

K-1

GUIDE FOR
SCHEDULES K-1 (565)

FILING BY
CD, DISKETTE, OR
MAGNETIC MEDIA

TAXABLE YEAR 1999

California
Franchise
Tax
Board

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Section 1 - General Information

Introduction

This guide includes the information you will need to file California Schedules K-1 (565) on magnetic media for the 1999 taxable year.

What's New for 2000

- Form FTB 3604, California Transmittal of Partnership K-1 Information on Magnetic Media, must accompany the magnetic media or the data cannot be processed.
- Private Mail Box (PMB) fields have been added to California forms and schedules as required by the U. S. Postal Service.
- Field 0020, Partnership ID, is now included in the Detail Record as well as the Header Record.
- Apportioning Unitary Partners: Table 2, question C, Total Annual Rent Expenses and CA Rent Expenses (Fields 1134 and 1136) are included.

Reminders

- Do not include Form 565 with the magnetic media (see page 11).
- A vertical bar in the left margin, such as that to the left of this sentence, indicates changes since the last publication.
- The magnetic media format is considered a substitute form. **Form FTB 1096 must be submitted yearly** prior to sending any magnetic media to FTB.
- Do not leave the state field blank for foreign addresses.
- The foreign country must appear in the country field for foreign addresses.
- Enter partner's percentages, Question D, in decimal amounts.
- Blanks are not acceptable in numeric fields.

Reporting Requirements

Partnerships interested in sending California Schedules K-1 via magnetic media must follow the guidelines in this publication.

The California Partnership Return, Form 565 (see page 11) must be submitted on paper, **without paper K-1s attached**. **Do not** mail the partnership return with the magnetic media.

1. This program is intended for timely current-year, original, or amended Schedules K-1. Current taxable years are income periods **beginning** in 1999, as shown on Form 565. This includes calendar, fiscal, and short period returns.
2. Schedule K-1 data for the previous year, 1998 taxable year, will be accepted **only** if it is formatted according to the 1998 record layout and tested with the 1998 K-1 TestWare.
3. California grants an automatic six-month extension to file. However, any tax amounts due must be remitted to FTB by the original due date of the return.
4. Include only Schedule K-1 data on the CD-ROM, diskette or magnetic media.
5. The partnership must retain copies of the Schedule K-1 information in either a paper or an electronic format for four years.
6. When necessary, include any supporting documentation with the paper Form 565. **Do not send or attach the California or federal Schedules K-1 to Form 565.**
7. All monetary amounts must be in dollars only. If Schedules K-1 were issued to partners with dollars and cents, round amounts to whole dollars. If rounding is performed, it is expected that the total of each field in the transmitted file will differ from the amount shown on the California Form 565 by the amount of the rounding.

Reporting Requirements

(Continued)

8. Numeric fields should be aligned right and zero filled. All amounts are assumed to be positive unless a minus (-) sign is placed in the left character position to indicate the amount is negative. The first byte can never be a space. Do not include a plus (+) sign to indicate the amount is positive.
 - -2312 = - 00000002312
 - 2312 = 000000002312
 - no entry = 000000000000
9. Partnerships filing via magnetic tape or tape cartridge must successfully complete testing to be accepted into this program. See page 10 for information regarding testing procedures.

Penalties

Magnetic Media Schedules K-1 with incomplete information or in an inappropriate format may cause FTB to contact the partnership for more information or to return the magnetic media to the partnership. Either of these circumstances may subject the partnership to penalties.

California Revenue and Taxation Code Section 19183 (IRC Section 6721) allows FTB to impose a penalty on any partnership that fails to provide the name and address of the partners.

Linking Form 565 With the Media

To ensure that Schedule K-1 data is posted and linked to the Form 565 accurately, please make sure:

1. The calendar/fiscal year beginning (IYB) and calendar/fiscal year ending (IYE) is exactly the same on both Form 565 and Schedules K-1 (565).
2. The following information is written in the upper left corner of the paper Form 565:

**“Mag Media Schedules K-1 have been sent.
Number of Schedules K-1 are _____”**

Reporting Requirements

(Continued)

FTB 1096, Agreement to Comply With FTB Pub. 1098

If you are writing software or preparing substitute Schedules K-1, you must submit a completed form FTB 1096 to the address on the form. Once the form is on record, you will be authorized to view on-line advanced drafts of FTB forms and publications.

For information on how to develop substitute tax forms, contact the Substitute Forms Program Administrator at (916) 845-3553.

FTB 3604, Transmittal of Partnership K-1 Information on Magnetic Media

You must include a completed form FTB 3604 when sending Schedules K-1 (565) media files to FTB. If you are not the transmitter, please instruct the person sending the magnetic media to include form FTB 3604. If the FTB 3604 is not included, the data cannot be processed.

If you write software or format magnetic media Schedules K-1 for other companies and would like to be included on the FTB Internet site as an approved FTB Schedule K-1 software provider, contact Tina Stiles, K-1 Magnetic Media Coordinator, at (916) 845-6060.

Acceptable Media

Submit Schedule K-1 information to FTB on standard recordable compact discs, 3 1/2-inch diskettes, IBM compatible 3480 or 3490 cartridges, or standard 1/2-inch tape reels.

FTB K-1 TestWare

K-1 TestWare includes two programs, K-1 Verify and K-1 Convert. Also included, are examples of how your files should look when they pass or fail the TestWare programs. K-1 TestWare ensures you will send error free files to FTB.

The K-1 TestWare includes only data integrity edits; it does not provide calculations of any kind. An example of a K-1 Edit Report is located on page 34. Additionally, pages 29 through 33 will help you identify what and where the error is.

Reporting Requirements

(Continued)

K-1 Verify and K-1 Convert are PC based programs. FTB requests that you use these programs when you submit files on CDs or diskettes. If you currently send magnetic tapes or cartridges, you may want to download or copy sample data files onto your PC for testing purposes. This allows you to benefit from the K-1 TestWare as well.

K-1 Verify

The K-1 Verify program edits header, detail, and trailer records to ensure the fields are the correct length and position required by FTB. When your file(s) pass the K-1 Verify program edits, send only your production files via CD or diskette to FTB. Do not submit test files.

K-1 Convert

The K-1 Convert program expands your file(s) from a delimited format to a standard fixed length format. K-1 Convert does not replace K-1 Verify. K-1 Convert expands spreadsheet formats, allowing your records to process accurately when you use the K-1 Verify edit program.

Section 2 - File Specifications and Filing Procedures

Reporting Formats

Compact Disc Specifications



- **Type of CD** – recordable compact disc.
- **CD formats** - standard 74 minute, 650 MB.
- **File format** - ASCII (American Standard Code for Information Interchange) fixed block format. Records cannot span diskettes.
- **Character format** - ASCII.
- **Data compression** - we accept compressed files under these conditions and guidelines:
 - ◊ Self extracting .exe zip files (preferred); or
 - ◊ PKzip files (DOS or Windows version only); or
 - ◊ Proprietary compression files, if the decompression program is provided.

