

Instructions to accompany the 2015 Form 941P-ME PASS-THROUGH ENTITY RETURN  
2-D Bar Code Specifications

Check Boxes are coded as "Data Type" Numerical "N" with a blank being coded as a zero "0" and a check being coded as a one "1".

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)

The Maine Apportionment Factor - Field 27 must contain 7 digits with leading zeros if appropriate.

An unlimited number of Schedules 2P and 3P forms may be submitted with each 941P, however, there are mandated electronic filing requirements.

**\*\* 2-D Barcode Area formed by grid coordinates 48-7 to 54-78.**

Updated 9/8/2015

Changes highlighted in yellow.

**MAINE PASS-THROUGH ENTITY RETURN - FORM 941P**

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	
5	STATE_CDE	A	2	Y	ME		
6	FORM_YR_NUMBER	A	4	Y	2015		
7	FORM_CDE	AN	4	Y	941P	Maine Information Return Partnerships & S Corporations	
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	01012015	Calendar year only	09-56, 10
10	TP_END	N	8	Y	12312015	Calendar year only	09-69, 10
11	ENITY_ID	N	9	Y		Form 941P-ME.	10-22, 10
12	NAME	AN	23	Y		Form 941P-ME.	15-07, 23
13	ADDRESS	AN	23	Y		Form 941P-ME.	18-07, 23
14	CITY	AN	14	Y		Form 941P-ME.	21-07, 20
15	STATE	A	2	Y		USPS Codes. Form 941P-ME. If non-USA or Canada use "XX".	21-32, 2
16	ZIP_CODE	AN	9	Y		Form 941P-ME.	21-37, 5
17	COUNTRY	A	4	Y		Refer to 2-D Barcode Guidelines for authorized abbreviations	
18	ADDRESS_CHG	N	1	Y	0 or 1	0 = Blank, 1 = Checked. Form 941P-ME	12-29, 1
19	AMENDED_RETURN	N	1	Y	0 or 1	0 = Blank, 1 = Checked. Form 941P-ME	12-43, 1
20	SCH3P_REQ	N	1	Y	0 or 1	0 = Blank, 1 = Checked. Form 941P-ME	12-79, 1
21	LINE_1	N	9			Include Cents but do not include decimal point. Form 941P-ME	16-69, 11
22	LINE_2	N	9			Include Cents but do not include decimal point. Form 941P-ME	18-69, 11

23	LINE_3a	N	9			Include Cents but do not include decimal point. Form 941P-ME	20-69, 11
24	LINE_3b	N	9			Include Cents but do not include decimal point. Form 941P-ME	23-69, 11
25	MAINE_SALES	N	12			Whole dollars only. Allow for negative number. Form 941P-ME	29-24, 12
26	EVERYWHERE_SALES	N	12			Whole dollars only. Allow for negative number. Form 941P-ME	29-66, 12
27	MAINE_APPORTIONMENT	N	7	NNNNNNN		All leading zeros must be present. Form 941P-ME	31-18, 9
28	TOT_INC	N	11			Whole dollars only. Allow for negative number. Form 941P-ME	31-67, 11
29	PREPARER_EIN	N	9			Form 941P-ME.	46-59, 10
30	END_OF_FILE	A	5	Y	*EOD*	FTA STANDARD	