



# MANUAL TRANSMITTAL

Department of the Treasury  
Internal Revenue Service

2.4.25

MAY 22, 2024

## EFFECTIVE DATE

(05-22-2024)

## PURPOSE

- (1) This transmits revised IRM 2.4.25, IDRS Terminal Input, Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT, and BDINQ.

## MATERIAL CHANGES

- (1) IRM 2.4.25.1 Added Program Scope and Controls to include the following information: Overview, Purpose, Audience, Policy Owner, Program Owner, Primary Stakeholders, Program Goals

## EFFECT ON OTHER DOCUMENTS

IRM 2.4.25, dated December 14, 2022, is superseded.

## AUDIENCE

LBI, SB/SE, TE/GE, TS.

Rajiv K Uppal  
Chief Information Officer (CIO)



2.4.25

Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ

## Table of Contents

### 2.4.25.1 Program Scope and Objectives

- 2.4.25.1.1 Background
- 2.4.25.1.2 Authority
- 2.4.25.1.3 Roles and Responsibilities
- 2.4.25.1.4 Program Management and Review
- 2.4.25.1.5 Program Controls
- 2.4.25.1.6 Terms/Acronyms
- 2.4.25.1.7 Related Resources

### 2.4.25.2 Error Messages

- 2.4.25.2.1 Error Messages for CC BDADD
- 2.4.25.2.2 Error Message for CC BDAPL
- 2.4.25.2.3 Error Messages for CC BDOUT
- 2.4.25.2.4 Error Messages for CC BDENT
- 2.4.25.2.5 Error Messages for CC BDINQ
- 2.4.25.2.6 Common Error Messages for all Command Codes

### Exhibits

- 2.4.25-1 Command Code BDADD
- 2.4.25-2 DC Original Format Record
- 2.4.25-3 Command CD BDADD—DC Original Request
- 2.4.25-4 Command CD BDAPLR — Apply Format Request
- 2.4.25-5 DC Apply Format Record
- 2.4.25-6 Command CD BDAPL
- 2.4.25-7 Table of Valid TC/MFT/DOC CD
- 2.4.25-8 Command CD BDOUTR
- 2.4.25-9 BDOUT Screen Format
- 2.4.25-10 Command CD BDOUT
- 2.4.25-11 COMMAND CD BDENT
- 2.4.25-12 COMMAND CD BDINQ
- 2.4.25-13 Command CD BDINQ Terminal Response
- 2.4.25-14 DC-INQUIRY-RESPONSE



2.4.25.1  
(05-22-2024)  
**Program Scope and Objectives**

- (1) This IRM section provides the instructions for the use of Dishonored Check File (DCF) command codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT & BDINQ. :
- (2) **Purpose:** To provide system maintenance, capability, specifications and guidance for using the various command codes for adding, researching dishonored checks.
- (3) **Audience:** All IRS business areas.
- (4) **Policy Owner:** The Chief Information Officer
- (5) **Program Owner:** IDRS
- (6) **Primary Stakeholders:** LBI, SB/SE, TE/GE, TS.
- (7) **Program Goals:** Capability to provide system maintenance, correct or delete any record which was entered on the Dishonored Check File.

2.4.25.1.1  
(05-22-2024)  
**Background**

- (1) The Dishonored Check File (DCF DS) contains cases for checks returned from banks as unprocessables or insufficient funds. Command Code **BDADD** is used to establish a dishonored check record on the Dishonored Check File.

2.4.25.1.2  
(05-22-2024)  
**Authority**

- (1) (1) **IRM 20.1**, Penalty Handbook, provides guidance to all areas of the IRS for all civil penalties imposed by the Internal Revenue Code (IRC). It sets forth general policy and procedural requirements for assessing and abating penalties, and it contains discussions on topics such as criteria for relief from certain penalties.

2.4.25.1.3  
(05-22-2024)  
**Roles and Responsibilities**

- (1) Overall responsibility for civil penalty programs is assigned to OSP. OSP is a matrix organization residing in the Business Support (Small Business/Self Employed) Function. OSP is charged with coordinating policy and procedures concerning the civil penalty program administration, ensuring consistency with the penalty policy statement, reviewing and analyzing penalty information, researching penalty effectiveness on compliance trends, and determining appropriate action necessary to promote voluntary compliance.
- (2) The Director, Business Support, is the director responsible for the servicewide civil penalty program
- (3) The Director, Internal Management, is the director responsible for the IDRS Command Code.
- (4) Each and every taxpayer has a set of fundamental rights when dealing with IRS as provided in the Taxpayer Bill of Rights (TBOR). All employees handling penalty cases must do so in accordance with the TBOR as listed in **IRC 7803(a)(3)**. The TBOR can also be found at Taxpayer Bill of Rights on [irs.gov](http://irs.gov)

2.4.25.1.4  
(05-22-2024)  
**Program Management  
and Review**

- (1) **Program Reports:** Every function in the IRS has a role in proper penalty administration. It is essential that each function conduct its operations with an emphasis on promoting voluntary compliance. Appropriate business reviews should be conducted to ensure consistency with the penalty policy statement (**Policy Statement 20-1**) and philosophy. .
- (2) **Program Effectiveness:** Attention should be directed to penalty program coordination between offices and functions to make sure that approaches are consistent and penalty information is used for identifying and responding to compliance problems.

2.4.25.1.5  
(05-22-2024)  
**Program Controls**

- (1) SACS controls all the IDRS user accesses and permissions
- (2) In rare instances, a program's controls may overlap with program management and review (previous subsection), and both subsections may not be applicable. If you think your program does not have content that applies to both "Program Management and Review" and "Program Controls," consult with your business unit's IRM/IMD coordinator on what to include.

2.4.25.1.6  
(05-22-2024)  
**Terms/Acronyms**

- (1)
- (2) The following table defines acronyms frequently used throughout this IRM section:

**Acronyms**

Acronym	Definition
BMF	Business Master File
DCF	Dishonored Check File
IMF	Individual Master File

2.4.25.1.7  
(05-22-2024)  
**Related Resources**

- (1)
  - IRM 3.17.10, Accounting and Data Control-Dishonored Check (DCF) and Unidentified Remittance File (URF).
  - Part 20 Penalty and Interest Chapter 1 Penalty Handbook.

2.4.25.2  
(01-01-2003)  
**Error Messages**

- (1) Sections 25.2.1 through 25.2.6 list error messages for command codes within the Dishonored Check System. Each includes the condition and required action for the error condition.

2.4.25.2.1  
(07-01-2012)  
**Error Messages for CC  
BDADD**

- (1) **DUPLICATE DC CONTROL NUMBER**
  - a. Condition: A DC Control Number exactly the same as the one being entered already exists on the Dishonored Check File.
  - b. Solution: Determine the reason for the duplicate number, then **either** assign a different control number and reenter **or** VOID the existing record if in error, and reenter the correct record.
- (2) **RECALL CODE IS INVALID**

- a. Condition: Recall Code is neither “C” nor blank.
- b. Solution: Input “C” or remove invalid character and reenter.

(3) SUBTOTALS NOT AVAILABLE FOR RECALL

- a. Condition: Recall Code “C” was entered but the prior COMMAND-CD was not BDADDR or BDADD: or entry code does not agree with entry code that stored the item Count and Money Count totals.

**Note:** BDADD format will be displayed, but without the sub-totals.

(4) FIRST NAME LINE EXCEEDS 35 CHARACTERS

- a. Condition: Self-explanatory.
- b. Solution: Input first name line with no more than 35 characters.

(5) SECOND NAME LINE EXCEEDS 35 CHARACTERS

- a. Condition: Self-explanatory.
- b. Solution: Input second name line with no more than 35 characters.

(6) INVALID TRACE ID (SITE-ID)

- a. Condition: SITE ID of TRACE ID invalid for Service Center processing.
- b. Solution: Check to ensure SITE-ID of TRACE ID is valid. This does not have to be a current, valid code. It can be one from the past.

(7) INVALID TRACE ID (SYSTEM-ID)

- a. Condition: SYSTEM ID of TRACE ID invalid for DCF processing.
- b. Solution: Check to ensure SYSTEM ID of TRACE ID is valid for DCF.

(8) INVALID TRACE ID (JULIAN-DATE)

- a. Condition: JULIAN DATE of TRACE ID invalid.
- b. Solution: JULIAN DATE must be greater than 2006001 and JULIAN DATE may not be greater than entry date.

(9) INVALID TRACE ID (SEQUENCE-NUM)

- a. Condition: SEQUENCE NUM of TRACE ID invalid.
- b. Solution: SEQUENCE NUM must be of proper numeric format and greater than zero.

(10) INVALID TRACE ID (TRANS-SEQUENCE-NUM)

- a. Condition: TRANS SEQUENCE NUM of TRACE ID invalid.
- b. Solution: TRANS SEQUENCE NUM must be of proper numeric format and greater than zero.

2.4.25.2.2  
(01-01-2004)  
**Error Message for CC  
BDAPL**

(1) Error Message: APPLY NOT ALLOWED-STATUS IS aaaa (aaaa = CLOS, UNPR, VOID, AT&F, MISS, REDP, NIRS, URF)

- a. Condition: An attempt is being made to apply money from a DC record which is Closed, Unprocessable, Void, Alcohol, Tobacco and Firearms, Missing, Redeposited, Non-IRS or Unidentified.
- b. Solution: Make sure this is the record you want.

