Business Accounts and Cash Management Solutions

DOING BUSINESS

Payments — File Option

User Guide

NATIONAL BANK

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General Information

Payments — File Option — User Guide

Production description

What is the Payments — File Option service? The Payments — File Option service is an electronic payment solution that processes all your bill payments and government remittances. You no longer have to issue cheques and send out explanatory notes, or spend huge sums on EDI technology for electronic transactions. The Payments — File Option service streamlines your payables by replacing paper transactions with electronic payments. Relevant payment data is also processed electronically. When you use Payments - File Option, National Bank processes all your payments, significantly reducing your operating costs. The service is easy to use. You just send a file containing all the data National Bank needs to make payments and send out payment notifications on your behalf.

Benefits

There are many benefits to using the Payments - File Option service:

- Reduction in error costs since data is exchanged between business partners electronically, throughout the process.
- Streamlined process; information only has to be entered once.
- Improved security by eliminating lost and fraudulent cheques, and tracing requests.
- Improved reconciliation process; payments can be reconciled as soon as they have been processed by National Bank.
- Reduction in bank fees for issuing cheques. It will all be done electronically.

Form types

There are 15 different payment forms available with the Payments - File Option service. The electronic forms were designed to represent, as closely as possible, the corresponding paper forms.
The forms are:

01 - *Combined GST/QST (Quebec) FPZ 500*

02 - *Provincial deductions at source (Quebec) TPZ 1015.R.14*

03 - *Deductions for support payments (Quebec) PPA 101*

04 - *Provincial corporate income tax instalments (Quebec) COZ 1027*

05 - *Combined GST/QST instalments (Quebec) FPZ 558*

06 - *Federal deductions at source RC 107F*

07 - *Federal corporation remittance RC 98F and RC 157F*

08 - *Generic payments (business to business)*

09 - *Bill payment*

10 - *GST/HST remittance (Federal) GST 58*

11 - *GST/HST return for registrants (Federal) GST 34-2F*

15 - *Goods and services tax (amounts owing) RC 159*

16 - *Goods and services tax (interim payments) RC 160*

17 - *CNESST payment (Quebec) TPZ 1015 R 14.5*

18 - *Combined GST/QST return with instalment FPZ 500 IF*

The generic payment form is used to pay suppliers, whereas the bill payment form is used for monthly payments for public utilities, provided that the companies receiving these payments are registered with National Bank.

Reporting periods

In order to use the combined GST/QST form, you must harmonize your reporting periods under the GST and QST systems. If you have not yet done so, you must call the "Ministère du Revenu du Québec" at 1-800-567-4692 to harmonize your reporting periods.

Payment type

Payments - File Option lets you pay all your accounts electronically, using EDI technology. You don't need to invest in EDI software; Payments - File Option converts all your payments into EDI format for you. Some of your suppliers don't have EDI technology? No problem. National Bank will forward your payment information in EDI format to their financial institution, which will then deposit the funds into your supplier's bank account. The payment information can also be forwarded to the payee if necessary.

Notification

Payments - File Option offers you several options for sending payment notices to payees.

Notices can be sent:

- Electronically (EDI)
- By fax
- By email
- By mail
- No notice

Indicate how each supplier receives notices in the file to be processed by the Bank. National Bank will send notices according to your instructions. Note, however, payment notices to the federal and provincial governments, and monthly payments for public utilities (such as Hydro-Québec, Bell Canada), are mandatory and are sent automatically. Notices are sent at the payer's expense.

Setting up the service

It takes at least one month to set up this service. The time varies depending on the availability of your IT resources and the time needed to complete the steps below. In addition to the Payments - File Option service, National Bank can provide qualified management, business process and IT professionals to assist you in, or take charge of, implementing this business solution in your company. Please contact us for more information.

Contacting your suppliers

The first step is to contact all your suppliers to find out if they will accept electronic payments in place of cheques and to determine their preferred notification method. The more suppliers you have, the more time you need to allow to complete this step. The information obtained should be complete and up to date, as it will be used to process notices and payments.

Creating the necessary file formats

Your IT department may proceed with this activity in parallel with the first step, since it involves preparing the ASCII files provided by National Bank. The files are presented in section 2 of this guide. There is a file for issuing payments and notifications, and another for providing the status of payments.

Testing your file with National Bank

Once your files have been created, communication and file reading tests will be conducted with National Bank. To make an appointment with one of our integration officers, please call 1-844 394-4494 (toll-free) or 514-394-4494 (Montreal). On the date scheduled with the integration officer, you will send a payment file representing the payments in your database. The file will be tested and the data checked to ensure accuracy and avoid future rejections. The integration officer will contact you within three business days of receiving your file to give you the results.

Issuing payments

Issuing a payment is easy. Once set up is complete, you need only send National Bank the file containing the list of payments to be made. National Bank will process your payments on the scheduled dates as per instructions specified in your file, e.g. form and payment type and notification method.

Note: Payments to financial institutions that are not EDI capable will require a 48 hour delay to process.

Payment date

You can include post-dated payments up to 30 days prior to the date of receipt. These payments will be kept on file until the transaction date. The payment date may not precede the date you send your file to National Bank.

Sending payment notification

National Bank will make the payment to your payee according to the instructions in your file on the date it receives each transaction. Depending on the notification method, the payees must provide you with the necessary information as to where and how the notices will be sent.

Electronic notices (EDI)

EDI-capable payees will receive the details of your payment from their financial institution, which may be National Bank of Canada or any other institution that supports EDI technology. Payees receive notification on the same day the payment is processed by National Bank. Please note that payment notices to the federal and provincial governments and monthly payments for public utilities must be sent electronically (EDI).

Faxed notices

Where a payee wishes to receive a notice by fax, National Bank will send the payment notice to the fax number in your file. Notification will be sent on the same day your file is received by National Bank.

Email notices (Internet)

Where a payee wishes to receive email notification, National Bank will send notification to the email address in your file. The payee will receive the email on the same day your file is received by National Bank.

Mailed notices

While we strongly discourage our clients from using this notification method due to higher costs, some of your payees may wish to receive a printed notification by regular mail. Notices will be mailed by National Bank to the address in your file on the same day your file is received by National Bank.

Transmitting files

Files must be sent over the Corporate File Transfer (CFT) platform. You will be assigned a user name and password when this system is installed. With the CFT platform, you can send your file over the Internet using HTTPS or SFTP protocol. Our integration department will send you the information you need and will help you with the installation.

Below are the two transfer methods available and the requirements for each:

HTTPS

- Microsoft Windows
- Internet access
- Zip utility for file compression (e.g. WinZip - must create a zip file)
- S-filer plug-in, will be provided by National Bank, depending on which browser you use.

You will be able to assign user roles and access rights and select the **Validation and Authorization of File Transfers** option to ensure every file transfer is checked by a second user before it is processed.

When the service is set up, a telephone call will be scheduled with one of our technicians to explain how the platform works.

SFTP with public key (SSH)

- Any operating system on which an SFTP client can be installed
- Internet access
- SFTP client
- Knowledge of FTP protocol
- Data encryption (optional): PGP encryption software at the client's expense

ADDRESSES

Addresses on National Bank's website from which your CFT transfers will be carried out:

- HTTPS: https://web.tfc.bnc.ca
- SFTP: sftp.tfc.bnc.ca

Sending data

You may send your file (data) for issuing payments, Monday through Friday, from 6:00 a.m. to 6:00 p.m. All transactions received by National Bank before 2:45 p.m. (ET) on a business day and due that same day will be processed that day. All transactions dated on a non-business day or a legal holiday will be rejected. Transactions bearing the day's date and received after 2:45 p.m. (T) will also be rejected. Post-dated transactions will be stored and processed only on the due date (providing it's a business day).

Stopping payments

It is not possible to stop a payment on the transaction date because this payment is processed immediately by National Bank. However, all post-dated transactions may be stopped by contacting Customer Service no later than 1:00 p.m. (ET) on the business day preceding the payment date.

Your bank account entries

Each payment is debited individually from the bank account on the due date. If a payment to a National Bank client is rejected, no accounting entry will appear on the payer's account. If a payment to a client at another financial institution is rejected, the payer's account will be credited in order to offset the debit made.

N.B.: Post-dated payments to financial institutions that are not EDI capable will be debited 48 hours before the payment date.

Payment reconciliation

To allow you to reconcile electronic payments a payment number (similar to a cheque number) is generated by the Payments - File Option system for each transaction carried out. This number is generated when your issued payments file is created and appears in the "reference number" field in the file. Each payment number is unique. When National Bank processes your payments, it stores this payment number for future reconciliation.

Payment status

As explained below, each transaction goes through a three-stage validation process by National Bank. A fourth check will be completed by other financial institutions for all transactions they receive, as well as by National Bank for all post-dated transactions. Here are the three types of status files you may receive.

- When a file is sent (over HTTPS only), National Bank first checks the order of all transaction records to determine whether we can process your file. An onscreen message confirms whether your file has been accepted or rejected.

- Secondly, when a file is received, National Bank checks the format and the required information in each field (e.g. payment number). If your file is not rejected at this stage, a status file will not be sent to you and processing will continue. Note that because the accuracy of certain data has not yet been validated (e.g. payee account numbers), the file may still be rejected during subsequent stages.

- During the third check by National Bank, each transaction is tagged as accepted or rejected. The status file may contain the following information:

  o Transactions with the day's date that are sent to a National Bank payee and have an accepted status will be paid.

  o Post-dated transactions sent to a National Bank payee with an accepted status could be rejected on the payment date for reasons including closed account, etc.

  o Transactions with the day's date or post-dated transactions sent to other financial institutions with an accepted status could be rejected when the other financial institution performs its check on the payment date, for reasons including closed account, non-existent account, etc.

  o Transactions with a rejected status have been rejected for different reasons than those checked during the second validation stage.

