

Extended Solutions

- Extended Solutions Manuals
- Remove Extended Solutions
- Unlock Extended Solutions
- Merge Installation Files
- Extended Solutions Setup options

Setup

Once the disk is installed, you will need to access the option screen. After the option screens have been displayed, a Setup screen for this Extended Solution will appear. Check the 'Enable Extended Solution' box to activate this Extended Solution (Figure 1). The manual for this Extended Solution, if it has been installed, can be viewed by clicking the 'Manual' button next to the 'Enable Extended Solution' check box. It can also be viewed via the Extended Solutions Control Center (see Installation, above).

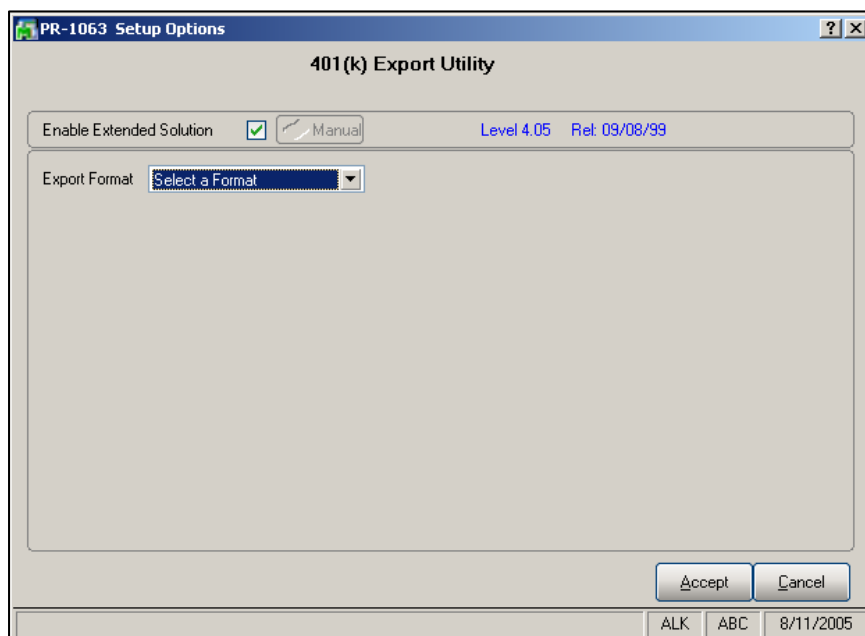


Figure 1

Select which format you will be using: Wells Fargo format, Wells Fargo II format, BSC, or Smith Barney 'FM6'. The next prompts to appear will depend on which format you chose.

Wells Fargo Format (Figure 2)

DED. CODE FOR 401(K) PLAN: Enter the code you use for 401(k) deductions.

DED. CODE FOR LOAN DEDUCTION 1: Enter the code you use for Loan 1 deductions.

Extended Solutions

DED. CODE FOR LOAN DEDUCTION 2: Enter the code you use for Loan 2 deductions.

INCLUDE CR/LF ON EACH RECORD: Indicate whether a Carriage Return/Line Feed combination should be placed at the end of each record in the export file (typically this answer is 'No').

COMPANY ID NUMBER: Enter a Company ID Number.

PLAN ID NUMBER: Enter a Plan ID Number.

PAYROLL ID NUMBER: Enter a Payroll ID Number.

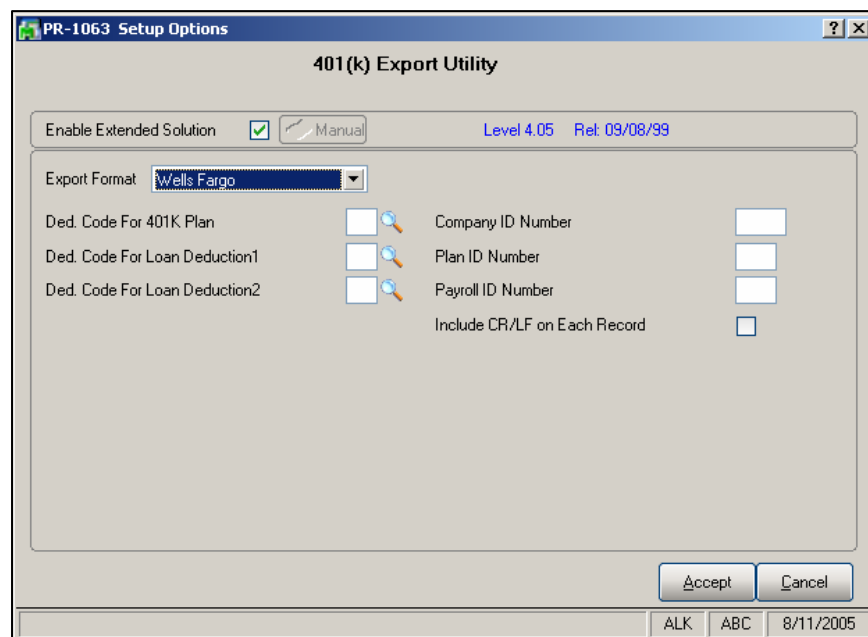


Figure 2

Wells Fargo II Format (Figure 3)

DED. CODE FOR 401(K) PLAN: Enter the code you use for 401(k) deductions.

DED. CODE FOR PROFIT SHARING PLAN: Enter the code you use for Profit Sharing deductions.

DED. CODE FOR EMPLOYER CONTRIBUTIONS: Enter the code you use for Employer Contributions.

P/R EMPLOYEE UDF FOR REINSTATEMENT DATE: Enter the P/R Employee date type Custom Office UDF that holds the reinstatement date.

P/R EMPLOYEE UDF FOR STATUS REASON CODE: Enter the P/R Employee 1 character uppercase type Custom Office UDF that holds the Status Reason code.

HEADER RECORD TEXT: Enter the 38-character header record text.

PLAN NUMBER: Enter the 6 character numeric plan number.

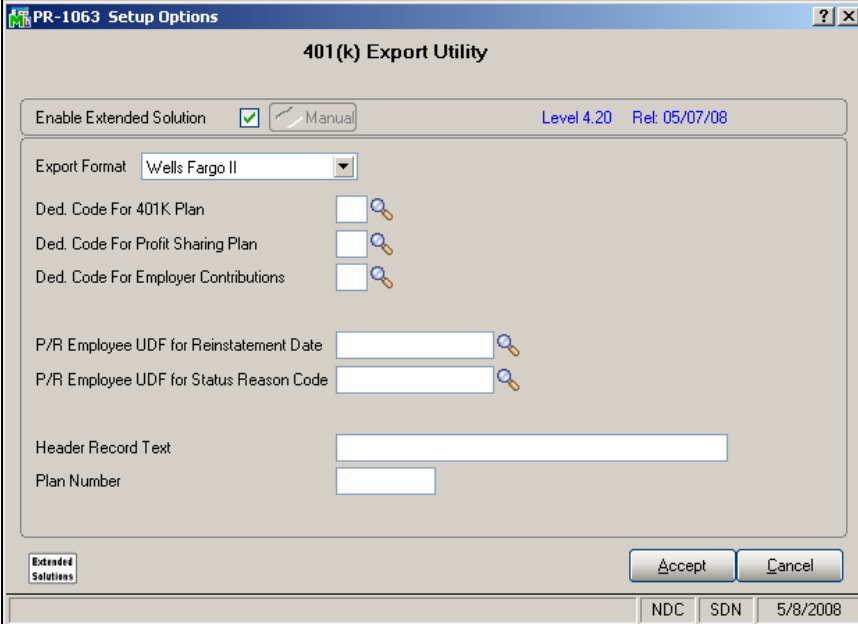


Figure 3

BSC Format (Figure 4)

DEDUCTION CODE FOR 401(K) PLAN: Enter the code you use for 401(k) deductions.