Note: All transmitters must be licensed for the compression software used.
- Affix a label to the exterior of the CD with the following information:
 - ◊ Name of transmitter;
 - ◊ Name of K-1 software provider, if other than the transmitter;
 - ◊ Type of return (Form 565 – Schedule K-1); and
 - ◊ Number of diskettes. (e.g., 1 of 3, 2 of 3, 3 of 3)
- Include completed form FTB 3604, Transmittal of Partnership K-1 Information, in the same package as the CD(s). **Do not send it separately.** A copy of the transmittal is included in Section 4.

Reporting Formats

(Continued)

Diskette Specifications

- **Type of diskette** - 3 1/2 inch, double sided, double density; 720 KB capacity; or double sided, high density, 1.44-MB capacity.
- **Diskette format** - standard MSDOS 3.x or higher.
- **Record format** - fixed.
- **File format** - ASCII (American Standard Code for Information Interchange) fixed block format. Records cannot span diskettes.
- **Character format** - ASCII.
- **Data compression** - we accept compressed files under these conditions and guidelines:
 - ◊ Self extracting .exe zip files (preferred); or
 - ◊ PKzip files (DOS or Windows version only); or
 - ◊ Proprietary compression files if the decompression program is provided.**Note: All transmitters must be licensed for the compression software used.**
- Affix a label to the exterior of the diskette with the following information:
 - ◊ Name of transmitter;
 - ◊ Name of K-1 software developer, if other than the transmitter;
 - ◊ Type of return (Form 565 – Schedule K-1); and
 - ◊ Number of diskettes. (e.g., 1 of 3, 2 of 3, 3 of 3)
- Include completed form FTB 3604, Transmittal of Partnership K-1 Information, in the same package as the CD(s). **Do not send it separately.** A copy of the transmittal is included in Section 4.

Reporting Formats

(Continued)

Magnetic Tape Specifications

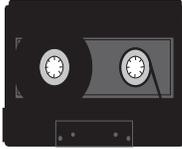


- **Type of tape** - 0.5 inch (12.7mm) wide, computer-grade magnetic tape.
- **Recording density** - 6250 or 1600 BPI (Bits Per Inch).
- **Parity** - odd.
- **Recording mode** - 9 channel EBCDIC (Extended Binary Coded Decimal Interchange Code) is preferred. ASCII (American Standard Code for Information Interchange) is acceptable. Multiple reel tapes should all be consistently EBCDIC or ASCII coding.
- **Track** - 9 track, standard IBM OS/VS internal labels are preferred; however all label configurations are allowed.
- **Record format** - fixed.
- **Block size** - all data blocks must be an even multiple of the record size reported. Multiple reel tapes must all be blocked with the same blocking factor. Maximum block size cannot exceed 32,760 bytes.
- Affix a label to the exterior of the tape with the following information:
 - ◇ Name of transmitter;
 - ◇ Type of return (Form 565 – Schedule K-1);
 - ◇ Number of tapes (e.g., 1 of 3, 2 of 3, 3 of 3); and
 - ◇ Date created.
- Include completed form FTB 3604, Transmittal of Partnership K-1 Information, in the same package as the CD(s). **Do not send it separately.** A copy of the transmittal is included in Section 4

Reporting Formats

(Continued)

Tape Cartridge Specifications



- **Type of cartridge** - IBM 3480/3490 compatible.
- **File Format** - ANSI (American National Standard Institute) standards with the following characteristics:
 - ◇ 1/2 inch tape in plastic cartridges that are 4 x 5 x 1 inches;
 - ◇ Chromium dioxide particle based 1/2 inch tape;
 - ◇ 18 track parallel;
 - ◇ Double density;
 - ◇ 3480 compatible cartridge, uncompressed;
 - ◇ 3490 compatible cartridge, compressed or uncompressed.
- Affix a label to the exterior of the cartridge with the following information:
 - ◇ Name of transmitter;
 - ◇ Type of return (Form 565 – Schedule K-1);
 - ◇ Number of cartridges (e.g., 1 of 3, 2 of 3, 3 of 3); and
 - ◇ Block size.
- Include completed form FTB 3604, Transmittal of Partnership K-1 Information, in the same package as the CD(s). **Do not send it separately.** A copy of the transmittal is included in Section 4.

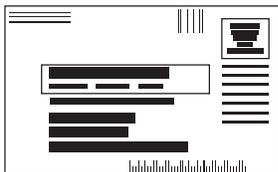
Reporting Formats

(Continued)

Test Files

Transmitters using magnetic tape, tape cartridges, or **anyone unable to use the K-1 TestWare** must prepare and submit a test file to FTB to ensure process compatibility. Test files may consist of actual or test data. Magnetic test tapes must contain at least twelve blocks of data to enable us to verify the blocking factor correctly. Submit test files prior to the initial reporting. Generally we will report test results to the transmitter within two weeks after receipt of the test file.

Shipping Instructions



Package the CD, diskette, or magnetic tape with an external label on each item. Include form FTB 3604, Transmittal of Partnership K-1 Information on Magnetic Media. Put them in a box or mailer with proper padding to prevent damage in transit. Use disposable tape or diskette containers, as FTB is unable to return special containers. FTB will return magnetic tapes and cartridges to the transmitter. CDs and diskettes may be returned upon your request.

Note: Failure to include or properly complete form FTB 3604 may effect the timely processing of Schedules K-1. Additionally, FTB may return magnetic media to the transmitter to enclose form FTB 3604 for accurate processing.

Mailing Address:

**MAG MEDIA, K-1s
FRANCHISE TAX BOARD
PO BOX 942840
SACRAMENTO CA 94240-6090**

Courier, Freight or UPS Address:

**MAG MEDIA, K-1s
FRANCHISE TAX BOARD
SERVICE AND SUPPLY
9645 BUTTERFIELD WAY
SACRAMENTO CA 95827**

Reporting Formats

(Continued)

Form 565 Return and Payments

Please mail both the return and magnetic media within the same month when possible.

Form 565

Do not mail or include Form 565 or any payments with the media files. Mail Form 565 with no payment due to:

**FRANCHISE TAX BOARD
PO BOX 942857
SACRAMENTO CA 94257-0600**

Form 565 With Payment

Mail Form 565 balance due tax returns, with payment to:

**FRANCHISE TAX BOARD
PO BOX 942857
SACRAMENTO CA 94257-0601**

Note: Do not attach paper federal or FTB Schedules K-1.

Information Contacts

For information regarding Schedules K-1 (565) magnetic media filing call:
e-file Help Desk (916) 845-0353

For information regarding substitute forms approval for paper Schedules K-1 (565) filing call:

**Hector Lopez (916) 845-3553
Joyce Goin (916) 845-3194**

For information regarding Schedules K-1 (565) magnetic media specifications call:
Tina Stiles (916) 845-6060

Section 3 - Record Layout Specifications

General Format Information

Header Record

Include one Header Record for each partnership. If the magnetic media contains K-1 information for multiple partnerships, include multiple Header Records. Use Field 0025 to indicate whether the data is “TEST” or “PROD” (live data). Enter the partnership name, address and identification number information once on the Header Record.