Note 1: For transactions addressed to other financial institutions, a rejected status file may be generated up to 24 hours after the transaction payment date, depending on how long the other financial institution takes to pass the information onto National Bank. Transactions addressed to other financial institutions may be rejected manually. The financial institution must therefore issue a settlement and mail it to National Bank.

Note 2: Because post-dated payments can be received up to 30 days in advance, rejected status files can be generated up to 31 days later. A transaction may have an accepted status and then be rejected during processing by the financial institution receiving the payment. The same applies for post-dated transactions addressed to National Bank, but in such cases, the rejected status file will be available on the day of payment.

In summary:

- First stage: Onscreen file acceptance or rejection message (HTTPS only).

- Second stage: Possibility of receiving a file of rejected transactions.

- Third stage: Receipt of an accepted or rejected status file for all payments accepted at stage 2.

- Fourth stage: Possibility of receiving one or more rejection files for payments accepted at stage 3.

Security of transactions

National Bank takes the measures it deems reasonable, in light of existing data-protection technology, to ensure the confidentiality of the data exchanged with the client. To protect your personal and financial information, National Bank recommends using 128-bit encryption. This is the most reliable method currently offered by Internet browser software. During HTTPS transmission, information transferred between your computer and National Bank's systems is encrypted using 128-bit encryption.

Customer Service

Our Customer Service Department will be pleased to answer all your questions Monday through Friday, from 7 a.m. to 8.00 p.m. (ET):

National Bank's Business Central

1-844-394-4494 (toll-free)

514-394-4494 (Montreal)

Technical Specifications

Specifications for issued payments file

This section contains the specifications for the issued payments file.

General information

A sequential file must contain three types of record:

- Header record 01: one record per company and per payment type;

- Transaction detail record 05: for details of each payment for each payee;

- Trailer record 99: one record per company and per payment type;

The header and trailer records (01 and 99) have the same format for each electronic form. The transaction detail record (05) is different for each payment type.

Each field will be separated by a delimiter except for the last field. The delimiter is an asterisk (*). Each record must end with a semicolon (;). Even with delimiters, the fields must have a fixed length.

There can be no line return after the final semicolon at the end of the file.

Here is an example of a payment with delimiters:

Due to lack of space, we cannot reproduce all the fields required for 01 and 05 records.

```
01*000001*CP000000*08*01*CAD* .... *0*COMPANYABC@INTERNET.COM .....;
05*000002*CP000000*08* ....  *+0000000005000 ;
99*000003*CP000000*08*+0000000005000*00000000*0001  ;
```

Format of issued payments file

Header record 01

This record is used to identify a company. One record per company, per form type and payment type is required.

Name	Length	Format	Required information
Record type	2	AN	Always "01"
Sequence No.	6	N	Transaction number in the file Always "000001"
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	N	01 = Combined GST/QST (FPZ 500) 02 = Provincial deductions at source (TPZ 1015.R.14) 03 = Deductions for support payments (PPA 101) 04 = Provincial income tax instalments (COZ 1027) 05 = Combined GST/QST instalments (FPZ 558) 06 = Federal deductions at source (RC 107F) 07 = Federal corporation remittance (RC 98F et RC 157F) 08 = Generic payments 09 = Bill payments 10 = VGST/HST remittance GST 58 11 = GST/HST return (GST 34-2F) 15 = Goods and services tax (amounts owing) (RC 159) 16 = Goods and services tax (interim payments) (RC 160) 17 = CNESST payment TPZ 1015 R 14.5 18 = Combined GST/QST return with instalment (FPZ 500 IF)
Payment type	2	AN	01 = EDI 02 = EFT (future use) 03 = LVTS (future use) 04 = SWIFT (future use) 05 = CHEQUE (future use)
Currency code	3	AN	Currency code CAD = Canadian dollars USD = US dollars (future use)
Notice type	2	AN	01 = EDI notice 02 = Mailed notice 03 = Faxed notice 04 = Email notice 05 = No notice 06 = No payment (future use)
Payer institution No.	4	N	Number of payer's institution Always "0006", except for form 11 (trx 813) See validation rules for payer institution No.
Payer transit No.	5	N	Payer's branch transit number
Payer account No.	12	N	Payer's account number (National Bank of Canada account only)
Payee institution No.	4	AN	Institution number of payee
Payee transit No.	5	AN	Payee's transit number
Payee account No.	12	AN	Payee's account number (may be at National Bank of Canada or other financial institution)

Transaction reference No.	15	AN	Unique sequential reference number used to identify the transaction. Must always begin with CPE, followed by the form number (type), then a unique number identifying the transaction.
Deposit date	8	N	Payment deposit date (YYYYMMDD)
Payer name	35	AN	Payer's name
Payee name	35	AN	Payee's name
IT reference No.	30	AN	For form 08, this field must be left blank. For form 09 = PC + company No. + subscriber No. For form 11, enter the taxpayer number (15 digits), the Julian day number (YYJDN), the serial number (4 numeric characters) incremented by 1 per payment and reset daily for each client, and 6 blanks.
House No.	10	AN	House number
Street name	30	AN	Street name
Apartment No.	6	AN	Apartment number
City	20	AN	City of payee
Postal code	9	AN	Postal code; if country code = Canada, must be in X9X9X9 format (no spaces) + 3 blanks. For form 11, corresponds to period ending date YYYYMMDD + one blank at the end.
Province code	2	AN	00 = outside Canada 01 = Newfoundland 02 = Nova Scotia 03 = Prince-Edward Island 04 = New Brunswick 05 = Quebec 06 = Ontario 07 = Manitoba 08 = Saskatchewan 09 = Alberta 10 = British Columbia 11 = Northwest Territories 12 = Yukon
Country code	3	AN	Canada = 146 US = 110
P.O. box number	6	AN	P.O. box number
Contact name	30	AN	Name of person in the company who will receive the notice
Language code	1	AN	Payee's language code (notification will be sent in the payee's language) F = French A = English
Telephone	16	AN	Contact's telephone number
Fax	10	N	Fax number where notice is to be sent
Long distance code	1	N	Indicates whether the fax number is long distance for calls made from Montreal. 0 = local call 1 = long distance call
Email address	60	AN	Address for email notification.

Validation rules for header record 01

1. Payment type must be "01".

2. Currency code must always be "CAD".

3. Notification type must be blank if the type of form is:
   01 - *Combined GST/QST FPZ 500*
   02 - *Provincial deductions at source TPZ 1015.R.14*
   03 - *Deductions for support payments PPA 101*
   04 - *Provincial income tax instalments COZ 1027*
   05 - *Combined GST/QST instalments FPZ 558*
   06 - *Federal deductions at source RC 107F*
   07 - *Federal corporation remittance RC 98F and RC 157F*
   09 - *Bill payment*
   10 - *VGST/HST remittance GST 58*
   11 - *GST/HST return for registrants GST 34-2F*
   15 - *Goods and services tax (amounts owing) RC 159*
   16 - *Goods and services tax (interim payments) RC 160*
   17 - *CNESST payment TPZ 1015 R 14.5*
   18 - *Combined GST/QST return with instalment FPZ 500 IF*

These notifications are sent electronically (EDI) to the government and suppliers of public utilities.

4. The **payer institution No.** field must always be 0006, except in form 11 for returns (trx 813), when it must be filled with zeros.

5. The **payer transit No.** field must always be a National Bank of Canada transit, except in form 11 for returns (trx 813), when it must be filled with zeros.

6. The **payer account No.** field must always be a National Bank of Canada business account, the first five digits must be zero, except in form 11 for returns (trx 813), when the field must be filled with zeros.

7. The **payee institution No.** field must be left blank in forms 01 to 07 and 09 to 18.

8. The **payee transit No.** field must be left blank in forms 01 to 07 and 09 to 18.

9. The **payee account No.** field must be left blank in forms 01 to 07 and 09 to 18. It must be included in form 08. The account No. must also be identical to the account number encoded at the bottom of the cheque. If the account No. has less than 12 digits, pad with blank spaces.

10. The **payee name** field must be left blank in forms 01 to 07 and 09 to 18.

11. The **IT reference No.** field must be left blank in forms 01 to 08, 10, and 15 to 18.

12. The **IT reference No.** field must be completed in forms 09 and 11. For processing bill payments (09), enter "PC + company No. + subscriber No. + blanks (if subscriber No. is less than 20)".

- PC is a constant.
- The company No. is the client number assigned to the payee company by National Bank.
- Hydro-Quebec = 00000001
- MasterCard = 00000002
- Bell Canada = 00000004
- Rogers Business Solutions = 00000017
- Telus Mobility = 00000079
- Videotron Ltd. = 00000103
- Gaz Metro = 00000108
- Canadian Automobile Association (CAA) = 00000205
- SEPAQ = 00000213
- Fido Solutions Inc. = 00000287
- Rogers wireless (9 digits) = 00000326

For the full list of company numbers, talk to a Customer Service representative.

The subscriber No. is the number used by suppliers to identify your company (i.e. your client number as it appears on your statements).

For form 11, enter the taxpayer number (15 digits), the Julian day number (YYJDN), the serial number (4 numeric characters) incremented by 1 per payment and reset daily for each client, and 6 blanks.