DEDUCTION CODE FOR LOAN DEDUCTION 1: Enter the code you use for Loan 1 deductions.

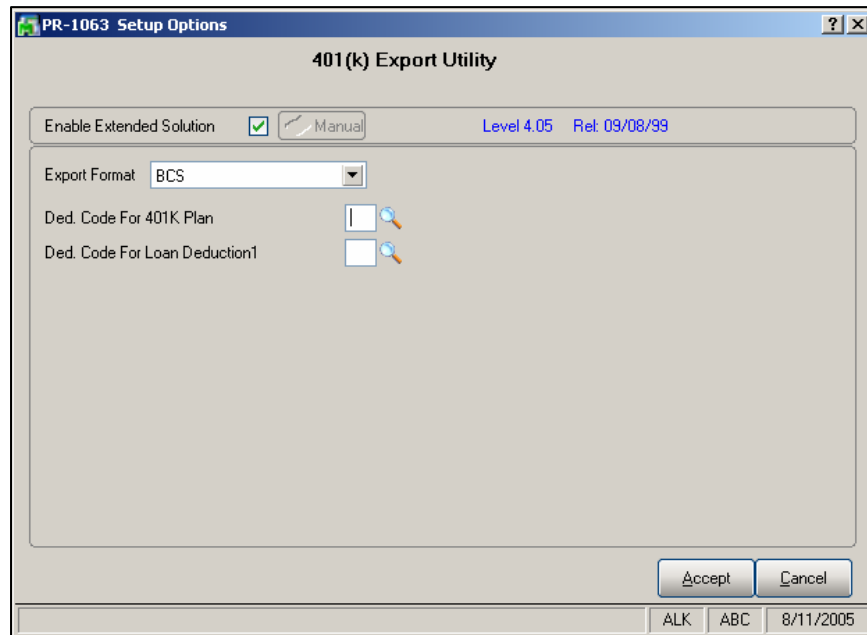


Figure 4

Smith Barney 'FM6' Format (Figure 5):

DED. CODE FOR DEDUCTION 1/2/3/4: Enter the code you use for up to four MAS 90 MAS 200 deductions

ELIGIBLE MATCH UDF: Enter the 1-character string, Upper, or Yes/No type PR-1062 UDF you wish to hold the Eligible Match data.

ELIGIBLE NON ELECTIVE UDF: Enter the 1-character string, Upper, or Yes/No type PR-1062 UDF you wish to hold the Eligible Non Elective data.

HIGHLY COMPENSATED UDF: Enter the 1-character string, Upper, or Yes/No type PR-1062 UDF you wish to hold the Highly Compensated data.

KEY EMPLOYEE UDF: Enter the 1-character string, Upper, or Yes/No type PR-1062 UDF you wish to hold the Key Employee data.

OFFICER UDF: Enter the 1-character string, Upper, or Yes/No type PR-1062 UDF you wish to hold the Officer data.

% OF OWNERSHIP UDF: Enter the numeric PR-1062 UDF you wish to hold the % Of Ownership data.

FAMILY MEMBER UDF: Enter the 1-character string, Upper, or Yes/No type PR-1062 UDF you wish to hold the Family Member data.

Extended Solutions

SSN OF OWNER RELATIVE UDF: Enter the 9-character string, or Upper type PR-1062 UDF you wish to hold the Social Security Number Of Owner Relative.

APPROVED LEAVE STATUS UDF: Enter the 1-character string, or Upper type PR-1062 UDF you wish to hold the Approved Leave Status data.

UNION MEMBER UDF: Enter the 1-character string, Upper, Yes/No type PR-1062 UDF you wish to hold the Union Member data.

PRIOR HCE UDF: Enter the 1-character string, Upper, or Yes/No type PR-1062 UDF you wish to hold the Prior HCE UDF.

EMPLOYEE STATUS UDF: Enter the 1-character string, or Upper, type PR-1062 UDF if you wish to hold the Employee Status UDF.

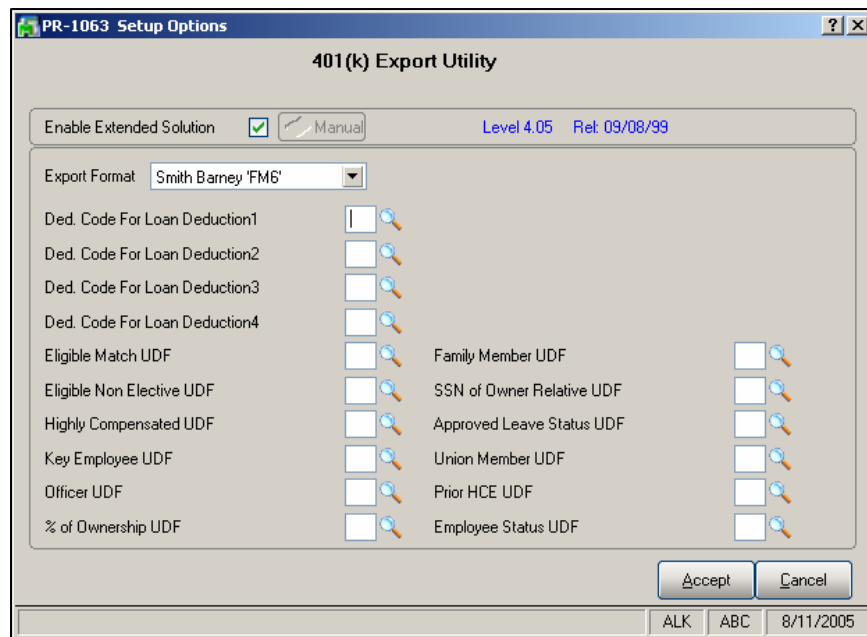


Figure 5

401K Export Company Maintenance:

A new maintenance screen for '401K Export Company Maintenance' has been added to the Setup menu. This is for the BSC format only (Figure 6). Click a company code to select/unselect it to be included in the export.

If this Extended Solution has not previously been added to a menu, a pop-up screen will be presented allowing you to automatically add this Extended Solution to the selected menu. Select 'No' if you wish to use Menu Maintenance to add the program to a different menu of your choice.

