

## NC-5Q Quarterly Income Tax Withholding Return (Edition Date: 08-03-05)

**NOTE: Specs have been added.**

### Requirements:

#### **Barcode**

The barcode on the front page must read 30901xx004. Replace (xx) with your two-digit Software Developer Identification Number.

Placement of barcode: Align between Row 26, Column 7 - 11 and Row 41, Column 7-11. Print the number either stacked or vertically to the left of the barcode.

#### **Size**

The published tax form is a full-page (8.5" x 11") document and must be produced as a full-page document.

#### **Instructional Text**

Software developers may **NOT** omit any text on this form. However, software developers may choose to rework sentences that refer to the front and back pages.

#### **Dropout Ink**

**Do not produce** the following item printed in dropout ink:

- The boxes and commas in all amount fields on the first page.

#### **Mailing Address**

Left-justify name and address .25" below the "Business Name & Address" heading.

#### **Variable Data**

Software developers must center the Account ID, Date Quarter Ended under the proper heading.

### Placement of Variable Data

Print Line Number	Identification	Begin Print Position	Maximum Field Length	End Print Position	Field Description
12	Account ID	16	9	24	Numeric; no dashes Print number consecutively
12	Date Quarter Ended	41	8	48	Numeric; No Punctuation Ended Date. Ex: 12 31 07
17	Legal Name	10	39	48	Alphanumeric

Print Line Number	Identification	Begin Print Position	Maximum Field Length	End Print Position	Field Description
21	Address	10	35	44	Alphanumeric
23	Address	10	35	44	Alphanumeric
27	City	17	20	37	Alpha
27	State	42	2	43	Alpha
27	Zip Code	46	5	50	Numeric; 5-digit zip code
33	Line 1	68	11	78	Numeric; .00
37	Line 2	68	11	78	Numeric; .00
42	Line 3	68	11	78	Numeric; .00
48	Line 4	68	11	78	Numeric; .00