Tax Intercept

RPCS™

Version 2011

RevQ™
A Columbia Ultimate Company

Contents

Tax Intercept

Tax Intercept is a Revenue Plus Collector System module designed to select and process account information that is sent to a state agency. The state deducts any delinquent amounts and submits to the county, amounts due from monies the state is scheduled to send to the account.

Introduction

This module addresses only the submission of data to the state Tax Intercept agency. It does not address the transfer of funds back to the county. Tax Intercept functions include:

- Parameter/rules setup
- Tax Intercept preliminary processing
- Report processing
- Edit pre-intercept records
- Tax Intercept tape/file creation
- Manual intercept requests

Routine processing of Tax Intercept accounts

1. Select accounts that qualify for Tax Intercept. This is done on demand: weekly, monthly, quarterly, yearly, or any time the department has the need to run the process.
2. Review and edit accounts. After accounts are selected, they may be reviewed for accuracy. Any accounts that do not belong may be deleted from the process. Due to the potential size of reports, this option may be omitted.
3. Build the Tax Intercept tape or file. This builds the records to send to the Tax Intercept agency and updates the Financial screen. Notes for each account processed also update if the Create a Note flag in the setup screen is set to Y.
4. Send the data to Tax Intercept. Once data is written it's important to send it to the Tax Intercept agency for their processing. The actual sending of the data electronically or via mail as in the case of a tape, diskette or CD, is a procedural step performed outside of the software system.

Tax Intercept Menu Access

Access Tax Intercept menus through the Special Routines menu (also known as Special Users). You can access any additional special routines created for your department from this menu as well. Depending on the number of modules and special routines your department uses, you may notice slight differences in the menu appearance.

To access the Tax Intercept Menu, from the Master Menu navigate to, Special Routines > Tax Intercept Menu.

Parameter Setup

Use this option to set up parameters for each Tax Intercept Process (TIP) code.

Set up parameters

1. From the Master Menu, select Special Routines > Tax Intercept Menu.
2. In the Tax Intercept Menu, select TI Setup Menu.
3. In the Tax Intercept Setup Menu, select Tax Intercept Setup.
4. Complete the fields of the Tax Intercept Setup Screen.

```
                      TAX INTERCEPT SETUP SCREEN

     TAX INTERCEPT PROCESS (TIP) CODE:
     TAX INTERCEPT COUNTY CODE        :
     ALLOW ANNUAL PROCESS?(Y/N)       :
     CREATE A NOTE? (Y/N)             :
     ADDITIONAL FEE AMOUNT            :
     CREATE A 'TAPE' OR PATHNAME      :
     JUDGEMENT INDICATOR ATTRIBUTE    :
     CDSS HEADER/TRAILER (Y/N)        :


   ENTER INTERCEPT CODE (/):
```

Tax Intercept Setup Screen

Field	Description
County code	The code assigned to the county by their state agency to participate in their Tax Intercept program.
Allow annual process	This flag indicates whether or not an annual process is allowed for this TIP code.
Create a note?	Placing an N in this field prevents notes from being written to the memo file by the build process. Any changes in the manual flags from the Collector screen still create a note. For examples of the notes created by the Tax Intercept processes, see Manual Intercept Requests, p. 14 and Tax Intercept Tape/File Creation, p. 11.
Additional fee amount	Enter the amount your organization charges for submitting an account to Tax Intercept. This fee is added to the balance of the account.
Create a 'TAPE' or pathname	The path to theh file or tape where Tax Intercept records are written.
Judgement Indicator Attribute	This value must begin with a D or F designating the Debtor or Fiscal file. The subsequent numbers indicate the attribute where the judgement value is found. This value may be a date, a flag, a case number, or any other indicator that the account is a judgement account. If there is a value in the designated attribute, the account is considered to be a judgement account. If the attribute is empty, the account is considered to be a non-judgement account. **Note:** The value in this field does not determine if the account qualifies for submission to Tax Intercept.
CDSS Header/Trailer	Enter Y to add a California Department of Social Services (CDSS) Header/Trailer to the Tax Intercept file. This feature is only applicable when uploading your file through the CDSS web portal, otherwise enter N.

Rules Setup

After you complete the parameter setup, you can establish the rules to select accounts for Tax Intercept processing.

