State ID Format

1. <u>AR - Arkansas</u>
   a. Format xxxxxxxxwhw
     i. 11 alphanumeric digits
     ii. First 8 characters are numbers only
     iii. Last three characters are letters "whw"
       1. Not case sensitive
     iv. No hyphens allowed
     v. No other special characters allowed

2. <u>CO - Colorado</u>
   a. Format: xxxxxxxx
     i. 8 numbers only
     ii. No letters
     iii. No hyphens
     iv. No other special characters
     v. No all zeros (ex. 00000000)
     vi. Does not have eight of the same number (Ex: 11111111)
     vii. Is not 12345678
     viii. Is not 87654321

3. <u>DC - District of Columbia</u>
   a. Format is 300xxxxxxxxx or 305xxxxxxxxx
     i. 12 numeric digits only
     ii. First three numbers are always 300 or 305
     iii. No hyphens

4. <u>DE - Delaware</u>
   a. Format xx-xxxxxxx
     i. Follows EIN validation rules
       1. 9 numeric digits
       2. Does not begin with 00, 07, 08, 09, 17, 18, 19, 28, 29, 49, 69, 70, 78, 79 or 89
       3. Does not have nine of the same number (Ex: 11-1111111)
       4. Is not 12-3456789
       5. Is not 98-7654321
       6. One hyphen after second digit

5. <u>GA - Georgia</u>
   a. Format xxxxxxxAZ
     i. Total 9 characters
     ii. First 7 characters are numeric
     iii. Last two characters are letters
       1. Not case sensitive

6. <u>IA - Iowa</u>
   a. Format xxxxxxxxx or xxxxxxxxxxxx
     i. Format xxxxxxxxx
       1. 9 numeric characters
       2. No hyphens
       3. No other special characters
       4. All zeros are allowed
       5. Does not have 9 of the same number (ex. 111111111)
       6. Is not Payer's EIN
       7. Is not 123456789
       8. Is not 987654321

ii. Format xxxxxxxxxxxx
1. 12 numeric characters
2. No hyphens
3. No other special characters
4. All zeros are allowed
5. Does not have 12 of the same number (ex. 111111111111)

7. **Illinois**
   a. Format XX-XXXXXXX-XXX
   i. First 10 characters follow EIN format rules
      1. 9 numeric characters
      2. hyphen in 3rd position
      3. Does not begin with 00, 07, 08, 09, 17, 18, 19, 28, 29, 49, 69, 70, 78, 79 or 89
      4. Does not have nine of the same number (Ex: 11-1111111)
      5. Is not 12-3456789
      6. is not 98-7654321
   ii. Hyphen in 11th position
   iii. Numeric characters in last 3 positions

8. **KS - Kansas**
   a. Format is 036-xxxxxxxxxF-01
   i. Total 17 characters
      1. First three characters always 036
      2. 2 hyphens must be in 4 and 15th position
      3. 5th - 13th characters is always EIN number without hyphens - must follow EIN validations
         a. 9 numeric characters
         b. Does not begin with: 00, 07, 08, 09, 17, 18, 19, 28, 29, 49, 69, 70, 78, 79, 89
         c. Is not: 123456789
         d. Is not: 987654321
         e. Is not the same number: 111111111
      4. 14th character is always F
         a. Not case sensitive
      5. Last two digits is always 01, 02, or 03
   b. **or,** Format is 11-xxxx-A
   i. Total 9 characters
      1. 7 alphanumeric characters
      2. 2 hyphens
   ii. 2 hyphens must be in 3rd and 8th position
   iii. Always starts with 11
   iv. 4th - 7th position is always numeric
   v. Last character is always alphabet (A-Z)
      1. Not case sensitive

9. **KY - Kentucky**
   a. Format xxxxxx
   i. 6 numbers only
   ii. No letters
   iii. No special characters
   iv. All zeros not allowed
   v. Does not have 6 of the same number (Ex: 111111)
   vi. Is not 123456
   vii. Is not 654321

10. **LA-Louisiana**
    a. Format xxxxxxxxx or xxxxxxxxxx
    i. 9 or 10 numeric characters only
    ii. No hyphens

iii. No special characters
iv. No letters
v. Is not the same number: 111111111 or 1111111111
vi. Is not 1234567890

11. **MA - Massachusetts**
   a. Format xx-xxxxxxx (same as EIN)
      i. 9 numeric digits
      ii. Does not begin with 00, 07, 08, 09, 17, 18, 19, 28, 29, 49, 69, 70, 78, 79 or 89
      iii. Does not have nine of the same number (Ex: 11-1111111)
      iv. Is not 12-3456789
      v. Is not 98-7654321
      vi. One hyphen after second digit

12. **MI - Michigan**
   a. Format xxxxxxxxx
      i. 9 numeric digits
      ii. Does not begin with 00, 07, 08, 09, 17, 18, 19, 28, 29, 49, 69, 70, 78, 79 or 89
      iii. Does not have nine of the same number (Ex: 111111111)
      iv. Is not 123456789
      v. Is not 987654321