13. For type 02 (mailed), 03 – (faxed), or 04 (email) notices, the following fields must be completed in form 08:
    - Contact name
    - House number, street name or post office box
    - City
    - Postal code
    - Province code
    - Country code
    - Language code
    - Telephone (16 digits):
        - First 3 digits = area code
        - Next 7 digits = telephone number
        - Last 6 digits = extension number

The post office box must be provided where there is no house number and street name. Where there is a house number and street name, the post office box must be blank. All fields must be blank for forms 01 to 07, 09, 10, and 15 to 18. The post code field must be completed in form 11.

14. The following fields must be completed for type 03 (faxed) notices:
    - Fax:
        - First 3 digits = area code
        - Next 7 digits = telephone number
    - Long distance code:
        - 0 = local call
        - 1 = long distance call (from Montreal)

15. The email address field must be completed for type 04 (email) notifications.

16. The post code field must be completed in form 11. This corresponds to period end date YYYYMMDD + a blank at the end.

Trailer record 99

This record indicates the end of a payment. One record per payment is required.

Name	Length	Format	Required information
Record type	2	AN	Always "99"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Total amount	14	N	Total amount of deposit
Remittance period	6	N	Remittance period (YYYYMM)
Number of remittances	4	N	Number of remittances included in the transaction

Validation rules for header record 99

1. The **total amount** field must be equal to the sum of each 05 record. For 01 or 02 type forms where the amount is equal to 0, the field must be marked (+) and have two decimals, without the decimal point. This field must be filled with zeros for type 11 (trx 813) forms. (+) must always appear in the first position. The field cannot have a negative value.

2. For type 03, 04 or 05 forms, the sum of the remittances (i.e. the total for 05 records) must be the same as the **total amount** field. This field cannot be negative or zero.

3. The **remittance period** field must be completed for forms 01, 02, 03, 04 or 05 and must be validated according to provincial government specifications.

4. For form 02, the remittance period must be earlier than or equal to the day's date and later than or equal to the current or the previous month.

5. The **number of remittances** field must be equal to the number of remittances in type 05 records. This field must be completed for forms 01, 02, 03, 04 or 05.

6. The **total amount** field must always be positive for all forms.

Transaction detail record 05

Below is a description of the 05 record to be defined for each form and the corresponding validation rules.

Combined GST/QST FPZ 500 (form 01)

This record provides details for each Combined GST/QST form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	AN	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Agent No.	10	N	Agent number (box B)
QST file No.	6	AN	QST file number (box C), must always begin with TQ
GST account No.	15	AN	GST account number (box E)
Validation No.	6	AN	Enter 000000 and see form 01 validation rules, if need be.
QST amount	14	N	Amount of QST due and adjustments (box 205)
ITR amount	14	N	ITR amount and adjustments (box 208)
QST amount payable	14	N	QST amount payable of refundable (box 213)
Start date QST rep. per.	8	N	Start date of QST reporting period (YYYYMMDD) (box H)
End date QST rep. per.	8	N	End date of QST reporting period (YYYYMMDD) (box I)
Amount GST supplies	14	N	Amount of GST taxable supplies (box 101)
GST amount	14	N	Amount of GST due and adjustments (box 105)
ITC amount	14	N	Amount of ITCs and adjustments (box 108)
GST amount payable	14	N	Payable or refundable GST amount (box 113)
Start date GST rep. per.	8	N	Start date of GST reporting period (YYYYMMDD) (box F)
End date GST rep. per.	8	N	End date of GST reporting period (YYYYMMDD) (box G)
Total amount payable	14	N	Total amount payable

Validation rules for form 01

1. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
2. The **agent No. (box B)** field must contain the agent ID number as entered on form FPZ-500 (1999-06). This field must be completed, with the check digit in the tenth position.
3. The **QST file No. (box C)** must contain the file number as entered on form FPZ-500 (1999-06). This field is mandatory. The first two positions must be TQ and the remaining four positions numbers.
4. The **GST account No. (box E)** is mandatory and must contain the 15-digit GST account number as it appears on form FPZ -500 (1999-06). The first nine characters are the GST company number (modulus 10 applies). Positions 10 and 11 correspond to the program identification number (RT). Positions 12 to 15 indicate the relevant account when a company has more than one account in a given program. These four positions must be numeric and the sum greater than zero.
5. The **Validation No.** field must be completed with zeros.
6. The **QST amount (box 205)** must be completed. The value cannot be negative, but can be zero.
7. The **ITR amount (box 208)** must be completed. The value cannot be negative, but can be zero.
8. The **QST amount payable (box 213)** must be completed. It can have a negative value. The value entered is calculated as follows: **Amount (213) = amount (205) - amount (208).**
9. The **start date QST rep. per (box H)** field must appear as entered on form FPZ-500 (1999-06). This field is mandatory and must be in format YYYYMMDD, where YYYYMMDD is later than 19920701 and earlier than the day's date.
10. The **end date QST rep. per (box I)** field must appear as entered on form FPZ-500 (1999-06). This field is mandatory and must be in format YYYYMMDD, where YYYYMMDD is earlier than or equal to the day's date + 1 year. The end date for the reporting period must also be later than the start date.
11. The **Amount GST supplies (box 101)** field must be completed. The value cannot be negative, but can be zero.
12. The **GST amount (box 105)** field must be completed. The value cannot be negative, but can be zero.
13. The **ITC amount (box 108)** field must be completed. The value cannot be negative, but can be zero.
14. The GST amount payable (box 113) field must be completed. It can have a negative value. The value entered is calculated as follows: **Amount (113) = amount (105) - amount (108)**.
15. The **start date GST rep. per. (box F)** field must appear as entered on form FPZ-500 (1999-06) in the format YYYYMMDD, where YYYYMMDD is later than 19900101 and earlier than the day's date.
16. The **end date GST rep. per (box G)** field must appear as entered on form FPZ-500 (1999-06) in the format YYYYMMDD, where YYYYMMDD is after 19900101 and earlier than the day's date, + 1 year. The end date for the reporting period must also be later than the start date.
17. The **QST amount payable**, **GST amount payable** and the **total amount payable** fields are mandatory and cannot have negative values. Values for these fields are calculated as follows:

    a) **QST amount to be remitted:**
       o When the **QST amount payable (213)** and the **GST amount payable (113)** fields are both positive, the **QST amount to be remitted** is equal to the **QST amount payable (213)** field.
       o When the **QST amount payable (213)** is negative, the **QST amount to be remitted** is zero.
       o When the **QST amount payable (213)** is positive and the **GST amount payable (113)** is negative, calculate the sum of the QST amount payable (213) and the GST amount payable (113). If this sum is less than zero, the QST amount to be remitted is zero; otherwise, it is equal to the product of this sum.

    b) **GST amount to be remitted:**
       o When the **QST amount payable (213)** and the **GST amount payable (113)** fields are both positive, the **GST amount to be remitted** is equal to the **GST amount payable (113)** field.
       o When the **GST amount payable (113)** is negative, the **GST amount to be remitted** is zero.
       o When the **GST amount payable (113)** is positive and the **QST amount payable (213)** is negative, calculate the sum of the **QST amount payable (213)** and the **GST amount payable (113)**. If this sum is less than zero, the **GST amount to be remitted** is zero. Otherwise, it is equal to the product of this sum.

    c) **Total amount payable:**
       o This field must be equal to the sum of the **QST to be remitted** and the **GST to be remitted.**

Provincial deductions at source TPZ 1015.R.14 (form 02)

This record details each Provincial deductions at source form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Identification No.	10	N	Provincial identification number
Serial No.	6	N	Subfile serial number
Period subdivision	2	N	00 = monthly, quarterly or annual 01 = weekly 1st payment 02 = weekly 2nd payment 03 = weekly 3rd payment 04 = weekly 4th payment 05 = twice monthly 1st payment 06 = twice monthly 2nd payment
Form code	3	N	212 = for a monthly, quarterly, or annual payment 222 = twice monthly payment 232 = weekly payment
Tax amount	14	N	Tax amount
QPP amount	14	N	QPP amount
HSF amount	14	N	RAMQ amount (HSF)
QPIP amount	14	N	QPIP amount
CNESST amount	14	N	CNESST amount

Validation rules for form 02

1. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position. Amounts cannot have a negative value.
2. The **identification No.** field must be completed. It must contain the taxpayer's provincial identification number and must begin with 10 or 12. The check digit must be in the tenth position (modulus 11 applies).
3. The **serial No.** field must have the 11 in positions 1 and 2 and a numerical value between 0000 and 9999 in positions 3 to 6.
4. The **CNESST amount** must be zero if the period covered is before January 1, 2011.

Deductions for support payments PPA 101 (form 03)

This record details each Deduction for support payments form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Agent No.	10	N	File number of debtor (box A)
Serial No.	6	AN	File serial number (box B)
Amount paid	14	N	Amount paid (box C)

Validation rules for form 03

1. The **agent No.** field (box A) must be completed; number 9 must appear in the first position and the check digit in the tenth position.
2. The **serial No.** (box B) must be completed and begin with 67 or PN, followed by 4 digits between 0000 and 9999 inclusive.
3. The **amount paid (box C)** field is mandatory and cannot be negative or zero.

Provincial income tax instalments - COZ 1027 (form 04)

This record details each Provincial income tax instalments form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Agent No.	10	N	Company user number
Amount paid	14	N	Amount paid (box C)
Company registration No.	20	AN	Company registration number
Tax year	8	N	Tax year (YYYYMMDD) (box B) DD not required, but used in Quebec department of Revenue's ASSET software

Validation rules for form 04

1. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
2. The **agent No.** field must be completed and contain the company user number. The check digit must be in the tenth position
3. The **amount paid (box C)** field is mandatory and cannot be negative or zero. The amount paid cannot exceed 99,999,999.99.
4. The **company registration No.** field is mandatory, but it is not validated.
5. The **tax year (box B)** field must contain the tax year, where YYYY is inferior or equal to the current year plus one. MM (month) must contain digits between 01 and 12, DD (day) must contain digits between 01 and 31.

