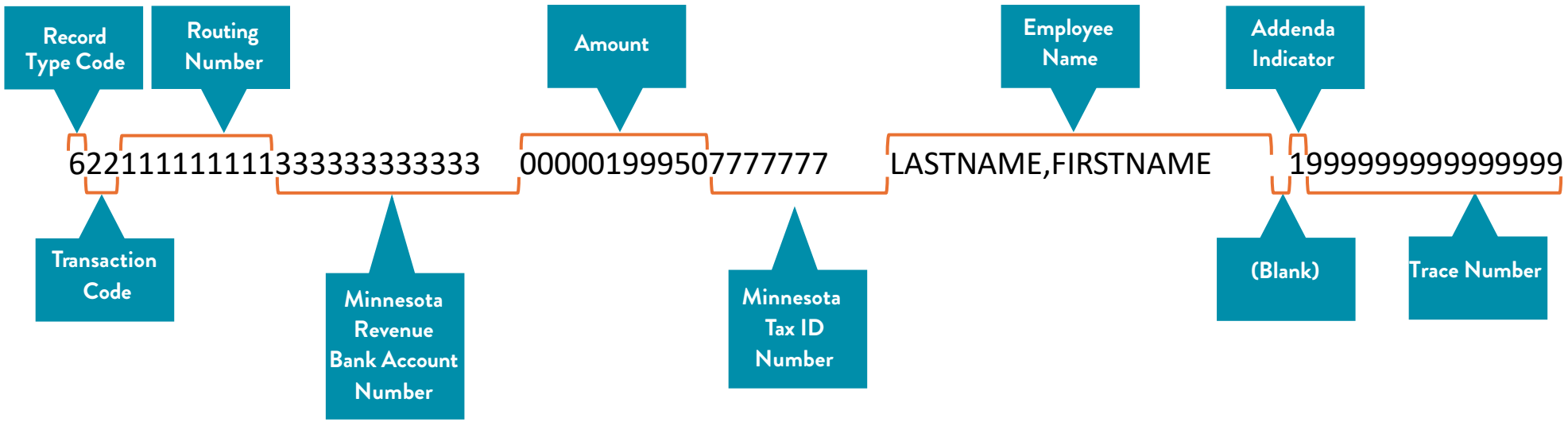
DEPARTMENT OF REVENUE

State of Minnesota ACH Record 6 Requirements – Wage Levy Payments

Example of an ACH Credit Record 6 for Wage Levy Payments



ACH Record 6 File Format for Wage Levy Payments

A properly formatted Record 6 has 94 characters. This table shows the required information and format.

Field position	Field length	Field name	Notes
1	1	Record Type Code (6)	"6" identifies this as Record 6.
2-3	2	Transaction Code (22)	"22" is the transaction code for credit transactions from a checking account, and "32" is the code for a savings account.
4-12	9	Routing Number (111111111)	Nine-digit routing number of the Minnesota Department of Revenue's financial institution. Please call us at 651-556-3000 during regular business hours to get this number.
13-29	17	Minnesota Revenue Bank Account Number (333333333333)	Please call us at 651-556-3000 during regular business hours to get this number. Fill the remainder of the field with blank spaces. Must be left-justified.
30-39	10	Amount ($$$$$$$$cc)	The total amount paid in the ACH credit. In the example, the ACH credit is $1,999.50. Must be right-justified. Add zeroes in front of the amount to fill the field.
40-54	15	Minnesota Tax ID Number (7777777)	The seven-digit Minnesota Tax ID Number issued by Revenue to the business whose account the ACH payment will be credited to. The example uses 7777777 as the ID. Must be left-justified. The following eight fields are filled by spaces.
55-76	22	Employee Name (LASTNAME,FIRSTNAME)	The name of the employee whose wage levy the ACH Credit payment will be credited to. Enter the last name first, then the first name, separated by a comma. If the name exceeds 22 characters, enter the first 22 characters. **Do not enter Minnesota Revenue. Do not leave blank. This field is required.**
77-78	2	(Blank)	Fill field with two blank spaces.
79	1	Addenda Record Indicator (1)	"1" indicates that Record 7, the addenda record, is included. Revenue requires you to include a Third-Party Payer (TPP) addenda for wage levy payments when paying by ACH credit.
80-94	15	Trace Number (999999999999999)	Your bank may have specific instructions for what to put in this field or fill with spaces.