

## OKLAHOMA TAX COMMISSION - TAX YEAR 2013 SOFTWARE DEVELOPER LETTER OF INTENT

Complete One Sheet  
per Product

This document is created and required for computerized tax processors, software producers, and others who develop substitute copies of and, if applicable electronically file, Oklahoma Tax Commission forms.

Select the tax types supported by your software for electronic filing (MeF).

**Individual Income Tax:**

- 511 - Resident
- 511NR - Part-year and Nonresidents

**Corporation:**

- 512 - Corporation filing Separate
- 512 - Corporation filing Consolidated
- 512-S - Small Business Corporation

### Company Information:

Company Name:			
DBA (if other than company name) or Legal Name:			
Mailing Address	Address:		
	City:		
	State:		
	Zip:		
FEIN:			
Website Address (URL):			
Software ID: (include all numbers used in your live transmissions)			
Software Name:			
NACTP Member ID:			
OK Code: (enter your self-assigned number if not a NACTP member)			
Type of Software Package:	<input type="checkbox"/> Professional	Personal Use Product <input type="checkbox"/> Online <input type="checkbox"/> Desktop	
EFIN(s)	Test:		
	Production:		
ETIN(s)	Test:		
	Production:		

## OKLAHOMA TAX COMMISSION - TAX YEAR 2013 SOFTWARE DEVELOPER LETTER OF INTENT

### E-File Contact Information:

Primary Contact Name:	
Email Address:	
Telephone Number:	
Fax Number:	
Secondary Contact Name:	
Email Address:	
Telephone Number:	
Fax Number:	

### Substitute Forms Contact Information:

Primary Contact Name:	
Email Address:	
Telephone Number:	
Fax Number:	
Secondary Contact Name:	
Email Address:	
Telephone Number:	
Fax Number:	

As a duly appointed representative of \_\_\_\_\_ I hereby state my intent to abide by the policies, procedures and guidelines published by the Oklahoma Tax Commission concerning the development and production of substitute tax forms which are produced in any way.

I further agree that the Oklahoma Tax Commission may include the name of this company in various public information material designed to inform tax practitioners and the public about vendors of computerized tax processing services and substitute tax forms who have agreed, complied, or failed to comply with the policies, procedures, and guidelines published by the Oklahoma Tax Commission. I have read, understand, and intend to abide by the guidelines established by the Oklahoma Tax Commission.

\_\_\_\_\_  
Representative Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**OKLAHOMA TAX COMMISSION - TAX YEAR 2013  
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**State Specific Information Addendum**

**Substitute Form Information:**

Support Oklahoma 2-D Barcode?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If Yes, for	<input type="checkbox"/> Individual Income Tax

**Electronic Filing Information:**

Does the software support PDF attachments for individual income tax? (Support of PDF attachments is mandatory for corporate income tax.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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**Federal Limitations:**

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**State Limitations:**

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**Other Information:**

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**State Forms Supported:**

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# OKLAHOMA TAX COMMISSION - TAX YEAR 2013 SOFTWARE DEVELOPER LETTER OF INTENT

## GUIDELINES FOR SUBSTITUTE OKLAHOMA TAX COMMISSION FORMS

I agree that this company will:

1. Develop substitute tax forms or products that produce tax forms in accordance with the guidelines issued by the Oklahoma Tax Commission.
2. Submit substitute tax forms to the Oklahoma Tax Commission for review and written approval before releasing any substitute tax forms or any products that produce such forms to customers, or clients, and resubmit after any changes if requested.
3. Promptly correct errors in the company's products and substitute tax forms and provide the Oklahoma Tax Commission with proof that the company has corrected the errors.
4. Identify all substitute forms by the company identification number shown below, and place the company identification number on each form as prescribed by the Oklahoma Tax Commission.

## INSTRUCTIONS FOR ELECTRONIC FILING OF INCOME TAX RETURNS

**NOTE: All products will be tested.**

You may download test returns from our website at [www.tax.ok.gov](http://www.tax.ok.gov).

### Before Transmitting Test Results

1. You will need to submit Form D-106: *2013 Software Developer Letter of Intent*. See Instructions for Submitting the Letter of Intent below.
2. When we are open for testing, you will receive confirmation via email that we have received your information. Once you have received your confirmation you may then transmit your test results.
3. Please remember to update your software for the legislative changes. The Legislative Update can be found on the Oklahoma Tax Commission website, [www.tax.ok.gov](http://www.tax.ok.gov), under the Developer/Preparer Info link.

We will correspond with you by email concerning any errors. When you complete your testing and have been approved, you will receive an email stating you have passed.

**Note:** In order to e-File prior year returns you must pass such prior year's testing.

## INSTRUCTIONS FOR SUBMITTING THE LETTER OF INTENT

Submit Form D-106: *2013 Software Developer Letter of Intent* before submitting forms for approval or transmitting test returns for ATS. Submit form by:

### Email:

Primary contact: Communications Division ..... [communications\\_division@tax.ok.gov](mailto:communications_division@tax.ok.gov)

Secondary contact: Darin Majors ..... [dmajors@tax.ok.gov](mailto:dmajors@tax.ok.gov)

### Mail:

Oklahoma Tax Commission  
Attn: Communications Division - Forms Approval  
2501 North Lincoln Blvd.  
Oklahoma City, OK 73194

### Questions:

Call (405) 521-3637  
Darin Majors - Substitute Forms  
Joan Korthanke - Efile Coordinator