Extended Solutions

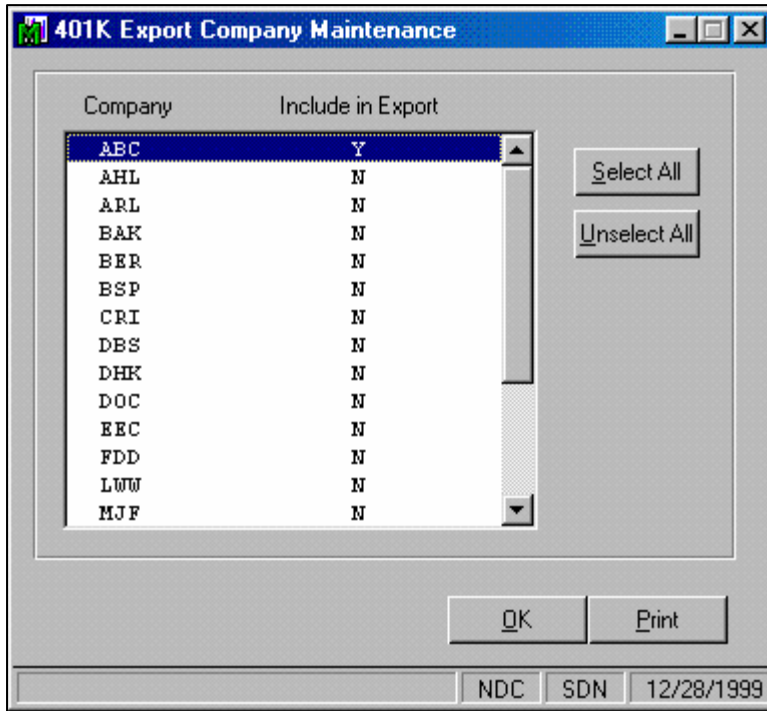


Figure 6

You should visit this Setup screen after each upgrade or reinstallation of this Extended Solution.

Operation

The 401(k) Export Utility may be run at any time. Since the data processed is taken from the 'Perpetual Payroll History Files' (PPH), the check date you are interested in must be present in these files. To perform the export, choose the '401(k) EXPORT' option from the Period End menu. The Export Options screen will be presented (Figure 7).

Figure 7

Answer the following prompts:

CREATE EXPORT FILE: Check this box to create the Export File. Uncheck it to print the Export Register only.

EXPORT FILENAME: If you selected 'Create Export File' you should enter the filename to be created. The file will reside in the payroll data directory for the current company code.

EXPORT TYPE: Typically this is 'R' or 'S'. Your financial institution can advise you on the proper value. *This option is available for Wells Fargo format only.*

PAY CHECK DATE: This is the check date to be included in the export file. Any employee with an entry in the PPH files with a check date will be included once for each check with that date. After entering or changing this value, a quick scan through the PPH files takes place to try and determine the Pay Period Ending (PPE) date for that check date. The PPE date on the first check with a matching check date is used as the default PPE date (see below).

PRIOR PAY PERIOD ENDING DATE: This is the PPE date which was used the last time an export file was created. You may leave it at its default value or change it.

PAY PERIOD ENDING DATE: This should be the pay period ending date corresponding to the check date you are exporting. After generating an export file, this becomes the default Prior Pay Period Ending Date for the next export file.

Extended Solutions

As the export utility runs, a register is printed. Not all the information included on the register is included in the export file. For complete details on the contents of the export file refer to Appendix A, Appendix B, Appendix C, or Appendix D. See Figure 8 for an example of a report using Wells Fargo format. See Figure 9 for an example of a report using Wells Fargo II format. See Figure 10 for an example of a report using BSC format. Multiple companies may be exported for the BSC format. See Figure 11 for an example of a report using Smith Barney 'FM6' format.

| 401(k) EXPORT REGISTER | | | | | | | | | | | | | | ABC Distribution and Service Corp. | | | | | | | | | | | |
|--------------------------------|-----------|------------|----------------|---|------------|-----------|-----------|------------------|-------------|------------|-----------------------|--------------------|------------------|------------------------------------|------------------|--|--|--|--|--------------------------|--|--|----------------|--|--|
| | | | | | | | | | | | | | | EXPORT FILENAME: 991228.401 | | | | | | | | | | | |
| | | | | | | | | | | | | | | PAY PERIOD ENDING DATE: 06/01/03 | | | PRIOR PAY PERIOD ENDING DATE: 06/01/03 | | | PAY CHECK DATE: 06/01/03 | | | EXPORT TYPE: R | | |
| EMPLOYEE NUMBER | LAST NAME | FIRST NAME | SOC SEC NUMBER | ADDRESS | BIRTH DATE | TERM DATE | HIRE DATE | 401(K) % DEDUCT | TOTAL HOURS | GROSS PAY | GROSS PAY LESS FRINGE | GROSS PAY LESS P&C | 401(K) DEDUCTION | LOAN 1 DEDUCTION | LOAN 2 DEDUCTION | | | | | | | | | | |
| 11-0000100 | THOMAS | JERRY A. | 986-32-1239 | 4121 W. 23rd Street Apartment 201 MILWAUKEE | 12/23/69 | | 01/13/02 | CHECK, Y-T-D. | 3.000% | 40.00 | 334.00 | 10,340.37 | 376.30 | 110.20 | 60.00 | | | | | | | | | | |
| 11-0000103 | JENKINS | ALLEN | 363-31-3299 | 32153 W 13TH MILWAUKEE | 03/08/73 | | 01/01/03 | CHECK, Y-T-D. | 3.000% | 40.00 | 334.00 | 9,693.02 | 376.30 | 110.20 | 60.00 | | | | | | | | | | |
| 11-0000130 | SHAW | ARTHUR | 312-35-9834 | MILWAUKEE | | | 03/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 | 461.60 | 7,870.28 | 0.00 | 0.00 | 60.00 | | | | | | | | | | |
| 11-0000140 | THOMPSON | MICHAEL | 123-55-2346 | MILWAUKEE | | | 03/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 | 436.20 | 9,760.36 | 0.00 | 17.05 | 60.00 | | | | | | | | | | |
| 11-0000130 | ALLENBAR | HARVEY | 220-98-1463 | MILWAUKEE | | | 03/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 | 433.00 | 3,308.40 | 0.00 | 0.00 | 60.00 | | | | | | | | | | |
| 11-0000160 | AYILLA | SUSAN | 399-23-4632 | MILWAUKEE | | | 03/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 | 307.69 | 9,760.34 | 0.00 | 0.00 | 60.00 | | | | | | | | | | |
| 11-0000170 | JOHNSON | MARTHA | 998-34-6321 | MILWAUKEE | | | 03/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 | 336.40 | 9,028.36 | 0.00 | 70.27 | 60.00 | | | | | | | | | | |
| 11-0000130 | JENKINS | JEFFERY | 983-46-3219 | MILWAUKEE | | | 03/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 | 363.28 | 10,344.37 | 0.00 | 0.00 | 60.00 | | | | | | | | | | |
| 11-0000190 | JAMESON | JAMES | 234-63-2198 | MILWAUKEE | | | 03/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 | 600.00 | 9,630.00 | 0.00 | 0.00 | 60.00 | | | | | | | | | | |
| 11-0000200 | GRASS | JOHN | 346-37-1984 | MILWAUKEE | | | 03/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 | 327.20 | 9,332.96 | 0.00 | 0.00 | 60.00 | | | | | | | | | | |
| 11-0000210 | JONES | WILLIAM | 463-21-9843 | MILWAUKEE | | | 03/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 | 708.40 | 11,269.24 | 0.00 | 0.00 | 60.00 | | | | | | | | | | |
| 11 EMPLOYEES FOR REPORT TOTAL: | | | | | | | | | 440.00 | 6,043.07 | 103,676.10 | 3,299.67 | 33.40 | 60.00 | | | | | | | | | | | |
| | | | | | | | | | 7,994.00 | 103,676.10 | 103,676.10 | 721.60 | 38.22 | 6,300.00 | | | | | | | | | | | |