Combined GST/QST Instalments - FPZ 558 (form 05)

This record details each Combined GST/QST instalments form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Form code	3	N	Always 501
Account No.	10	N	Account number (box B)
Subfile	6	AN	QST subfile number (box C) Must always begin with 48 followed by four digits.
GST/QST instalments	14	N	Amount of GST paid in instalments
Period start date	8	N	Start date of reporting period for instalment calculation (YYYYMMDD)
Period end date	8	N	Start date of reporting period for instalment calculation (YYYYMMDD)
QST instalments	14	N	Amount of QST paid in instalments

Validation rules for form 05

1. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
2. The value entered in the **account No. (box B)** field must match the number on the form VDZ-458.0.1 and FPZ-558. This field must be completed, with the check digit in the tenth position.
3. The value entered in the **subfile (box C)** field must match the number on the form VDZ-458.0.1 and FPZ-558. This field is mandatory. The first two positions must be 4 and 8, and the last four numerals.
4. The value entered in the **period start date** must match the value entered in form FPZ-58 and FPZ-558. This field is mandatory and must be in format YYYYMMDD. where YYYYMMDD is later than 19920701 and before the payment date.
5. The value entered in the **period end date** must match the value entered in form FPZ-58 and FPZ-558. This field is mandatory and must be in format YYYYMMDD. In addition, the date ending the instalment period must be later than the date beginning the instalment period and earlier than or equal to the payment deposit date plus one (1) year.
6. The **GST/HST instalments** field is mandatory. The value must be greater than or equal to 0.
7. The **GST/HST, QST instalments** or **GST-GST/HST** field is mandatory. The value must be greater than or equal to 0.

Federal deductions at source, corporate payments - interim payments (income instalment) and corporate payments - payment on filing - RC 107F, RC 98F and RC 157F (form 06 and 07)

This record details each Federal deductions at source and Federal tax instalments form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Account holder name	30	AN	Name of account holder
Taxpayer No.	15	AN	Taxpayer identification number (box E) Use the 15-digit company number
Amount	12	N	Amount of payment made (box A)
Number of employees	6	N	Number of employees (box B)
Total gross payroll	9	N	Total gross payroll for reporting period (box C)
Type tax payable	4	N	Indicates the type of tax payable 0160 = Deductions at source for current year 0140 = Deductions at source for previous year 2071 = Corporate payments – interim payments (income instalment) 2075 = Corporate payments - payment on filing
Remittance date	8	N	Indicates the period for which the remittance is made YYYYMMDD - (box D).

Validation rules for form 06 and 07

1. The **amount (box A)** field must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
2. The **taxpayer No. (box E)** indicates the taxpayer's identification number. It is made up of 15 characters. The first nine positions indicate the company's GST number (modulus 10 applies). Positions 10 and 11 correspond to the program identification number:
   o   RP = deductions at source (form 06)
   o   RC = corporate payment (form 07)
3. Positions 12 to 15 indicate the relevant account when a company has more than one account in a given program. These four positions must be numeric and the sum greater than zero.
4. For deductions at source only, indicate the total number of employees in the **No. employees (box B)** field. Enter zeros at the beginning of the field if there are fewer than six digits.
5. For deductions at source only, indicate the gross payroll for the reporting period in the **total gross payroll (box C)** field. Enter zeros at the beginning of the field if there are fewer than nine digits. This field must not be signed or contain decimals. It must be rounded to the nearest dollar.
6. For the **remittance date (box D)** field, for deductions at source, companies must input the end date of the pay period for which the deduction is made.

Generic payments to suppliers and bill payments (form 08 and 09)

This record details each generic payments form used to pay suppliers, and each bill payments form used for monthly payments to public utility providers such as Hydro-Quebec, Bell, etc.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Invoice No. or payment No.	20	AN	Reference number associated with the payment amount
Invoice date	8	N	Date of invoice for generic payment
Invoice amount	14	N	Amount to be paid
Discount amount	14	N	Discount granted
Net amount	14	N	Net amount of invoice
Comments	30	AN	Payer's comments

Validation rules for form 08 and 09

1. The **invoice No.** field is mandatory for form 08. It is optional for form 09. When used, it should contain letters and digits only.
2. The **invoice date** is mandatory for the *generic payments* form 08.
3. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
4. The **invoice amount** and **discount amount** fields must be zero. The **net amount** is mandatory for the *bill payments* form 09. For form 08, *generic payments,* the calculation is as follows: **invoice amount - discount amount = net amount.** The first two fields must be accurate to get the correct **net amount**.
5. The **comment** field must be blank for form 09, *bill payments*. It is optional for form 08, *generic payments*. If used, it should contain letters and digits only.

GST/HST remittance– GST 58 (form 10)

This record details each *GST/HST remittance* form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Taxpayer No.	15	AN	For GST/HST remittances the first 9 positions are the company's GST number (modulus 10 applies). Positions 10 and 11 must be RT, followed by 4 digits (not zero).
Registrant No.	24	N	Taxpayer number (15 digits), the Julian day number (YYJDN), the serial number (4 numeric characters) incremented by 1 per payment and reset daily for each client.
Type of tax payable (1)	4	N	4002 = Instalment
Instalment amount (1)	12	N	Payment amount must be greater than or equal to zero
Type of tax payable (2)	4	N	4003 = Payment of arrears
Payment of arrears amount (2)	12	N	Payment amount must be greater than or equal to zero
Type of tax payable (3)	4	N	4004 = Other payment
Other payment amount(3)	12	N	Payment amount must be greater than or equal to zero
Type of tax payable (4)	4	N	4005 = Assessment after an audit
Assessment amount after verification (4)	12	N	Payment amount must be greater than or equal to zero
Period start date	8	N	Indicates the period start date for which the remittance is made YYYYMMDD (applies to the four payments above)

Period end date	8	N	Indicates the end of the period for which the remittance is made YYYYMMDD (applies to the four payments above)
Type tax payable	4	N	4006 = Net tax remittance
Net tax amount	12	N	Payment amount must be greater than or equal to zero
Tax period start date	8	N	Indicates the period start date for which the remittance is made YYYYMMDD (applies to net tax remittance only).
Tax period end date	8	N	Indicates the end of the period for which the remittance is made YYYYMMDD (applies to net tax remittance only).
Account holder name	35	AN	Account holder name = Payer's name
Account holder phone No.	14	AN	Telephone number of account holder (area code + telephone number + 4 blanks).
Account holder language code	1	A	Account holder language code F = French E = English

Validation rules for form 10

1. The **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
2. The **taxpayer No.** field indicates the taxpayer identification number. It is made up of 15 characters. The first nine positions indicate the company's GST number (modulus 10 applies). Positions 10 and 11 must be RT, followed by 4 digits (not zero).
3. The tax type field must be completed.
4. The **period start date** field must be before the reporting period end date.
5. The **period end date** field must be after the reporting period start date.
6. The **account holder name, account holder phone No.** and **account holder language code** are mandatory fields.

GST/HST return for registrants – GST 34-2F (form 11)

Form GST34 can generate 2 transactions: a payment transaction (820 EDI) or a return transaction (813 EDI). The 820 EDI transaction is only generated when there is an amount entered in the *payment enclosed* field (box 105). Where there is no entry, an 813 EDI transaction is generated.

The following 2 tables describe record 05 for each of these transactions.

Transaction 813: Return

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Tax code 101	4	N	4101 = Sales and other revenue

Amount 101	14	N	Payment amount must be greater than or equal to zero
Tax code 205	4	N	4205 = GST/HST due on purchases of real property or purchases of emission allowances
Amount 205	12	N	Payment amount must be greater than or equal to zero
Tax code 405	4	N	4405 = Other GST/HST to be self-assessed
Amount 405	12	N	Payment amount must be greater than or equal to zero
Tax code 103	4	N	GST/HST collected or that became collectible in the reporting period.
Amount 103	12	N	Payment amount must be greater than or equal to zero, but cannot be greater than $999,999,999.99.
Tax code 104	4	N	Adjustments to be added to the net tax for the reporting period.
Amount 104	12	N	Payment amount must be greater than or equal to zero, but cannot be greater than $999,999,999.99.
Tax code 105	4	N	Total GST/HST and adjustments for this period.
Amount 105	12	N	Payment amount must be greater than or equal to zero
Tax code 106	4	N	ITCs for the current period and unclaimed ITCs from a previous period.
Amount 106	12	N	Payment amount must be greater than or equal to zero, but cannot be greater than $999,999,999.99.
Tax code 107	4	N	Adjustments to be deducted when determining the net tax for the reporting period.
Amount 107	12	N	Payment amount must be greater than or equal to zero, but cannot be greater than $999,999,999.99.
Tax code 108	4	N	Total ITCs and adjustments.
Amount 108	12	N	Payment amount must be greater than or equal to zero
Tax code 109	4	N	4109 = Net tax
Amount 109	12	N	Payment amount must be greater than or equal to zero
Tax code 110	4	N	4110 = Instalment and net tax already remitted
Amount 110	12	N	Payment amount must be greater than or equal to zero
Tax code 114	4	N	4114 = Refund claimed
Amount 114	12	N	Payment amount must be greater than or equal to zero
Tax code 115	4	N	4115 = Payment enclosed
Amount 115	12	N	Payment amount must be greater than or equal to zero
Tax code 135	4	N	4135 = Total GST/HST new housing rebates included in ITC (108)

Amount 135	12	N	Payment amount must be greater than or equal to zero, but cannot be greater than $999,999,999.99.
Tax code 111	4	N	4111 = Rebate
Amount 111	12	N	Payment amount must be greater than or equal to zero
Tax code 136	4	N	4136 = Deduction for pension rebate amount included in ITCs (108)
Amount 136	12	N	Payment amount must be greater than or equal to zero, but cannot be greater than $999,999,999.99.