Set up rules

1. From the Master Menu, select Special Routines > Tax Intercept Menu.
2. In the Tax Intercept Menu, select TI Setup Menu.
3. In the Tax Intercept Setup Menu, select Tax Intercept Rules.
4. In the Tax Intercept Rules Screen complete the fields.

```
                   TAX INTERCEPT RULES SCREEN

TAX INTERCEPT PROCESS (TIP) CODE   :
(I)NCLUDE/E(X)CLUDE CLIENTS        :
CLIENT ID'S SEPARATED BY ';'       :
(I)NCLUDE/E(X)CLUDE STATUS CODES   :
STATUS CODES SEPARATED BY ';'      :
(I)NCLUDE/E(X)CLUDE FACILITY CODES :
FACILITY CODES SEPARATED BY ';'    :
AMOUNT FIELDS WINDOW               :
CALCULATE INTEREST TO DATE?(Y/N)   :
SEND ONE RECORD PER SSN?(Y/N)      :
MINIMUM BALANCE                    :
MINIMUM DAYS SINCE ASSIGN DATE     :
MINIMUM DAYS SINCE LAST PAYMENT    :
  ANY SSN MEMBER?(Y/N)             :
  ACCTS CURRENTLY IN TI?(Y/N)      :
MINIMUM PAYPLAN DAYS PAST DUE      :
EXEMPT FOR POST DATED CHECK PLAN?  :
ADD ACCOUNTS ON UPDATE?(Y/N)       :
TRANS CODES TO IGNORE LAST PAY DT  :
DELINQUENT DATE SOURCE LOCATION    :
```
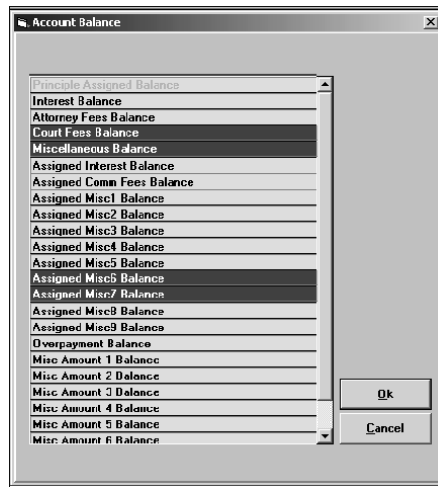
Tax Intercept Rules Screen

Field	Description
(I)nclude/E(x)clude clients	Enter an I to include clients on the Client ID's list. All other clients are excluded from Tax Intercept. Enter an X to exclude the clients on the Client ID's list. All other clients are included in Tax Intercept.
Client IDs	List the clients to include or exclude according to the parameter set in the previous field. Separate multiple client numbers with a semicolon (;) or type ALL to include or exclude all client numbers.
(I)nclude/E(x)clude status code	Enter an I to include status codes that are on the Status Codes list. Accounts with any other status code are excluded from Tax Intercept. Enter an X to exclude the status codes on the Status Codes list. Accounts with any other status codes are included in Tax Intercept.
Status Codes	List the status codes to include or exclude according to the parameter set in the previous field. Separate multiple status codes with a semicolon (;).
(I)nclude/E(x)clude facility code	Enter an I to include facilities on the Facility Codes list. All other facilities are excluded from Tax Intercept. Enter an X to exclude the facilities on the Facility Codes list. All other facilities are included in Tax Intercept. Facility codes are not used if this field is left blank.
Facility Codes	List the facility codes to include or exclude according to the parameter set in the previous field. Separate multiple facility codes with a semicolon (;). Facility codes are not used if this field is left blank.

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Field	Description
Amount fields window	Enter U to display a drop down list of possible balance fields to use in calculating account balances for Tax Intercept. Select appropriate fields from the drop down list.

> **Note:** The Principle Assigned Balance contains only the principle amount exclusive of assigned interest, fees, or other miscellaneous assigned amounts. These amounts may also be selected to include in the balance. If you wish to include the entire account balance, all fields must be selected.

