD **must** supply NYS DTF with the specific resolution and date when the software fix is released. I understand that failure to correct any errors or issue timely releases may result in suspension from the program.

As the representative of the above named organization, I agree, on behalf of the organization, to comply with all requirements listed above. Furthermore, by signing this agreement, my organization is agreeing to all of the requirements listed above. The New York State Department of Taxation and Finance reserves the right to revoke approval acceptance of any company and thereby refuse to accept any additional returns from such software company that does not adhere to above stated requirements.

As an approved New York State provider, I agree to provide true, accurate, current, and complete information about my company. I understand that if I provide any information that is untrue, inaccurate, obsolete, or incomplete, the New York State Department of Taxation and Finance has the right to deny, suspend, or terminate my account.

Name of authorized representative *(print)*
Signature of authorized representative