Detail Record

Include one Detail Record for each Schedule K-1 of the partnership. Use field 0015, Schedule Occurrence No. to consecutively number the individual Schedules K-1 for the partnership identified in the Header Record.

Trailer Record

Include one Trailer Record for each partnership. If the magnetic media contains Schedule K-1 information for multiple partnerships, include one Trailer Record for each partnership. Enter the total number of Schedules K-1 (included on the partnership return, Form 565) in Field 0030, Number of K-1s for Fund.

General Information

(Continued)

Example of File Layout:

“H01”

partnership 1 information

“D01”

“SCHbbbK-1bbb”

partner 1 information

partner 2 information

•

•

•

“T01”

partnership 1, K-1 totals

“H01”

partnership 2 information

“D01”

“SCHbbbK-1bbb”

partner 1 information

partner 2 information

partner 3 information

•

•

•

“T01”

partnership 2, K-1 totals

General Information

(Continued)

Format of Partnership Name

Enter the name of the partnership in Field 0130, Partnership's Name 1 and enter the DBA (Doing Business As) name, if applicable, in Field 0135, Partnership's Name 2.

Format of Private Mail Box (PMB)

When an individual or business leases a mailbox from a private business, the private mail box (PMB) number must be included in the mailing address. Include the PMB at the end of the street address. The U. S. Postal Service will not deliver the mail if the PMB is not included.

Format of Partnership Address

Enter the street address or PO Box number (if mail is not deliverable to the street address), in Field 0140, Partnership's Address 1. Also, enter the PMB here. Use, Field 0145, Partnership's Address 2, to enter the physical location if it is different from the mailing address or additional information such as suite number, building number, etc.

Format of Partner Name

Three 35-position fields are provided for the name of the partner. Use Field 0040, Partner's Name 1, when the partner is an individual, a partnership, trust or business. Enter the full name in order of first name, space, middle initial, space and last name. Use Fields 0050 and 0060, Partner's Name 2 and Partner's Name 3, to complete the name information from Field 0040, Partner's Name 1, if needed.

General Information

(Continued)

Format of Partner Address

Enter the street address or PO Box number (if mail is not deliverable to the street address), in Field 0070, Partner's Address 1. Also, enter the PMB here. Use Field 0080, Partner's Address 2, to enter the physical location if it is different from the mailing address or additional information such as suite number, building number, etc.

Foreign Addresses

Required format for foreign addresses:

- | <u>Field</u> | <u>Enter</u> |
|--------------------|---|
| 1. Address | Address |
| | Information is still required in Address and City fields. |
| 2. City | City |
| | Do not enter the country in the Address or City field. |
| 3. State | “.” |
| | This is the only occurrence that the “state” field will be accepted with anything other than a valid postal abbreviation. |
| 4. ZIP Code | Blank |
| 5. Country | 1-19 Characters |
| | Enter the country for the partnership, Field 0165, or the partner, Field 0115, particularly when the country is other than USA. |

K-1 Record Layout

Header Record

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
0010	Record Type		AN	3	1 - 3	“H01”
0018	Calendar/Fiscal Yr Beginning		N	8	4 - 11	MMDDYYYY
0019	Calendar/Fiscal Yr Ending		N	8	12 - 19	MMDDYYYY
0020	Partnership ID (FEIN)		N	9	20 - 28	must be present
0025	Data Type Indicator		A	4	29 - 32	“TEST” or “PROD”
0125	Secretary of State File No.		AN	14	33 - 46	
0130	Partnership’s Name 1		AN	35	47 - 81	must be present
0135	Partnership’s Name 2		AN	35	82 - 116	
0140	Partnership’s Address 1		AN	35	117 - 151	must be present
0145	Partnership’s Address 2		AN	35	152 - 186	
0150	Partnership’s City		AN	22	187 - 208	must be present
0155	Partnership’s State		AN	2	209 - 210	must be valid postal abbreviation
0160	Partnership’ Zip Code		AN	12	211-222	N or NNNNNbbbbbb or NNNNNNNNNbbb or Blank
0165	Partnership’s Country Name		AN	19	223 - 241	
0170	Filler		AN	1776	242 - 1957	Blank

Detail Record

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
0010	Record Type		AN	3	1 - 3	“D01”
0011	Record ID		AN	12	4 - 15	“SCHbbbK1bbbb”
0012	Filler		AN	3	16 - 18	Blank
0015	Schedule Occurrence No.		N	7	19 - 25	must be present
0020	Partnership ID (FEIN)		N	9	26 - 34	must be present
0030	Partner’s ID No. (FEIN,SSN or Corp #)		AN	9	35 - 43	N or “APPLD FOR” or “FOREIGNUS”
0040	Partner’s Name 1		AN	35	44 - 78	must be present
0050	Partner’s Name 2		AN	35	79 - 113	
0060	Partner’s Name 3		AN	35	114 - 148	
0070	Partner’s Address 1		AN	35	149 - 183	must be present

K-1 Record Layout

(Continued)

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
0080	Partner's Address 2		AN	35	184 - 218	
0090	Partner's City		AN	22	219 - 240	must be present
0100	Partner's State		AN	2	241 - 242	must have valid postal abbreviation
0110	Partner's Zip Code		AN	12	243 - 254	N or NNNNNbbbbbb or NNNNNNNNNbb or Blank
0115	Partner's Country Name		AN	19	255 - 273	
0170	General or Limited Partner	A	A	1	274 - 274	"G" or "L"
0180	Partner's share of liabilities nonrecourse	E	N	12	275 - 286	
0190	Partner's share of liabilities Qualified nonrecourse Financing	E	N	12	287 - 298	
0200	Partner's share Other Liabilities	E	N	12	299 - 310	
0210	Partner's Entity Type	B	N	2	311 - 312	01 = Individual 02 = S Corporation 03 = Estate/Trust 04 = Corporation 05 = General Partnership 06 = (LLC) 07 = (LLP) 08 = IRA/Keogh/SEP 09 = Limited Partnership 10 = Exempt Organization
0220	Publicly Traded Partnership	G(1)	A	1	313 - 313	"Y" or Blank
0225	Investment Partnership	G(2)	A	1	314 - 314	"Y" or Blank
0230	Partner's % of Profit Sharing before Decrease/Termination	D(i)	AN	8	315 - 322	.9999999
0235	Partner's % of Profit Sharing End of Year	D(ii)	AN	8	323 - 330	.9999999
0238	Partner's % of Loss Sharing before Decrease/Termination	D(i)	AN	8	331 - 338	.9999999
0240	Partner's % of Loss Sharing End of Year	D(ii)	AN	8	339 - 346	.9999999
0245	Partner's % Capital Ownership before Decrease/Termination	D(i)	AN	8	347 - 354	.9999999

K-1 Record Layout

(Continued)

