

Work Opportunity Tax Credit Online System Portal

Bulk Upload Validation Error Message Glossary

IRS Form 8850 Required Values

"Application is untimely filed" – Application is over one year old.

Schedule

- Column A
 - "Column A must be 9 digits in TEXT format for leading zeros."
- Column B
 - "Column B must be 9 digits in TEXT format for leading zeros."
 - "The EIN is required."
 - "The EIN entered is invalid."
 - "No ERD/POA is on file for the CEIN/EIN combo."
 - The ERD on file has expired; or
 - there is no ERD on file.
- Column C
 - "Column C must be 9 digits in TEXT format for leading zeros."
 - "Applicant SSN is required."
 - "The SSN entered is invalid."
 - "Duplicate submission based on SSN, EIN, and Start Date"
- Column D
 - "The Date of Birth cannot occur after today."
 - "The Date of Birth must be in YYYYMMDD format."
- Column E
 - "The Hired Date cannot occur after today."
 - "The Hire Date must be in YYYYMMDD format."
 - "The Hire Date is required."
 - "HIRED Date must be EQUAL TO or BEFORE the Start Date."
- Column F
 - "The Start Date cannot occur after today."
 - "The Start Date must be in YYYYMMDD format."
 - "The Start Date is required."
 - "START Date must be EQUAL to or AFTER the Hired Date."
- Column G
 - "Applicant's Last Name is required."
- Column H
 - "Applicant's First Name is required."
- Column I
 - "Applicant's Address is required."
- Column J
 - "Applicant's City is required."

- Column K
 - "Applicant's State is required."
 - **Possible Error** – "State given is not an acceptable state abbreviation."
- Column L
 - "Applicant's Zip is required."
 - Note:** ZIP Code **must** be in Text format for leading zeros.

IRS Form 8850 Questions 1-7 - Values are NOT required to be entered unless a specific TG is requested.

- Column O
 - Q1 – cannot be a value other than Y, N or left blank
- Column P
 - Q2 – cannot be a value other than Y, N, or left blank
- Column Q
 - Q3 – cannot be a value other than Y, N, or left blank
- Column R
 - Q4 – cannot be a value other than Y, N, or left blank
- Column S
 - Q5 – cannot be a value other than Y, N, or left blank
- Column T
 - Q6 – cannot be a value other than Y, N, or left blank
- Column U
 - Q7 – cannot be a value other than Y, N, or left blank

ETA Form 9061 Questions - Values are NOT required to be entered unless a specific TG is requested.

- Column V
 - Qualified IVA – cannot be a value other than Y, N, or left blank
- Column W
 - Qualified IVA State – Enter two-digit state abbreviation if benefits were received outside of Texas.
 - **Possible error** – **Qualified IVA State** given is not an acceptable state abbreviation.
- Column X
 - Qualified Vet – cannot be a value other than Y, N, or left blank
- Column Y
 - Qualified Vet State – Enter two-digit state abbreviation if benefits were received outside of Texas.
 - **Possible error** – **Qualified Vet State** given is not an acceptable state abbreviation.
- Column Z
 - Unemployed Veteran 4 Weeks – cannot be a value other than Y, N, or left blank

- Column AA
 - Unemployed Veteran 6 Months – cannot be a value other than Y, N, or left blank
- Column AB
 - Disabled Veteran – cannot be a value other than Y, N, or left blank
- Column AC
 - Disabled Veteran Unemployed 6 Months – cannot be a value other than Y, N, or left blank
- Column AD
 - Ex-Felon – cannot be a value other than Y, N, or left blank
- Column AE
 - Ex-Felon Type-Federal – cannot be a value other than Y, N, or left blank
- Column AF
 - Ex-Felon Type-State – cannot be a value other than Y, N, or left blank
- Column AG
 - DCR – cannot be a value other than Y, N, or left blank
- Column AH
 - DCR Resides in RRC – cannot be a value other than Y, N, or left blank
- Column AI
 - DCR Resides in EZ – cannot be a value other than Y, N, or left blank
- Column AJ
 - Vocational Rehab – cannot be a value other than Y, N, or left blank
- Column AK
 - Summer Youth – cannot be a value other than Y, N, or left blank
- Column AL
 - SNAP – cannot be a value other than Y, N, or left blank
- Column AM
 - SNAP State - Enter two-digit state abbreviation if benefits were received outside of Texas.
 - **Possible Error - SNAP State** given is not an acceptable state abbreviation.
- Column AN
 - SSI – cannot be a value other than Y, N, or left blank
- Column AO
 - LTFAR – cannot be a value other than Y, N, or left blank
 - Enter two-digit state abbreviation if benefits were received outside of Texas.
 - **Possible Error - LTFAR State** given is not an acceptable state abbreviation.
- Column AQ
 - LTUR – cannot be a value other than Y, N, or left blank

- Column AR
 - LTUR State – Enter two-digit state abbreviation if benefits were received outside of Texas.
 - **Possible Error - LTUR State** given is not an acceptable state abbreviation.
- Column AS
 - Source Docs – cannot be a value other than Y, N, or left blank
Note: If Y, must select at LEAST one target group from columns V, X, AD, AJ, AK, AL, AN, AO, or AQ