Q2c: How does a user select the options for Federal E-File and/or Fulfillment?

12/03/2024 4:49 pm CST

See Q2 on how to create a batch first. Once the batch has been created, the next step is for the user to run edit checks. The batch must pass edit checks, green checkmark, in order to proceed.

Batch: ACA- Year: 2019 Batch Name: Stat		C	Count:	4	109	1095 Cnt: Lock:		ď	Batch Options				
		6	Error:	6	🕽 Loo				Edit Filenames: L	evel 1 Level 2	sl 1 Level 2 Level 3		
		G ACA Edit Checks - Mozilla Firefox										×	
Batch ID:	223		Incoductionar	unt fhuilliar	m com/coi-h	in/ACAF	dit on					1 =	
Add Companie	es	• • mupst	/productional	ap racenne	inacciny cgi-b	in process	unung				Фн		
D. Com													
Com	pany Na										Check: E		
ACA	State												
ACA	State												
ACA	State												
ACA	State												
					Edit Check P	Progress							
				1			44%						
							23/5	52					
				- 1					OK				

Once the edit checks have passed, the user should click on the Lock icon to lock the batch. Then, click on "Yes" to proceed.

Batch: ACA-C C		Count:	4	1095 Cnt: 48			Batch Options					
Year:	ar: 2019 F		0	Lock:	ď	Edi	Edit Filenames: Level 1 Level 2 Level 3					
Batch Name:	ch Name: StateTest1			Fulfilment:		Sel	Select States for E-File: ??					
Batch ID:	223380	State:		Print:								
Add Companie	s	Co Lock	Status: State1	lest1	х							
Comp	any Name	Are y	ou sure you war	t to mark this ba	ch as Locked?							
Company Name				*0	Yes No	1	1095 Cnt	Error	E-File	Div		
ACA	State Testing Compan					12	0		^			
	State Testing Compan	66-898989	66-8989898			0						
ACA								0				
ACA	State Testing Compan	y C		77-898989	3		12	0				

The user will now have the option to check the box to E-File and/or Fulfillment. **Note:** State E-File will not be enabled until applicable States have been selected; see Q2e and Q2f below.

Home > Batch AC	A-C - 2019 > StateTest1											
					48		Bato					
		Error: 🔘 Lock: 🔒				Edit Filenames: Level 1 Level 2 Level 3						
		E-File:	E-File: 🗧 Fulfillment: 🛄				Select States for E-File: ??					
Add Companies		E-File & Fulfillment: StateTest1 🛛 🔞 ×										
		E-File:	Sut	bmit for E-File								
Company Name		Fulfilment	Sut	Submit for Fulfillment				1095 Cnt	Error	E-File	Div	
		State E-Fi	ate E-File: Select States For State E-File First					12				
		Prices will be shown on a subsequent confirmation screen.						12	0			
						-		12				
					Next	Cancel]	12				

The user should click on "Next" to proceed to the next screen where they will need to click on "Submit".