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
0248	Partner's % Capital Ownership End of Year	D(ii)	AN	8	355 - 362	.9999999
0250	Tax Shelter Registration No.	F	AN	13	363 - 375	11 Digit Number Left Justified or "APPLIEDbFOR," "NOTbNOTIFIED" or blank
0260	Final Schedule K-1	H	A	1	376 - 376	"Y" or Blank
0270	Amended K-1 (565)	H	A	1	377 - 377	"Y" or Blank
0280	Foreign Partner	C	A	1	378 - 378	"Y" or "N"
0290	California Non-Resident	I	A	1	379 - 379	"Y" or "N"
0370	Capital Acct @ Begin of Year	J(a)	N	12	380 - 391	
0380	Capital Contributed During Yr	J(b)	N	12	392 - 403	
0390	Partner's Share of Ln 3, Ln 4 and Ln 7 Form 565, Sch M-2	J(c)	N	12	404 - 415	
0420	Withdrawals & Distributions	J(d)	N	12	416 - 427	
0430	Capital Acct @ End of Year	J(e)	N	12	428 - 439	
0440	Ordinary Income (Loss) from Trade or Business Activities	1	N	12	440 - 451	
0445	CA Col. (d) Ordinary Income (Loss) from Trade or Business	1	N	12	452 - 463	
0448	CA Col. (e) Ordinary Income (Loss) from Trade or Business	1	N	12	464 - 475	
0450	Net Income (Loss) from Rental Real Estate Activities	2	N	12	476 - 487	
0455	CA Col. (d) Net Income (Loss) from Rental Real Estate	2	N	12	488 - 499	
0457	CA Col. (e) Net Income (Loss) from Rental Real Estate	2	N	12	500 - 511	
0460	Net Income (Loss) from Other Rental Activities	3	N	12	512 - 523	
0465	CA Col. (d) Net Income (Loss) from Other Rental Activities	3	N	12	524 - 535	
0467	CA Col. (e) Net Income (Loss) from Other	3	N	12	536 - 547	
0470	Portfolio Income (Loss): Interest	4a	N	12	548 - 559	
0475	CA Col. (d): Interest	4a	N	12	560 - 571	
0477	CA Col. (e): Interest	4a	N	12	572 - 583	

K-1 Record Layout

(Continued)

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
0480	Portfolio Income (Loss): Dividends	4b	N	12	584 - 595	
0485	CA Col. (d): Dividends	4b	N	12	596 - 607	
0487	CA Col. (e): Dividends	4b	N	12	608 - 619	
0490	Portfolio Income (Loss): Royalties	4c	N	12	620 - 631	
0495	CA Col. (d): Royalties	4c	N	12	632 - 643	
0497	CA Col. (e): Royalties	4c	N	12	644 - 655	
0500	Net Capital Gain (Loss)	4d	N	12	656 - 667	
0505	CA Col. (d): Cap. Gain/Loss	4d	N	12	668 - 679	
0507	CA Col. (e): Cap. Gain/Loss	4d	N	12	680 - 691	
0520	Portfolio Income (Loss): Other	4e	N	12	692 - 703	
0525	CA Col. (d): Other Portfolio	4e	N	12	704 - 715	
0527	CA Col. (e): Other Portfolio	4e	N	12	716 - 727	
0530	Guaranteed Pymt to Partners	5	N	12	728 - 739	
0535	CA Col. (d): Pymt to Partners	5	N	12	740 - 751	
0537	CA Col. (e): Pymt to Partners	5	N	12	752 - 763	
0540	Net Gain (Loss) Under IRC Section 1231	6	N	12	764 - 775	
0545	CA Col. (d): IRC Section 1231	6	N	12	776 - 787	
0547	CA Col. (e): IRC Section 1231	6	N	12	788 - 799	
0550	Other Income (Loss): Other	7	N	12	800 - 811	
0555	CA Col. (d): Other Inc. (Loss)	7	N	12	812 - 823	
0557	CA Col. (e): Other Inc. (Loss)	7	N	12	824 - 835	
0560	Charitable Contributions	8	N	12	836 - 847	
0565	CA Col. (d): Char. Contrib.	8	N	12	848 - 859	
0566	CA Col. (e): Char. Contrib.	8	N	12	860 - 871	
0570	Expense Deduction for Recovery Property (R&TC Sections 17267.2, 17267.6 and 17268 and IRC Section 179)	9	N	12	872 - 883	
0575	CA Col. (d): Exp. Deduction	9	N	12	884 - 895	
0577	CA Col. (e): Exp. Deduction	9	N	12	896 - 907	
0580	Deductions Related to Portfolio Income	10	N	12	908 - 919	
0585	CA Col. (d): Portfolio Deduct.	10	N	12	920 - 931	
0587	CA Col. (e): Portfolio Deduct.	10	N	12	932 - 943	

K-1 Record Layout

(Continued)

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
0590	Other Deductions	11	N	12	944 - 955	
0595	CA Col. (d): Other Deduct.	11	N	12	956 - 967	
0597	CA Col. (e): Other Deduct.	11	N	12	968 - 979	
0600	Interest Expense on Investment Debts	12a	N	12	980 - 991	
0605	CA Col. (d): Int. Exp. Inv. Debt	12a	N	12	992 - 1003	
0607	CA Col. (e): Int. Exp. Inv. Debt	12a	N	12	1004 - 1015	
0610	Investment Income Included on Line 4a thru 4e	12b(1)	N	12	1016 - 1027	
0615	CA Col. (d): Line 4a thru 4e	12b(1)	N	12	1028 - 1039	
0617	CA Col. (e): Line 4a thru 4e	12b(1)	N	12	1040 - 1051	
0620	Investment Expenses Included on Line 10	12b(2)	N	12	1052 - 1063	
0625	CA Col. (d): Line 10	12b(2)	N	12	1064 - 1075	
0630	CA Col. (e): Line 10	12b(2)	N	12	1076 - 1087	
0635	CA Col. (d): Withholding on Partnership Allocated to all Partners	13a(1)	N	12	1088 - 1099	
0637	CA Col. (e): Withholding on Partnership Allocated to all Partners	13a(1)	N	12	1100 - 1111	
0640	CA Col. (d): Partnership W/H on Nonresident Partners	13a(2)	N	12	1112 - 1123	
0642	CA Col. (e): Partnership W/H on Nonresident Partners	13a(2)	N	12	1124 - 1135	
0645	CA Col. (d): Total Withholding	13a(3)	N	12	1136 - 1147	
0647	CA Col. (e): Total Withholding	13a(3)	N	12	1148 - 1159	
0650	CA Col. (d): Low Inc House Cr.	13b	N	12	1160 - 1171	
0652	CA Col. (e): Low Inc House Cr.	13b	N	12	1172 - 1183	
0655	CA Col. (d): Other Rental Activities Cr.	13c	N	12	1184 - 1195	
0657	CA Col. (e): Other Rental Activities Cr.	13c	N	12	1196 - 1207	
0660	CA Col. (d): Other Rental Activities Cr.	13d	N	12	1208 - 1219	
0662	CA Col. (e): Other Rental Activities Cr.	13d	N	12	1220 - 1231	
0665	CA Col. (d): Other Credits	14	N	12	1232 - 1243	

