

Instructions to accompany the 2015 ME UC-1 UNEMPLOYMENT CONTRIBUTIONS REPORT  
2-D Bar Code Specifications

Grid locations given pertain to location on the form indicated in the "Source Form and Special Requirements" column.

Special requirements for certain fields are provided.

More complete guidance is provided in the 2-D Barcode Guidelines available on line at [www.maine.gov/revenue/vendors](http://www.maine.gov/revenue/vendors)

An unlimited number of Schedule 2 forms may be submitted with each ME UC-1, however, there are mandated electronic filing requirements.

**Disclaimer**

*In regards to a field being required or not ( Req'd Field column, Y/N ), if the field states that is not required it does not mean that the field itself can be left out of the 2D barcode.*

*It is speaking in regards to any data that might or might not be placed in it.*

*If there is data on the printed form that data has to be included in the 2D barcode regardless if the field says it is required or not.*

*If there is no data to put in a field then it is to be left blank/null unless otherwise stated in the VALUE column.*

*This is the case for all 2D barcodes.*

**\*\* 2-D Barcode Area formed by grid coordinates 56-07 to 62-46**

**Updated 6/30/2015**

Changes highlighted in yellow.

**UNEMPLOYMENT CONTRIBUTIONS REPORT ME UC-1**

2-D Field No	FIELD NAME	Data Type	Size	Req'd Field	VALUE	Source Form and Special Requirements	Location on the Form Indicated
1	HEADER_VER_NUMBER	AN	2	Y	T1	FTA STANDARD	
2	VENDOR_CDE	N	4	Y	FTA Assigned	Vendor creating 2D barcode	
3	SOFTWARE_VER	AN	2	Y		Vendor provided	
4	VENDOR_CDE_ME	N	2	Y		Substitute Form Vendor Code Assigned by Maine Revenue Services	05-79,2
5	STATE_CDE	A	2	Y	ME		
6	FORM_YR_NUMBER	A	4	Y	2015		
7	FORM_CDE	AN	5	Y	MEUC1_2014	Unemployment Contribution Report	
8	FORM_VERS_NUM	A	2	Y	01	Number advanced by vendor with each change to format of 2D barcode	
9	TP_START	N	8	Y	MMDDYYYY	Valid dates are 0101YYYY, 0401YYYY, 0701YYYY, 1001YYYY	14-57,10
10	TP_END	N	8	Y	MMDDYYYY	Valid dates are 0331YYYY, 0630YYYY, 0930YYYY, 1231YYYY	14-70,10
11	ACCOUNT_ID	AN	10	Y		ME UC-1	10-70,10

12	ENITY_ID	N	9	Y		ME UC-1	12-70,10
13	NAME	AN	35	Y		ME UC-1	09-07,22
14	EMPLOYEE_COUNT_1	N	0-5	N		ME UC-1	21-55,5
15	EMPLOYEE_COUNT_2	N	0-5	N		ME UC-1	21-64,5
16	EMPLOYEE_COUNT_3	N	0-5	N		ME UC-1	21-73,5
17	FEM_EMPLOYEE_COUNT_1	N	0-5	N		ME UC-1	23-55,5
18	FEM_EMPLOYEE_COUNT_2	N	0-5	N		ME UC-1	23-64,5
19	FEM_EMPLOYEE_COUNT_3	N	0-5	N		ME UC-1	23-73,5
20	UC_WAGES	N	0-14	N		ME UC-1	25-59,20
21	EXCESS_WAGES	N	0-14	N		ME UC-1	28-59,20
22	TAXABLE_WAGES	N	0-14	N		ME UC-1	31-59,20
23	UC_DUE	N	0-14	N		ME UC-1	34-59,20
24	CSSF_ASSESS	N	0-14	N		ME UC-1	37-59,20
25	TOTAL_CONT_CSSF	N	0-14	N		ME UC-1	40-59,20
26	PREPARER_EIN	AN	0-9	N		ME UC-1	52-70,10
27	PAYROLL_PROCESSOR	AN	0-7	N		ME UC-1	54-71,9
28	End of File	A	5	Y	*EOD*	FTA STANDARD	