Field	Description
Calculate interest to date	The agency may choose to have interest calculated through the current date on accounts sent to Tax Intercept. This does not affect the balance qualification of the account. However, if the account qualifies to be sent, the interest is only calculated if this flag is set to Y. This field calculates daily interest only.
One record per SSN	Y indicates the record sent to Tax Intercept contains one record per Social Security Number. N indicates each account with the same SSN is a separate record.
	FTB requires one record per SSN.
Minimum balance	The minimum balance an account must have before it is eligible for Tax Intercept. The account balance is calculated using the amounts selected in the Amount fields window.
Minimum number of days since assign date	The minimum number of days the account must wait after assignment before it is eligible for Tax Intercept.
Minimum number of days since last payment	Enter the minimum number of days required since the last payment was made. The value in this field prevents accounts from qualifying for Tax Intercept if they have made a recent payment.
Any SSN Member? (Y/N)	If there are multiple accounts with the same SSN and this flag is set to Y, any account with that SSN can disqualify all other accounts with that same SSN if a recent payment has been made.
Accts currently in TI? (Y/N)	When this flag is set to Y the minimum days since last payment rule applies to all accounts, including those that are currently in Tax Intercept. When the flag is set to N, those accounts currently in Tax Intercept are not subject to the last payment rules.
Minimum payplan days past due to be included	If the account is on an active payment plan, this rule checks the minimum number of days the account must be past due to be included in Tax Intercept. If this field is zero or blank, payment plans are not checked.

Field	Description
Exempt for Post Dated Check Plan?	When set to Y, if the account is on an active post dated check plan it is exempt from inclusion in Tax Intercept. If this field is set to N or blank, post dated check plans are included.
Add accounts on update	When set to Y, new accounts may be added to Tax Intercept when an Update option is selected. An N only processes existing Tax Intercept accounts when running in Update mode. In either case, if the account has one record per SSN, new accounts may be added to SSN's that already exist in Tax Intercept.
Trans codes to ignore last pay date	If a payment is made because of a Tax Intercept the agency may not want the account to be disqualified from the next TI run. This option allows the user to specify transaction codes that would not disqualify accounts for last pay date. Enter valid transaction codes used to post Tax Intercept payment separated by ';' or leave blank if last pay date will always affect account qualification.
Delinquency date location	Indicates the attribute in the Debtor or Fiscal file where the delinquency date is located. The default is Debtor<14>. This date is copied into the Fiscal record where modifications can be made to it if required such as multiple accounts with the same SSN in CDSS. Since this applies only to accounts that are sent individually, if the prompt to send one account per SSN is answered Y, the Delinquency Date Location prompt will not be present.

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CDSS Setup

There are several requirements that are unique to California Department of Social Services (CDSS) processing. Use the Bucket Codes Entry Screen to set up the following items:

• Minimum FTB and IRS amounts
• Facility or amount codes for each of the CDSS amount buckets
• Facility codes that are considered non-judgement for use in meeting the maximum 10-year IRS requirement.

Setting up CDSS

1. In the Tax Intercept Menu, select TI Setup Menu, Option A/1.
2. In the Tax Intercept Setup Menu, select CDSS Setup, Option C/3.
3. In the Bucket Codes Entry Screen, in Facility, Debtor, Client select the appropriate data type.

If you type…	All…
F	Amount codes in the body of this screen must be valid facility codes.
D	Amount codes will be translated as attributes in the Debtor file.
C	Entries must be valid client numbers.

If you change codes, the amount fields clear and you must enter the information again.

```
                    BUCKET CODES ENTRY SCREEN


   (F)ACILITY, (D)EBTOR, (C)LIENT: F
   FTB MINIMUM AMOUNT           :      10.00
   IRS MINIMUM AMOUNT           :      25.00

   FTB CALWORKS ADMIN ERROR     : MXG1
   FTB CALWORKS IPV             : PDM1;FLC1;NME1
   FTB CALWORKS IHE             :
   FTB FOOD STAMP ADMIN ERROR   :
   FTB FOOD STAMP IPV           : TRF1
   FTB FOOD STAMP IHE           :
   IRS CALWORKS ADMIN ERROR     : MXA1;MXB1
   IRS CALWORKS IPV             :
   IRS CALWORKS IHE             :
   IRS FOOD STAMP ADMIN ERROR   :
   IRS FOOD STAMP IPV           : FAC2;FAC3
   IRS FOOD STAMP IHE           :


   NON-JUDGEMENT FAC CODES      : F3;F5

   OK to File? (CR=Y,N,/):
```

4. Enter an FTB minimum amount.

5. Enter an IRS minimum amount.

   FTB and IRS minimum amounts are required by CDSS. The standard minimum amounts are $10 for FTB and $25 for IRS. Amounts below these minimums are not acceptable to CDSS. The agency may decide to establish minimums greater than the required $10 and $25, but the amounts may not go below these CDSS minimums.