K-1 Record Layout

(Continued)

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
0667	CA Col. (e): Other Credits	14	N	12	1244 - 1255	
0670	Depr Adj on Prop Placed in Service after 1986	15a	N	12	1256 - 1267	
0675	CA Col. (d): Depr Adj - 1986	15a	N	12	1268 - 1279	
0680	CA Col. (e): Depr Adj - 1986	15a	N	12	1280 - 1291	
0690	Adjusted Gain or Loss	15b	N	12	1292 - 1303	
0695	CA Col. (d): Adj Gain or Loss	15b	N	12	1304 - 1315	
0697	CA Col. (e): Adj Gain or Loss	15b	N	12	1316 - 1327	
0700	Depletion - Non Gas or Oil	15c	N	12	1328 - 1339	
0705	CA Col. (d): Depletion	15c	N	12	1340 - 1351	
0707	CA Col. (e): Depletion	15c	N	12	1352 - 1363	
0710	Gross Inc from Oil, Gas and Geothermal Properties	15d(1)	N	12	1364 - 1375	
0715	CA Col. (d) Gr Inc Oil, etc.	15d(1)	N	12	1376 - 1387	
0720	CA Col. (e): Gr Inc Oil, etc.	15d(1)	N	12	1388 - 1399	
0730	Ded alloc to Oil, Gas and Geothermal Properties	15d(2)	N	12	1400 - 1411	
0740	CA Col. (d): Deduct - Oil etc.	15d(2)	N	12	1412 - 1423	
0745	CA Col. (e): Deduct - Oil, etc.	15d(2)	N	12	1424 - 1435	
0750	Other Adjustments and Tax Preference Items	15e	N	12	1436 - 1447	
0760	CA Col. (d): Othr Adj Tax Pref	15e	N	12	1448 - 1459	
0765	CA Col. (e): Othr Adj Tax Pref	15e	N	12	1460 - 1471	
0770	Total Expenditures to which an IRC Section 59(e) Election May Apply	16a	N	12	1472 - 1483	
0780	CA Col. (d): IRC Sec 59(e)	16a	N	12	1484 - 1495	
0790	CA Col. (e): IRC Sec 59(e)	16a	N	12	1496 - 1507	
0800	Type of Expenditures	16b	AN	30	1508 - 1537	
0810	Tax-Exempt Interest Income	17	N	12	1538 - 1549	
0820	CA Col. (d): Tax-Exmp Int Inc	17	N	12	1550 - 1561	
0825	CA Col. (e): Tax-Exmp Int Inc	17	N	12	1562 - 1573	
0830	Other Tax-Exempt Income	18	N	12	1574 - 1585	
0840	CA Col. (d): Oth Tax-Exmp Inc	18	N	12	1586 - 1597	
0850	CA Col. (e): Oth Tax-Exmp Inc	18	N	12	1598 - 1609	
0860	Nondeductible Expenses	19	N	12	1610 - 1621	

K-1 Record Layout

(Continued)

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
0865	CA Col. (d): Nondeduct Exp	19	N	12	1622 - 1633	
0875	CA Col. (e): Nondeduct Exp	19	N	12	1634 - 1645	
0880	Distribution of Money	20	N	12	1646 - 1657	
0890	CA Col. (d): Distrib of Money	20	N	12	1658 - 1669	
0910	Distribution of Property Other than Money	21	N	12	1670 - 1681	
0920	CA Col. (d): Distrib of Prop	21	N	12	1682 - 1693	
0940	Total Property Apportionment (Beginning)	22-2-C	N	12	1694 - 1705	
0950	CA Property Apportionment (Beginning)	22-2-C	N	12	1706 - 1717	
0960	Total Payroll Apportionment	22-2-C	N	12	1718 - 1729	
0970	CA Payroll Apportionment	22-2-C	N	12	1730 - 1741	
0980	Total Sales Apportionment	22-2-C	N	12	1742 - 1753	
0990	CA Sales Apportionment	22-2-C	N	12	1754 - 1765	
1000	Nonbusiness CA Capital Gains/Losses	22-2-B	N	12	1766 - 1777	
1010	Nonbusiness CA 1231 Gains/Losses	22-2-B	N	12	1778 - 1789	
1020	Nonbusiness CA Rents/Royalties	22-2-B	N	12	1790 - 1801	
1030	Nonbusiness CA Other	22-2-B	N	12	1802 - 1813	
1040	Intangible Interest	22-1	N	12	1814 - 1825	
1050	Intangible Royalties	22-1	N	12	1826 - 1837	
1060	Intangible Other	22-1	N	12	1838 - 1849	
1070	Intangible Dividends	22-1	N	12	1850 - 1861	
1080	Intangible 1231 Gains/Losses	22-1	N	12	1862 - 1873	
1090	Intangible Capital Gains/Losses	22-1	N	12	1874 - 1885	
1110	Partner's Share of Income Apportionment	22-2-A	N	12	1886 - 1897	
1120	Total Property (Ending) Apportionment	22-2-C	N	12	1898 - 1909	
1130	CA Property (Ending) Apportionment	22-2-C	N	12	1910 - 1921	
1134	Total Rent Expense Apportionment	22-2-C	N	12	1922 - 1933	

K-1 Record Layout

(Continued)

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
1136	CA Rent Expense Apportionment	22-2-C	N	12	1934 - 1945	
1140	Supplemental Information	22	N	12	1946 - 1957	

Trailer Record

Field Number	Field Name	Form Ref.	Type	Length	Position	Field Description
0010	Record Type		AN	3	1 - 3	"T01"
0020	Partnership ID		N	9	4 - 12	
0030	Number of K-1s for Fund		N	10	13 - 22	
0040	Filler		AN	1935	23 - 1957	Blank

YEAR

Partner's Share of Income, Deductions, Credits, etc.

CALIFORNIA SCHEDULE

K-1 (565)

1999

0018

0020

For calendar year 1999 or fiscal year beginning month _____ day _____ year 1999, and ending month _____ day _____ year _____

Partner's identifying number 0030	Partnership's FEIN 0020
Partner's name, address, state, and ZIP Code	Secretary of State file number 0125
	Partnership's name, address, state, and ZIP Code
0040 0050 0060	0130 0135
0070 0080	0140 0145
0090 0100 0110 0115	0150 0155 0160 0165

A Is this partner a: ● (1) general partner; or (2) limited partner?