Validation rules for Form 11 (trx 813)

1. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
2. Tax code fields are mandatory.
3. The **Amount 101** field is 14 characters long. If field value is greater than 0 the decimals must be 00.
4. **Amount 109** = **amount 105** – **amount 108**.
5. The **amount 114** field must be completed if **amount 109** - **amount 110** - **amount 111** + **amount 205** + **amount 405**, is less than 0.
6. The **amount 115** field must be completed if **amount 109** - **amount 110** - **amount 111** + **amount 205** + **amount 405**, is greater than zero.
7. If **amount 114** or **amount 115** is less than or equal to $2.00, no refund or payment is required. Only the return will be sent to the government.
8. **Amount 135** must be greater than or equal to zero.
9. **Amount 111** must be greater than or equal to zero.
10. **Amount 136** must be greater than or equal to zero.
11. The sum of **amount 135** and **amount 136** must be less than or equal to **amount 108**.

Transaction 820: Payments

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Taxpayer No.	15	AN	For GST/HST remittances the first 9 positions are the company's GST number (modulus 10 applies). Positions 10 and 11 must be RT, followed by 4 digits (not zero).
Registrant No.	24	AN	Taxpayer number (15 digits), the Julian day number (YYJDN), the serial number (4 numeric characters) incremented by 1 per payment and reset daily for each client.
Type tax payable	4	N	4001 = Total of payment
Amount	12	N	Payment amount must be greater than or equal to zero
Period start date	8	N	Indicates the period start date for which the remittance is made YYYYMMDD
Period end date	8	N	Indicates the end of the period for which the remittance is made YYYYMMDD
Account holder name	35	AN	Account holder name = Payer's name
Account holder phone No.	14	AN	Telephone number of account holder (area code + telephone number + 4 blanks).
Account holder language code	1	A	Account holder language code F = French E = English

Validation rules for form 11 (trx 820)

1. The **taxpayer No.** field indicates the taxpayer identification number. It is made up of 15 characters. The first nine positions indicate the company's GST number (modulus 10 applies). Positions 10 and 11 must be RT, followed by 4 digits (not zero).
2. The **period start date** field must be before the reporting period end date.
3. The **period end date** field must be after the reporting period start date.
4. The **account holder name, account holder phone No.** and **Account holder language code** fields are mandatory.

Goods and services tax (amounts owing) – RC159 (form 15)

This record details each *Goods and services tax (amounts owing)* form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Taxpayer No. or BN	15	AN	For GST/HST remittances the first 9 positions are the company's GST number (modulus 10 applies). Positions 10 and 11 must be RT, followed by 4 digits (not zero).
Registrant No.	24	N	Taxpayer number (15 digits), the Julian day number (YYJDN), the serial number (4 numeric characters) incremented by 1 per payment and reset daily for each client.
Type tax payable	4	N	4003 = Payment of arrears
Amount paid	12	N	Payment amount must be greater than or equal to zero
Account holder name	30	AN	Account holder name = Payer's name
Account holder phone No.	14	N	Telephone number of account holder (area code + telephone number + 4 blanks).
Account holder language code	1	A	Account holder language code F = French E = English

Validation rules for form 15

1. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
2. The **taxpayer No.** or **BN** field indicates the business number used by the CRA. It is made up of 15 characters. The first nine positions indicate the company's GST number Positions 10 and 11 correspond to the program identification number (RT). Positions 12 to 15 indicate the relevant account when a company has more than one account in a given program.
3. The **amount paid** field is mandatory. The value must be greater than or equal to 0.
4. The **account holder name, account holder phone No.** and **acc holder lang. code** are mandatory fields.

Goods and services tax (interim payments) – RC 160 (form 16)

This record details each *Goods and services tax (interim payments)* form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Taxpayer No. or BN	15	AN	For GST/HST remittances the first 9 positions are the company's GST number (modulus 10 applies). Positions 10 and 11 must be RT, followed by 4 digits (not zero).
Registrant No.	24	N	Taxpayer number (15 digits), the Julian day number (YYJDN), the serial number (4 numeric characters) incremented by 1 per payment and reset daily for each client.
Type tax payable	4	N	4002 = Instalment
Amount paid	12	N	Payment amount must be greater than or equal to zero
Remittance period	8	N	Indicates the remittance period end date (YYYYMMDD).
Account holder name	30	AN	Account holder name = Payer's name
Account holder phone No.	14	N	Telephone number of account holder (area code + telephone number + 4 blanks).
Account holder language code	1	A	Account holder language code F = French E = English

Validation rules for form 16

1. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
2. The **taxpayer No.** or **BN** field indicates the business number used by the CRA. It is made up of 15 characters. The first nine positions indicate the company's GST number Positions 10 and 11 correspond to the program identification number (RT). Positions 12 to 15 indicate the relevant account when a company has more than one account in a given program.
3. The **remittance period** field is mandatory and must be in format YYYYMMDD.
4. The **amount paid** field is mandatory. The value must be greater than or equal to 0.
5. The **account holder name, account holder phone No.** and **acc holder lang. code** are mandatory fields.

CNESST payment - TPZ 1015 R 14.5 (form 17)

This record provides details of each *CNESST payment* form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
Identification No.	10	N	Provincial identification number
CNESST amount	14	N	CNESST amount
Period end date	8	N	Indicates the end of the period for which the remittance is made YYYYMMDD

Validation rules for form 17

1. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position. Amounts cannot have a negative value.
2. The **identification No.** field must be completed. It must contain the taxpayer's provincial identification number and must begin with 10 or 12. The check digit must be in the tenth position (modulus 11 applies).
3. The **CNESST amount** is mandatory. The value must be greater than or equal to 0.
4. The **period end date** field is mandatory and must be later than December 31, 2010.

GST/QST return with instalment payment (form 18)

This record provides details of each Combined GST/QST return with instalment form.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of the company making the payment Always starts with CP.
Form type	2	AN	Type of form entered in the header 01 record
GST account No.	15	AN	GST federal account number
Identification No.	10	N	Provincial identification number
QST file No.	6	AN	QST provincial file number; must always begin with TQ.
Start date GST/HST rep. per.	8	N	Start date of GST/HST reporting period (YYYYMMDD)
End date GST/HST rep. per.	8	N	End date of GST/HST reporting period (YYYYMMDD)

Start date QST rep. per.	8	N	Start date of QST reporting period (YYYYMMDD)
End date QST rep. per.	8	N	End date of QST reporting period (YYYYMMDD)
Amount GST supplies	14	N	Amount supplies (sales) (box 101)
GST/HST amount	14	N	Amount of GST/HST due and adjustments (box 105)
QST amount	14	N	Amount of QST due and adjustments (box 205)
ITC amount	14	N	Amount of ITCs and adjustments (box 108)
ITR amount	14	N	ITR amount and adjustments (box 208)
GST/HST instalment	14	N	GST/HST instalment amount (box 110)
QST instalment	14	N	QST instalment amount (box 210)
GST/HST rebates	14	N	Amount of other GST/HST rebates (box 111)
QST rebates	14	N	Amount of other QST rebates (box 211)
GST/HST amount payable	14	N	GST/HST amount payable or refundable (box 113)
QST amount payable	14	N	QST amount payable of refundable (box 213)
New housing rebates	14	N	Amount of new housing rebates included in the ITCs (box 135)
Total amount payable	14	N	TOTAL amount payable
Pension plan rebate amount	14	N	Amount of pension plan rebate included in the ITCs (box 136)

Validation rules for form 18

1. All **amount** fields must be marked (+) and have two decimals, without the decimal point. (+) must always appear in the first position.
2. The **GST account No.** field is mandatory and must contain the GST federal account number. It is made up of 15 characters. The first nine positions indicate the company's GST number (modulus 10 applies). Positions 10 and 11 correspond to the program identification number (RT). Positions 12 to 15 indicate the relevant account when a company has more than one account in a given program. These four positions must be numeric and the sum greater than zero.
3. The **identification No.** field must be completed. It must contain the taxpayer's provincial identification number and must begin with 10 or 12. The check digit must be in the tenth position (modulus 11 applies).
4. The **QST file number** field is mandatory and must contain the QST provincial file number. The first two positions must be TQ and the remaining four positions must be a number between 1 and 9,999.
5. The **start date GST/HST rep. per.** field is mandatory. It must contain the GST/HST reporting period start date and must be earlier than the reporting period end date (format YYYYMMDD). If box 136 = 0, the date entered must be later than 19900101 and earlier than the day's date. If box 136 > 0, the date must be later than 20100923 and earlier than the day's date.
6. The **end date GST/HST rep. per.** field is mandatory. It must contain the GST/HST reporting period end date and must be after the reporting period start date (format YYYYMMDD), where YYYYMMDD is earlier than or equal to the day's date + 1 year.
7. The **start date QST rep. per.** field is mandatory. It must contain the QST reporting period start date and must be earlier than the reporting period end date (format YYYYMMDD), where YYYYMMDD is later than 19920701 and earlier than the day's date.