- (2) Error Message: APPLICATION AMOUNT EXCEEDS BALANCE
  - a. Condition: An attempt is being made to apply an amount which is greater than the balance on the taxpayers record.
  - b. Solution: Determine available amount and re-enter.
- (3) Error Message: CANNOT ISSUE 2287 - NO NAME/ADDR
  - a. Condition: Screen input specifies Form 2287-C (IDRS Notice 587 — Notice of Check Not Accepted by Bank) is to be issued but neither the Dishonored Check File nor the screen input contains a complete mailing address.
  - b. Solution: Enter complete name and address data on screen.
- (4) Error Message: TIF MEMO RECORD - APPLICATION DENIED
  - a. Condition: Attempt being made to apply money to a MEMO account on the TIF.
  - b. Solution: Verify that you are applying money to the correct taxpayer.
- (5) Error Message: TIF ACCOUNT ON FILE nn-nnnnnnnv vvvv nnn-nn-nnnnv vvv
  - a. Condition: The account is on the TIF but the application name control on the screen does not agree with the TIF name control. The TIN and Name Control from the TIF is displayed in the message.
  - b. Solution: Change the name control after verifying that you are applying the money to the correct taxpayer.
- (6) Error Message: "TIN NOT ESTABLISHED ON MF"
  - a. Error Condition: This TIN could not be matched against the National Accounts Profile (NAP) Database.
  - b. Solution: Check to make sure the TIN is correct. If it is, this message means that this taxpayer is not yet on the Master File.
- (7) Error Message: "Name Control Mismatch on NAP File"
  - a. Error Condition: The Name Control cannot be matched against the National Accounts Profile (NAP).
  - b. Solution: Check to make sure the Name Control is correct. if it is, use TXMOD to check for prior names.
- (8) Error Message: "INVALID TIN-TYPE "
  - a. Error Condition: The TIN TYPE is not valid. The NAP cannot be completed.
  - b. Solution: This response indicates a program error, notify the IDRS Control Staff.
- (9) Error Message: "TIN IS NOT ON EPMF OR BMF"
  - a. Error Condition: The TIN was not found on the NAP as an EPMF account nor a BMF account.
  - b. Solution: Check TIN.
- (10) Error Message: "TIN IS NOT ON EPMF; IS ON BMF"
  - a. Error Condition: The TIN was not found on the NAP as an EPMF account, it was found as a BMF account.



- b. Solution: Check TIN
- (11) Error Message: "CRS/NAP ACCESS NOT AVAILABLE: TRY LATER"
  - a. Error Condition: The Communication Replacement System (CRS) for the National Account Profile (NAP) is not available at this time. Processing cannot continue.
  - b. Solution: Try Later.
- (12) Error Message: "NAP ENTITY FILE NOT AVAILABLE: TRY LATER"
  - a. Error Condition: The National Entity File is unavailable at this time. Processing cannot continue.
  - b. Solution: Try Later.
- (13) Error Message: "REASON-CD 23-COMMENTS REQUIRED"
  - a. Error Condition: Comments are required when a master file apply is made to an account with a reason code 23.
  - b. Solution: Input comment line and re-try.
- (14) Error Message: "BMF ACCESS RESTRICTED "
  - a. Error Condition: An attempt has been made by the user to access an IMF account. User is not profiled to access this type of account.
  - b. Solution: Refer to IRM 2.4 Section 2.2.5.
- (15) Error Message: "IMF ACCESS RESTRICTED "
  - a. Error Condition: An attempt has been made by the user to access an BMF account. User is not profiled by access this type of account.
  - b. Solution: Refer to IRM 2.4 Section 2.2.5.
- (16) Error Message: "PLEASE ENSURE THAT THE NAME AND ADDRESS IS VALID"
  - a. Error Condition: The name and address information is extracted from either the TIF or DCF database.
  - b. Solution: If the information is incorrect, then overlay with correct information, otherwise transmit.
- (17) Error Message: "SSN NOT ON MF AS VALID OR INVALID - INOLE CAN BE USED TO VALIDATE DM-1 SSN/NAME"
  - a. Error Condition: TIN associated with the NAME-CTRL could not be found on MF.
  - b. Solution: Check TIN or NAME-CTRL for valid or use CC INOLE to verify TIN and NAME-CTRL
- (18) Error Message: "ACCOUNT FOUND ON OPPOSITE VALIDITY - INOLE BE USED TO VALIDATE SSN/NAME"
  - a. Error Condition: The account could not be found on the NAP.
  - b. Solution: Check TIN or NAME-CTRL for valid or use CC INOLE to verify TIN and NAME-CTRL.
- (19) Error Message: "INVALID REQUEST-NAP "

- a. Error Condition: TIN, TIN-TYPE, MF-SOURCE-CD are invalid. The NAP cannot be completed.
  - b. Solution: Verify and re-input data.
- (20) Error Message: "IBM PROGRAM ABEND "
- a. Error Condition: Subprogram 'IHXFER' has aborted when CC BDAPL was accessing the NAP.
  - b. Solution: Please contact the IBM Programmer.
- (21) Error Message: "PROGRAM/REGION PROBLEM AT MCC CICS"
- a. Error Condition: An error has occurred when accessing the NAP.
  - b. Solution: Please contact the IBM Programmer.
- (22) Error Message: "PROGRAM/REGION PROBLEM AT DCC CICS"
- a. Error Condition: An error has occurred when accessing the NAP.
  - b. Solution: Please contact the IBM Programmer.
- (23) Error Message: "TIF ERROR - CONTACT DATABASE ADMINISTRATOR."
- a. Error Condition: An error has occurred with the TIF database.
  - b. Solution: Please contact the database administrator.

#### 2.4.25.2.3 (01-01-2003)

#### Error Messages for CC BDOUT

- (1) Error Message: "PREVIOUS APPLICATION - CHANGE NOT ALLOWED"
- a. Condition: An application has been made to the taxpayer's account and no changes are allowed to the original amount.
  - b. Solution: If ORIGINAL-DC-AMT erroneous and all applies have been made, then void the record.
- (2) Error Message: "AMOUNT FIELD INVALID "
- a. Condition: The "Changed-To" Amount (which is supposed to change the amount) is equal to the original amount (ORIGINAL-DC-AMT) in the Dishonored Check File record.
  - b. Solution: Correct input and reenter.
- (3) Error Message: "APPLICATION AMOUNT EXCEEDS BALANCE"
- a. Condition: An attempt is being made to void an amount which is greater than the balance on the taxpayer's record.
  - b. Solution: Determine available amount and reenter.
- (4) Error Message: "UPDATE NOT ALLOWED - STATUS IS CLOS, UNPR, VOID, AT&F, MISS, REDP, NIRS, URF"
- a. Condition: The status of the DC record is Closed, Unprocessable, Void, Alcohol, Tobacco, and Firearms, Missing, Redeposited, Non-IRS or Unidentified.
  - b. Solution: Make sure this is the record you want.

#### 2.4.25.2.4 (01-01-2013)

#### Error Messages for CC BDENT

- (1) Error Message: "CHANGES MUST BEGIN ON SCREEN LINE" 4
- a. Condition: Change data not entered on proper line or not entered at all.
  - b. Solution: Correct and re-enter.

- (2) Error Message: "UPDATE NOT ALLOWED - STATUS IS CLOS, UNPR, VOID, AT&F, MISS, REDP, NIRS, URF"
  - a. Condition: The status of the DC record is Closed, Unprocessable, Void, Alcohol, Tobacco, and Firearms, Missing, Redeposited, Non-IRS or Un-identified.
  - b. Solution: Make sure this is the record you want.
- (3) Error Message: "SCREEN LINES 14 AND 15 MUST BE BLANK"
  - a. Condition: Self-explanatory.
  - b. Solution: Do not input any data on lines 14 and 15.
- (4) Error Message: "NAME CHANGE EXCEEDS 35 CHARACTERS"
  - a. Error Condition: An attempt has been made to change the name on a DC record with a name greater than 35 characters.
  - b. Solution: Shorten NAME LINE to 35 characters or less.
- (5) Error Message: "DUPLICATE CHANGE LITERALS NOT ALLOWED"
  - a. Error Condition: Duplicate changes have been detected screen lines 4 through 8.
  - b. Solution: Change data and try again.
- (6) Error Message: "BLANK LINES BETWEEN CHANGES NOT ALLOWED"
  - a. Error Condition: Self-explanatory.
  - b. Solution: Change data and try again
- (7) INVALID TRACE ID (SITE-ID)
  - a. Condition: SITE ID of TRACE ID invalid for Service Center processing.
  - b. Solution: Check to ensure SITE-ID of TRACE ID is valid. This does not have to be a current, valid one. It can be one from the past.
- (8) INVALID TRACE ID (SYSTEM-ID)
  - a. Condition: SYSTEM ID of TRACE ID invalid for DCF processing.
  - b. Solution: Check to ensure SYSTEM ID of TRACE ID is valid for DCF.
- (9) INVALID TRACE ID (JULIAN-DATE)
  - a. Condition: JULIAN DATE of TRACE ID invalid.
  - b. Solution: JULIAN DATE must be greater than 2006001 and JULIAN DATE may not be greater than entry date.
- (10) INVALID TRACE ID (SEQUENCE-NUM)
  - a. Condition: SEQUENCE NUM of TRACE ID invalid.
  - b. Solution: SEQUENCE NUM must be of proper numeric format and greater than zero.
- (11) INVALID TRACE ID (TRANS-SEQUENCE-NUM)
  - a. Condition: TRANS SEQUENCE NUM of TRACE ID invalid.
  - b. Solution: TRANS SEQUENCE NUM must be of proper numeric format and greater than zero.

- (12) INVALID MFT
    - a. Condition: MFT invalid.
    - b. Solution: Enter a valid MFT.
  - (13) INVALID PLAN NUM
    - a. Condition: Plan num invalid.
    - b. Solution: Plan num must be numeric or spaces. Plan nums are only valid when used with MFT 46, 74, or 76. If MFT other than 46, 74, or 76 is used, the Plan num must either be 000 or spaces.
  - (14) INVALID PLAN NUM FOR MFT 46
    - a. Condition: Plan num invalid as used with MFT 46.
    - b. Solution: Plan num must be 000, 100 thru 199, 300 thru 399, 500 thru 599, or 700 thru 799.
  - (15) INVALID PLAN NUM FOR MFT 74
    - a. Condition: Plan num invalid as used with MFT 74.
    - b. Solution: Plan num must be 001 thru 999.
  - (16) INVALID PLAN NUM FOR MFT 76
    - a. Condition: Plan num invalid as used with MFT 76.
    - b. Solution: Plan num must be 000 thru 499 or 501 thru 999.
  - (17) INVALID TAXPRD
    - a. Condition: TAXPRD invalid.
    - b. Solution: Enter a valid numeric TAXPRD (format YYYYMM).
  - (18) MUST ENTER MFT AND TAXPRD
    - a. Condition: Missing either the MFT and/or the TAXPRD.
    - b. Solution: Enter a valid MFT and TAXPRD.
- 
- (1) Error Message: NAME CONTROL INVALID
    - a. Condition: Name Control contains invalid characters.
    - b. Solution: Correct and re-input.
  - (2) Error Message: AMOUNT INVALID
    - a. Condition: Amount contains invalid characters or is formatted incorrectly.
    - b. Solution: Correct and re-input.
  - (3) Error Message: CONTROL NUMBER INVALID
    - a. Condition: Field contains invalid characters or is improperly formatted.
    - b. Solution: Correct and re-input.
  - (4) Error Message: NAME CTRL OR CONTROL NO. REQUIRED
    - a. Condition: None of the required search data was input.
    - b. Solution: Enter at least the DC Control Number or Name Control and re-input.

