





# 2012 Record Code Table Information Sheet for Corporate Income Tax Coupons

Corporate Income Tax Scanline and Design Clarification for Software Developers  
(To be used in conjunction with the *Scanline Spec Sheet*.)

The approximate size of a Corporate Income Tax Coupon is not to exceed 8 ½" x 3 ¾".

Corporate coupons are to be personalized with the taxpayer's name, address and other variable information.

Variable information can be displayed in any readable font that fits within the space provided.

There is one scanline for each personalized coupon. It is 54 characters in length. The scanline must be in OCRA font.

It must appear at the center of an invisible block on each form whose base is 2.4" from the bottom of the form and whose top is 2.9" inches from the bottom of the form. The scanline must begin .25" to .50" away from the left edge.

Print quality of the scanline must be at a 99% rate.

All Corporate Income Tax Coupons must pass both a *Design Approval* process and a *Test Document* process.

For Design Approval, e-mail a PDF or mail a hardcopy of the coupon to the Delaware Division of Revenue.

This coupon does not need to be personalized.

For Test Document Approval, please mail only pre-cut hardcopies to the Division of Revenue.

One test document must be submitted for each tax period end date.

All test documents must be personalized with sample variable information.

All must include (somewhere on the coupon) the name of the software company for identification purposes.

**Mail to:** Angela Moffett  
Delaware Division of Revenue  
820 N. French Street  
Wilmington, DE 19801

## Scanline Information for Corporate Tentative Tax Coupons (Form 1100-T):

Voucher	Form Label	Tax Rate	Revenue Code	Sub-Type	Filing Frequency	Tax Period End Date	Due Date
T-1	1100T 9301	50	0038	01	01	Last Day of Tax Year	1st day of 4th month of the Fiscal Year
T-2	1100T 9301	20	0038	01	02	Last Day of Tax Year	15th day of 6th month of the Fiscal Year
T-3	1100T 9301	20	0038	01	03	Last Day of Tax Year	15th day of 9th month of the Fiscal Year
T-4	1100T 9301	10	0038	01	04	Last Day of Tax Year	15th day of 12th month of the Fiscal Year

### Sample Design of Corporate Tentative Tax Coupons:

*Information highlighted below in **Red** is unique to each Corporate Tentative form. Variable information is highlighted in **Purple**.*

#### DELAWARE DIVISION OF REVENUE FORM 1100-T - DELAWARE CORPORATE TENTATIVE TAX RETURN

**1100T 9301**

FEDERAL IDENTIFICATION NUMBER <b>1-234567890-001</b>	CALENDAR OR FISCAL YEAR ENDING <b>12-31-2012</b>	DUE ON OR BE FORE <b>09-17-2012</b>	VOUCHER <b>T-3</b>
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00380103123456789000112311209171200000000000000000000D *Invisible Scanline Area*

**ABC Cleaners**  
121 Main Street  
Dover, DE 19901

Check Here If A  
Request For  
Change Form Is  
Being Filed



BALANCE DUE FROM LINE 5 OF WORKSHEET <b>(20% OF ESTIMATED TAX FOR THE YEAR)</b>	\$	00
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**Mail This Form With Remittance Payable To:**  
Delaware Division of Revenue  
P.O. Box 8751, Wilmington, DE 19899-8751

CHANGES MUST BE MADE ON THE REQUEST FOR CHANGE FORM.  
CHECK THE BOX IF YOU ARE FILING A CHANGE FORM.

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**1100T 9301**

FEDERAL IDENTIFICATION NUMBER <b>1-234567890-001</b>	CALENDAR OR FISCAL YEAR ENDING <b>12-31-2012</b>	DUE ON OR BE FORE <b>12-17-2012</b>	VOUCHER <b>T-4</b>
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*Invisible Scanline Area*

00380104123456789000112311212171200000000000000000000W

**ABC Cleaners**  
121 Main Street  
Dover, DE 19901

Check Here If A  
Request For  
Change Form Is  
Being Filed



BALANCE DUE FROM LINE 5 OF WORKSHEET (10% OF ESTIMATED TAX FOR THE YEAR)	\$	00
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**Mail This Form With Remittance Payable To:**  
Delaware Division of Revenue  
P.O. Box 8751, Wilmington, DE 19899-8751

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