6. Complete the next twelve fields.

   The next twelve fields correspond with the twelve amount fields required by CDSS. The entry must include the appropriate amount code(s) separated by a ';'. The programs will accumulate totals from all of the amount codes entered for that prompt.

7. Enter the non-judgement facility codes.

   This field is used to comply with a CDSS requirement that non-judgement amounts are disqualified from IRS fields if they are 10 years or older. The Tax Intercept software disqualifies these amounts from the IRS fields when the assign date is 9 years, 11 months old.

Tax Intercept Preliminary Processing

Use this process to select all accounts that are eligible for Tax Intercept processing. The accounts are then qualified and placed in a Pre-Intercept file.
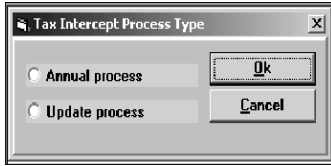
To select accounts

This process selects all manually requested accounts, then qualifies automatically selected accounts according to the rules setup for that TIP.

1. In the Tax Intercept Menu, choose Tax Intercept Select, Option B/2.

2. In Tax Intercept Account Selection Process enter the TIP code.

   Note: If you enter a TIP code that contains the letter N in the Allow Annual Process field, the Tax Intercept Process Type screen does not appear and the system advances to the update process. For more information refer to Parameter Setup, p. 2.

3. In Tax Intercept Process Type select Annual Process or Update Process.

If you selected Annual Process enter a pre-selected save list name if desired. If a list name is entered only those accounts in the selected list will be evaluated in addition to all manual requests. If the list name is left blank, all eligible accounts will be evaluated for Tax Intercept.

If you selected Update Process enter a pre-selected save list name if desired. If a list name is entered for an Update process, only those accounts on the list in addition to manually requested accounts and accounts that already exist in Tax Intercept will be evaluated. If the list name is left blank, all eligible accounts will be evaluated for Tax Intercept.

Information about the selected TIP code appears and then prompts you to continue processing.

```
              TAX INTERCEPT ACCOUNT SELECTION PROCESS



       ENTER TAX INTERCEPT PROCESS (TIP) CODE: CDSS

       ENTER LIST NAME (IF ANY):



COUNTY CODE                  : 10
PROCESS TYPE                 : ANNUAL
ADDITIONAL FEE AMOUNT        : 0.00
SEND ONE RECORD PER SSN?     : N
MINIMUM BALANCE              : 25.00
MINIMUM DAYS ASSIGN DATE     : 90
MINIMUM DAYS SINCE PAYMENT   : 60
MINIMUM PPLAN DAYS PAST DUE  : 30

CONTINUE PROCESSING?(Y/N):
```

Intercept Selection Rules

1. Client - If the client indicator flag is set to I (INCLUDE) then a match is required to qualify the account. If it is X (EXCLUDE), then a match will disqualify that account.

2. Status codes - If the status codes indicator flag is set to I (INCLUDE) then a match is required to qualify the account. If it is X (EXCLUDE), then a match will disqualify that account.

3. Facility codes - If the facility codes indicator flag is set to I (INCLUDE) then a match with ANY facility codes in that account will qualify the account. If it is X (EXCLUDE), then a match will disqualify that account. If either the indicator or the facility codes field is empty this step is ignored.

4. Minimum balance - This compares the minimum balance amount for this TIP to the qualifying account balance as determined in the Rules screen. If the qualifying account balance is lower than the minimum balance required, the account is rejected. When sending one record per SSN, the combined balance of qualifying records is compared to the minimum balance amount.

5. Minimum days since assignment - Compares the difference between today's date and the assignment date with the minimum days since assignment for this TIP. If the TIP amount is greater, exclude the account.