8. The **end date QST rep. per.** field is mandatory. It must contain the QST reporting period end date and must be after the reporting period start date (format YYYYMMDD), where YYYYMMDD is earlier than or equal to the day's date + 1 year.

9. The **Amount GST supplies (box 101)** field must be completed. The value cannot be negative, but can be zero.

10. The **GST/HST amount (box 105)** field must be completed. The value cannot be negative, but can be zero.

11. The **QST amount (box 205)** must be completed. The value cannot be negative, but can be zero.

12. The **ITC amount (box 108)** field must be completed. The value cannot be negative, but can be zero.

13. The **ITR amount (box 208)** must be completed. The value cannot be negative, but can be zero.

14. The **GST/HST instalment (box 110)** field must be completed. The value cannot be negative, but can be zero.

15. The **QST instalment (box 210)** field must be completed. The value cannot be negative, but can be zero.

16. The **GST/HST rebates (box 111)** field must be completed. The value cannot be negative, but can be zero.

17. The **QST rebates (box 211)** field must be completed. The value cannot be negative, but can be zero.

18. The **GST/HST amount to pay (case 113)** field must be completed. It can have a negative value. The value entered is calculated as follows: **Amount (113) = Amount (105) - Amount (108) – Amount (110) – Amount (111).**

19. The QST amount payable (box 213) must be completed. It can have a negative value. The value entered is calculated as follows: **Amount (213) = Amount (205) - Amount (208) – Amount (210) – Amount (211).**

20. The **amount of new housing rebates (box 135)** must be completed and cannot have a negative value and must be between $0 and $999,999,999.99 inclusive. It must also be less than or equal to the **amount of ITCs and adjustments (box 108).**

21. The **QST amount payable**, **GST amount payable** and the **total amount payable** fields are mandatory and cannot have negative values. Values for these fields are calculated as follows:

   a) **QST amount to be remitted:**
   - When the **QST amount payable (213)** and the **GST amount payable (113)** fields both have positive values, the **QST amount to be remitted** is equal to the value in the **QST amount (213)** field.
   - When the **QST amount payable (213)** is negative, the **QST amount to be remitted** is zero.
   - When the **QST amount payable (213)** is positive and the **GST amount payable (113)** is negative, calculate the sum of the **QST amount payable (213)** and the **GST amount payable (113)**. If this sum is less than zero, the **QST amount to be remitted** is zero. Otherwise, it is equal to the product of this sum.

   b) **GST amount to be remitted:**
   - When the **QST amount payable (213)** and the **GST amount payable (113)** fields are both positive, the **GST amount to be remitted** is equal to the **GST amount payable (113)** field.
   - When the GST amount payable (113) is negative, the GST amount to be remitted is zero.
   - When the GST amount payable (113) is positive and the QST amount payable (213) is negative, calculate the sum of the **QST amount payable (213)** and the **GST amount payable (113)**. If this sum is less than zero, the QST amount to be remitted is zero; otherwise, it is equal to the product of this sum.

   c) **Total amount payable:**
   - This field must be equal to the sum of the QST to be remitted and the GST to be remitted.

22. The **pension plan rebate amount (box 136)** must be between $0 and $999,999,999.99 inclusive. It must also be less than or equal to the **amount of ITCs and adjustments (box 108).**

23. The sum of box 135 and box 136 must be less than or equal to the value in box 108.

Description of status file

With the Payments - File Option service, status files are generated in the following situations:

a) Payments rejected by National Bank during the initial validation phase (syntactical validation carried out on receipt of file); this file includes rejected payments only.

b) Status of payments following the second validation phase (payment not possible because account is closed, non-existent, etc.); this file includes the status of both rejected and accepted transactions. Accepted payments are marked "A" in the file.

N.B.: A status file will not be generated for transactions rejected manually by other financial institutions.

General information

The format of the sequential file must contain three types of record:

- Header record 01 - one record per company, per form type;

- Transaction detail record 05 - details each rejection per company;

- Trailer record 99 - one record per company, per form type.

A file includes one 01 and 99 record per company, per form type, and several 05 records. Each 05 record corresponds to a rejected transaction. Thus, if several transactions are rejected for the same company and the same form, there will be several 05 records for this company. Each field, except the last one, will be separated by a delimiter. The delimiter is an asterisk (*). Each record must end with a semicolon (;). Even with delimiters, the fields must have a fixed length.

Here is an example of a status file:

    record type*sequence No.*company No.*tn reference No.*status date*trx status;
    record type*sequence No.*company No.*original sequence No.*error code*data error;
    record type*sequence No.*company No.*original sequence No.*error code*data error;
    record type*sequence no.*co no.*total amount;

Status file format

Header record 01

This record is used to identify a company and a form. It must include one record per company, per form type.

Name	Length	Format	Required information
Record type	2	AN	Always "01"
Sequence No.	6	N	Transaction sequence number in the file; must always be 000001
Company No.	8	AN	Number of company to which transaction status is sent
Transaction reference No.	15	AN	Unique reference number from original transaction
Status date	8	N	Date transaction status created in format YYYYMMDD
Trx status	1	AN	Transaction status R = rejected A = accepted
Registrant No. (for form 11 only)	24	AN	Taxpayer number (15 digits), the Julian day number (YYJDN), the serial number (4 numeric characters) incremented by 1 per payment and reset daily for each client.

Transaction detail record 05

This record details all the errors found in the transaction identified in the header record. A transaction detail record (05) is generated for each error.

Name	Length	Format	Required information
Record type	2	AN	Always "05"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	AN	Number of company to which rejected transactions are returned.
Original sequence No.	6	N	Original sequence number of the transaction
Error code	4	AN	Error code for the transaction
Data error	35	AN	Value of field with the error

For status A (accepted) transactions, only one 05 record will be generated with:
- Original sequence No. = 000001
- Error code = blank
- Data error = blank

Trailer record 99

This record is used to identify a company and a form. There must be one record per company, per form type.

Name	Length	Format	Required information
Record type	2	AN	Always "99"
Sequence No.	6	N	Sequence number of the transaction in the file, must be increased by 1 for each transaction
Company No.	8	N	Number of company to which rejected transactions are returned.
Total amount	14	N	Total payment amount The amount can be zero for rejected payments. The field must be marked (+) and include two decimals, without the decimal point. (+) must always appear in the first position. Form for 11, the amount is always zero.

Appendices

Appendix A – Error messages

Number	Description
A 200	Record type other than 01, 05 or 99.
A 798	Serial No. out of sequence.

Record type 01

Number	Description
A 202	The company No. does not begin with CP for record type 01
A 203	Payment type not authorized
A 204	Payment type must be 01 (EDI)
A 206	The form must be included and the form number between 01 to 11 or 15 to 18
A 208	Payee institution No. must be blank for forms 01 to 07, 09, 10, and 11, and filled in for form 08
A 210	Currency code must be CAD
A 212	Notification type does not correspond to form type, or must be between 01 and 05
A 216	Payer account No. not numerical
A 217	Payer account No. must be 0, for form 11, transaction 813
A 218	Transaction reference No. must begin with CPE, CPM or SCO followed by form type
A 220	The reference No. is smaller than the preceding one
A 222	Province code must be 00 to 12 for form 08, and 00 for outside Canada
A 224	Language code must be E or F
A 230	Postal code is mandatory for form 08 and must be in correct format
A 231	Postal code must match the period end date for form 11 transaction 813
A 232	Payee name is mandatory for form 08 and type 2, 3 or 4 notices
A 234	House number and street name or post office box must be present for form 08 and type 2, 3 or 4 notices
A 236	City is mandatory for form 08 and type 2, 3 or 4 notices
A 240	Province code is mandatory for form 08 and type 2, 3 or 4 notices
A 242	Language code is mandatory for form 08 and type 2, 3 or 4 notices
A 248	Fax No. is mandatory for form 08 and notice type 3
A 250	Email address is mandatory for form 08 and type 4 notices
A 256	Transit No. must be numerical
A 257	Payer account No. must be 0, for form 11, transaction 813
A 258	Modulo 11 check digit of payer account not valid
A 260	Payee transit No. must be blank for forms 01 to 07, 09 to 11 and 15 to 18, but it must be included in form 08.
A 262	Payee account No. must be blank for forms 01 to 07, 09 to 11 and 15 to 18 but it must be included in form 08.
A 263	Payer institution No. must be 0, for form 11, transaction 813

A 266	Payer institution No. must be 0006
A 267	Payer institution No. must be 0, for form 11, transaction 813
A 268	Payer transit No. does not exist in FIF
A 270	Payee institution No. or transit No. does not exist in FIF
A 272	Modulo 11 check digit of payee account not valid
A 276	Contact name mandatory for form 08
A 278	Phone No. is mandatory for form 08 and type 2, 3 or 4 notices
A 280	IT reference No. must be blank for forms 01 to 08, 10 and 11 (if payment), and 15 to 18
A 282	IT reference No. not valid and must be in correct format
A 284	IT reference No. must begin with PC for form 09
A 286	Deposits can be postdated up to 30 days after the transfer date
A 288	Deposit date must be a business day
A 290	Company does not exist in the external bill payment file
A 292	Country code must be 110 or 146 for form 08
A 294	Transaction status cannot be blank, must be A, R or S
A 296	Institution-transit-account No. not authorized for payer
A 298	Bill payment company used is not authorized
A 300	Delimiters are mandatory