13. **MN-Minnesota**
   a. Format xxxxxxx
      i. 7 numeric characters only
      ii. No hyphens
      iii. No special characters
      iv. No letters
      v. Does not have seven of the same number (Ex: 1111111)
      vi. Is not 1234567

14. **MS - Mississippi**
   a. Format xxxx-xxxx
      i. 9 characters
      ii. No alphabet characters
      iii. First 4 characters are numbers only
      iv. Fifth character is hyphen
      v. Last 4 characters are numbers only
      vi. Is not 1234-5678
      vii. Does not have eight of the same number (Ex: 1111-1111)

15. **MT - Montana**
   a. Format xxxxxxx-xxx-WTH
      i. 15 alphanumeric characters
      ii. First 7 characters are numbers only
         1. Not all zeros (ex. 0000000)
         2. Does not have 7 of the same number (ex. 2222222)
         3. Is not 1234567
         4. Is not 7654321
      iii. Hyphen in 8th and 12th positions
      iv. 3 characters in positions 9-11 are numbers only
         1. All number combinations are allowed
      v. Last 3 characters are always "WTH" (not case sensitive)
      vi. Other special characters are not allowed

16. **<u>NC - North Carolina</u>**
   a. Format xxxxxxxxx
      i. 9 numeric characters
      ii. No hyphens

17. **<u>ND - North Dakota</u>**
   a. Format xxxxxxxxx0x
      i. Total 11 characters
         1. 11 digits
         2. No alphabet characters
      ii. xxxxxxxxx is always EIN number without hyphens - must follow EIN validations
         1. No hyphens
         2. Does not begin with 00, 07, 08, 09, 17, 18, 19, 28, 29, 49, 69, 70, 78, 79 or 89
         3. Does not have nine of the same number (Ex: 111111111)
         4. Is not 123456789
         5. Is not 987654321
      iii. 0x must be:
         1. 0(1-9)
         2. cannot be 00

18. **<u>NE - Nebraska</u>**
   a. Format xxxx or xxxxxxxx
   b. 4-digit format xxxx
      i. 4 numbers only
      ii. No letters
      iii. No special characters
      iv. All zeros not allowed
   c. 8-digit format
      i. 8 numbers only
      ii. No letters
      iii. No special characters
      iv. All zeros not allowed

19. **<u>OR - Oregon</u>**
   a. Format 0xxxxxxx-x
      i. Total 10 characters
      ii. First character is always 0
      iii. Numeric characters in position 2-8
         1. All zeros allowed
      iv. Hyphen in 9th position
      v. Numeric character in 10th position
      vi. All zeros in the state ID not allowed
         1. At least one character in the range 1-9 must be used

20. **<u>RI - Rhode Island</u>**
   a. Format 000####### or 0000######
      i. 10 numeric characters
      ii. No hyphens
      iii. Starts with 3 or 4 zeros
         1. 000####### or
         2. 0000######

21. **<u>SC - South Carolina</u>**
   a. Format xxxxxxxxx
      i. 9 numeric digits
      ii. No alphabet characters
      iii. No hyphens allowed

iv. No other special characters allowed
v. Does not have nine of the same number (Ex: 111111111)
vi. Is not 123456789
vii. Is not the Payer's Federal EIN

22. **<u>UT - Utah</u>**
   a. Format xxxxxxxxxxxWTH
   i. 14 alphanumeric characters
   ii. First 11 characters are numbers only
   iii. Last 3 characters are always "WTH" (it must be upper case but will be a separate PBI to convert it to upper case in BOS)
   iv. No hyphens allowed
   v. No special characters allowed

23. **<u>VA - Virginia</u>**
   a. Format EIN (payer) xx-xxxxxxx
   i. 9 numeric digits
   ii. Does not begin with 00, 07, 08, 09, 17, 18, 19, 28, 29, 49, 69, 70, 78, 79 or 89
   iii. Does not have nine of the same number (Ex: 11-1111111)
   iv. Is not 12-3456789
   v. Is not 98-7654321
   vi. One hyphen after second digit
b. Format 30-xxxxxxxxxF-xxx
   i. 17 characters total
   ii. First two character always "30"
   iii. 2 hyphens must be in 3d and 14th positions
   iv. 4th through 12th position is always payer EIN number without hyphens
       1. Does not begin with 00, 07, 08, 09, 17, 18, 19, 28, 29, 49, 69, 70, 78, 79 or 89
       2. Does not have nine of the same number (Ex: 111111111)
       3. Is not 123456789
       4. Is not 987654321
   v. Always letter F in 13th position
       1. Not case sensitive
    vi. 3 numeric digits in last 3 positions

24. **<u>VT - Vermont</u>**
   a. Format WHTXXXXXXXX
   i. 11 characters
   ii. First three characters are always WHT
       1. Not case sensitive
   iii. Last 8 characters must be numeric
   iv. No special characters allowed

25. **<u>WI - Wisconsin</u>**
   a. Format 036-xxxxxxxxxx-xx
    i. Total 17 characters
   ii. First three characters always 036
   iii. 2 hyphens must be in 4 and 15th position
   iv. 5th - 14th is always numeric
   v. 16th - 17th is always numeric
   b. Must use 036-8888888888-01 if no WI employer withholding number