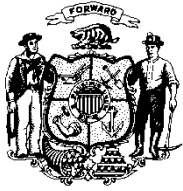


Wisconsin E-File Mandates

- **Why Mandate**
- **Mandate Rule**
 - Phase 1
 - Phase 2
- **Waivers**
 - Granted
 - Denied

Wisconsin E-File Mandates

- **Communication**
 - Wisconsin Tax Bulletin
 - Practitioner Letters
 - Internet
 - ERO Workshops
- **Benefits**
 - Reduced Staff
 - Practitioner Volumes



State of Wisconsin • DEPARTMENT OF REVENUE

2135 RIMROCK RD • P.O. BOX 8949 • MADISON, WISCONSIN 53708-8949
FAX (608-267-1030) • E-MAIL efiling@dor.state.wi.us • www.dor.state.wi.us

Date

Name first line
Name second line
Street Address
City State Zip

Dear Income Tax Return Preparer:

YOU MAY BE REQUIRED TO FILE ELECTRONICALLY - Beginning January 1, 2003, practitioners who prepared 200 or more Wisconsin Forms 1, 1A, WI-Z, and Schedule H in 2002 are required to electronically file (e-file) individual income tax returns. Beginning January 1, 2004, the threshold drops to 100 returns and will remain there for future years. This requirement is authorized by Wisconsin administrative rule Section Tax 2.08(3).

The rule does not apply to Wisconsin returns on which taxpayers write "no e-file" before their signatures to indicate they do not want to file the return electronically. For more information about the e-filing requirement go to www.dor.state.wi.us/eserv/efiling.html or contact us at the address listed below.

Many tax practitioners have used the fed/state e-filing program over the past decade and found it to be efficient and effective for their business and their clients.

- E-filing prevents the most common errors on tax returns and verifies information.
- Most refunds are received in a matter of days instead of weeks.
- Clients with balance due returns can e-file early and pay by April 15.
- Each e-filed return receives an acknowledgment, which is a receipt of delivery, from both the IRS and the Wisconsin Department of Revenue.

Electronic filing is also good for the Department of Revenue for many of the same reasons it benefits tax practitioners and taxpayers. It is more efficient and saves tax dollars. And helps us process your client's tax returns more quickly and accurately.

WAIVER PROCESS - We realize that electronic filing may not be possible for everyone. The rule provides an exception to the electronic filing requirement if it causes undue hardship for you or your business.

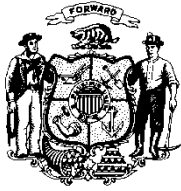
To request a waiver:

- Send your request in writing to the Secretary's Office, Wisconsin Department of Revenue, Mail Stop 5-77, PO Box 8949, Madison, WI 53708-8949 or e-mail to efiling@dor.state.wi.us.
- Clearly indicate why the requirement causes an undue hardship.

ADDITIONAL INFORMATION - Before you can electronically file Wisconsin income tax returns through the fed/state e-file program, you must become an Electronic Return Originator (ERO). The enclosed brochure tells you how to get started or visit our website at www.dor.state.wi.us/eserv/e-ero.html for more details.

QUESTIONS - We're here to help. If you have any questions after reviewing the enclosed material, please write, call, or e-mail us at: Wisconsin Department of Revenue, Electronic Filing Unit, MS 5-77, PO Box 8949, Madison, WI 53708-8949, Telephone: (608) 264-6886, e-mail: efiling@dor.state.wi.us

THANK YOU FOR FILING ELECTRONICALLY!



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The rule does not apply to Wisconsin returns on which taxpayers write "no e-file" before their signatures to indicate they do not want to file the return electronically. For more information about the e-filing requirement go to www.dor.state.wi.us/taxpro/prepare.html or contact us at the address listed below.

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- Send your request in writing to the Secretary's Office, Wisconsin Department of Revenue, Mail Stop 5-77, PO Box 8949, Madison, WI 53708-8949 or e-mail to efiling@dor.state.wi.us.
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QUESTIONS - We're here to help. If you have any questions after reviewing the enclosed material, please write, call, or e-mail us at: Wisconsin Department of Revenue, Electronic Filing Unit, Mail Stop 5-77, PO Box 8949, Madison, WI 53708-8949, Telephone: (608) 264-6886, e-mail: efiling@dor.state.wi.us.

THANK YOU FOR FILING ELECTRONICALLY!

Administrative Rules May Require Electronic Filing

Individual Income Tax

Administrative rule section [Tax 2.08](#) has been amended to require certain higher volume tax practitioners to file individual income tax returns electronically. Electronic filing ("e-filing") prevents the most common errors on tax returns, verifies certain information, provides confirmation of receipt, and gets refunds to taxpayers faster - usually a lot faster.

Practitioners who filed 200 or more 2001 Wisconsin individual income tax returns in 2002 were required to file returns electronically beginning January 1, 2003. In June and September of 2003, practitioners who filed 100 or more 2002 Wisconsin individual income tax returns in 2003 were notified of the requirement to e-file returns beginning January 1, 2004. The threshold will remain at 100 returns for future years.

While the Department of Revenue is committed to advancing the use of e-filing, the new rule adopts a measured approach to implementation. Any practitioner can ask for a waiver from the electronic filing requirement if the requirement results in a hardship to the practitioner. In addition if a taxpayer wishes to file a paper tax return, the practitioner is not required to electronically file that return.

For more information about registering to submit individual income tax returns electronically, see the [Electronic Filing Program Information for Tax Professionals](#).

Sales and Use Tax

Administrative rule section [Tax 11.01](#) has also been amended to require certain sales and use tax returns to be filed electronically. Sales and use tax registrants will be given 90 days notice before the due date of the first period required to be filed electronically, beginning with sales and use tax registrants with a monthly filing frequency. The rule allows for waiver of the requirement to file electronically due to hardship. The first step to begin using the free and secure Sales Internet Process (SIP) to file sales and use tax returns electronically is to download and print the application [Form S-002](#) and follow the mailing instructions. This paper process is necessary to maintain the high level of security in using this system. Go to [Sales Internet Process](#) for more information about SIP.