6. Days since last payment - Compare to the difference between today's date and the last pay date with the number of days since last payment for the TIP. If the TIP amount is greater, reject the account. If the TIP flag to disqualify the entire SSN for recent payment is set to 'Y' then recent payment by any account with the same SSN can disqualify all accounts with that SSN.

7. Payplan days past due - If there is a value in the TIP indicating the minimum number of payplan days past due, compare that value to the difference between today's date and the next payplan due date. If the TIP value is more, exclude the account.

Determine Account Status

If this is an update run rather than an annual run, the program checks the Intercepts file to see if the record exists, then determines if this account will be added, updated or deleted from Tax Intercept. For more information, see .

Status	Description
Add/Establish	If the record is not contained in the Intercepts file, the program checks to see if the account has an original establish date. In CDSS, if this account has already been established but is currently not in Tax Intercept, then it will create a Re-Establish, which will be sent as an Increase record. If there is not original establish date, the account will be established. New FTB accounts are sent as Add records.
Delete	If the account exists in the Intercept file and no longer qualifies, a delete record will be sent.
No action	If the record exists and the balance is the same, the account will not be updated.
Increase	If the record exists in Tax Intercept and the current account balance is greater than the account balance when TI was last submitted, an Increase record will be sent for the CDSS, and a Change record for FTB.
Decrease	If the record exists in Tax Intercept and the current account balance is less than the account balance when TI was last submitted, a Decrease record will be sent for CDSS, and a Change record for FTB.
Address	If the address is different, then an address update record will be sent. (CDSS only).

At this point, if the account qualifies, the required data will be written to the Pre-Intercept file.

Determine Eligible Charges

Balances are determined by accumulating amounts from the eligible debtor fields, which are designated in the Rules setup screen. Balances determined by eligible charges are stored in the Pre-intercept file for further evaluation and for sending to Tax Intercept.

Interest is not brought current unless the TIP flag for doing so is set to Y during rules setup.

Balance Build and Verification

This process compares the balance in the Pre-Intercept file to TIP minimums. If the TIP value designating the entire SSN to be sent as one account is Y, then the entire SSN amount will be compared with the balance minimum. The accounts that qualify are left in the Pre-Intercept file. Disqualified accounts are deleted from the Pre-Intercept file.

For CDSS, there are twelve CDSS bucket amounts, which must be accumulated and qualified against CDSS minimum balance requirements. These amounts can be accumulated from the eligible amounts in the Debtor file, or they can be accumulated from the Facility codes, depending on the fields set in the Bucket Codes Entry Screen.

Selection Totals Display

At the conclusion of the selection process, a screen displays the totals for that process. This screen will tell you if the totals are by SSN or by account, and displays numbers and amounts where appropriate for each of the actions to be taken.

```
                  TAX INTERCEPT SELECT PROCESS COMPLETED


        TOTALS FOR SELECTION PER ACCOUNT

        NUMBER OF ACCOUNTS SELECTED FOR ESTABLISH      : 954
        AMOUNT FROM ACCOUNTS SELECTED FOR ESTABLISH    : $1047029.00
        NUMBER OF ACCOUNTS SELECTED FOR ADD/REESTABLISH: 3
        AMOUNT FROM ACCOUNTS SELECTED FOR ADD/REESTBLSH: $580.00
        NUMBER OF ACCOUNTS SELECTED FOR INCREASE       : 12
        AMOUNT FROM ACCOUNTS SELECTED FOR INCREASE     : $175.00
        NUMBER OF ACCOUNTS SELECTED FOR DECREASE       : 121
        AMOUNT FROM ACCOUNTS SELECTED FOR DECREASE     : $-32357.00
        NUMBER OF ACCOUNTS SELECTED FOR REMOVAL        : 23
        NUMBER OF ACCOUNTS SELECTED FOR ADDR CHANGE    : 27

        TOTAL NUMBER OF ACCOUNTS SELECTED              : 1140

        PRESS <ENTER> TO RETURN TO MENU:
```

Print Pre-Intercepts Reports

Use this option to print a report of all the records in the Pre-Intercept file. Report data includes SSN, Account Number, Account Name, Action Taken (Add, Increase, Decrease, Remove, Address change), Name, Increase/Decrease Amount, Qualifying Balance Amount. Pre-Intercept reporting and editing are optional.