2.4.25.2.5  
(01-01-2003)  
**Error Messages for CC  
BDINQ**

- (5) Error Message: DO/SC CD INVALID
  - a. Condition: District Office is invalid for this service center.
  - b. Solution: Correct and re-input.
- (6) Error Message: DC CONTROL NUM FOUND/AMOUNT MISMATCH
  - a. Condition: DC Control Number found and data has been displayed but the ORIGINAL-DC-AMT entered on screen does not agree with amount on the Dishonored Check File.
  - b. Solution: Verify screen input and be sure this is the DC record you want before taking any action.
- (7) Error Message: REQUEST EXCEEDS CHARACTER LIMIT
  - a. Condition: Request was more than 18 characters.
  - b. Solution: Enter the correct information.

2.4.25.2.6  
(01-01-2003)  
**Common Error  
Messages for all  
Command Codes**

- (1) Error Message: PRIOR COMMAND CODE INCOMPATIBLE
  - a. Condition: The immediately preceding COMMAND-CD is not the required COMMAND-CD.
  - b. Solution: Determine and correct COMMAND-CD to use and reenter.
- (2) Error Message: PLEASE CORRECT INVALID DATA
  - a. Condition: Item asterisked (\*) contains invalid characters, is improperly formatted, is missing, or inconsistent with another asterisked item.
  - b. Solution: Correct and reenter.
- (3) Error Message: ENTER RECOGNIZABLE COMMAND CODE
  - a. Condition: Command code is not equal to BDADD.
  - b. Solution: Input BDADD as command code.
- (4) Error Message: ENTER RECOGNIZABLE CMND CD MODIFIER
  - a. Condition: Command Code modifier is not equal to "R" or space.
  - b. Solution: Input correct modifier.
- (5) Error Message: NO DC RECORD FOUND FOR GIVEN DATA
  - a. Condition: Self explanatory.
  - b. Solution: Correct and re-enter.
- (6) Error Message: CONTROL NUM FOUND/NAME CTRL MISMATCH
  - a. Condition: The input DC Control Number is on the Dishonored Check File but the name control input does not match the Dishonored Check File name control.
  - b. Solution: Verify the name control and change the name control if necessary.
- (7) Error Message: "DEADLOCK CONDITION PRESENT"
  - a. Error Condition: This account is currently being used by another run.
  - b. Solution: Try later.

- (8) Error Message: "RECOVERY IN PROGRESS "
  - a. Error Condition: A Recovery is being done to the Database and is unavailable.
  - b. Solution: Please try again later.
- (9) Error Message: area-name "IS DOWN "
  - a. Error Condition: An area of the Database is down and unavailable.
  - b. Solution: Please try again later or try another area.
- (10) Error Message: area-name "IS RESTRICTED "
  - a. Error Condition: An area of the Database is restricted and unavailable.
  - b. Solution: Please try again later or try another area.
- (11) Error Message: tif-type "TIF" tif-num -"AREA IS UNAVAILABLE"
  - a. Error Condition: This particular TIF-AREA is unavailable for use.
  - b. Solution: Please try again later or try another area.

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 11

## Exhibit 2.4.25-1 (01-01-2003)

### Command Code BDADD

Command Code BDADD used to establish a dishonored check record on the Dishonored Check File. The format is generated by CC BDADDR and a new BDADD format will be displayed after each BDADD entry.

Input Display—BDADDR:

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	1234567890123456789012345678901234567890123456789012345678901234567890								
1	BDADDR V								1
2									2
3									3
4									4
5									5
6									6
7									7
8									8
9									9
10									10
11									11
12									12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
	1234567890123456789012345678901234567890123456789012345678901234567890								
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:

ITEM	LINE	POSITION	DESCRIPTION
1	1	1-5	COMMAND-CD "BDADD"
2	1	6	COMMAND-CD-MODIFIER "R"
3	1	8	RECALL-CODE — Input "C" to request a BDADD format which will also display the stored sub-totals of the Item Count and Money Count; otherwise leave blank.

**Exhibit 2.4.25-2 (07-01-2012)****DC Original Format Record**

BDADD screen format (with stored sub-totals if Recall Code was properly input) will be displayed as shown below:

**DC-ORIGINAL-FORMAT RECORD**

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	1234567890123456789012345678901234567890123456789012345678901234567890								
1	BDADD ITEMS 000		\$1.00						1
2	nn-nnn-nnnnn-nnn-n RC EMPLASGNUM								2
3	\$\$\$\$\$\$\$\$\$\$\$\$								3
4	nn-nn-nnnnnnn-nnn-nnnnnnn								4
5	TYPE MMDDYYYY								5
6	1ST N/L								6
7	2ND N/L								7
8	STREET								8
9	CY/ST/ZIP								9
10	TIN		NN NNN YYYYMM						10
11	MRS-IND								11
12									12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
	1234567890123456789012345678901234567890123456789012345678901234567890								
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:



**Exhibit 2.4.25-2 (Cont. 1) (07-01-2012)**

**DC Original Format Record**

ITEM	LINE	POSITION	DESCRIPTION
1	1	1–5	“BDADD” generated COMMAND-CD
2	1	7–11	ITEM-COUNT generated Literal “ITEMS”
3	1	13–15	ITEM-COUNT — The number of items added to this point (generated).
4	1	18–36	VOUCHER-AMT — The dollar amount added to this point (generated)
5	2	1–18	<p>DC-CONTROL-NUMBER — Must be entered in nn-nnn-nnnnn-nnn-n format. First two digits must be the Service Center of input or a valid District Office within the Service Center of input. Year digit must be that of the current year or the Immediately prior year. Control Day must be 001–366. The Control Day and Year digit combination cannot be greater than the current date.</p> <p>The DC Control Number specifies the following:</p> <p>nn nnn (nn) (nnn) nnn n</p> <p>DO-SC-CD Control Bank Debit Series Year</p> <p>Day Number Voucher Number Digit</p> <p>Assigned Number within</p> <p>by SC Debit Voucher</p>

**Exhibit 2.4.25-2 (Cont. 2) (07-01-2012)**  
**DC Original Format Record**

ITEM	LINE	POSITION	DESCRIPTION
6	2	20–21	<p>DC-REASON-CD — Overlay RC with the code shown on check. Must be entered and must be 01–26. The meanings are as follows:</p> <p>01 — Insufficient Funds</p> <p>02 — Stop Payment</p> <p>03 — Refer to Maker</p> <p>04 — Account Closed</p> <p>05 — No Account ever in existence</p> <p>06 — Lien on Account</p> <p>07 — Missing Signature</p> <p>08 — Two signatures needed — one present</p> <p>09 — Signature not same as bank record</p> <p>10 — Uncollected Funds</p> <p>11 — Written/Numeric amount mismatch</p> <p>12 — Date Missing</p> <p>13 — Date altered</p> <p>14 — Post dated</p> <p>15 — Stale dated</p> <p>16 — Foreign Check</p> <p>17 — Endorsement not as drawn</p> <p>18 — Guarantee of amount</p> <p>19 — Cannot handle as cash</p> <p>20 — Not MICRO coded</p> <p>21 — Make deceased</p> <p>22 — Invalid power of attorney signature</p> <p>23 — Other</p> <p>24 — Mutilated</p> <p>25 — Exceeds cash advance limit</p> <p>26 — Under minimum withdrawal amount</p>
7	2	23–32	EMPLOYEE-ASG-NUM Optional

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 15

## Exhibit 2.4.25-2 (Cont. 3) (07-01-2012)

### DC Original Format Record

ITEM	LINE	POSITION	DESCRIPTION
8	3	1-14	ORIGINAL-DC-AMT — Overlay \$'s with check amount. Must be .01 through 999,999,999.99 (left-justified).
9	4	1-24	TRACE-ID --- Must be entered in nn-nn-nnnnnnn-nnn-nnnnnn format. The TRACE ID specifies the following: SP Campus FLC or other Site ID, System ID, Deposit Date, Seq Number, Transaction Seq Number. Note - The Site ID portion of the TRACE-ID does not have to be a current, valid one. It can be one from the past.
10	5	1-4	PAYMENT-TYPE-CD — Must be entered. Valid codes and meanings are:  REGU — Regular Remittance MULT — Multiple Remittance SPLT — Split Remittance MUSP — Multiple/Split Remittance
11	5	6-13	IRS-RCVD-DT MMDDYYYY or nnnnnnnn
12	6	1-35	FIRST-NAME-LINE 1STbN/Lb ----- b
13	7	1-35	SECOND-NAME-LINE 2NDbN/Lb----- b
14	8	1-35	STREET-ADDR STREETb ----- b
15	9	1-35	CITY-ST-ZIP CY/ST/ZPb ----- b
16	10	1-11	TIN TINb ----- b
17	10	13-14	MFT-CD NN or nn
18	10	16-18	PLAN-NUM or EPN or nnn
19	10	20-25	TXPRD YYYYMM or nnnnnn
20	11	1-7	MRS-IND literal "MRS-IND"
21	13	3-37	ERROR-MESSAGES V ----- v