Record 05

Number	Description
A 365	Delimiters are mandatory
A 366	The form is required between 01 to 11 or 15 to 18 and must be the same as the record 01 form
A 368	Company No. must begin with CP for record 05 and must be identical to the company No. in record 01
A 374	Subfile field is invalid when it starts with zero

Form 01

Number	Description
A 302	Identification No. must be numerical
A 304	Modulo 11 check digit of identification No. not valid
A 306	QST file No mandatory field
A 308	QST file No must begin with TQ
A 310	End of QST file No. must be numerical
A 312	Positions 1 to 9 of the GST account No. must be numerical
A 314	Modulus 10 check digit at position 1 to 9 of GST account No. not valid
A 320	Sign not valid, QST amount must be numerical and > 0
A 322	Sign not valid, ITR amount must be numerical and > 0

A 328	Sign not valid, QST amount payable must be equal to the QST amount - ITR amount - QST instalment amount
A 330	Start date of QST reporting period must be after 19920701 and before the day's date
A 332	Format of QST reporting period end date not valid
A 334	QST reporting period end date must be < day's date + 1 year and > QST reporting period start date
A 336	Sign not valid, GST supply amount not valid or < 0
A 338	Sign not valid, GST amount must be numerical and > 0
A 340	Sign not valid, ITC amount must be numerical and > 0
A 346	Sign not valid, GST amount payable must be = GST amount - ITC amount
A 348	GST reporting period start date must be after 19900101 and before the day's date
A 350	Format of GST reporting period end date not valid
A 352	GST reporting period end date must be > 19900101 and < day's date + 1 year and > GST reporting period start date
A 362	Sign not valid, total amount payable must be numerical and > 0
A 364	Sign not valid, amount payable must not be equal to GST amount - ITC amount
A 370	Positions 10 and 11 of the GST account No. must be RT
A 372	Positions 12 to 15 of GST account No. must be a number between 0001 and 9999 inclusive

Form 02

Number	Description
A 402	Agent No. must be numerical
A 404	Modulo 11 check digit of agent No. not valid
A 406	Serial number must be between 110,001 and 119,999
A 408	Period subdivision must be between 1 and 6
A 410	Period subdivision does not correspond to form code
A 412	Sign not valid, tax amount must be numerical and > 0
A 414	Sign not valid, QPP (RRQ) amount must be numerical and > 0
A 416	Sign not valid, RAMQ amount must be numerical and > 0
A 418	Only one type of remittance in the series is permitted
A 420	Only one period subdivision per series is permitted
A 422	Sign not valid, QPIP amount must be numerical and > 0
A 424	Sign not valid, CNESST amount must be numerical and > 0
A 426	The CNESST amount must be zero if the period covered is before January 1, 2011.

Form 03

Number	Description
A 452	Agent No. must begin with 9 and have 10 positions
A 454	Serial No. must begin with 67 or PN followed by a serial number between 0000 and 9999
A 456	Sign not valid, amount paid must be numerical and > 0
A 460	Modulo 11 check digit of agent No. not valid

Form 04

Number	Description
A 502	Agent No. field must be completed and have 10 positions
A 504	Modulo 11 check digit of agent No. not valid
A 506	Sign not valid, amount paid must be numerical and > 0
A 508	The company registration No. is mandatory
A 510	Tax year format not valid
A 512	Tax year not valid

Form 05

Number	Description
A 552	Agent No. must be numerical
A 554	Modulo 11 check digit of agent No. not valid
A 556	QST file No. format not valid
A 558	Sign not valid, GST instalment amount must be numerical and > 0
A 570	Instalment period start date must be > 19920701
A 572	Instalment period end date must be > instalment period start date and < processing date + 1 year
A 578	Sign not valid, QST instalment amount must be numerical and > 0
A 584	QST file No must begin with 48
A 588	End of QST file No. must be numerical
A 590	Form code must be numerical

Form 06

Number	Description
A 604	Taxpayer No. is a mandatory field
A 606	Modulo 10 check digit of taxpayer No. not valid
A 608	Positions 10 and 11 of the taxpayer No. must be RP
A 610	Type of tax payable must be 0140 or 0160.
A 614	Remittance date format not valid or not numerical
A 618	Sign not valid, amount must be numerical and > 0
A 620	Number of employees must be numerical and not 0

| A 622 | Sign not valid, total gross payroll must be numerical and > 0 |
| A 623 | The gross payroll amount must be > the payment amount |

Form 07

Number	Description
A 654	Taxpayer No. is a mandatory field
A 656	Modulo 10 check digit of taxpayer No. not valid
A 658	Positions 10 and 11 of the taxpayer No. must be RC
A 660	Type of tax payable must be 2071 or 2075.
A 664	Remittance date format not valid or not numerical
A 668	Sign not valid, amount must be numerical and > 0
A 670	Number of employees must be numerical and not 0
A 672	Sign not valid, total gross payroll amount must be numerical and > 0
A 674	Positions 12 to 15 of taxpayer No. must be a number between 0001 and 9999 inclusive

Form 08

Number	Description
A 704	Invoice No. is a mandatory field
A 706	Sign not valid, invoice amount must be numerical and > 0
A 708	Sign not valid, discount amount must be numerical and > 0
A 710	Sign not valid, net amount must be > 0 and + to invoice amount - discount amount
A 712	Invoice date format not valid
A 719	Comments and Invoice No. fields cannot contain special characters

Form 09

Number	Description
A 734	Invoice No. is a mandatory field
A 736	Sign not valid, invoice amount must be 0
A 738	Sign not valid, discount amount must be 0
A 740	Sign not valid, net amount must be numerical and > 0
A 742	Invoice date format not valid

Form 10

Number	Description
A 801	Taxpayer No. is a mandatory field
A 802	Modulo 10 check digit of taxpayer No. not valid
A 803	Registrant No. is a mandatory field
A 804	Type of tax payable (1) must be 4002.
B 805	Sign not valid, instalment amount must be numerical and > 0

A 806	Type of tax payable (2) must be 4003.
A 807	Sign not valid, arrears payment amount must be numerical and > 0
A 808	Type of tax payable (3) must be 4004.
A 809	Sign not valid, other payment amount must be numerical and > 0
A 810	Type of tax payable (4) must be 4005.
A 811	Sign not valid, the assessment amount after verification must be numerical and > 0
A 812	Format of period start date not valid or not numerical
A 814	Format of period end date not valid or not numerical
A 816	Type of tax payable must be 4006.
A 817	Sign not valid, net tax amount must be numerical and > 0
A 818	Format of tax period start date not valid or not numerical
A 820	Format of tax period end date not valid or not numerical
A 822	Name of account holder mandatory
A 823	Account holder phone No. mandatory field
A 824	Account holder language mandatory field
A 825	Positions 10 and 11 of the taxpayer No. must be RT
A 826	Registrant No. must be numerical
A 827	Period end date must be < processing date + 1 year and > period start date
A 828	Net tax end date must be < processing date + 1 year and > net tax start date
A 829	At least one amount must be entered

Form 11 (trx 820)

Number	Description
A 850	Taxpayer No. is a mandatory field
A 851	Modulo 10 check digit of taxpayer No. not valid
A 852	Registrant No. is a mandatory field
A 853	The first 15 positions of registrant No. must be identical to taxpayer No.
A 854	Invalid registrant No.
A 855	Type of tax payable must be 4001.
A 856	Sign not valid, amount must be numerical and > 0
A 857	Format of period start date not valid or not numerical
A 858	Format of period end date not valid or not numerical
A 859	Period end date cannot be > processing date + 1 year
A 860	Name of account holder mandatory
A 861	Account holder phone No. mandatory field
A 862	Account holder language mandatory field
A 863	At least one of the amounts must be > 0 because the payment total must be > 0.

Form 11 (trx 813)

Number	Description
A 874	Box 135 + box 136 must = box 108.
A 880	Tax code 101 must be equal to 4101, if amount 101 entered
A 881	Sign not valid, amount 101 must be numerical and > 0
A 882	Tax code 205 must be equal to 4205, if amount 205 entered
A 883	Sign not valid, amount 205 must be numerical and > 0
A 884	Tax code 405 must be equal to 4405, if amount 405 entered
A 885	Sign not valid, amount 405 must be numerical and > 0
A 886	Tax code 105 must be equal to 4105, if amount 105 entered
A 887	Sign not valid, amount 105 must be numerical and > 0
A 888	Amount 101 not valid, the decimals must be 00.
A 889	Tax code 108 must be equal to 4108, if amount 108 entered
A 890	Sign not valid, amount 108 must be numerical and > 0
A 891	Tax code 109 must be equal to 4109, if amount 109 entered
A 892	Sign not valid, amount 109 must be numerical and > 0
A 893	Tax code 110 must be equal to 4110, if amount 110 entered
A 894	Sign not valid, amount 110 must be numerical and > 0
A 895	Tax code 114 must be equal to 4114, if amount 114 entered
A 896	Sign not valid, amount 114 must be numerical and > 0
A 897	Tax code 115 must be equal to 4115, if amount 115 entered
A 898	Sign not valid, amount 115 must be numerical and > 0
A 899	Amount 109 must = amount 105 - amount 108.
A 900	If the reimbursement is less than or equal to $2.00, only the return is sent to the government.
A 901	If the enclosed payment is less than or equal to $2.00, only the return is sent to the government.
A 902	Amount 114 not valid It must = amount 109 - amount 110 - amount 111 + amount 205 + amount 405.
A 903	Amount 115 not valid It must = amount 109 - amount 110 - amount 111 + amount 205 + amount 405.
A 904	Tax code 135 must be equal to 4135, if amount 135 entered
A 905	Sign not valid Amount 135 must be numerical, > 0, < 999,999,999.99 and < box 108
A 906	Tax code 111 must be equal to 4111, if amount 111 entered
A 907	Sign not valid, amount 111 must be numerical and > 0
A 908	Tax code 136 must be equal to 4136, if amount 136 entered
A 909	Sign not valid Amount 136 must be numerical, > 0, < 999,999,999.99 and < box 108
A 911	Sign not valid, amount 103 must be numerical and < 999,999,999.99
A 912	Sign not valid, amount 104 must be numerical and < 999,999,999.99
A 913	Sign not valid, amount 106 must be numerical and < 999,999,999.99
A 914	Sign not valid, amount 107 must be numerical and < 999,999,999.99
A 915	Tax code 103 must be equal to 4103, if amount 103 entered.