To print a report

1. In the Tax Intercept Menu, select Print Pre-Intercepts, Option C/3.
2. In Enter TIP Code, enter the TIP code.
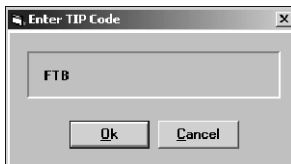
3. Select the report destination:
   - Screen - displays the report details on screen
   - View - displays the report in notepad
   - File - saves the report to the file you specify
   - Printer - prints the report to the printer you specify
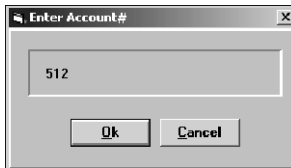
Edit Pre-Intercept Records

Use this option to edit the information in the Pre-Intercept file. Records may be deleted from the Pre-Intercept file.
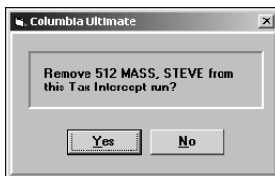
To edit a record

1. In the Tax Intercept Menu, select Edit Pre-Intercepts, Option D/4.
2. In Enter TIP Code, enter the TIP code.
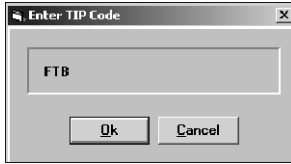
3. In Enter Account #, enter an account number. This number is contained in the report.

4. Once the account is found in the Pre-Intercept file, verify the information on the selected account then click **Yes** in the Columbia Ultimate dialog box.


After any deletions, the report may be reprinted. Pre-Intercept reporting and editing are optional.

Tax Intercept Tape/File Creation

Use this option to create the output file or tape from the records in the Pre-Intercept file according to the TIP requirements and formats.

To create the output file

1. In the Tax Intercept Menu, select Tax Intercept Build, Option E/5.
2. In Enter TIP Code, enter the TIP code.
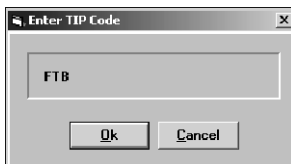
3. In the Columbia Ultimate dialog box, click Yes to continue the process.
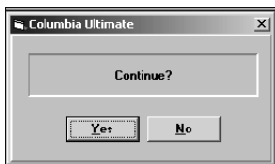
FTB Annual Processing

The Franchise Tax Board deletes all accounts once per year. This requires every county to update the FTB database every year with new records.

FTB Update Processing

Any time that an FTB record is to be added, updated or deleted and is not part of the Annual submittal, an Update record is sent. If the flag to add accounts on update is set to Y, then additional records may be added to Tax Intercept.

CDSS and FTB Processing

The file creation routine creates a note for each account processed if the create notes flag is set to Y. The text of the note line will vary depending on the action taken.

FTB File Notes

The following is an example of Notes that are created when TI is building the FTB file:

TI FTB DELETED FOR SSN BAL

TI FTB DELETED FOR PAYMT

TI FTB DELETED

TI FTB REMOVED

TI FTB ADDED $XXX.XX

TI FTB CHANGED $XXX.XX

CDSS File Notes

The following is an example of Notes that are created when TI is building the CDSS file:

TI CDSS DELETED FOR SSN BAL

TI CDSS DELETED FOR PAYMT

TI CDSS DELETED

TI CDSS REMOVED

TI CDSS ESTABLISHED $XXX.XX

TI CDSS REESTABLISHED $XXX.XX

TI CDSS ADDED $XXX.XX

TI CDSS INCREASED $XXX.XX

TI CDSS DECREASED $XXX.XX

TI CDSS ADDRESS CHANGE

This process also updates the history data for the specified account in the Fiscal file and in the Tax Intercept History file.
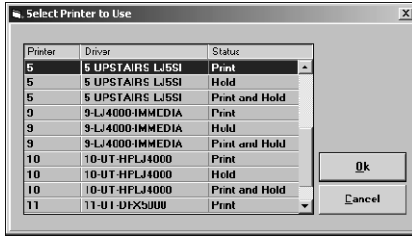