Exhibit 2.4.25-3 (01-01-2013)  
Command CD BDADD—DC Original Request

Input Display — BDADD:  
DC-ORIGINAL-REQUEST

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	1234567890123456789012345678901234567890123456789012345678901234567890								
1	BDADD ITEMS nnn v-----v								1
2	nn- <del>nnn-<del>nnnnn-<del>nnn-n</del> nn</del> nnnnnnnnnnn</del>								2
3	v-----v								3
4	nn- <del>nn-<del>nnnnnnnn-<del>nnn-<del>nnnnnn</del></del></del></del>								4
5	vvvv nnnnnnnn								5
6	v-----v								6
7	v-----v								7
8	v-----v								8
9	v-----v								9
10	v-----v nn nnn nnnnnn								10
11	vvv								11
12	v-----v								12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
25									25
	1234567890123456789012345678901234567890123456789012345678901234567890								
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 17

## Exhibit 2.4.25-3 (Cont. 1) (01-01-2013)

### Command CD BDADD—DC Original Request

ITEM	LINE	POSITION	DESCRIPTION
1	1	1–5	Command-CD “BDADD”
2	1	7–11	ITEM Literal “ITEMS”
3	1	13–15	ITEM-COUNT — The number of items added to this point (generated).
4	1	18–36	VOUCHER-AMT — The dollar amount added to this point (generated).
5	2	1–18	DC-CONTROL-NUMBER — Must be entered in nn-nnn-nnnnn-nnn-n format. First two digits must be the Service Center of input or a valid District Office within the Service Center of input. Year digit must be that of the current year or the immediately prior year. Control Day must be 001–366. The Control Day and Year digit combination cannot be greater than the current date. The DC Control Number specifies the following:  nn    nnn    nnnnn    nnn    n
		DO-SC-CD	Control Day Julian
		Bank Number	Debit Voucher
		Series Number Within Debit Voucher	Year Digit

**Exhibit 2.4.25-3 (Cont. 2) (01-01-2013)****Command CD BDADD—DC Original Request**

ITEM	LINE	POSITION	DESCRIPTION
6	2	20–21	<p>DC-REASON-CD — Overlay RC with the code shown on check. Must be entered and must be 01–26. The meanings are as follows:</p> <p>01 — Insufficient Funds</p> <p>02 — Stop Payment</p> <p>03 — Refer to Maker</p> <p>04 — Account Closed</p> <p>05 — No Account ever in existence</p> <p>06 — Lien on Account</p> <p>07 — Missing Signature</p> <p>08 — Two signatures needed—one present</p> <p>09 — Signature not same as bank record</p> <p>10 — Uncollected Funds</p> <p>11 — Written/Numeric amount mismatch</p> <p>12 — Date Missing</p> <p>13 — Date altered</p> <p>14 — Post dated</p> <p>15 — Stale dated</p> <p>16 — Foreign Check</p> <p>17 — Endorsement not as drawn</p> <p>18 — Guarantee of amount</p> <p>19 — Cannot handle as cash</p> <p>20 — Not MICRO coded</p> <p>21 — Make deceased</p> <p>22 — Invalid power of attorney signature</p> <p>23 — Other</p> <p>24 — Mutilated</p> <p>25 — Exceeds cash advance limit</p>

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 19

## Exhibit 2.4.25-3 (Cont. 3) (01-01-2013) Command CD BDADD—DC Original Request

ITEM	LINE	POSITION	DESCRIPTION
			26 — Under minimum withdrawal amount
7	2	23–32	EMPLOYEE-ASG-NUM Optional
8	3	1–14	ORIGINAL-DC-AMT — Overlay \$'s with check amount. Must be .01 through 999,999,999.99
9	4	1-24	TRACE-ID -- Must be entered in nn-nn-nnnnnnn-nnn-nnnnnn format. The TRACE-ID specifies the following: SP Campus FLC or other SITE ID, System ID, Deposit Date, Sequence Number, Transaction Sequence Number. Note - The Site ID portion of the TRACE-ID does not have to be a current, valid one. It can be one from the past.
10	5	1–4	PAYMENT-TYPE-CD — Must be entered. Valid codes and meanings are:  REGU — Regular Remittance  MULT — Multiple Remittance  SPLT — Split Remittance  MUSP — Multiple/Split Remittance
11	5	6-13	IRS-RCVD-DT — The IRS received date—Overlay MMDDYYYY with date. Must be entered. Cannot be greater than the current date or earlier than the current year minus one. <b>NOTE:</b> Once a date is input it will be displayed in subsequent screen formats until overlaid or interrupted by a command code other than BDADD.

Exhibit 2.4.25-3 (Cont. 4) (01-01-2013)  
Command CD BDADD—DC Original Request

ITEM	LINE	POSITION	DESCRIPTION														
12	6	1–35	FIRST-NAME-LINE — Must be entered. Valid characters are A–Z, 0–9, hyphen, ampersand, or blank. First position must be alpha or numeric. Only one comma can be present and (if present) must be immediately preceded and immediately followed by at least one alpha or numeric character. Any character following two or more sequential blanks is invalid. Examples of 1st Name Lines entered and the Name Controls which will be generated:														
			<table><tr><th>1ST NAME LINE</th><th>NAME CONTROL</th></tr><tr><td>Smith,J</td><td>SMIT</td></tr><tr><td>Smith,John [slashb] R</td><td>SMIT</td></tr><tr><td>Robert [slashb] A[slashb]Jones[slashb] Corp</td><td>ROBE</td></tr><tr><td>A&amp;B [slashb]Truck-[slashb] Co</td><td>A&amp;BT</td></tr><tr><td>Lee,Thomas</td><td>LEE</td></tr><tr><td>Unknown</td><td>UNKN</td></tr></table>	1ST NAME LINE	NAME CONTROL	Smith,J	SMIT	Smith,John [slashb] R	SMIT	Robert [slashb] A[slashb]Jones[slashb] Corp	ROBE	A&B [slashb]Truck-[slashb] Co	A&BT	Lee,Thomas	LEE	Unknown	UNKN
1ST NAME LINE	NAME CONTROL																
Smith,J	SMIT																
Smith,John [slashb] R	SMIT																
Robert [slashb] A[slashb]Jones[slashb] Corp	ROBE																
A&B [slashb]Truck-[slashb] Co	A&BT																
Lee,Thomas	LEE																
Unknown	UNKN																



## Exhibit 2.4.25-3 (Cont. 5) (01-01-2013)

### Command CD BDADD—DC Original Request

13	7	1–35	<p>SECOND-NAME-LINE — May or may not be entered. If entered, valid characters are A–Z, 0–9, ampersand, hyphen, %, slash or blank. Must contain a valid character other than blank in the first position. Any character following two or more sequential blanks is invalid.</p>
14	8	1–35	<p>STREET ADDRESS — Same validity checks as 2nd Name Line above. If entered, the CITY/ST/ZIP must also be entered.</p>
15	9	1–35	<p>CITY-ST-ZIP — Must be present if Street Address is present, otherwise, may be blank. If field is present, it must contain one of the following:</p> <ol style="list-style-type: none"> <li>1) a Major-City-Code followed by blanks or blank, zip blanks;</li> <li>2) a complete City/State/Zip. A complete City/State/Zip must contain a valid character other than blank in the first position. One comma only must be present. Characters preceding the comma constitute the city, characters after the comma constitute the state. A single blank must separate the state and zip code. Any characters following two or more sequential blanks are invalid. The valid format is city, state [slashb] zip.</li> </ol> <p>Examples — Major-City-Code input:</p> <p>LA</p> <p>NY 10004</p> <p>Example — complete City/State/Zip input:</p> <p>Bowie, MD 20715</p> <p><b>NOTE:</b> A blank must not immediately precede the comma.</p> <ol style="list-style-type: none"> <li>1. City — valid characters are A–Z, 0–9, hyphen, and blank. Must contain at least three valid characters. Characters following two or more sequential blanks are invalid.</li> <li>2. State — valid characters are A–Z and must be a valid state abbreviation.</li> <li>3. Zip — Can be up to 9 positions, all numeric with intermittent blanks. If only the first 5 positions are entered they must be 00601 through 99999. Positions 4 and 5 cannot be 00. If positions 6 through 9 are entered they must be all numeric.</li> </ol> <p>Exception: If foreign address, enter pound sign # in position 1 followed by the foreign address.</p>

**Exhibit 2.4.25-3 (Cont. 6) (01-01-2013)****Command CD BDADD—DC Original Request**

16	10	1–11	TIN — Enter if available. Format must be nnn-nn-nnnnnn-nnnnnnn[slashb] and cannot be all zeros or all nines. <i>Must be entered for transcript request .</i>
17	10	13-14	MFT - Enter if available. Format must be nn. The MFT is necessary to locate posted and pending transactions with TC 840 & 846, Erroneous Refunds.
18	10	16-18	EMP-PLAN-NUM - Necessary to locate posted and pending transactions associated with TC's 840 and 846 Erroneous Refunds. For BMF valid range is (001-499) - (500-999). If MFT is 46 valid ranges are 000, 100-199, 300-399, 500-599, 700-799.
19	10	16-21	TXPRD - Enter if available. Must be numeric in YYYYMM format. Necessary to locate posted and pending transactions with TC 840 & 846, Erroneous Refunds.
20	11	1–3	MRS-IND — Enter “YES” if transcript desired; otherwise, leave blank or the literal. If “YES” entered, TIN must be present.
21	14	3–37	ERROR-MESSAGES — An appropriate error message will be displayed on line 13.

Valid Response — New BDADD screen format will be displayed with the message REQUEST COMPLETED on line 13. Subtotals of the item count and money count will also be shown on line 1 if Recall Code “C” was entered on the BDADDR input. Note: To clear these totals at the end of block, input any valid COMMAND-CD except BDADD, e.g. TXMOD, SUMRY, etc.