Figure 8

Simply Delicious & Natural Foods

EXPORT FILENAME: 080507.401

PAY PERIOD ENDING DATE: 05/01/08 PRIOR PAY PERIOD ENDING DATE: 05/01/08 PAY CHECK DATE: 05/01/08

| EMPLOYEE NUMBER | LAST NAME | FIRST NAME | SOC SEC NUMBER | ADDRESS | BIRTH DATE | TERM DATE | HIRE DATE | 401(K) % DEDUCT | TOTAL HOURS | GROSS PAY | GROSS PAY LESS FRINGE | GROSS PAY LESS P&C | 401(K) DEDUCTION | PROFIT SHARING | EMPLOYER CONTRIBUTION | |
|-----------------|-----------|------------|----------------|--|------------|-----------|-----------|-----------------|-------------------------------|------------|-----------------------|--------------------|------------------|----------------|-----------------------|--------|
| 11-000007 | Ferguson | Evan | 123-00-0000 | 12272 Kenneth Place Apt 3003 Danbridge Island WA | 09/11/88 | | 05/11/96 | CHECK: 0.000% | 40.00 | 1,004.92 | 1,004.92 | 1,004.92 | .00 | .00 | 60.00 | |
| 11-000105 | JENKINS | ALLEN | 123-45-6789 | 23155 W 15TH Danbridge Island WA | 05/06/75 | | 01/01/90 | CHECK: 5.000% | 40.00 | 600.00 | 600.00 | 570.00 | 30.00 | .00 | 60.00 | |
| 11-000106 | Costa | Joe | 111-22-3333 | 110 Union St Danbridge Island WA | | | 05/05/00 | CHECK: 0.000% | 40.00 | 600.00 | 600.00 | 600.00 | .00 | .00 | 60.00 | |
| 11-000110 | ZZPHELPS | AVERY | 653-12-3998 | MILWAUKEE WI | 03/13/55 | | 03/31/03 | CHECK: 0.000% | 40.00 | 594.40 | 594.40 | 594.40 | .00 | .00 | 60.00 | |
| 11-000130 | SHAW | ARTHUR | 312-39-9854 | MILWAUKEE WI | | | 03/31/03 | CHECK: 0.000% | 40.00 | 461.60 | 461.60 | 461.60 | .00 | .00 | 60.00 | |
| 11-000140 | THOMPSON | MICHAEL | 123-99-8546 | MILWAUKEE WI | | | 03/31/03 | CHECK: 0.000% | 40.00 | 486.80 | 486.80 | 486.80 | .00 | .00 | 60.00 | |
| 11-000150 | ALLENDAZ | HARVEY | 239-98-5463 | MILWAUKEE WI | | | 03/31/03 | CHECK: 0.000% | 40.00 | 488.00 | 488.00 | 488.00 | .00 | .00 | 60.00 | |
| 11-000160 | AVILLA | SUSAN | 399-85-4632 | MILWAUKEE WI | | | 03/31/03 | CHECK: 0.000% | 40.00 | 507.69 | 507.69 | 507.69 | .00 | .00 | 60.00 | |
| 11-000170 | JOHNSON | MARTHA | 998-54-6321 | MILWAUKEE WI | | | 03/31/03 | CHECK: 0.000% | 40.00 | 536.40 | 536.40 | 536.40 | .00 | .00 | 60.00 | |
| 11-000180 | JENKINS | JEFFERY | 985-46-3219 | MILWAUKEE WI | | | 03/31/03 | CHECK: 0.000% | 40.00 | 565.38 | 565.38 | 565.38 | .00 | .00 | 60.00 | |
| 11-000190 | JAMESON | JAMES | 854-63-2198 | MILWAUKEE WI | | | 03/31/03 | CHECK: 0.000% | 40.00 | 600.00 | 600.00 | 600.00 | .00 | .00 | 60.00 | |
| 11-000200 | GRASS | JOHN | 546-32-1984 | MILWAUKEE WI | | | 03/31/03 | CHECK: 0.000% | 40.00 | 582.80 | 582.80 | 582.80 | .00 | .00 | 60.00 | |
| 11-000210 | JONES | WILLIAM | 463-21-9843 | MILWAUKEE WI | | | 03/31/03 | CHECK: 0.000% | 40.00 | 708.40 | 708.40 | 708.40 | .00 | .00 | 60.00 | |
| | | | | | | | | | 13 EMPLOYEES FOR REPORT TOTAL | 520.00 | 7,756.39 | 7,756.39 | 7,756.39 | 80.00 | .00 | 720.00 |
| | | | | | | | | | 1,972.50 | 125,204.25 | 117,947.78 | 124,939.25 | 240.00 | 78.00 | 2,245.00 | |

Figure 9

ABC Distribution and Service Corp.