B What type of entity is this partner? ● 0210

(1) Individual (5) General Partnership (8) LLC
 (2) S Corporation (6) Limited Partnership (9) IRA/Keogh/SEP
 (3) Estate/Trust (7) LLP (10) Exempt Organization
 (4) C Corporation

C Is this partner a foreign partner? .. 0280 ● Yes No

D Enter partner's percentage (without regard to special allocations) of:

(i) Before decrease or termination (ii) End of year

Profit sharing 0230 % ● 0235 %
 Loss sharing 0238 % ● 0240 %
 Ownership of capital 0245 % ● 0248 %

E Partner's share of liabilities:

Nonrecourse ● \$ 0180
 Qualified nonrecourse financing ● \$ 0190
 Other ● \$ 0200

F Tax shelter registration number 0250

G (1) Check here if this is a publicly traded partnership as defined in IRC Section 469(k)(2) 0220
 (2) Check here if this is an investment partnership (R&TC Sections 17955 and 23040.1) 0225

H Check here if this is: ● 0260 0270
 (1) a final Schedule K-1 (565) (2) an amended Schedule K-1 (565)

I Is this partner a nonresident of California? .. 0290 . ▶ Yes ● No

J Analysis of partner's capital account:

(a) Capital account at beginning of year	(b) Capital contributed during year	(c) Partner's share of line 3, line 4, and line 7, Form 565, Schedule M-2	(d) Withdrawals and distributions	(e) Capital account at end of year (combine column (a) through column (d))
● 0370	● 0380	● 0390	(0420)	● 0430

Caution: Refer to Partner's Instructions for Schedule K-1 (565) before entering information from this schedule on your California return.

	(a) Distributive share items	(b) Amounts from federal Schedule K-1 (1065)	(c) Adjustments	(d) Total amounts using California law (Combine col. (b) and col. (c))	(e) California source amounts and credits	
Income (Loss)	1 Ordinary income (loss) from trade or business activities	0440		● 0445	▶ 0448	
	2 Net income (loss) from rental real estate activities	0450		● 0455	▶ 0457	
	3 Net income (loss) from other rental activities	0460		0465	0467	
	4 Portfolio income (loss):					
	a Interest	0470		● 0475	▶ 0477	
	b Dividends	0480		● 0485	▶ 0487	
	c Royalties	0490		● 0495	▶ 0497	
	d Net capital gain (loss)	0500		● 0505	▶ 0507	
Deductions	e Other portfolio income (loss). Attach schedule	0520		● 0525	▶ 0527	
	5 Guaranteed payments to partners	0530		● 0535	▶ 0537	
	6 Net gain (loss) under IRC Section 1231 (other than due to casualty or theft)	0540		● 0545	▶ 0547	
	7 Other income (loss). Attach schedule	0550		● 0555	▶ 0557	
	8 Charitable contributions	0560		0565	0567	
	9 Expense deduction for recovery property (R&TC Sections 17267.2, 17267.6, 17268, and IRC Section 179). Attach schedule	0570		0575	0577	
	10 Deductions related to portfolio income. Attach schedule	0580		0585	0587	
11 Other deductions. Attach schedule	0590		0595	0597		

(a) Distributive share items		(b) Amounts from federal Schedule K-1 (1065)	(c) Adjustments	(d) Total amounts using California law (Combine col. (b) and col. (c))	(e) California source amounts and credits
Investment Interest	12 a Interest expense on investment debts	0600		0605	0607
	b (1) Investment income included on lines 4a, 4b, 4c, and 4e	0610		0615	0617
	(2) Investment expenses included on line 10	0620		0625	0630
Credits	13 a (1) Withholding on partnership allocated to all partners			0635	0637
	(2) Partnership withholding on nonresident partners			0640	0642
	(3) Total withholding (equals amount on Form 592-B if calendar year partnership)			0645	0647
	b Low-income housing credit			0650	0652
	c Credits other than line 13b related to rental real estate activities. Attach schedule			0655	0657
	d Credits related to other rental activities. See instructions. Attach schedule			0660	0662
	14 Other credits. Attach required schedules or statements			0665	0667
Adjustments and Tax Preference Items	15 a Depreciation adjustment on property placed in service after 1986	0670		0675	0680
	b Adjusted gain or loss	0690		0695	0697
	c Depletion (other than oil and gas)	0700		0705	0707
	d (1) Gross income from oil, gas, and geothermal properties	0710		0715	0720
	(2) Deductions allocable to oil, gas, and geothermal properties	0730		0740	0745
	e Other adjustments and tax preference items. Attach schedule	0750		0760	0765
Other	16 a Total expenditures to which an IRC Section 59(e) election may apply	0770		0780	0790
	b Type of expenditures _____				
	17 Tax-exempt interest income	0810		0820	0825
	18 Other tax-exempt income	0830		0840	0850
	19 Nondeductible expenses	0860		0865	0875
	20 Distributions of money (cash and marketable securities)	0880		0890	
	21 Distributions of property other than money	0910		0920	
22 Supplemental information required to be reported separately to each partner. Attach additional schedules. See instructions. \$ 1140					

Table 1 — Partner's share of nonbusiness income from intangibles (source of income is dependent on residence or commercial domicile of the partner):

Interest	\$ 1040	Sec. 1231 Gains/Losses	\$ 1080	Capital Gains/Losses	\$ 1090
Dividends	\$ 1070	Royalties	\$ 1050	Other	\$ 1060

FOR USE BY APPORTIONING UNITARY PARTNERS ONLY – See instructions.

Table 2 — Partner's share of distributive items.

- A. Partner's share of the partnership's business income. See instructions. \$ 1110
- B. Partner's share of nonbusiness income from real and tangible personal property sourced or allocable to California.
- | | | | |
|----------------------|---------|-----------------|---------|
| Capital Gains/Losses | \$ 1000 | Rents/Royalties | \$ 1020 |
| 1231 Gains/Losses | \$ 1010 | Other | \$ 1030 |
- C. Partner's share of the property, payroll, and sales:

Factors	Total within and outside California	Total within California
Property: Beginning	\$ 0940	\$ 0950
Ending	\$ 1120	\$ 1130
Annual Rent Expense	\$ 1134	\$ 1136
Payroll	\$ 0960	\$ 0970
Sales	\$ 0980	\$ 0990

Section 4 - FTB 3604, Transmittal of Partnership K-1 Information on Magnetic Media

Transmittal Requirements

On the following page is a copy of form FTB 3604, Transmittal of Partnership K-1 Information. A completed copy of this form **must** accompany all magnetic media. If the form is not included with the magnetic media or is lacking information, FTB cannot process the K-1 files and may need to return them to the transmitter.

Transmitter Information

- Indicate the Income Year Beginning and Income Year Ending dates (dates must match calendar/fiscal year beginning and ending dates on Form 565),
- Provide the FEIN of the **transmitter**, not the partnership, in the FEIN field,
- Indicate the date K-1s are submitted,
- Indicate the type of K-1s: final, amended or short period,
- Identify the transmitter, partnership, and software developer/preparer, and
- Include the phone number and e-mail address.

Preparer Information

- Complete the preparer information, when the preparer is not the transmitter.

Partnership Information

- Provide the **e-mail address of the partnership**, if possible,
- Provide the FEIN of the partnership, and
- If the partnership FEIN is the same, but the **name has changed** please indicate the name previously used.