A 916   Tax code 104 must be equal to 4104, if amount 104 entered.

A 917   Tax code 106 must be equal to 4106, if amount 106 entered.

A 918   Tax code 107 must be equal to 4107, if amount 107 entered.

A 999   Double key, GST/HST reference No. already exists in the file

Form 15

Number	Description
A 920	Taxpayer No. is a mandatory field
A 921	Modulo 10 check digit of taxpayer No. not valid
A 922	Positions 10 and 11 of the taxpayer No. must be RT
A 923	Registrant No. is a mandatory field
A 924	Registrant No. must be numerical
A 925	Type of tax payable must be 4003.
A 926	Sign not valid, instalment amount must be numerical and > 0
A 927	Name of account holder mandatory
A 928	Account holder phone No. mandatory field
A 929	Account holder language mandatory field

Form 16

Number	Description
A 940	Taxpayer No. is a mandatory field
A 941	Modulo 10 check digit of taxpayer No. not valid
A 942	Positions 10 and 11 of the taxpayer No. must be RT
A 943	Registrant No. is a mandatory field
A 944	Registrant No. must be numerical
A 945	Type of tax payable must be 4002.
A 946	Sign not valid, instalment amount must be numerical and > 0
A 947	Remittance period end date must be numerical and = or < payment date
A 948	Name of account holder mandatory
A 949	Account holder phone No. mandatory field
A 950	Account holder language mandatory field

Form 17

Number	Description
A 960	Identification No. must be numerical
A 962	Modulus 11 check digit of identification number must be valid
A 964	Sign not valid, CNESST amount must be numerical and > 0
A 966	Period end date must be no later than December 31, 2010

Form 18

Number	Description
A 871	Box 135 + box 136 must = box 108.
A 970	Identification No. must be numerical
A 971	Modulo 11 check digit of identification No. not valid
A 972	QST file No mandatory field
A 973	QST file No must begin with TQ
A 974	End of QST file No. must be numerical
A 975	Positions 1 to 9 of the GST account No. must be numerical
A 976	Modulus 10 check digit at position 1 to 9 of GST account No. not valid
A 977	Positions 10 and 11 of the GST account No. must be RT
A 978	Positions 12 to 15 of GST account No. must be a number between 0001 and 9999 inclusive
A 979	Sign not valid, GST amount must be numerical and > 0
A 980	Sign not valid, ITC amount must be numerical and > 0
A 981	Sign not valid, GST/HST instalment amount must be numerical and > 0
A 982	Sign not valid, GST/HST rebates amount must be numerical and > 0
A 983	Sign not valid, GST/HST amount payable must be equal to the GST/HST amount - ITR amount - GST/HST instalment amount TPS/TVH - GST/HST rebates amount
A 984	Sign not valid, QST amount must be numerical and > 0
A 985	Sign not valid, ITR amount must be numerical and > 0
A 986	Sign not valid, QST instalment amount must be numerical and > 0
A 987	Sign not valid, QST rebates amount must be numerical and > 0
A 988	Sign not valid, QST amount payable must be equal to the QST amount - ITR amount - QST instalment amount - QST rebates
A 989	Sign not valid, GST supply amount not valid or < 0
A 990	Sign not valid, amount 135 must be numerical, > 0, < 999,999,999.99 and < box 108
A 991	Sign not valid, total amount payable must be numerical and > 0
A 992	Sign not valid, amount payable must not be equal to GST amount - ITC amount
A 993	If box 136 = 0, the GST/HST period start date must be > 19900101. If box 136 > 0, the GST/HST period start date must be > 20100923. The GST/HST rep per start date must be earlier than the day's date.
A 994	GST/HST reporting period end date must be > period start date and < day's date + 1 year
A 995	Start date of QST reporting period must be after 19920701 and before the day's date
A 996	QST reporting period end date must be < day's date + 1 year and > QST reporting period start date
A 997	Month and year of the GST/HST reporting period end date and QST reporting period end date must be identical
A-998	Sign not valid Amount 136 must be numerical, > 0, < 999,999,999.99 and < box 108

Record 99

Number	Description
A 758	Delimiters are mandatory
A 760	Company No. must begin with CP for record 99 and must be identical to the company No. in record 01
A 762	Sign not valid, total amount must be equal to sum of amounts of transaction details
A 763	No. of remittances must be 0, for form 11, transaction 813
A 764	The month in the period covered must = month of remittance date or one of the four previous months
A 765	Remittance period must be 0, for form 11, transaction 813
A 766	No. of remittances must = sum of transaction details for this form type
A 767	Total amount must be > 0
A 768	The form is required between 01 to 11 or 15 to 18 and must be = to the record 01 form
A 769	Sign not valid, total amount must be > 0
A 771	Total amount must be 0, for form 11, transaction 813

Other messages

Number	Description
A 772	No record 99 in the series
A 774	No record 05 in the series
A 776	No record 01 in the series
A 780	More than one consecutive type 01 record
A 782	More than one consecutive type 99 record
A 788	Payment exceeds allowable limit and received after deadline
A 790	Payment rejected by Customer Service (status R) exceeds allowable limit
A 792	No limit for payee
A 799	Payment rejected, random sequence number has been used in the last 12 months
E 813	Transaction group (GS) already processed in EDI application
E 814	Transaction (ST) already processed in EDI application
E 816	Account not defined in EDI application
E 882	Reference No. already exists in the EDI application.

EDI application messages

Number	Description
E 803	Invalid receiving account
E 821	Payment exceeds limit allowed (maximum)
E 822	Account frozen
E 823	Account merged
E 824	Deceased
E 827	Dormant account
E 847	Account non-existent, closed or assigned but not open
E 856	Amount not valid in EDI application
E 893	Account overdrawn
E 900	Subscriber number not valid
E 950	Restriction on account
E 999	Other reasons

Appendix B – Transaction description

The following transaction descriptions will appear on your banking statement:

Form		Description
01	Combined GST/QST FPZ 500	GST/QST COMBINED
02	Provincial deductions at source TPZ 1015.R.14	QC SOURCE DEDUCTIONS
03	Deductions for support payments PPA 101	SUPPORT DEDUCTIONS
04	Provincial corporate income tax instalments COZ 1027	TAX REMITTANCE QC
05	Combined GST/QST instalments FPZ 558	GST/QST INSTALMENT
06	Federal deductions at source RC 107F	FED. SOURCE DEDUCTIONS
07	Federal corporate income tax instalments RC 98F and RC 157F	REMITTANCE FED.
08	Generic payments	BUSINESS PAYMENT
09	Payment of accounts	PAYMENT OF ACCOUNT
10	Federal remittance GST 58	GST/HST DECL.
11	Federal remittance GST 34-2F	GST/HST REMITTANCE
15	Goods and services tax (amounts owing) RC 159	GST/HST REMITTANCE
16	Goods and services tax (interim payments) RC 160	GST/HST REMITTANCE
17	CNESST payment TPZ 1015 R 14.5	CNESST PAYMENT
18	Combined GST/QST return with instalment FPZ 500 IF	GST/QST COMBINED

Appendix C – List of EDI capable institutions

Financial institution No.	Name of financial institution	EDI capable institution
001	**BMO**	∫
002	**Scotia Bank**	∫
003	**Royal Bank of Canada**	∫
004	**TD Canada Trust**	∫
006	**National Bank of Canada**	∫
010	**Canadian Imperial Bank of Commerce (CIBC)**	∫
016	**HSBC Bank of Canada**	∫
039	**Laurentian Bank of Canada**	∫
219	Alberta Treasury Branches	
241	Bank of America	
249	Intesa Bank Canada	
250	BNP Paribas (Canada)	
260	Citibank Canada	
270	JP Morgan Chase Bank	
286	National Bank of Greece (Canada)	
292	Société Générale (Canada)	
311	MBNA Canada Bank	
509	**Canada Trust (via 004 TD Canada Trust)**	∫
590	**National Trust Company (via 002 Scotia Bank)**	∫
618	**B2B Trust (via 039 Laurentian Bank of Canada)**	∫
809	**B.C. Central Credit Union (via 869 Central 1)**	∫
815	**Fédération canadienne des Caisses Populaires (Desjardins)**	∫
828	**Ontario Credit Union (via 869 Central 1)**	∫
829	Fédération des caisses populaires de l'Ontario Inc.	
836	Caisses populaires de Kapuskasing Ltée.	
842	Alterna Savings & Credit Union	
865	Fédération des caisses populaires Acadiennes Limitée	
869	**Central 1**	∫
879	**Manitoba Credit Union (via 869 Central 1)**	∫
889	**Saskatchewan Credit Union (via 869 Central 1)**	∫
890	Alliance des caisses populaires de l'Ontario Ltée	
899	**Alberta Credit Union (via 869 Central 1)**	∫