



INTIME Guide for Bulk Filing

“File Rejection Error” Messages

Any error that occurs during the Bulk File upload process via INTIME can be categorized as:

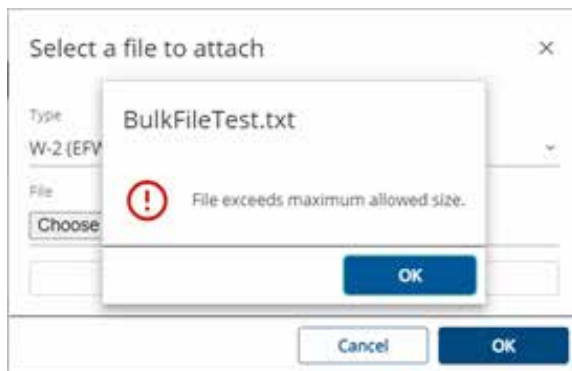
- File level error
- File column/data level errors

File Level Error:

A file level error occurs when there is an error in the overall file specification. Specific reasons for this generic error are listed below:

- **Your file size is more than 10 MB:**

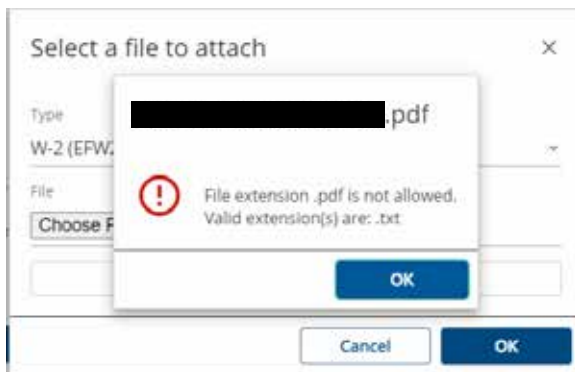
If your bulk file size is more than 10 MB, it must be submitted via SFTP. INTIME does not accept files greater than 10 MB. The system rejects with the generic file specification error as shown in the snapshot below.



- **Your file type is not in the required format:**

The only acceptable file types are XML files (.xml) and text files (.txt) in EFW2 and 1220 format.

NOTE: Other file types like PDF, DOC, excel spreadsheet files, etc. are not accepted. The system rejects with the generic file specification error as shown in the snapshot below.



- The following error could be the result of using an outdated version of the 1220 specification. Please ensure that you are using the most current state and federal 1220 version to build your file, which can be found on the following links: [w-2g-1099](https://www.irs.gov/efw/w-2g-1099) and [Publication 1220](https://www.irs.gov/publications/p1220) (Revised 10-2021) (irs.gov). Please visit DOR's [Resources for Bulk Filing your Indiana Taxes](https://www.in.gov/dor/business-tax/bulk-filing-your-indiana-business-taxes) for general file upload issues and information.

Attachment errors

Please visit <https://www.in.gov/dor/business-tax/bulk-filing-your-indiana-business-taxes> for general file upload issues and information.

Please review and correct before resubmitting. Your file contains the following errors:

File Name	Record Num	Record Type	Field Decode	Error	Error position start
[REDACTED]	3	B	Payment Amount H	This field must include a numeric value. Invalid value: jonn Mikehe	247
[REDACTED]	3	B	Payment Amount J	This field must include a numeric value. Invalid value: Doe	259
[REDACTED]	4	B	Payment Amount H	This field must include a numeric value. Invalid value: jane Carol	247
[REDACTED]	4	B	Payment Amount J	This field must include a numeric value. Invalid value: Doe	259

Buttons: Cancel, Previous, Next

- No carriage return/line feed at the end of each line or the line length is more than specified:**

There is a restriction to length of the data in each line/record of the text file. Refer to the specification guide for the correct length. For example, if the allowed specified length is 512, then in the 513th character, there must be a carriage return/line feed, which indicates the line ending. The system checks the record length of the line in the .TXT file and rejects with the generic file specification error as shown in the snapshot below.

File name

Please add an attachment to continue

Attachment errors

Please visit <https://www.in.gov/dor/business-tax/bulk-filing-your-indiana-business-taxes> for general file upload issues and information.

Please review and correct before resubmitting. Your file contains the following errors:

File Name	Record Num	Record Type	Field Decode	Error	Error position start
[REDACTED]	1	T		Line 1 has an invalid record length of: 152250	0

- If a wrong file format is submitted for the selected file type:**

There is an option for selecting the file types like 1099 (1220 format) or W-2 (EFW2 Format). If a user selects the 1220 format and submits the valid EFW2 format file, then they will receive the error below because the wrong format was selected.

File name

Please add an attachment to continue

Attachment errors

Please visit <https://www.in.gov/dor/business-tax/bulk-filing-your-indiana-business-taxes> for general file upload issues and information.