Media Characteristics

- Record Length: 1957
- All files on any single media must be for same calendar period, and
- Please do not include original K-1 files on media containing amended K-1 files.

File Preparation

- Include the transmitter's name on outside of the media, and
- Confirm **FTB 3604, Transmittal of Partnership K-1 Information**, is included in envelope or package.

California Transmittal of Partnership K-1 Information on Magnetic Media

Date K-1 Media File Submitted _____ Date 565 Submitted _____

Complete the following information and send it with the magnetic media file. If the form does not accompany the magnetic media or is not complete, the K-1 files cannot be processed and will be returned to the sender.

Income Year Beginning _____	Income year ending _____
Type of file represented: <input type="checkbox"/> Original <input type="checkbox"/> Replacement <input type="checkbox"/> Test <input type="checkbox"/> Amended K-1s <input type="checkbox"/> Short Period K-1s	

Transmitter Information

FEIN	Name & Address of 1998 K-1 Transmitter (if other than 1999)
Name	
Address	
City, State, ZIP	
Phone Number	

Preparer Information (if other than Transmitter)

Name
Address
City, State, ZIP
Phone Number

Partnership Information

List name of partnership(s) reported on magnetic media file.	
Name:	Name:
FEIN:	FEIN:
No. of K-1s	No. of K-1s
Name:	Name:
FEIN:	FEIN:
No. of K-1s:	No. of K-1s:
Name:	Name:
FEIN:	FEIN:
No. of K-1s:	No. of K-1s:
Name:	Name:
FEIN:	FEIN:
No. of K-1s:	No. of K-1s:
Name:	Name:
FEIN:	FEIN:
No. of K-1s:	No. of K-1s:
Name:	Name:
FEIN:	FEIN:
No. of K-1s:	No. of K-1s:
GRAND TOTAL OF K-1s	

Media Characteristics

Name and Phone Number of Software Provider:			
TAPES/CARTRIDGES	Media No.	External Label No.	CD or DISKETTE
Internal Header Labels: <input type="checkbox"/> Yes <input type="checkbox"/> NO Recording Mode: <input type="checkbox"/> EBCDIC <input type="checkbox"/> ASCII Record Length = 1957 Blocksize =	1 of		ZIP Files <input type="checkbox"/> Yes <input type="checkbox"/> No Filename _____
	2 of		
	3 of		
	4 of		
	5 of		
	6 or		
Person to contact for media problems:			
Name _____			
Company _____			
Telephone _____		Ext. _____	
FAX # _____		E-MAIL address _____	

Instructions for Form FTB 3604

A Form Preparation

Prepare a separate Form 3604 for each type of media. If your organization reports on different types of media, each media send one form for each.

1. Header information

- Enter income year beginning and ending dates for data contained on partnership K-1 files.
- All files on media must be for the same calendar period.
- Use separate transmittals if dates are different when multiple sets of media are sent.
- Do not mix original K-1 files with amended K-1 files on any type of magnetic media.
- Use separate transmittals for original, amended, or short period K-1 files.

2. Transmitter information

The transmitter is the entity that sends K-1 fills to FTB. This could be the partnership, preparer, or software provider.

- Enter the name, address, city/state/zip code, phone number and FEIN of the organization **transmitting** the magnetic media.
- Indicate whether the data on the media file is the original production information, a replacement for the original, or for testing purposes.

3. Partnership information

- If the name is different from what was used previously for the FEIN, indicate the name previously used for this FEIN.
- Accumulate and enter the total number of K-1s included for all partnerships on the "GRAND TOTAL of K-1s" line.

4. Media Characteristics

- Multiple partnership files can be loaded onto a CD or diskette. It is not necessary to use a separate CD or diskette for each file.
- If you report on multiple reels or cartridges, enter the sequence numbers so that we can mount them in the proper sequence. Also enter the corresponding external reel numbers assigned by your organization. If we experience any file problems, the reel numbers may be used as a point of reference when we call.

5. Contact information

- Enter the name, telephone number, e-mail and FAX number of the individual we can contact for technical information or to resolve media problems.

B File Preparation

1. Affix a label with information to each CD, tape or diskette reel/cartridge even if the media is already labeled with the software provider or preparer's name.
2. If multiple media files are submitted, list the volume sequence numbers on the labels (i.e., 1 of 2, 2 of 2). If only one media file is submitted, list it as "1 of 1".

C Shipping and Mailing Instructions:

1. **K-1 Magnetic Media:** Complete this form and include it with the magnetic media. It must be included for FTB to process the media.

SHIPPING BY PARCEL POST

Franchise Tax Board
Mag Media, K-1
9645 Butterfield Way
Sacramento CA 95827

U.S. POSTAL SERVICE

Franchise Tax Board
Mag Media, K-1
PO Box 942840
Sacramento CA 94240-6090

2. Form 565 Tax Return:

- Do not mail Form 565, Partnership Return, and/or any payments with the media files.
- Make sure that the phone number of both the general partner and preparer are on the Form 565.
- Returns with no payments are mailed to:
Franchise Tax Board
PO Box 942857
Sacramento CA 94257-0600
- Returns with payments are mailed to:
Franchise Tax Board
PO Box 942857
Sacramento CA 94257-0601

D Contact Information

For further information regarding magnetic media reporting, please call the Magnetic Media Unit at (916) 845-3778.

Section 5 - K-1 Edit Program

Overview

After receiving the magnetic media file from the transmitter, FTB loads the file to the mainframe for input to the K-1 Edit Program. This program checks every field of every record to ensure the correct values for the field. Each field must conform to the values and format specified in this publication. Most magnetic media passes the K-1 Edit Program and a passed K-1 Edit Report is produced. If any record or field within the K-1 file fails to meet the edit criteria, the K-1 Edit produces a failed K-1 Edit Report, which is described in detail below.

Since format errors often repeat themselves throughout a file, a 100-error limit was chosen. If more than 100 errors are found, the FTB edit program stops reading the file and produces the K-1 Edit Report. Records after the point where the edit program stopped are not edited until the first 100 errors are corrected.

For participants who submit their **K-1 files via CD or diskette**, FTB requests that you use **K-1 TestWare** to ensure the files are error free. Transmitters who submit files via cartridge or magnetic tape may also use K-1 TestWare, if the files can be converted to a PC format for testing purposes (see page 4 for more information concerning K-1 TestWare). K-1 TestWare allows you to view all errors contained within the file.

K-1 Edit Report

The explanations below correspond to the numbers on the sample report located on page 34.

- ① This section contains mailing information used for internal routing within FTB. The “Subject” line shows the name given to each file by FTB. This name is used internally by FTB to track each file.
- ② This section contains information about the company who submitted (transmitted) the file. The transmitter information is entered from form FTB 3604, California Transmittal of Partnership K-1 Information on Magnetic Media, which must accompany each tape, disk, or cartridge.

NOTE: The report shows partnerships and their related information listed in file order. Processing stops after one hundred errors are detected. This can occur before all the partner’s record layouts are processed.