EXPORT FILENAME: 991228.401

PAY PERIOD ENDING DATE: 06/01/08 PRIOR PAY PERIOD ENDING DATE: 06/01/08 PAY CHECK DATE: 06/01/08

| EMPLOYEE NUMBER | LAST NAME | FIRST NAME | SOC SEC NUMBER | ADDRESS | BIRTH DATE | TERM DATE | HIRE DATE | 401(K) % DEDUCT | TOTAL HOURS | GROSS PAY | GROSS PAY LESS FRINGE | GROSS PAY LESS P&C | 401(K) DEDUCTION | LOAN 1 DEDUCTION | LOAN 2 DEDUCTION | |
|------------------------------------|-----------|------------|----------------|--------------------------------|------------|-----------|-----------|-----------------|-------------------------------|------------|-----------------------|--------------------|------------------|------------------|------------------|--------|
| COMPANY: ABC Distribution and Serv | | | | | | | | | | | | | | | | |
| 11-000010 | THOMAS | JERRY A. | 986-33-1230 | 4121 W 2106 Street Apawakee WI | 12/23/59 | | 01/13/02 | CHECK: 3.000% | 40.00 | 334.00 | 334.00 | 334.00 | 37.70 | .00 | 60.00 | |
| 11-000010 | JENKINS | ALLEN | 263-31-2399 | 23155 W 15TH MILWAUKEE WI | 05/06/75 | | 01/01/03 | CHECK: 3.000% | 40.00 | 334.00 | 334.00 | 334.00 | 37.70 | .00 | 60.00 | |
| 11-000010 | SHAW | ARTHUR | 312-39-9854 | MILWAUKEE WI | | | 03/01/03 | CHECK: 0.000% | 40.00 | 461.60 | 461.60 | 461.60 | .00 | .00 | 60.00 | |
| 11-000010 | THOMPSON | MICHAEL | 123-99-8546 | MILWAUKEE WI | | | 03/01/03 | CHECK: 0.000% | 40.00 | 486.80 | 486.80 | 486.80 | .00 | .00 | 60.00 | |
| 11-000010 | ALLENDAZ | HARVEY | 239-98-5463 | MILWAUKEE WI | | | 03/01/03 | CHECK: 0.000% | 40.00 | 488.00 | 488.00 | 488.00 | .00 | .00 | 60.00 | |
| 11-000010 | AVILLA | SUSAN | 399-85-4632 | MILWAUKEE WI | | | 03/01/03 | CHECK: 0.000% | 40.00 | 507.69 | 507.69 | 507.69 | .00 | .00 | 60.00 | |
| 11-000010 | JOHNSON | MARTHA | 998-54-6321 | MILWAUKEE WI | | | 03/01/03 | CHECK: 0.000% | 40.00 | 536.40 | 536.40 | 536.40 | .00 | .00 | 60.00 | |
| 11-000010 | JENKINS | JEFFERY | 985-46-3219 | MILWAUKEE WI | | | 03/01/03 | CHECK: 0.000% | 40.00 | 565.38 | 565.38 | 565.38 | .00 | .00 | 60.00 | |
| 11-000010 | JAMESON | JAMES | 854-63-2198 | MILWAUKEE WI | | | 03/01/03 | CHECK: 0.000% | 40.00 | 600.00 | 600.00 | 600.00 | .00 | .00 | 60.00 | |
| 11-000010 | GRASS | JOHN | 546-32-1984 | MILWAUKEE WI | | | 03/01/03 | CHECK: 0.000% | 40.00 | 582.80 | 582.80 | 582.80 | .00 | .00 | 60.00 | |
| 11-000010 | JONES | WILLIAM | 463-21-9843 | MILWAUKEE WI | | | 03/01/03 | CHECK: 0.000% | 40.00 | 708.40 | 708.40 | 708.40 | .00 | .00 | 60.00 | |
| | | | | | | | | | 11 EMPLOYEES FOR REPORT TOTAL | 440.00 | 6,043.07 | 6,043.07 | 6,043.07 | 33.40 | .00 | 660.00 |
| | | | | | | | | | 7,994.00 | 100,676.30 | 100,676.30 | 100,434.90 | 721.60 | 38.72 | 6,300.00 | |

Figure 10

| 401(k) EXPORT REGISTER | | ABC Distribution and Service Corp. | | | | | | | | | | | | | | | |
|--------------------------------|-----------|--|----------------|--|------------|-----------|-----------|------------------|-------------|-----------------|-----------------------|---------------------|---------------------|-----------------|--------------|-----------------|---------------|
| | | EXPORT FILENAME: 991228.401 | | | | | | | | | | | | | | | |
| | | PAY PERIOD ENDING DATE: 06/30/03 PRIOR PAY PERIOD ENDING DATE: 06/30/03 PAY CHECK DATE: 06/30/03 | | | | | | | | | | | | | | | |
| EMPLOYEE NUMBER | LAST NAME | FIRST NAME | 30C SEC NUMBER | ADDRESS | BIRTH DATE | TERM DATE | HIRE DATE | 401(K) % DEDUCT | TOTAL HOURS | GROSS PAY | GROSS PAY LESS FRINGE | GROSS PAY LESS P&C | DEDUCTION 1 | DEDUCTION 2 | DEDUCTION 3 | DEDUCTION 4 | |
| 11-000010 | THOMAS | JERRY A. | 986-33-1239 | 4131 W. 21st Street Apartment 301 MILWAUKEE WI | 12/3/69 | | 01/13/03 | CHECK, Y-T-D. | 3,000% | 40.00 266.00 | 334.00 10,804.37 | 334.00 10,804.37 | 376.30 10,736.07 | 77.30 138.30 | .00 .00 | 60.00 720.00 | .00 .00 |
| 11-000010 | JENKINS | ALLEN | 363-21-7399 | 23133 W 13TH MILWAUKEE WI | 05/06/73 | | 01/01/03 | CHECK, Y-T-D. | 3,000% | 40.00 332.00 | 334.00 10,349.07 | 334.00 10,349.07 | 376.30 10,110.37 | 77.70 138.30 | .00 .00 | 60.00 660.00 | .00 .00 |
| 11-000010 | SHAW | ARTHUR | 312-20-9234 | MILWAUKEE WI | | | 02/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 370.00 | 461.60 3,331.28 | 461.60 3,331.28 | 461.60 3,331.28 | .00 .00 | .00 .00 | 60.00 600.00 | .00 75.00 |
| 11-000010 | THOMPSON | MICHAEL | 122-99-3346 | MILWAUKEE WI | | | 02/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 332.00 | 436.20 10,247.16 | 436.20 10,247.16 | 436.20 10,247.16 | .00 17.95 | .00 .00 | 60.00 660.00 | .00 .00 |
| 11-000010 | ALLENDAZ | HARVEY | 739-98-3463 | MILWAUKEE WI | | | 02/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 344.00 | 433.00 9,796.40 | 433.00 9,796.40 | 433.00 9,796.40 | .00 .00 | .00 .00 | 60.00 660.00 | .00 100.00 |
| 11-000010 | AVILLA | SUSAN | 399-33-4632 | MILWAUKEE WI | | | 02/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 280.00 | 307.69 9,773.03 | 307.69 9,773.03 | 307.69 9,773.03 | .00 .00 | .00 .00 | 60.00 600.00 | .00 .00 |
| 11-000010 | JOHNSON | MARTHA | 998-34-6321 | MILWAUKEE WI | | | 02/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 310.00 | 336.40 9,374.76 | 336.40 9,374.76 | 336.40 9,374.76 | .00 .00 | .00 20.37 | 60.00 660.00 | .00 .00 |
| 11-000010 | JENKINS | JEFFERY | 983-46-3219 | MILWAUKEE WI | | | 02/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 280.00 | 363.28 11,109.73 | 363.28 11,109.73 | 363.28 11,109.73 | .00 .00 | .00 .00 | 60.00 600.00 | .00 .00 |
| 11-000010 | JAMESON | JAMES | 334-63-7198 | MILWAUKEE WI | | | 02/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 280.00 | 600.00 10,230.00 | 600.00 10,230.00 | 600.00 10,230.00 | .00 .00 | .00 .00 | 60.00 600.00 | .00 .00 |
| 11-000010 | GRASS | JOHN | 346-23-1984 | MILWAUKEE WI | | | 02/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 280.00 | 337.20 9,936.76 | 337.20 9,936.76 | 337.20 9,936.76 | .00 .00 | .00 .00 | 60.00 600.00 | .00 .00 |
| 11-000010 | JONES | WILLIAM | 463-21-9843 | MILWAUKEE WI | | | 02/01/03 | CHECK, Y-T-D. | 0.000% | 40.00 280.00 | 708.40 12,078.24 | 708.40 12,078.24 | 708.40 12,078.24 | .00 .00 | .00 .00 | 60.00 600.00 | .00 .00 |
| 11 EMPLOYEES FOR REPORT TOTAL: | | | | | | | | | 440.00 | 6,043.07 | 6,043.07 | 3,989.67 | 35.40 | .00 | 660.00 | .00 | |
| | | | | | | | | | 3,434.00 | 111,721.37 | 111,721.37 | 111,444.37 | 277.00 | 28.37 | 6,960.00 | 175.00 | |

Figure 11

Helpful Hints

- All employees with a check date matching the check date on the selection screen will be included regardless of whether they have 401(k) deductions on their check or not.
- All check entries in the Perpetual History File with a check date matching the check date on the selection screen will be included as separate entries. This means that if the same employee received more than one check with the same date, s/he may be included more than once.
- The Export Register requires a printer which is capable of 234 column printing. If your printer does not support this width, use the Deferred Print, File or Display options.
- The export file is created in the payroll data directory of the current company code using the name specified on the Export Options screen. If a file with the name given already exists it will be overwritten without warning.
- Not all numeric fields in the export file have a 'sign' field following them. If one of these fields (e.g., Total Hours On Check) is negative, the value in the export file will be zero.