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 23

Exhibit 2.4.25-4 (01-01-2003)

Command CD BDAPLR — Apply Format Request

Input Display BDAPLR:  
APPLY-FORMAT-REQUEST

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	1234567890123456789012345678901234567890123456789012345678901234567890								
1	BDAPLR								1
2									2
3									3
4									4
5									5
6									6
7									7
8									8
9									9
10									10
11									11
12									12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
	1234567890123456789012345678901234567890123456789012345678901234567890								
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description

ITEM	LINE	POSITION	DESCRIPTION
1	1	1-5	COMMAND-CD "BDAPL"
2	1	6	COMMAND-CD MODIFIER "R"

**Exhibit 2.4.25-5 (01-01-2003)****DC Apply Format Record**

BDAPL screen format

DC-APPLY-FORMAT-RECORD

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	1234567890123456789012345678901234567890123456789012345678901234567890								
1	BDAPL								1
2	A NN-NNN-NNNN-NNN-NN								2
3	NCDC NCAP MMDDYYYY NNNNN-NNN-NNNN-N								3
4	1TC \$\$\$\$\$\$\$\$\$\$\$\$ \$\$\$\$\$\$\$\$ \$\$\$\$\$\$\$\$								4
5	280 \$\$\$\$\$\$\$\$\$\$\$\$ 3TC \$\$\$\$\$\$\$\$\$\$\$\$								5
6	TIN	N DC NN YYYYMM YPPP DP							6
7	COMMENTS								7
8	23DATE	LOCCD NNNNN-NNN-NNNN-N							8
9	1ST N/L								9
10	2ND N/L								10
11	STREET								11
12	CY/ST/ZP								12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
	1234567890123456789012345678901234567890123456789012345678901234567890								
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 25

## Exhibit 2.4.25-5 (Cont. 1) (01-01-2003)

### DC Apply Format Record

ITEM	LINE	POSITION	DESCRIPTION	FORMAT
1	1	1–5	COMMAND-CD	“BDAPL”
2	2	1	APPLICATION-TYPE	“A”
3	3	3–20	DC-CONTROL-NUMBER	“NN-NNN-NNNNN-NNN-N”
4	3	1–4	DC-NAME-CTRL	“NCDC”
5	3	6–9	APPLICATION-NAME-CTRL	“NCAP”
6	3	18	ORIGINAL-PAY-DT	“MMDDYYYY”
7	3	20–36	MF-ORIGINAL-TRANS-DLN or NMF-UNIT-LEDGER-CARD-ID	“NNNNN-NNN-NNNNN-N”
8	4	1–3	PRIMARY-TRANS-CD	“ITC”
9	4	5–18	PRIMARY-TRANS-AMT	“\$\$\$\$\$\$\$\$\$\$\$\$\$\$\$”
10	4	20–28	OTHER-PENALTY-AMT	“\$\$\$\$\$\$\$\$\$\$\$\$\$\$\$”
11	5	1–3	SECONDARY-TRANS-CD	“280”
12	5	5–18	SECONDARY-TRANS-AMT	“\$\$\$\$\$\$\$\$\$\$\$\$\$\$\$”
13	5	20–22	TERTIARY-TRANS-CD	“3TC”
14	5	24–37	TERITARY-TRANS-AMT	“\$\$\$\$\$\$\$\$\$\$\$\$\$\$\$”
15	6	1–12	TIN & FILE-SOURCE-CD	“TINb-----b”
16	6	14	DC-NOTICE-IND	“N”
17	6	16–17	DOC-CD	“DC”
18	6	19–20	MFT-CD	“NN”
19	6	22–27	TAX-PRD	“YYYYMM”
20	6	29–32	EP-YR-COUNT & EMPLEE-PLAN-NUM	“YPPP”
21	6	20-21	DESIGNATED-PAYMENT-CD	“DP”
22	7	1–36	COMMENTS	“COMMENTsb----b”
23	8	1–6	TWENTY-THREE-C-DT	“23DATE”
24	8	10–14	LOCATION-CD	“LOCCD”
25	8	16–32	NMF-APPLY-DLN	“NNNNN-NNN-NNNNN-N”

Exhibit 2.4.25-5 (Cont. 2) (01-01-2003)  
DC Apply Format Record

ITEM	LINE	POSITION	DESCRIPTION	FORMAT
26	9	1-36	FIRST-NAME-LINE	"1STbN/Lb-----b"
27	10	1-36	SECOND-NAME-LINE	"2NDbN/Lb-----b"
28	11	1-36	STREET-ADDR	"STREETb-----b"
29	12	1-36	CITY-ST-ZIP	"CY/ST/ZPb-----b"

## page 27

## Command CD BDAPL

COMMAND-CD BDAPL — Used to record the application of a dishonored check (in whole or in part) from The Dishonored Check File to a specific tax module. The format is generated by COMMAND-CD BDAPLR and a new BDAPL format will be displayed after each BDAPL entry.

## DC-APPLY-REQUEST

[illegible]

Record Element Description:

**Exhibit 2.4.25-6 (Cont. 1) (01-26-2017)**  
**Command CD BDAPL**

ITEM	LINE	POSITION	DESCRIPTION
1	1	1–5	COMMAND-CD “BDAPL” generated COMMAND-CD
2	2	1	APPLICATION-TYPE — Must enter M or N as follows:  M — when application is being made to an IMF/BMF/IRAF tax module.  N — when application is being made to a NMF tax module.
3	2	3–20	DC-CONTROL-NUMBER — Must be entered and must match control number on the Dishonored Check File.
4	3	1–4	DC-NAME-CTRL — Must be entered and must match control on the Dishonored Check File.
5	3	6–9	APPLICATION-NAME-CTRL — Must be entered for M type applications only and must match name control on the master file; otherwise, it will unpost.
6	3	11–18	ORIGINAL-PAY-DT — Must be entered and must agree with the date of the credit transaction which is being reversed out; otherwise, it will unpost.
7	3	20–36	MF-ORIGINAL-TRANS-DLN or NMF-UNIT-LEDGER-CARD-ID — Must be entered.
8	4	1–3	PRIMARY-TRANS-CD — Overlay 1TC with a valid transaction code as follows: 611, 621, 641, 661, 671, 681, 691 or 721. See TABLE OF VALID TC/MFT/DOC CD for valid combinations.
9	4	5–18	PRIMARY-TRANS-AMT — Overlay \$’s with amount which must be .01 through 999,999,999.99 left justified, e.g. 222,650.50\$\$\$\$
10	4	20–28	OTHER-PENALTY-AMT — If entered, overlay \$’s with amount which must be .01 through 99,999.99 left justified.
11	5	1–3	SECONDARY — Trans-CD — Format will contain a generated “280 ” penalty transaction.



Exhibit 2.4.25-6 (Cont. 2) (01-26-2017)

Command CD BDAPL

ITEM	LINE	POSITION	DESCRIPTION
12	5	5-18	SECONDARY-TRANS-AMT — If left blank (\$'s are considered blank), the penalty will be generated. If no penalty is to be assessed, or if the penalty amount being assessed is different than what would be generated, the amount must be entered. Overlay \$'s with .00 through 999,999,999.99 left justified.

If the sum of 1st and 3rd amts is:	Generated penalty will be:
Less than \$5.00	No Penalty
\$5.00 to \$24.99	Equal to the amount of the check.
\$25.00 to \$1,249.99	\$25.00
More than \$1,249.99	2% of the sum of the 1st and 3rd amounts

**Exhibit 2.4.25-6 (Cont. 3) (01-26-2017)**  
**Command CD BDAPL**

13	5	20–22	TERTIARY-TRANS-CD — If entered must be “682”. See TABLE OF VALID TC/MFT/DOC CD for valid combinations.
14	5	25–37	TERTIARY-TRANS-AMT — Must be present if TERTIARY-TRANS-CD is present; must not be present if TERTIARY-TRANS-CD is not present. Overlay \$'s with .01 through 999,999,999.99 left justified.
15	6	1–12	TIN & FILE-SOURCE-CD — The TIN must be entered in EIN or SSN format followed by a valid FILE Source. Must meet standard validity and consistency checks. Also, the APPLICATION-TYPE (Item 2) must be consistent with the file source entered here.
16	6	14	DC-NOTICE-IND — Must enter “I” if form 2287C (IDRS Notice 587 — Notice of Check Not Accepted By Bank) is to be issued; must enter “S” if the notice is to be suppressed.
17	6	16–17	DOC-CD — Must enter 87, 45, or 24. (Doc Code 24 is valid with N type of applications only.) Also, see TABLE OF VALID TC/MFT/DOC CD for valid combinations.
18	6	19–20	MFT-CD — Must be entered. See TABLE OF VALID TC/MFT/DOC CD.
19	6	22–27	TAX-PRD — Must be entered and must meet standard Tax Period Validity checks and MFT/TAX-PRD consistency checks. If MFT 08, TAX-PRD cannot be earlier than 200412. If MFT 14, TAX-PRD cannot be earlier than 200612. If MFT 17, TAX-PRD cannot be earlier than 200512. If MFT 35, TAX-PRD cannot be earlier than 201412. If MFT 40, TAX-PRD cannot be earlier than 200401. If MFT 43, TAX-PRD cannot be earlier than 201512. If MFT 74 or 76, TAX-PRD must be left blank.
20	6	29–32	EP-YR-COUNT & EMPLEE-PLAN-NUM/ REPORT-NUM — Must be entered for MFT 74 or 76. For NMF applies valid range is (001-999). For Master-file applies, valid range is (001-499) - (500-999). If MFT 46 a valid range of 000, 100-199, 300-399, 500-599, 700-799.
21	6	34-35	DESIGNATED-PAYMENT-CD — Must enter 44 - 51 if PRIMARY TC is 695.
21	7	1–35	COMMENTS — Enter necessary information.

