

## ImagiNE Nebraska ACH Credit Instructions

Automated Clearing House (ACH) Credit is an EFT payment option that requires you or your financial institution to use software to originate your tax payments. This software must create an electronic file in the required format and submit this file to the Federal Reserve. This file instructs your bank to "credit" the state's bank. If you have selected ACH Credit as your payment method, please follow these procedures to begin sending tax payments to the Nebraska Department of Revenue (DOR).

1. Provide a copy of the Nebraska EFT Bank Accounts (Attachment A) to your software provider.
2. Provide a copy of the Nebraska ACH Credit Cash Concentration and Disbursement (CCD+) Addendum Record Format (Attachment B) to your software provider for customization, if needed.
3. Determine the data fields you must have coded in your ACH addendum record. This includes the two-digit prefix for the tax type being paid (see page 2), your Nebraska ID number, your tax type, and the tax period for which you are reporting. Your Nebraska ID number and tax type should remain constant; however, your tax period ending date will normally change with each payment you send. If you are a corporation income taxpayer, use the year-end month for your tax period.
4. When you are ready to make a payment, arrange for the creation and transmission of your ACH Credit files to the state's bank.

### Attachment A: Nebraska EFT Bank Accounts

If you have chosen to use the ACH Credit method to make your payment, use these bank accounts to "push" money into (credit) the state's bank accounts.

FTA Tax Type Code	Tax Program	UPIC Bank Routing Number	UPIC Bank Account Number
20002	ImagiNE Nebraska Act Fee	021052053	66059235

### Attachment B: Nebraska CCD+ TXP Addenda Format

DOR requires use of the ACH Cash Concentration and Disbursement Plus (CCD+) format for EFT credit payments for tax liabilities. The plus (of "CCD+") represents the Addenda Record used to transmit your tax payment information. In an effort to provide greater uniformity to multi-state taxpayers, this addenda format also follows the Tax Payment (TXP) Banking Convention recommended by the Federation of Tax Administrators. When creating your file, this record must be formatted according to the following Nebraska CCD+ TXP format specifications.

**Example:** You are ABC Manufacturing, Inc. (Nebraska ID number 000392551) and you are making a ImagiNE Nebraska Act application fee payment, for 2021, in the amount of \$5,000.00. Your Addenda Record should contain the following information in positions 1 through 52:

#### Addenda Record Example Defined by Position

0	10	20	30	40	50
123456789	123456789	123456789	123456789	123456789	123456789
705TXP*99000392551*20002*211231*T*0000500000*ABC MA\					

#### Addenda Record Example Defined by Format

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
705TXP*99000392551*20002*211231*T*0000500000*ABC MA\															

### Nebraska CCD+ TXP Addenda Format

Number	Field Name	Field Type	Pos.	Length	Example
1	Record Type Code	Numeric	1	1	Must be "7"
2	Addenda Type Code	Numeric	2-3	2	Must be "05"
3	Segment ID	Alphanumeric	4-6	3	Must be "TXP"
4	Separator	Alphanumeric	7	1	"*"
5	Taxpayer ID	Numeric	8-18	11	99XXXXXXXXX (ImagineNE Prefix must be "99". The suffix is the last nine digits of the state-assigned Nebraska ID number. If your Nebraska ID number is less than nine digits, add zeros on the left to make a nine-digit number)
6	Separator	Alphanumeric	19	1	"*"
7	FTA Tax Type Code	Numeric	20 - 24	5	20002 (ImagineNE code)
8	Separator	Alphanumeric	25	1	"*"
9	Tax Period Ending Date	Numeric	26 - 31	6	YYMMDD (Year, Month, Day)
10	Separator	Alphanumeric	32	1	"*"
11	Amount Type	Alphanumeric	33	1	"T"
12	Separator	Alphanumeric	34	1	"*"
13	Amount 1	Numeric	35 - 44	10	\$\$\$\$\$\$c
14	Separator	Alphanumeric	45	1	"*"
15	Taxpayer Verification	Alphanumeric	46 - 51	6	XXXXXX
16	Terminator	Alphanumeric	52	1	"\"

For Nebraska DOR's complete ACH guide, please visit: [ACH Credit User Guide.pdf \(nebraska.gov\)](https://www.nebraska.gov/ach-credit-user-guide)