What's New

With the 05-09-08 release:

- Added support for Wells Fargo II format

Upgrades and Compatibility

The installation CD is labeled with the version of the MAS 90 MAS 200 module for which this Extended Solution was prepared. This Extended Solution will check its compatibility with the appropriate MAS 90 MAS 200 modules and will be disabled if an incompatibility is found. If you upgrade your MAS 90 MAS 200 modules, this Extended Solution must be upgraded as well. Your MAS 90 MAS 200 dealer can supply this upgrade.

Documentation

Only changes made to the standard operation of MAS 90 MAS 200 have been documented in this manual. Operations not documented in this manual are standard procedures of MAS 90 MAS 200 processing. Standard MAS 90 MAS 200 processes, data entry screens, inquiry screens, reports, updates, etc., have not been changed unless addressed in this document.

Parts of this document may refer to the *Specific Purpose Rule*. When referenced, the described feature was developed for a specific client to its specifications and may not conform to generally accepted MAS 90 MAS 200 standards and procedures. These features may or may not benefit you in your application of MAS 90 MAS 200.

Acknowledgments

© 2008 Sage Software, Inc. All rights reserved. Sage Software, MAS 90 and MAS 200 are registered trademarks or trademarks of Sage Software, Inc. All other trademarks are the property of their respective owners.

Extended Solutions

APPENDIX A: Wells Fargo Format**Data Specifications**

- A. Dates are in the format YYYYMMDD; blank date fields are initialized to all zeros
- B. Numeric fields:
- Right justified with leading zeros
 - Decimal places on record layout are implied (e.g. \$4.23 would be 423)
 - Commas and \$ are omitted
 - Optional/blank fields are initialized to all zeros
 - All values are unsigned.
- C. Sign Fields have 1 trailing byte: blank or '+' is positive; '-' is negative
- D. Alphanumeric fields are left justified with trailing blanks. Optional fields are initialized to spaces.
- E. All records are fixed length records, each 255 bytes. Depending upon Setup, each record may be terminated by a carriage return/linefeed combination for a total length of 257.

Record Type A: Header Record

There is one 'A' record per file.

| Position | Len | Type | Decimals | Data Contained | Comment |
|----------|-----|------|----------|---------------------|----------------------------|
| 01-01 | 1 | A/N | | 'A' | Hardcoded |
| 02-05 | 4 | A/N | | Company ID | From Setup screen |
| 06-08 | 3 | A/N | | Plan ID # | From Setup screen |
| 09-11 | 3 | A/N | | Payroll ID # | From Setup screen |
| 12-12 | 1 | A/N | | Type | From Export Options screen |
| 13-20 | 8 | D | | Pay Period End Date | From Export Options screen |
| 21-29 | 9 | N | | Zero Filled | Unused |
| 30-37 | 8 | D | | Prior PP End Date | From Export Options screen |
| 38-45 | 8 | D | | Pay Check Date | From Export Options screen |
| 46-49 | 4 | D | | Pay Check Year | From Export Options screen |
| 50-51 | 2 | A/N | | 'PY' | Hardcoded |
| 52-53 | 2 | A/N | | Space Filled | Hardcoded |
| 54-56 | 3 | A/N | | 'TRA' | Hardcoded |
| 57-255 | 199 | A/N | | Space Filled | Hardcoded |

Record Type B: Census Record

There is one 'B' type record for each check for each employee paid on the Check Date.

Extended Solutions

| Position | Length | Type | Decimals | Data Contained | Comment |
|----------|--------|------|----------|----------------------|---|
| 01-01 | 1 | A/N | | 'B' | Hardcoded |
| 02-20 | 19 | A/N | | Same As Type 'A' | Hardcoded |
| 21-29 | 9 | A/N | | Employee SSN | From Employee Masterfile |
| 30-33 | 4 | A/N | | Space Filled | Hardcoded |
| 34-40 | 7 | A/N | | Employee # (no dept) | |
| 41 | 1 | A/N | | Space filled | Hardcoded |
| 42-56 | 15 | A/N | | Last Name | From Employee Masterfile |
| 57-71 | 15 | A/N | | First Name/Initial | From Employee Masterfile |
| 72-72 | 1 | A/N | | Space Filled | Hardcoded |
| 73-102 | 30 | A/N | | Space Filled | Hardcoded |
| 103-32 | 30 | A/N | | Address 1 | From Employee Masterfile |
| 133-162 | 30 | A/N | | Address 2 | From Employee Masterfile |
| 163-177 | 15 | A/N | | City | From Employee Masterfile |
| 178-179 | 2 | A/N | | State | From Employee Masterfile |
| 180-184 | 5 | A/N | | Zip | From Employee Masterfile |
| 185-188 | 4 | A/N | | Zip Suffix | If W, the field will contain a 1. |
| 189-218 | 30 | A/N | | Co Code+Dept | MAS90 Co Code followed by Department Code |
| 219-221 | 3 | A/N | | Co Code | MAS90 Company Code |
| 222-224 | 3 | A/N | | Space Filled | Hardcoded |
| 225-255 | 31 | A/N | | Space Filled | Hardcoded |

Record Type C: Census Fields

There is one 'C' type record for each check for each employee paid on the Check Date.

| Position | Length | Type | Decimals | Data Contained | Comment |
|----------|--------|------|----------|------------------|---|
| 01-01 | 1 | A/N | | 'C' | Hardcoded |
| 02-20 | 19 | A/N | | Same As Type 'A' | Hardcoded |
| 21-29 | 9 | A/N | | SSN | Employee Masterfile |
| 30-30 | 1 | A/N | | '1' or '3' | 1 unless employee is terminated, then '3' |
| 31-31 | 1 | | | '1' | Hardcoded |
| 32-32 | 1 | A/N | | Space | Hardcoded |
| 33-40 | 8 | D | | Zero Filled | Hardcoded |
| 41-48 | 8 | A/N | | Space Filled | Hardcoded |
| 49-56 | 8 | D | | Birth Date | From Employee Masterfile |
| 57-64 | 8 | D | | Hire Date | From Employee Masterfile |
| 65-72 | 8 | D | | Zero Filled | Hardcoded |
| 73-80 | 8 | D | | Term. Date | From Employee Masterfile |
| 81-81 | 1 | A/N | | Space Filled | Hardcoded |

