

Q2g: How does a user select State E-File for a new batch?

12/03/2024 4:50 pm CST

To select a State(s) for a batch that has not been submitted for E-File and/or Fulfillment, the user would navigate into the batch to click on "Select States for E-File" in the **Batch Options** box.

Home > Batch ACA-C - 2019 > DC3

Batch:	ACA-C	Count:	2	1095 Cnt:	24
Year:	2019	Error:	<input checked="" type="checkbox"/>	Lock:	<input checked="" type="checkbox"/>
Batch Name:	DC3	E-File:	<input type="checkbox"/>	Fulfillment:	<input type="checkbox"/>
Batch ID:	110569	State:	<input type="checkbox"/>	Complete:	<input type="checkbox"/>
<input type="button" value="Add Companies"/>		Print:	<input type="checkbox"/>		

Batch Options
Edit Filenames: [Level 1](#) | [Level 2](#) | [Level 3](#)
Select States for State E-File

Once the user clicks on "Select States for E-File", a pop-up will appear with the available States listed. The user would check the applicable box, to auto-select any Employee living within the state, then click on "Submit" followed by "Close". **Note:** The system is looking at the Employee (1095) address to determine the selectable State.

Batch Options
Edit Filenames: [Level 1](#) | [Level 2](#) | [Level 3](#)
Select States for State E-File

Select States For State E-File: x
 New Jersey
 District of Columbia

To select other Employees outside of the selected state, the user would need to click on the state's hyperlink to add those additional Employees for the Individual Employee State E-File Selection (the *Number Selected* count should increase) and click on "Submit", then "Close". The user should see the screen refresh. Click on "Close" for the state selector box.

New Jersey Individual Employee State E-File Selection

Included	State	First Name	Last Name	Company Name	EIN
<input type="checkbox"/>		Annita	Green	ACA-C State Testing Company W	10-8989810
<input type="checkbox"/>		Apple	Greys	ACA-C State Testing Company W	10-8989810
<input type="checkbox"/>		Arianah	Silver	ACA-C State Testing Company W	10-8989810
<input checked="" type="checkbox"/>	DC	Andi	White	ACA-C State Testing Company W	10-8989810
<input checked="" type="checkbox"/>	MA	Anika	Blue	ACA-C State Testing Company W	10-8989810
<input checked="" type="checkbox"/>	NJ	Adele	Black	ACA-C State Testing Company W	10-8989810
<input checked="" type="checkbox"/>	NJ	Anderson	Doe	ACA-C State Testing Company W	10-8989810
<input checked="" type="checkbox"/>	NJ	Allen	Gold	ACA-C State Testing Company W	10-8989810
<input checked="" type="checkbox"/>	NJ	Audrey	Pink	ACA-C State Testing Company W	10-8989810
<input checked="" type="checkbox"/>	NJ	Aaron	Platinum	ACA-C State Testing Company W	10-8989810
<input checked="" type="checkbox"/>	NJ	Abbey	Red	ACA-C State Testing Company W	10-8989810
<input checked="" type="checkbox"/>	NJ	Audi	Yellow	ACA-C State Testing Company W	10-8989810
<input type="checkbox"/>		Annita	Green	ACA-C State Testing Company X	20-8989820

Current View Total: 24 / **Number Selected: 10** [Export current view to CSV](#)

Until the batch is locked, that is as far as the user can go. After the batch is locked, the user will be able to click on any one of the three submission options to be directed to the E-File and Fulfillment pop-up. It is up to the user to

select what options they choose to submit, whether it is E-File and State E-File; Fulfillment and State E-File; E-File and Fulfillment; or E-File, Fulfillment and State E-File. The user will need to click on Next once the submission options are chosen.

Count: 2 1095 Cnt: 24
Error: Lock:
E-File: Fulfillment:
State: Complete:

E-File & Fulfillment: DC3

E-File:	<input checked="" type="checkbox"/> Submit for E-File
Fulfillment:	<input checked="" type="checkbox"/> Submit for Fulfillment
State E-File:	<input checked="" type="checkbox"/> Submit for State E-File

Prices will be shown on a subsequent confirmation screen.

Next Cancel

The next screen will provide the pricing details, along with a summary of how many State employees are being submitted for each State. After reading the verbiage and the user is ready to finalize the submission, the user would click on Submit.

E-File, Fulfillment, & State E-File: DC3

Selected: E-File, Fulfillment, State E-File

DC3: \$64.55 (18 Domestic Employees, 6 Foreign Employees)

DC3 State: \$23.00 (10 NJ, 10 DC)

Total Cost: \$87.55

Once you click on the submit button below your account will be charged \$87.55 (plus applicable sales & use tax) and we will immediately begin fulfilling your request. As a result, ftwilliam.com/CCH INCORPORATED will incur substantial costs for postage and handling.

THEREFORE, THE CHARGES TO YOUR ACCOUNT ARE FINAL AND NO CREDITS OR REFUNDS CAN BE GIVEN.

FAILURE TO PAY THE ABOVE CHARGES MAY RESULT IN INACTIVATION OF YOUR ACCOUNT. BY CLICKING ON THE LINK BELOW YOU HEREBY AGREE TO THE FOLLOWING:

Please be aware that by clicking the link you authorize ftwilliam.com/CCH INCORPORATED to print and mail and

Submit Cancel