Exhibit 2.4.25-6 (Cont. 4) (01-26-2017)

Command CD BDAPL

22	8	1–8	TWENTY-THREE-C-DT — Must be entered when APPLICATION TYPE is “N”. Optional if LOC-CD is present. Format is MMDDYYYY.
23	8	10–14	LOC-CD — Must be entered if APPLICATION TYPE is “N”. Optional if TWENTY-THREE-C-DT is present. Format is nnnnn.
24	8	16–32	NMF-APPLY-DLN — Must be entered if APPLICATION TYPE is “N”; otherwise leave blank.
25	9	1–35	FIRST-NAME-LINE — If entered, the CITY-ST-ZIP must also be entered.
26	11	1–35	SECOND-NAME-LINE — If entered, the FIRST-NAME-LINE and the CITY-ST-ZIP must also be entered.
27	11	1–35	STREET-ADDR — If entered, the FIRST-NAME-LINE and the CITY-ST-ZIP must also be entered.
28	12	1–35	<p>CITY-ST-ZIP — If entered, the FIRST-NAME-LINE must also be entered. If field is present, it must contain one of the following:</p> <p>1) a Major-City-Code followed by blanks or blank, zip, blanks;</p> <p>2) a complete City/State/Zip. A complete City/State/Zip must contain a valid character other than blank in the first position. One comma characters after the comma constitute the state. A single blank must separate the state and zip code. Any characters following two or more sequential blanks are invalid. The valid format is city, state [slashb] zip.</p> <p>Examples — Major-City-Code input:</p> <p>LA NY 10004</p> <p>Example — complete City/State/Zip input:</p> <p>Bowie, Md 20715</p> <p><b>Note:</b> A blank must not immediately precede the comma.</p> <p>1. City — valid characters are A–Z, 0–9, hyphen and blank. Must contain at least three valid characters. Characters following two or more sequential blanks are invalid.</p> <p>2. State — valid characters are A–Z and must be a valid state abbreviation.</p>

**Exhibit 2.4.25-6 (Cont. 5) (01-26-2017)**  
**Command CD BDAPL**

3. Zip — Can be up to 9 positions, all numeric with intermittent blanks. If only the first 5 positions are entered they must be 00601 through 99999. Positions 4 and 5 cannot be 00. If positions 6 through 9 are entered they must be all numeric.

Exception: If foreign address, enter pound sign # in position 1 followed by the foreign address.

Note: — If any name and address data is entered on the screen in Items 24 through 27, the data must constitute a complete name and address data are for ensuring that a complete name and address have been entered. The minimum complete name and address is FIRST-NAME-LINE and CITY-ST-ZIP.

The name and address information is extracted from the TIF. If the name and address is not on the TIF, then the address is extracted from the DCF database. If the address information is incorrect, the information will need to be overlaid with the correct information.

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 33

## Exhibit 2.4.25-7 (01-01-2015)

### Table of Valid TC/MFT/DOC CD

Trans Code	B 01	B 02	B 03	B 04	B 05	B 06	B 08	B 09	B 10	B 11	B 12	B 13	B 14	B 15	B 16	B 17	I 29	I 30	I 31	B 33	*NMF MFTs NMF Only	Doc Code 24 45 87
280	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	X X X
611	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1**	X X
621		1			1															1		X
641	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	X X
661		1			1													1	1	1		X
671	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	X X
681	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	X X
682	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3**	X X
691	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1**	X X
695											1	1			1						1	X
721	1	1	1	1	1	1	1	1	1	1			1	1	1	1	1	1	1	1	1***	X

1 = Valid as 1st TC only.

2 = Valid as 2nd TC only.

3 = Valid as 3rd TC only.

X = TC valid for specified Doc Code.

\* All NMF MFTs are valid except MFTs 00, 35, and as noted below. See COMMON CODE FSP 1.05.03 (VALMFT).

\*\* NMF MFT 29 is invalid for these transaction codes.

\*\*\* NMF MFT 07 is invalid for this transaction code.

## Exhibit 2.4.25-7 (Cont. 1) (01-01-2015)

## Table of Valid TC/MFT/DOC CD

Trans	B	I	B	B	B	B	B	B	B	B	B	I	B	B	B	B	B	B	B	B	NMF	Doc Code
Code	34	35	36	37	40	43	44	46	50	51	52	55	58	60	61	62	63	64	65	67	MFTs	24 45 87
																					NMF Only	
280	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	X X X
611	1		1	1			1	1	1	1	1		1	1	1	1	1	1		1	1**	X X
621	1																					X
641	1	1		1	1	1	1		1	1	1	1	1	1	1	1	1	1	1		1	X X
661	1						1				1											X
671	1	1	1	1	1	1	1		1	1	1	1	1	1	1	1	1	1	1	1	1	X X
681	1	1	1	1	1	1	1		1	1	1	1	1	1	1	1	1	1	1	1	1	X X
682	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	X X
691	1	1	1	1	1	1	1		1										1	1	1**	X X
695											1										1	X
721	1	1	1	1	1	1	1	1	1	1	1		1	1	1	1	1	1	1	1	1***	X

1 = Valid as 1st TC only.

2 = Valid as 2nd TC only.

3 = Valid as 3rd TC only.

X = TC valid for specified Doc Code.

\* All NMF MFTs are valid except MFTs 00, 35,  
and as noted below. See COMMON CODE FSP  
1.05.03 (VALMFT).

\*\* NMF MFT 29 is invalid for these transaction  
codes.

\*\*\* NMF MFT 07 is invalid for this transaction  
code.

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 35

## Exhibit 2.4.25-7 (Cont. 2) (01-01-2015)

### Table of Valid TC/MFT/DOC CD

Trans Code	B 74	B 76	B 77	B 78	*NMF MFTs NMF Only	Doc Code 24 45 87
280	2	2	2	2	2	X X X
611		1	1	1	1**	X X
621	1					X
641	1	1	1	1	1	X X
661						X
671	1	1	1	1	1	X X
681	1	1	1	1	1	X X
682	3	3	3	3	3**	X X
691	1	1	1	1	1**	X X
695					1	X
721	1	1			1***	X

1 = Valid as 1st TC only.

2 = Valid as 2nd TC only.

3 = Valid as 3rd TC only.

X = TC valid for specified Doc Code.

\* All NMF MFTs are valid except MFTs 00, 35, and as noted below. See COMMON CODE FSP 1.05.03 (VALMFT).

\*\* NMF MFT 29 is invalid for these transaction codes.

\*\*\* NMF MFT 07 is invalid for this transaction code.

Input Display:  
AMT-CHANGE-VOID—FORMAT-REQUEST

Record Element Description:

ITEM	LINE	POSITION	DESCRIPTION
1	1	1–5	COMMAND-CD “BDOUT”
2	1	6	COMMAND-CD-MODIFIER “R”



# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 37

## Exhibit 2.4.25-9 (01-01-2003)

### BDOUT Screen Format

Terminal Response to BDOUTR is the BDOUT screen format as shown below:  
DC-AMT-CHANGE-VOID-FORMAT-REC

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	12345678901	2345678901	2345678901	2345678901	2345678901	2345678901	2345678901	2345678901	
1	BDOUT								1
2	T NN-NNN-NNNNN-NNN-N								2
3	NC DC								3
4	\$\$\$\$\$\$\$\$\$\$\$\$								4
5	COMMENTS								5
6									6
7									7
8									8
9									9
10									10
11									11
12									12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
	12345678901	2345678901	2345678901	2345678901	2345678901	2345678901	2345678901	2345678901	
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:

ITEM	LINE	POSITION	DESCRIPTION	
1	1	1-5	COMMAND-CD	"BDOUT "
2	2	1	APPLICATION-TYPE	"T"
3	2	3-20	DC-CONTROL-NUMBER	"NN-NNN-NNNNN-NNN-N "
4	3	1-4	DC-NAME-CTRL	"NCDC"
5	4	1-14	CORRECT-AMT	"\$\$\$\$\$\$\$\$\$\$\$\$"
6	5	1-35	COMMENTS	"COMMENTSb-----[slashb]"

## Command CD BDOUT

DC-AMOUNT-CHANGE-VOID-REQ

[illegible]

Record Element Description:

Exhibit 2.4.25-10 (Cont. 1) (01-01-2003)

Command CD BDOUT

ITEM	LINE	POSITION	DESCRIPTION AND VALIDITY
1	1	1–5	“BDOUT” generated COMMAND-CD
2	2	1	<p>APPLICATION-TYPE — Must enter V, Z, A, I, R, X, P or D as follows:</p> <p>V — when a record on the Dishonored Check File is being voided.</p> <p>Z — when the money amount of a record on the Dishonored Check File is being corrected.</p> <p>P — when a record on the Dishonored Check File is being partial voided.</p> <p>Use these APPLICATION TYPE codes when the Dishonored Check records must be removed for the following reasons:</p> <p>A — when the check covers payment of an Alcohol, Tobacco and Firearms return.</p> <p>I — when it is a non-IRS check.</p> <p>R — when the check is being redeposited.</p> <p>X — when it is a missing check.</p> <p>D — when the check is on the Unidentified Remittance File in whole or in part.</p>
3	2	3–20	DC-CONTROL-NUMBER — Enter the control number of the Dishonored Check File record to be corrected or voided.
4	3	1–4	DC-NAME-CTRL — Enter the name control of the Dishonored Check File record to be corrected or voided.
5	4	1–14	<p>CORRECT-AMT — Amount must be entered if APPLICATION TYPE is Dishonored Check File record. For APPLICATION TYPE “D”, leave blank if entire balance amount is unidentified. If it is partially unidentified, enter the amount that is unidentified.</p> <p><b>NOTE:</b> When doing a <i>partial</i> BDOUT “D” and a BDAPL to the same record, BDAPL should be done first. If the BDAPL is done last, the record will remain on the Dishonored Check File for three months. If, however, the BDOUT “D” is done last, the record will be dropped at the end of the month.</p>

Exhibit 2.4.25-10 (Cont. 2) (01-01-2003)  
Command CD BDOUT

ITEM	LINE	POSITION	DESCRIPTION AND VALIDITY
			If the APPLICATION TYPE is V, A, I, R or X, do not enter any amount
6	5	1–35	COMMENTS — Explain the reason for changing or voiding the Dishonored Check File record.