Extended Solutions

| | | | | | |
|---------|----|-----|---|----------------------|--|
| 82-83 | 2 | A/N | | Space Filled | Hardcoded |
| 84-88 | 5 | A/N | | Co Code | MAS90 Company Code |
| 89-89 | 1 | A/N | | 'B' | Hardcoded |
| 90-92 | 3 | N | 0 | 401(k) Deduction % | From the payroll check line |
| 93-95 | 3 | N | | Zero Filled | Hardcoded |
| 96-101 | 6 | A/N | | Space Filled | Hardcoded |
| 102-107 | 6 | N | 2 | Total Hours On Check | |
| 108-118 | 11 | N | 2 | Gross Pay Less 'F' | Gross Wages less Earnings Codes Referencing Pay Type 'F' |
| 119-129 | 11 | N | 2 | Gross Less P & C | Gross Wages less amounts for Deduction Codes of Type 'P' and 'C' |
| 130-140 | 11 | N | 2 | Same As 108 | |
| 141-146 | 6 | N | 2 | YTD Hours | Year-to-Date Total Hours Worked |
| 147-157 | 11 | N | 2 | 108 S YTD Amount | |
| 158-168 | 11 | N | 2 | 119 S YTD Amount | |
| 169-179 | 11 | N | 2 | 130 S YTD Amount | |
| 180-255 | 76 | A/N | | Space Filled | Hardcoded |

Record Type D: Contribution Fields

There is one 'D' type record for each check for each employee paid on the Check Date.

| Position | Length | Type | Decimals | Data Contained | Comment |
|----------|--------|------|----------|------------------|--|
| 01-01 | 1 | A/N | | 'D' | Hardcoded |
| 02-20 | 19 | A/N | | Same as type 'A' | |
| 21-29 | 9 | A/N | | SSN | From Employee Masterfile |
| 30-38 | 9 | N | 2 | Deduct Code \$ | 401(k) Deduction Code amount on this check |
| 39-39 | 1 | A/N | | Sign | |
| 40-48 | 9 | N | 2 | Zero Filled | Hardcoded |
| 49-49 | 1 | A/N | | Space | Hardcoded |
| 50-58 | 9 | N | 2 | Zero Filled | Hardcoded |
| 59-59 | 1 | A/N | | Space | Hardcoded |
| 60-68 | 9 | N | 2 | Zero Filled | Hardcoded |
| 69-69 | 1 | A/N | | Space | Hardcoded |
| 70-78 | 9 | N | 2 | Zero Filled | Hardcoded |
| 79-79 | 1 | A/N | | Space | Hardcoded |
| 80-119 | 40 | A/N | | Space Filled | Hardcoded |

Extended Solutions

| | | | | | |
|---------|-----|-----|-------|-------------------|---|
| 120-121 | 2 | N | | Zero Filled | Hardcoded |
| 122-130 | 9 | N | 2 | Deduct Code \$ | Loan Deduction Code #1 amount on this check |
| 131-131 | 1 | A/N | | Sign | Loan Deduction Code #1 amount on this check |
| 132-133 | 2 | A/N | | Zero Filled | Loan Deduction Code #1 amount on this check |
| 134-142 | 9 | N | 2 | Deduction Code \$ | Loan Deduction Code #2 amount on this check |
| 143-143 | 1 | A/N | | Sign | Loan Deduction Code #2 amount on this check |
| 144-145 | 2 | N | | Zero Filled | Loan Deduction Code #2 amount on this check |
| 146-154 | 9 | N | 2 | Zero Filled | Loan Deduction Code #2 amount on this check |
| 155-155 | 1 | A/N | Space | Zero Filled | Loan Deduction Code #2 amount on this check |
| 156-255 | 100 | A/N | | Space Filled | Loan Deduction Code #2 amount on this check |

Record Type Z: Trailer Record

There will be one 'Z' record per file with file totals.

| Position | Length | Type | Decimals | Data Contained | Comment |
|----------|--------|------|----------|-----------------------------|--|
| 01-01 | 1 | A/N | | 'Z' | Hardcoded |
| 02-20 | 19 | A/N | | Same as Type 'A' | |
| 21-29 | 9 | N | | Zero Filled | |
| 30-42 | 13 | N | 2 | Total DCode1 | Total of 401(k) Deduction amounts |
| 43-43 | 1 | A/N | | Sign | |
| 44-56 | 13 | N | 2 | Zero Filled | Hardcoded |
| 57-57 | 1 | A/N | | Space | |
| 58-70 | 13 | N | 2 | Zero Filled | |
| 71-71 | 1 | A/N | | Space | |
| 72-84 | 13 | N | 2 | Zero Filled | |
| 85-85 | 1 | A/N | | Space | |
| 86-98 | 13 | N | 2 | Zero Filled | |
| 99-99 | 1 | A/N | | Space | |
| 100-155 | 56 | A/N | | Space Filled | |
| 156-168 | 13 | N | 2 | Total DCode2 + Total DCode1 | Total of Loan 1 and Loan 2 Deduction amounts |
| 169-169 | 1 | A/N | | Sign | |

Extended Solutions

| | | | | | |
|---------|----|-----|---|---|--|
| 170-182 | 13 | N | 2 | Total DCode1 + Total DCode2+ Total DCode1 | Total of 401(k), Loan 1, Loan 2 and Loan 3 Deduction amounts |
| 183-183 | 1 | A/N | | Sign | |
| 184-190 | 7 | N | 0 | # of Type B Records | |
| 191-197 | 7 | N | 0 | # of Type C Records | |
| 198-204 | 7 | N | 0 | # of Type D Records | |
| 205-255 | 51 | A/N | | Space Filled | Hardcoded |

APPENDIX B: Wells Fargo II Format**Data Specifications**

- All Alpha characters must be in CAPS.
- Salary fields must always be positive numbers.
- Each record can end with the last data field used.
- Records must be stated length with fill.
- Decimal Implied.
- Negative numeric fields will have the negative sign in the first position.
- All employees of the employer should be sent as Wells Fargo is determining eligibility and/or completing ADP/ACP testing of 5500 reporting.

| Field | Start | Len | Data | MAS90 Data File/Field | Req | Format | Comments |
|-------|-------|-----|---|-----------------------|-----|----------|--|
| 0 | 1 | 38 | Header Record | From Setup | Y | A/N | |
| 1 | 1 | 6 | Plan number | From Setup | Y | N | |
| 2 | 7 | 9 | SS# | PR1(151,9) | Y | N | 999999999 |
| 3 | 16 | 8 | Payroll date | PR_22(10,6) | Y | CCYYMMDD | |
| 5 | 24 | 9 | 401(k) Contributions (A) | PR_23 [2] | N | N | Zero Filled |
| 12 | 33 | 9 | Profit Sharing Contributions (F) | PR_23 [2] | N | N | Zero Filled |
| 17 | 42 | 9 | Employer Contributions (V) 100% Vested | PR_23 [2] | N | N | Zero Filled |
| 44 | 51 | 1 | Payroll frequency | PR1(334,1) | Y | N | Convert the PR1 Pay cycle to the corresponding value below: 1 = Annual, 2 = Semi-annual, 3 = Quarterly, 4 = Monthly, 5 = Semi-monthly, 6 = Biweekly, 7 = Weekly, 8 = DB Daily |
| 48 | 52 | 8 | Reinstatement (rehire) date | Employee UDF | Y | CCYYMMDD | |
| 55 | 60 | 9 | 415 testing salary | PR4[2] | Y | N | Sum of YTD Earnings for all Earnings Codes. Zero Filled. |