K-1 Edit Report

(Continued)

- ③ **FILE TYPE** - Transmitters indicate in the Header record if the file is test or production data. "TEST" indicates the file is a test and no data will be passed to the mainframe for processing. "PROD" indicates the file is production and after successfully passing the edit program, the data will be used to update the partnership's file. The K-1s are not considered filed until the production file has successfully passed our edits and is posted to the partnership's account.
- ④ **FILE PASSED/FAILED** - "FAILED" appears on this line when the edit program identifies an error condition for the specific partnership. When "PASSED" appears then no errors are detected for the specific partnership. The entire file fails the edit program when just one partnership is identified with a failed status.
- ⑤ **PARTNERSHIP FEIN** - The FEIN for the individual partnership, processed by the edit program.
- ⑥ **PARTNERSHIP NAME** - The NAME for the individual partnership, processed by the edit program.
- ⑦ **PARTNERSHIP DBA** - The DBA for the individual partnership, processed by the edit program.
- ⑧ **NUMBER OF PARTNERS** - The number of detail records that "PASSED" the edit process for the individual partnership. The number of detail records must equal the number of partners reported on the Form 565.

ERROR DETAIL SECTION

- ⑨ **PTNRSHIP FEIN** - The FEIN for each partnership included in the file. The FEIN, in combination with the OCCURRENCE NO, will help you identify the specific record within the file that is in error. The report will display all blanks or zeros when the FEIN does not contain a valid entry.
- ⑩ **OCCURRENCE NO** - Number of the specific Schedule K-1 record that is in error. It is used in combination with PTNRSHIP FEIN, PTNR FEIN, and PTNR NAME to identify the specific record in error.
- ⑪ **PTNR FEIN** - The FEIN for each partner included in the file. The FEIN, NAME, and OCCURRENCE NO will help you identify the specific record within the file that is in error.
- ⑫ **PTNR NAME** - The NAME of each partner, edited by the program, is displayed in order.

K-1 Edit Report

(Continued)

- ⑬ **FIELD NO/NAME** – Represents the 4-digit Field Number and abbreviated Field Name for the field with an error.
- ⑭ **ERROR MESSAGE** - Some error messages are specific to a field, others (i.e., “NON NUMERIC VALUES IN NUMERIC FIELD”) are more general. Use the information in FIELD VALUE, ERROR MESSAGE and the K-1 Record Layout in this publication to determine the specific problem with a field. See “Commonly Found Errors” on page 35 for more information.
- ⑮ **FIELD VALUE** - The value the edit program found in the field. If a blank value is invalid and the edited field contains a blank, the report will display the word BLANK.
- ⑯ Lines 9 through 15 are used together to help you determine the specific record within the file that the edit program has identified as having an error. This group will be repeated for all errors found in the file or until the maximum of 100 errors are identified.
- ⑰ *****RUN ABORTED MORE THAN 100 ERRORS FOUND*****
This message appears when more than 100 errors are identified in the file during the edit process. If there are less than 100 errors, this message is not printed. The example on page 36 displays only two errors in order to save space. The actual report will display all 100 errors.
- END OF JOB REPORT—————
- ⑱ **OVERALL TEST RESULTS** – When the edit program encounters one or more errors, the value “FAILED” will display. When there are no errors, the value “PASSED” will display. For multiple partnership files, the failure of just one of the partnerships will result in an overall failure. All the records in a file must be valid for the file to pass.
- ⑲ **TOTAL NUMBER OF RECORDS** - The total number of header, detail and trailer records read in the file. Processing stops when the edit program encounters more than 100 errors. The report displays a count of the records completed before the program stopped.
- ⑳ **TOTAL NUMBER OF PARTNERSHIPS** - The total number of partnerships read by the edit program. For multiple partnership files, this number will be greater than “1”. Processing stops when the edit program encounters more than 100 errors. The report displays a count of the partnerships completed before the program stopped.
- ㉑ **TOTAL NUMBER OF PARTNERS** - The total number of Detail Records read for all partnerships included in the file. This number is used by FTB for reporting purposes.

K-1 Edit Report

(Continued)

②② **TOTAL NUMBER OF HEADERS** - The total number of Header Records (H01) read. There must be one Header Record for each partnership. For multiple partnership files, there must be a Header Record at the beginning of each partnership's information. The total number of Partnership Trailer Records (T01) read. Processing stops when the edit program encounters more than 100 errors. The report displays a count of the Header Records with matching Trailer Records completed before the program stopped.

②③ **TOTAL NUMBER OF TRAILER 1** - The total number of Partnership Trailer Records (T01) read. Processing stops when the edit program encounters more than 100 errors. The report displays a count of the Partnership Trailer Records, with matching Header Records completed before the program stopped.

②④ **TOTAL NUMBER OF ERRORS** - The total number of errors found by the edit program. This number is never greater than 100. Detailed information for each error is found in the Error Detail Section of the report.

COMMONLY FOUND ERRORS

To locate errors, identify the **FEIN, Name, and Occurrence Number** of the error. Once you have located these identifiers, it will be much easier to recognize the error.

Note: The same type of error often has multiple occurrences.

FILE TYPE

We cannot pass data from files designated TEST to our mainframe for posting to the partnership's account. After you have successfully completed testing your program, be sure to change the File Type from TEST to PROD.

SEQUENCE NUMBER DOES NOT EQUAL NUMBER OF DETAIL RECORDS

The Schedule Occurrence Number at the beginning of the Detail Record must be present and in ascending order beginning with 0000001. The last Schedule Occurrence Number equals the Number of K-1s for Fund (Field 0030) in the T01 record. In files that contain multiple partnerships, reset the Occurrence Number to 0000001 for each partnership in the file.

PTNRS ID INVALID, MUST BE NUMERIC, 'APPLD FOR', 'FOREIGNUS'

Partner's ID Number (Field 0030) must have an entry (FEIN, SSN, Corporation number), the constant 'APPLD FOR', or the constant 'FOREIGNUS'.

NAME FIELDS ARE ALL BLANK, NAME REQUIRED

Partner's Name 1 (Field 0040) and Partnership's Name 1 (Field 0130) must have an entry.

ADDRESS FIELDS ARE BLANK, ADDRESS IS REQUIRED

Partner's Address 1 (Field 0070) and Partnership's Address 1 (Field 0140) must have an entry.

STATE FIELD IS BLANK, STATE FIELD IS REQUIRED

Partner's State (Field 0100) and Partnership's State (Field 0155) must have a valid postal state abbreviation unless the address is a foreign address.

PARTNERS ENTITY TYPE NOT NUMERIC MUST BE '01' THRU '10'

Partner's Entity Type (Field 0210) must have an entry.

NON NUMERIC VALUE IN NUMERIC FIELD

If this error occurs on a percentage field (Fields 0230 through 0248):

- the field is blank it must be a decimal format and zero filled (.0000000); or
- the field has an entry it must be a decimal format (.0500000).

If this error occurs on an amount field:

- the field is blank it must be zero filled (000000000000); or
- the field has an entry it must be in the following format (000000002333).

For more information:

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