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 41

## Exhibit 2.4.25-11 (01-01-2013)

### COMMAND CD BDENT

COMMAND-CD BDENT — Used to update the FIRST NAME LINE, SECOND NAME LINE, STREET ADDRESS, CITY-STATE-ZIP, TIN, EMPLEE-NUM, TRACE-ID, COMMENTS, MFT/PLAN-NUM, and TAXPRD of a record on the Dishonored Check File

Input Display:

DC-ENTITY-CHANGE-REQUEST

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	1234567890123456789012345678901234567890123456789012345678901234567890								
1	BDENT								1
2	VVVV								2
3	nn-nnn-nnnnn-nnn-n								3
4	1N/v-----v								4
5	2N/v-----v								5
6	ST/v-----v								6
7	CY/v-----v								7
8	TN/v-----v								8
9	EN/nnnnnnnnnn								9
10	TI/nn-nn-nnnnnnn-nnn-nnnnnnn								10
11	TM/nnnnnnnnnn								11
12	CM/V-----v								12
13									13
14									14
15	v-----v								15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
	1234567890123456789012345678901234567890123456789012345678901234567890								
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:

**Exhibit 2.4.25-11 (Cont. 1) (01-01-2013)**  
**COMMAND CD BDENT**

ITEM	LINE	POSITION	DESCRIPTION
1	1	1–5	COMMAND-CD “BDENT”
2	2	1–4	DC-NAME-CTRL — Enter name control of the Dishonored Check File record.
3	3	1–18	DC-CONTROL-NUMBER — Enter control number of the Dishonored Check File record.
			<p><b>Note:</b> Lines 4–12 will be used to update the 1st NL, 2nd NL, Street Address, City/State/Zip, TIN, EMPLEE-NUM, TRACE-ID, MFT/PLAN-NUM/TAXPRD, and COMMENTS. The first element being changed <i>must be entered on Line 4</i>. The <i>next element</i> being changed must appear on the next line, etc.</p>
4	4	1–38	<p>FIRST-NAME-LINE — If being changed, enter 1N/ immediately followed by the new FIRST NAME LINE. A new name control will be generated for the Dishonored Check File record. Valid characters are A–Z, 0–9, hyphen, ampersand, or blank. First position must be alpha or numeric.</p> <p>Only one comma can be present and (if present) must be immediately preceded and immediately followed by at least one alpha or numeric character. Any character following two or more sequential blanks is invalid. Examples of 1st Name Lines entered and the Name Controls which will be generated:</p>

1ST NAME LINE	NAME CONTROL
Smith, J	SMIT
Smith,JohnbR	SMIT
Robert [slashb] A [slashb] Jones [slashb] Corp	ROBE
A& [slashb]Truck-[slashb]Co	A&BT
Lee,Thomas	LEE
Unknown	UNKN

**Exhibit 2.4.25-11 (Cont. 2) (01-01-2013)**  
**COMMAND CD BDENT**

5	5	1–38	<p>SECOND-NAME-LINE — If being added or changed, enter 2N/ immediately followed by the new 2nd name line data. If entered, valid characters are A–Z, 0–9, ampersand, hyphen, %, slash or blank. Must contain a valid character other than blank in the first position. Any character following two or more sequential blanks is invalid. To delete an existing SECOND NAME LINE from the Dishonored Check File record, use: SECOND-NAME-LINE-DELETE-IND 2N/ZZ</p>
6	6	1–38	<p>STREET-ADDR — If being added or changed, enter ST/ immediately followed by the new street address data. The field must contain a valid character other than blank in the first position. To delete an existing street address from the Dishonored Check File record, use: STREET-ADDR-DELETE-IND ST/ZZ</p>
7	7	1–38	<p>CITY-ST-ZIP — If being added or changed enter CY/ immediately followed by one of the following:</p> <ol style="list-style-type: none"> <li>1) a Major-City-Code followed by blanks or blank, Zip, blanks;</li> <li>2) a complete City-State-Zip. A complete City-State-Zip must contain a valid character other than blank in the first position. One comma only must be present. Characters preceding the comma constitute the city, characters after the comma constitute the state. A single blank must separate the state and zip code. Any characters following two or more sequential blanks are invalid. The valid format is city, state[/]zip.</li> </ol> <p>Examples — Major-City-Code input:</p> <p>LA NY 10004</p> <p>Example — complete City/State/Zip input:</p> <p>Bowie, Md 20715</p> <p><b>Note:</b> A blank must not immediately precede the comma.</p> <ol style="list-style-type: none"> <li>1. City — valid characters are A–Z, 0–9, hyphen and blank. Must contain at least three valid characters. Characters following two or more sequential blanks are invalid.</li> <li>2. State — valid characters are A–Z and must be a valid state abbreviation.</li> </ol>

**Exhibit 2.4.25-11 (Cont. 3) (01-01-2013)**  
**COMMAND CD BDENT**

			<p>3. Zip — Can be up to 9 positions, all numeric with intermittent blanks. If only the first 5 positions are entered they must be 00601 through 99999. Positions 4 and 5 cannot be 00. If positions 6 through 9 are entered they must be all numeric.</p> <p>Exception: If foreign address, enter pound sign (#) in position 1 followed by the foreign address.</p>
8	8	1–14	<p>TIN — If being added or changed, enter TN/ immediately followed by the new TIN. Format must be nnn-nnnn or nn-nnnnnnn[slashb] and cannot be all zeros or all nines.</p>
9	9	1–13	<p>EMPLEE-NUM — If being added or changed, enter EN/ immediately, followed by a 10 digit employee number.</p>
10	10	1-24	<p>TRACE-ID --- If being added or changed, enter TI/ immediately followed by the new TRACE-ID. Format must be all numeric and nn-nn-nnnnnnnn-nnn-nnnnnnn</p>
11	11	1-14	<p>MFT/PLAN-NUM/TAX-PRD --- If either the MFT, PLAN-NUM, or TAX-PRD are being added or changed, all 3 entities must be addressed. Enter TM/ immediately followed by the new valid MFT, PLAN-NUM, and TAX-PRD. Format must be all numeric and nnnnnnnnnnn.</p> <p><b>Note:</b> For MFTs 46, 74, and 76, a valid numeric PLAN-NUM must be entered. For MFT 46, the PLAN-NUM must be 000, 100 thru 199, 300 thru 399, 500 thru 599, or 700 thru 799. For MFT 74, the PLAN-NUM must be 001 thru 999. For MFT 76, the PLAN-NUM must be 000 thru 499 or 501 thru 999. If the MFT is other than 46, 74, or 76, PLAN-NUM must be 000 or blank.</p>
12	12	1–38	<p>COMMENTS—If being added, enter CM/immediately followed by comments. Use only in conjunction with entity change.</p>
13	15	3–37	<p>ERROR-MESSAGES — An appropriate error message will be displayed on line 15.</p>



# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 45

Exhibit 2.4.25-12 (01-01-2013)

## COMMAND CD BDINQ

COMMAND-CD BDINQ used to display an entire DC record

Input Display  
DC-INQUIRY-REQUEST

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	1234567890123456789012345678901234567890123456789012345678901234567890								
1	BDINQ								1
2	vvvvvvvvvvvvvvvvvvvv								2
3	-----v								3
4	nn-nnn-nnnnn-nnn-n								4
5									5
6									6
7									7
8									8
9									9
10									10
11									11
12									12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
	1234567890123456789012345678901234567890123456789012345678901234567890								
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:

**Exhibit 2.4.25-12 (Cont. 1) (01-01-2013)**  
**COMMAND CD BDINQ**

ITEM	LINE	POSITION	DESCRIPTION
1	1	1–5	COMMAND-CD — enter, “BDINQ”
2	2	1–4	DC-NAME-CTRL OR
		1-14	ORIGINAL-DC-AMT — enter amount of check with decimal point and commas (left-justified). OR
		1-18	DC-CONTROL-NUMBER — enter complete DC Control Number in format of nn-nnn-nnnnn-nnn-n or only first two (2) digits in format nn-[slashb]-----[slashb]
3	3	1–14	ORIGINAL-DC-AMT — enter amount of check with decimal point and commas (left-justified).
4	4	1–18	DC-CONTROL-NUMBER — enter complete DC Control Number in format of nn-nnn-nnnnn-nnn-n or only first two (2) digits in format nn-[slashb]-----[slashb]
5	13	3–37	ERROR-MESSAGES — An appropriate error message will be displayed on line 13.

## page 47

**Exhibit 2.4.25-13 (Cont. 1) (01-01-2013)**  
**Command CD BDINQ Terminal Response**

LINE	POSITION	DESCRIPTION	FORMAT
1	1–35	FIRST-NAME-LINE	v _____v
2	1–35	SECOND-NAME-LINE	v _____v
3	1–35	STREET-ADDR	v _____v
4	1–35	CITY-ST-ZIP	v _____v
4	37–40	STATUS-DC-CD	“OPEN”, “CLOS”, “VOID”, “UNPR”, “NIRS”, “UNID”, “AT&F”, “P/V”
5	3–4	DC-REASON-CD	01–24
5	6–22	DC-CONTROL-NUMBER	nn-nnn-nnnnn-nn-n
5	24-25	DC-CAMPUS-CD	nn
5	27–41	ORIGINAL-DC-AMT	\$nnn,nnn,nnn.nn
6	3-26	TRACE-ID	nn-nn-nnnnnnnn-nnn-nnnnnnn
7	3–6	PAYMENT-TYPE-CD	“REGU”, “MULT”, “SPLT”, “MUSP”
7	8–15	IRS-RCVD-DT	YYYYMMDD
7	17–28	SSN/EIN	nnn-nn-nnnnv OR nn- nnnnnnnv[slashb]
7	30–37	IDRS-ENTRY-DT	YYYYMMDD
8	3–4	MFT	nn
8	6-8	PLAN-NUM	nnn
8	10-15	TAX-PRD	MMYYYY
8	17-51	COMMENTS	v-----v
9	3-12	EMPLOYEE-NUM	nnnnnnnnnn
9	14-28	DC-BALANCE-AMT	\$nnn,nnn,nnn.nn
9	30-37	LAST-APPLICATION-DT	YYYYMMDD
10	1	REC-TYPE-CD	“M”
10	3–10	MF-APPLY-DT	YYYYMMDD
10	12–15	DC-NAME-CTRL	vvvv
10	17–28	TIN	nnn-nn-nnnnv OR nn- nnnnnnnvb
10	30–39	EMPLEE-NUM	nnnnnnnnnn
11	3–4	MFT	nn
11	6–11	TAX-PRD	YYYYMM