Extended Solutions

| | | | | | | | |
|----|-----|----|-----------------------|--------------|---|------------|---|
| 56 | 69 | 1 | Action indicator | Hardcoded | N | A | Literal 'O' |
| 61 | 70 | 30 | name | PR1(10,29) | Y | LAST,FIRST | |
| 67 | 100 | 8 | Birth date | PR1(349,6) | Y | CCYYMMDD | |
| 68 | 108 | 8 | Hire date | PR1(164,6) | Y | CCYYMMDD | |
| 70 | 116 | 8 | Termination date | PR1(200,6) | Y | CCYYMMDD | Required. Should be blanked out if employee is rehired |
| 76 | 124 | 7 | Hours of service | PR4[3] | N | N | Sum of YTD Hours Worked for Earnings Types 'R' and 'O'. Zero Filled. |
| 77 | 131 | 1 | Action indicator | Hardcoded | N | A | Literal 'O' |
| 80 | 132 | 1 | Status reason code | Employee UDF | Y | A/N | Status Reason Codes: 0 = Voluntary termination 1 = Fired for Cause 2 = Laid off 3 = Special - Drops Term Date 4 = Retirement 5 = Permanent Disability 6 = Death 7 = 100% Withdrawal 9 = Division Transfer Code – Drops Term Date, Division, and Address E = QDRO F = Beneficiary T = Plan to Plan Transfer Code |
| 81 | 133 | 4 | Location ID (Div/Sub) | PR1(1,2) | Y | A/N | |
| 82 | 137 | 30 | Address Line 1 | PR1(49,30) | Y | A/N | |
| 83 | 167 | 30 | Address Line 2 | PR1(79,30) | Y | A/N | |
| 84 | 197 | 18 | City | PR1(109,20) | Y | A/N | |

SAGE MAS 90

SAGE MAS 200

Extended Solutions

| | | | | | | | |
|----|-----|---|----------|-------------|---|-----|--------------------------------|
| 85 | 215 | 2 | State | PR1(129,2) | Y | AA | |
| 86 | 217 | 9 | Zip Code | PR1(131,10) | Y | A/N | 5 or 9 characters with no dash |

APPENDIX C: BSC Format**Data Specifications:**

1. Data from multiple companies may be exported. You must set up each company that you would like to be exported in 401K Export Company Maintenance.
2. The file will be a fixed position ASCII file, with a record length and block length of 250.
3. A total record will be sent as the last record in the file. This record will be nine 9s in field number 1, and will show the total number of records in the file, excluding the totals record, in field number 2.
4. Alpha data will be left-justified, padded with blanks. Numeric data will be right-justified, padded with zeros. Amount fields will be signed, right-justified with 2 implied decimals, padded with zeros. The numeric and signed fields will contain no decimal points, commas, or dollar signs.

| Field # | Starting Position | Length | Data Type | Description |
|---------|-------------------|--------|-----------|--|
| 1 | 1 | 9 | N | Social Security Number |
| 2 | 10 | 32 | A | Name (Last -15, First - 15) |
| 3 | 42 | 20 | A | Address Line 1 (1st 20 characters) |
| 4 | 62 | 20 | A | Address Line 2 (1st 20 characters) |
| 5 | 82 | 20 | A | City, State (17, 2) |
| 6 | 102 | 9 | A | Zip (1st 5 characters + last 4 characters) |
| 7 | 111 | 8 | A | Company Code |
| 8 | 119 | 1 | A | Pay Cycle 'code'* |
| 9 | 120 | 6 | N | Date of Birth MMDDYY |
| 10 | 126 | 6 | N | Hire Date |
| 11 | 132 | 6 | N | Termination Date |
| 12 | 138 | 5 | N | Deduction Code Percentage Rate from 1st Setup Code |
| 13 | 143 | 8 | S | Deduction Amount from 1st Setup Code |
| 14 | 159 | 6 | S | Deduction Amount from 2nd Setup Code |
| 15 | 174 | 10 | S | YTD Gross Wages (from Tax Summary Inquiry screen in Employee Masterfile for Federal) |
| 16 | 185 | 1 | A | Always 'A' unless a non-blank termination date, in which case a 'T' will be sent) |
| 17 | 186 | 1 | A | Always 'Y' |
| 18 | 187 | 1 | A | MAS90's Pay Method, either 'S' or 'H' |
| 19 | 197 | 8 | S | YTD Gross Wages less YTD Deduction Amount for Deduction Codes of type 'P' and type 'C' |

*If 'W,' the field will contain a '1.' If 'B,' the field will contain a '2.' If 'S,' the field will contain a '3.' If 'M,' the field will contain a '4.' If other, the field will contain a '9.'

Extended Solutions

APPENDIX D: Smith Barney 'FM6' Format**Data Specifications**

The file layout is a fixed position ASCII file in the format below. Each record will be 200 bytes long. Data Type 'C' is character; if no value exists, the field will be blank. Data Type 'N' is Numeric; if no value exists, the field will be zero filled. All Numerics except YTD Hours Worked have two implied decimals (they will contain no decimal point). Note that it will be up to you to ensure that the UDFs hold a value considered proper by Smith Barney.

| Field Title | Starting Position | Length | Data Type | Description |
|-------------------------|-------------------|--------|-----------|-------------------------------------|
| Record Type | 1 | 3 | C | Literal 'FM6' |
| Employer ID | 4 | 5 | N | Literal 'INS' |
| SSN | 9 | 9 | C | Employee's SSN |
| Pay Cycle | 18 | 2 | C | Literal '01' |
| IRS Code | 20 | 4 | C | Literal '401K' |
| Pay Date | 24 | 6 | N | MAS 90•MAS 200 Check Date as YYMMDD |
| Dept. Number | 30 | 10 | C | Blank |
| Employee First Name | 40 | 15 | C | |
| Employee Middle Initial | 55 | 1 | C | See note 1 below |
| Employee Last Name | 56 | 19 | C | |
| Pre Tax Voluntary | 75 | 8 | N | Amount of 1st Deduction Code |
| Employer Match | 84 | 8 | N | Amount of 2nd Deduction Code |
| Employer Discr. | 93 | 8 | N | Amount of 3rd Deduction Code |
| Loan Repayment | 102 | 8 | N | Amount of 4th Deduction Code |
| After Tax Contr. | 111 | 8 | N | Zero filled |
| Other Deductions | 120 | 8 | N | Zero filled |
| Eligible Employee | 129 | 1 | C | Y or N. See note 2 below. |
| Eligible Match | 130 | 1 | C | 1st Employee UDF |
| Eligible Non Elective | 131 | 1 | C | 2nd Employee UDF |
| Highly Compensated | 132 | 1 | C | 3rd Employee UDF |
| Key Employee | 133 | 1 | C | 4th Employee UDF |
| Officer? | 134 | 1 | C | 5th Employee UDF |
| % Of Ownership | 135 | 5 | N | 6th Employee UDF |
| Family Member | 140 | 1 | C | 7th Employee UDF |
| SSN Of Owner Relative | 141 | 9 | C | 8th Employee UDF |
| Date Of Birth | 150 | 8 | N | CCYYMMDD |
| Hire Date | 158 | 8 | N | CCYYMMDD |

