



MFET SOFTWARE CERTIFICATION GUIDE

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1. General Information

The Alabama Department of Revenue (ADOR) requires software certification prior to filing Motor Fuel Excise Tax (MFET) returns electronically via XML. The purpose of this document is to outline the procedures and requirements necessary to become certified with the Alabama Department of Revenue.

2. Software Certification

The Alabama Department of Revenue requires certification for software which is used to file Fuels Tax return data via XML. The purpose of the certification is to ensure that the software meets technical and business specifications as defined by the Alabama Department of Revenue.

Technical certification requirements include:

- Successful connection/transmission to MFET web service
- XML is well formed and can be validated
- Successful acknowledgement/disconnect from MFET web service

Business certification requirements include:

- Data completeness
- Data accuracy
- Calculation accuracy

MFET certification will only be approved if software has proven capable of meeting both technical and business requirements via the successful processing of all scenarios provided in the MFET test suite.

3. Acquiring Security Credentials

A user id and password must be obtained to connect to the server hosting the MFET web service. Complete the “Application for User ID and Password” (form B&L:VENDOR-APP) from the website <http://revenue.alabama.gov/business-license/excise-tax-e-filing-preferred-vendors/> and follow the submission instructions. (This form is for software development only.)

Security Password Reset / Unlocking an Account

To reset your security password or unlock your account, please notify the Alabama Department of Revenue at mft@revenue.alabama.gov.

Updating Your Security Account

To update contact information on your account, please notify the Alabama Department of Revenue at mft@revenue.alabama.gov. Current information needs to be maintained for:

- Contact names
- Addresses (physical and email)
- Phone numbers

4. MFET Test Returns

The “MFET Test Suites” section of the website

<http://revenue.alabama.gov/business-license/excise-tax-e-filing-preferred-vendors/> contains a collection of test returns to be used for software certification. Each test return within the collection is contained within a Microsoft Excel workbook. These will act as a close representation of what taxpayers will be filing. The following is a list of reports that can be filed:

- | | |
|----------------------------|----------------------------------|
| 1. B&L:MFT-SR | Supplier Monthly Report |
| 2. B&L:MFT-IMR | Importer Monthly Report |
| 3. B&L:MFT-EXPR | Exporter Monthly Report |
| 4. B&L:MFT-BLDR | Blender Monthly Report |
| 5. B&L:MFT-TOM | Terminal Operator Monthly Report |
| 6. B&L:MFT-TRN | Transporter Monthly Report |

Each workbook represents a return filing scenario created by ADOR to prove software certification. The first four reports are collectively called **B&L:MFT-TXT** and are submitted at the same time (all of which are due at the same time each period. **B&L:MFT-TOM** and **B&L:MFT-TRN** are both submitted individually (both are due later in the filing period, resulting in the need for separate transmissions). Among the first four reports, the Supplier Monthly Report can only be submitted by itself; however the Importer, Exporter, and Blender Monthly Reports can be submitted together in a single transmission. The only exception to this is if a taxpayer qualifies for filing exchanges below the rack. The Alabama must register these taxpayers accordingly or their report submissions will be rejected. The Terminal Operator and/or Transporter Reports must each be transmitted separately from these (if applicable).

In order for a vendor to become certified, each report type must be transmitted, processed and acknowledged through the test web service. A single transmission containing the Importer, Exporter and Blender reports is acceptable for certification of these report types.

5. XML Schemas

The XML Schemas located in the “MFET Alabama Schemas” section of the website

<http://revenue.alabama.gov/business-license/excise-tax-e-filing-preferred-vendors/> contains a folder called MotorFuelsSchema. These are to be included within the Transmission schemas. The report data should be inputted into the appropriate Schema as follows:

- | | |
|-----------------------------------|---|
| 1. MFSupplierReport.xsd | For filing Supplier reports |
| 2. MFDistributorReport.xsd | For filing Importer, Exporter, and/or Blender reports |
| 3. MFTORReport.xsd | For filing Terminal Operator reports |
| 4. MFCarrierReport.xsd | For filing Transporter reports |

Submissions that contain data using more than one of these schemas will be rejected, as only one of these types should be contained in a single transmission (*with the exception of “below the rack” filings for Suppliers in need to file Importer and/or Exporter simultaneously). For example, a taxpayer’s filing of their Supplier, Terminal Operator, and Transporter Monthly returns should be submitted to ADOR via three individual transmissions (requiring three different schemas and three different entries for the Agent Identifier header element; for more information see the “MFET Developer’s Handbook”). However, a taxpayer’s filing of their Importer, Exporter, and/or Blender Monthly returns should be submitted to ADOR via one transmission (requiring only one schema).

6. XML Sample Files

The “MFET XML Sample Files” section of the website <http://revenue.alabama.gov/business-license/excise-tax-e-filing-preferred-vendors/> contains example submission files that can be used as references. The scenarios for each type of filing can be found in the following files:

- **Supplier Report** only (NewSubmissionSR.xml)
- **Importer Report** only (NewSubmissionIMR.xml)
- **Exporter Report** only (NewSubmissionEXPR.xml)
- **Importer and Exporter Reports** (NewSubmissionIMR_EXPR.xml)
- **Blender Report** only (NewSubmissionBLDR.xml)
- **Importer and Blender Reports** (NewSubmissionIMR_BLDR.xml)
- **Exporter and Blender Reports** (NewSubmissionEXPR_BLDR.xml)
- **Importer, Exporter, and Blender Reports** (NewSubmissionIMR_EXPR_BLDR.xml)
- **Terminal Operator Report** only (NewSubmissionTOR.xml)
- **Transporter Report** only (NewSubmissionTRPR.xml)

7. Production Implementation

ADOR will certify software that has successfully passed testing requirements. ADOR will then provide a production user id and password for the production MFET web service.