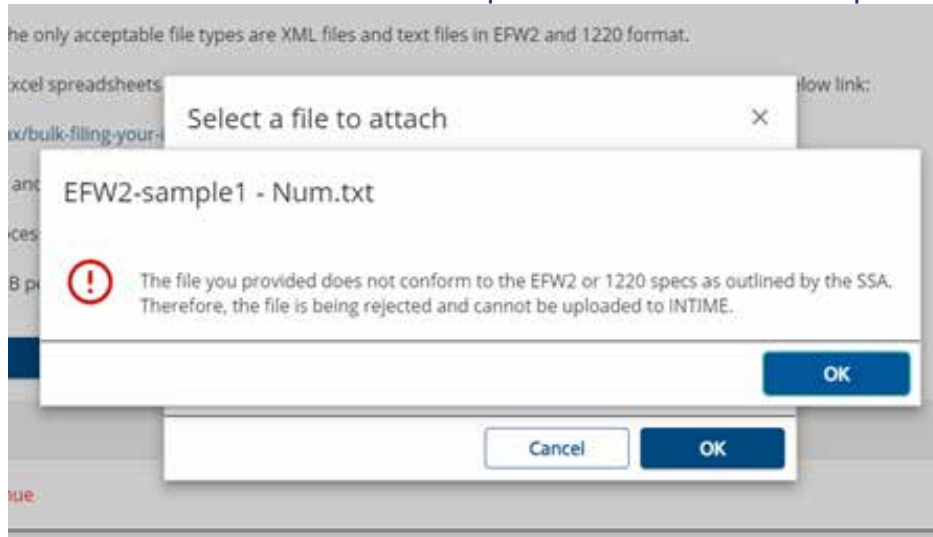
Please review and correct before resubmitting. Your file contains the following errors:

File Name	Record Num	Record Type	Field Decode	Error	Error position start
[REDACTED]	0		Wrong File Format	File is not of type: EFW2	0

- **Your file is being converted directly from PDF or excel spreadsheet files:**

Do not convert a PDF or excel spreadsheet file to .XML or .TXT files, – the system does not accept those file types. The system rejects with the generic file specification error as shown in the snapshot below.

The issues listed above are the most common errors experienced at an overall file specification level.



If the generic message box appears, then it is a file specification error. Use the link provided in the “**File Upload**” page to navigate to DOR’s bulk filing webpage as a reference to rebuild your files.

Refer to the snapshot below for the generic message received specific to file specification issues:

File column/Data level errors

Once your file has completed the file specification check, then the next level check is for column/data specific errors.

The system detects some standard data level errors as noted below:

- Verify the Federal Employer Identification Number (FEIN) in your file is the one associated with your with holding account.
- Verify the location ID in your file is a valid one.
- Verify the validity and length of the state ID. For example, if the length of the Taxpayer Identification Number (TID) is 10, then the number of digits used in your file must be 10. It cannot be more or less than 10 digits.
- Verify County Code is present.
- Verify the special characters or alphabet values in the numeric fields/columns.
- Verify the tax filing year is valid. For example, if you are filing for the year 2020, then your file must have

the value as 2020 in the tax year position in the header record.

File name

Please add an attachment to continue

Attachment errors

Your file contains the following errors. Please review and correct before resubmitting.

File Name	Record Num	Record Type	Field Decode	Error	Error position start
EFW2-sample1 - SAR.txt	1	RE	Tax Year	A valid tax year is required: 2004. The filing period in the file must match the filing period of the submission.	3
EFW2-sample1 - SAR.txt	1	RE	Employer/Agent EIN	The supplied FEIN does not match the one we have on file: [REDACTED]	8

The errors listed above are the most common for data/column specific issues. There could be other issues with your file that do not appear on this list.

If your file has a data/column level issue, then you will receive an “Attached Errors” list as mentioned below: **(Note: This appears only when you submit the text file, i.e., .TXT file)**

The snapshot above shows that the sample file submitted has two errors. One is that the tax years do not match, which means the tax year does not pertain to the current tax year. The other one is that the FEIN number is wrong, which means the FEIN in the file and the one associated with the account do not match.

The error table columns identify the issue and the exact position to be corrected:

- **File Name** – The name of the file being uploaded.
- **Record Number** – The line number where the error is found. Per the snapshot above, both errors appear in line number 1 of the file.
- **Record Type** – The type of record where the error is found. There are different types of records used while building the file. Some examples include the RS record, RE record, etc. Refer to the file specification document for more information.
- **Field Decode** – The short caption of the error.
- **Error** – The detailed description of the error.

File name

Upload

Please add an attachment to continue

Attachment errors

Your file contains the following errors. Please review and correct before resubmitting.

File Name	Return Number	Error
[REDACTED]		26 The 'http://www.irs.gov/efile:EFIN' element is invalid - The value '123456789' is invalid according to its datatype 'http://www.irs.gov/efile:EFINType' - The Pattern constraint failed.

- **Error Position Start** – The exact position that is the column number where the error starts. For example, in the above snapshot, the first error occurs in line number 1 and the column number starting from 3. The second error occurs in line number 1 and the column number starting from 8.

For an uploaded XML file, the error list will look like the snapshot below:

The error table identifies the issue and the exact position to be corrected:

Upload forms

You may upload your files below. The only acceptable file types are XML files and text files in EFW2 and 1220 format.

Converting/formatting the PDF or Excel spreadsheets to XML or .TXT file are not accepted. You can find the specification in the below link:

<https://www.in.gov/doi/business-tax/bulk-filing-your-indiana-business-taxes>

Please ensure that your **W2 (EFW2)** and **1099/W-2G (1220)** files are in the proper format.

Please note that the file upload process may take some time depending on the size of the file. Larger files can take up to 30 seconds to load.

There is a max file size limit of 10MB per file.

Select additional file

File name

EFW2-sample1.txt Uploaded successfully

Cancel **Previous** **Next**

- **Filename** – The name of the .XML file being uploaded.
- **Return Number** – The line number of the error in the file.
- **Error** – Detailed description of the error.

Once all errors have been corrected, resubmit the file. Your file should now upload successfully.

Note: Submit your file by clicking the “Submit” button, then click “Next” to get to the review and submit page. The “Successfully Uploaded” message does not mean your file was submitted. You will receive a confirmation message with a number that verifies your file was submitted successfully.