**Exhibit 2.4.25-13 (Cont. 2) (01-01-2013)**  
**Command CD BDINQ Terminal Response**

LINE	POSITION	DESCRIPTION	FORMAT
11	13–15	PLAN-NUM	nnn
11	17–23	FORM-NUM	vvvvvvv
11	25–41	APPLICATION-DLN	nnnnnn-nnn-nnnnnn-n
12	3–10	ORIGINAL-PAY-DT	YYYYMMDD
12	12–28	MF-ORIGINAL-TRANS-DLN	nnnnnn-nnn-nnnnnn-n
12	30	DC-NOTICE-IND	“I” or “S”
12	32-33	DESIGNATED-PAYMENT-CD	nn
13	3–5	PRIMARY-TRANS-CD	nnn
13	7–21	PRIMARY-TRANS-AMT	\$nnn,nnn,nnn.nn
14	3–5	SECONDARY-TRANS-CD	nnn
14	7–21	SECONDARY-TRANS-AMT	\$nnn,nnn,nnn.nn
14	23–32	OTHER-PENALTY-AMT	\$nn,nnn.nn
15	3-5	TERTIARY-TRANS-CD	nn
15	7-21	TERTIARY-TRANS-AMT	\$nnn,nnn,nnn.nn
16	37-40	COMMENTS	v_____v

DC-INQUIRY-RESPONSE SCREEN-TWO

**Exhibit 2.4.25-13 (Cont. 3) (01-01-2013)**  
**Command CD BDINQ Terminal Response**

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	12345678901234567890123456789012345678901234567890123456789012345678901234567890								
1	nnn \$nnn,nnn,nnn.nn								1
2	v-----v								2
3	N YYYYMMDD nnn-nn-rrrrrv rrrrrrrrrrrr rrrrrrrrrr								3
4	nn YYYYMM vvvvvvvv rrrrrr-nnn-rrrrrr-n								4
5	YYYYMMDD rrrrrr-nnn-rrrrrr-n v								5
6	nnn \$nnn,nnn,nnn.nn								6
7	nnn \$nnn,nnn,nnn.nn \$nn,nnn.nn								7
8	nnn \$nnn,nnn,nnn.nn								8
9	v-----v								9
10	U YYYYMMDD WRITE-OFF TO 1510 ACCOUNT								10
11	\$nnn,nnn,nnn.nn								11
12	C YYYYMMDD nnn-nn-rrrrrv rrrrrrrrrrrr								12
13	v-----v								13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
	12345678901234567890123456789012345678901234567890123456789012345678901234567890								
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:

# Command Codes BDADDR, BDADD, BDAPLR, BDAPL, BDOUTR, BDOUT, BDENT and BDINQ 2.4.25

page 51

## Exhibit 2.4.25-13 (Cont. 4) (01-01-2013) Command CD BDINQ Terminal Response

LINE	POSITION	DESCRIPTION	FORMAT
1	1	REC-TYPE-CD	"N"
1	3-10	NMF-APPLY-DT	YYYYMMDD
1	12-23	TIN	nnn-nn-nnnnv OR nn-nnnnnnnvb
1	25-34	EMPLEE-NUM	nnnnnnnnnn
1	36-43	TWENTY-THREE-C-DT LOCATION-CD	nnnnnnnn or nnnnnn
2	3-4	MFT	nn
2	6-11	TAX-PRD	YYYYMM
		EP-YR-COUNT and EMPLEE- PLAN-NUM	Ynnn
2	13-19	FORM-NUM	vvvvvv
2	21-37	APPLICATION-DLN	nnnnn-nnn-nnnnn-n
3	3-10	ORIGINAL-TRANS-DT	YYYYMMDD
3	12-28	NMF-UNIT-LEDGER-ID	nnnnn-nnn-nnnnn-n
3	30	DC-NOTICE-IND	"I" or "S"
4	3-5	PRIMARY-TRANS-CD	nnn
4	7-21	PRIMARY-TRANS-AMT	\$nnn,nnn,nnn.nn
5	3-5	SECONDARY-TRANS-CD	nnn
5	7-21	SECONDARY-TRANS-AMT	\$nnn,nnn,nnn.nn
5	23-32	OTHER-PENALTY-AMT	\$nn,nnn.nn
6	3-5	TERTIARY-TRANS-CD	nnn
6	7-21	TERTIARY-TRANS-AMT	\$nnn,nnn,nnn.nn
7	3-37	COMMENTS	v_____v
8	1	REC-TYPE-CD	"U"
8	3-10	CLOSING-DT	YYYYMMDD
8	12-36	LITERAL	"WRITE-OFF TO 1510 ACCOUNT"
9	3-17	CLOSED-AMT	\$nnn,nnn,nnn.nn
10	1	REC-TYPE-CD	"C"
10	3-10	CHANGE-DT	YYYYMMDD

**Exhibit 2.4.25-13 (Cont. 5) (01-01-2013)**  
**Command CD BDINQ Terminal Response**

LINE	POSITION	DESCRIPTION	FORMAT
10	12-23	OLD-TIN	nn-nnnnnnnnbv OR nnn-nn-nnnnv
10	25-34	EMPLEE-NUM	nnnnnnnnnn
11	3-37	COMMENTS	v_____v

**DC-INQUIRY-RESPONSE**  
**SCREEN-THREE**

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	1234567890123456789012345678901234567890123456789012345678901234567890								
1	N	YYYYMMDD	nnn-nn-nnnnv	nnnnnnnnnn	nnnnnnnn				1
2	nn	YYYYMM	vvvvvvv	nnnnn-nnn-nnnnn-n					2
3	YYYYMMDD	nnnnn-nnn-nnnnn-n	v						3
4	nnn	\$nnn,nnn,nnn.nn							4
5	nnn	\$nnn,nnn,nnn.nn	\$nn,nnn.nn						5
6	nnn	\$nnn,nnn,nnn.nn							6
7	v	-----v							7
8	U	YYYYMMDD	WRITE-OFF TO 3200 ACCOUNT						8
9	\$nnn,nnn,nnn.nn								9
10	C	YYYYMMDD	nnn-nn-nnnnv	nnnnnnnnnn					10
11									11
12									12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
	1234567890123456789012345678901234567890123456789012345678901234567890								
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:  
DC-INQUIRY-RESPONSE-SCREEN-THREE



**Exhibit 2.4.25-13 (Cont. 6) (01-01-2013)**  
**Command CD BDINQ Terminal Response**

LINE	POSITION	DESCRIPTION	FORMAT
1	3-5	FIRST-NAME-LIT	"1N/"
1	6-40	OLD-FIRST-NAME	v _____v
2	3-5	SECOND-NAME-LIT	"2N/"
2	6-40	OLD-SECOND-NAME	v _____v
3	3-5	STREET-ADDR-LIT	"ST/"
3	6-40	OLD-STREET-ADDR	v _____v
4	3-5	CITY-ST-ZIP-LIT	"CY/"
4	6-40	OLD-CITY-ST-ZIP	v _____v
5	3-5	TRACE-ID-LIT	"TI/"
5	6-19	OLD-TRACE-ID	v _____v
6	3-4	COMMENTS-LINE-LT	"CM/"
6	6-40	COMMENTS-LIN	v _____v
7	1	REC-TYPE-CD	"A, V,D,I,R, P, X"
7	3-10	CHANGE-DT	YYYYMMDD
7	12-15	LITERAL	"VOID, AT&F, NIRS, REDP, MISS, NIRSP/V"
7	17-31	REDUCED-AMT	\$nnn,nnn,nnn.nn
7	33-42	EMPLEE-NUM	nnnnnnnnnn
8	3-37	COMMENTS	v _____v
9	1	REC-TYPE-CD	"Z"
9	3-10	CHANGE-DT	YYYYMMDD
9	12-21	LITERAL	"AMT CHANGE"
9	24-38	CHANGE-AMT	\$nnn,nnn,nnn.nn
9	39	SIGN	"+" OR "-"
10	3-10	LITERAL	"ORIG AMT"
10	12-26	ORIGINAL-DC-AMT	\$nnn,nnn,nnn.nn
10	28-37	EMPLEE-NUM	nnnnnnnnnn
11	3-37	COMMENTS	v _____v

Exhibit 2.4.25-14 (01-01-2003)  
DC-INQUIRY-RESPONSE

Terminal Response

	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	
	1234567890	1234567890	1234567890	1234567890	1234567890	1234567890	1234567890	1234567890	
1	BDINQ	AMOUNT	vvvv,vvv,vvv.nn						1
2	vvvv	nnnnnn-nn-nnnnnn-n							2
3	vvvv	nnnnnn-nn-nnnnnn-n							3
4	vvvv	nnnnnn-nn-nnnnnn-n							4
5	vvvv	nnnnnn-nn-nnnnnn-n							5
6	vvvv	nnnnnn-nn-nnnnnn-n							6
7	vvvv	nnnnnn-nn-nnnnnn-n							7
8	vvvv	nnnnnn-nn-nnnnnn-n							8
9	vvvv	nnnnnn-nn-nnnnnn-n							9
10	vvvv	nnnnnn-nn-nnnnnn-n							10
11	vvvv	nnnnnn-nn-nnnnnn-n							11
12	vvvv	nnnnnn-nn-nnnnnn-n							12
13	vvvv	nnnnnn-nn-nnnnnn-n							13
14	vvvv	nnnnnn-nn-nnnnnn-n							14
15	vvvv	nnnnnn-nn-nnnnnn-n							15
16	vvvv	nnnnnn-nn-nnnnnn-n							16
17	vvvv	nnnnnn-nn-nnnnnn-n							17
18	vvvv	nnnnnn-nn-nnnnnn-n							18
19	vvvv	nnnnnn-nn-nnnnnn-n							19
20	vvvv	nnnnnn-nn-nnnnnn-n							20
21									21
22									22
23									23
24									24
	1234567890	1234567890	1234567890	1234567890	1234567890	1234567890	1234567890	1234567890	
	1-9	11-19	21-29	31-39	41-49	51-59	61-69	71-80	

Record Element Description:

ITEM	LINE	POSITION	DESCRIPTION AND VALIDITY
1	1	1-5	COMMAND-CD-CC BDINQ
2	1	10-15	AMT-LITERAL
3	1	26-39	ORIGINAL-DOLLAR-AMT-EDITED
4	2-20	2-5	NAME-CTRL
5	2-20	7-23	DC-CTRL-NUM-EDITED