TI Transmit Report

Use this option to print a report of all the records sent in this data transmission to Tax Intercept.
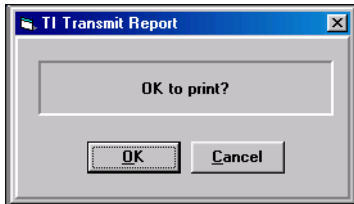
To print a report

1. In the Tax Intercept Menu, select Option F/6 TI Transmit Report.
2. In Enter TIP Code, enter the TIP code.
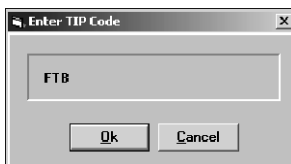
3. In Select Printer to Use enter the printer location.

4. In TI Transmit Report, click OK to print the report.

Report data includes SSN, Account Number, Account Name, Action Taken (Add, Increase, Decrease, Remove, Address change), Name, Increase/Decrease Amount, Qualifying Balance Amount.

Tax Intercept Letter

Use this option to send letters to individuals and businesses that have tax refunds being intercepted.

To send a tax intercept letter

1. In the Tax Intercept Menu, select Tax Intercept Letter, Option G/7.
2. In Tax Intercept Code, type the code for the agency issuing the tax refunds.
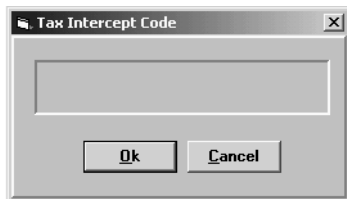
3. In Tax Intercept Select Option, select one of these options:

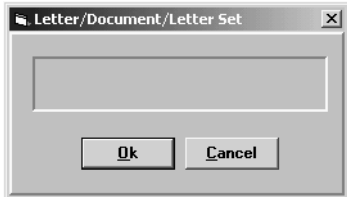| Option	Use this option to
Select Tax Intercept File	Send letters to all accounts in the tax intercept file
Recall Select Statement	Select individual accounts to which you would like to send letters.
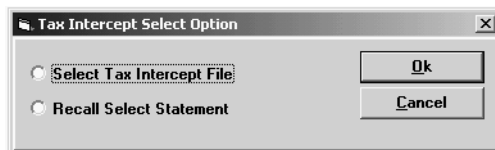
4. If you choose Select Tax Intercept File, continue to step 6.

   If you choose Recall Select Statement, continue to step 5.
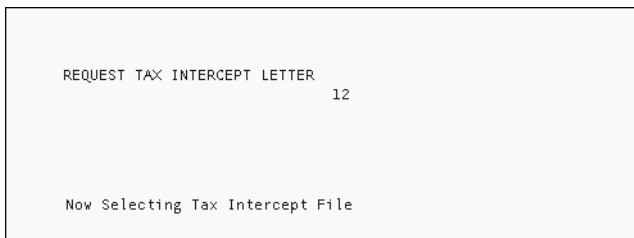5. Type a recall statement to select individual accounts and continue to step 6.
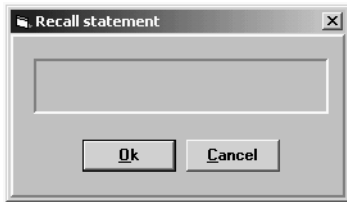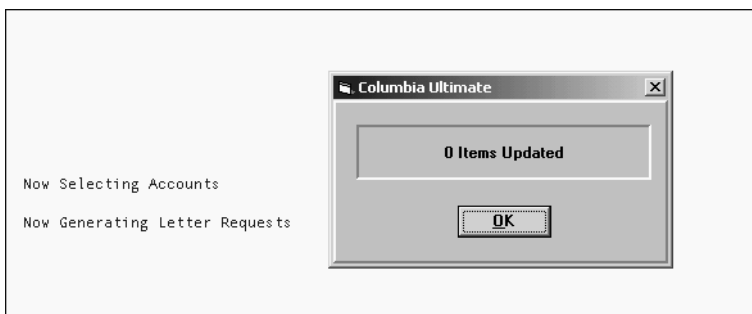
6. In Letter/Document/Letter Set type the name of the letter or document to send.

The following window appears while the letter request is processed.

7. The number of items updated appears in a Columbia Ultimate prompt. Click OK to complete the letter request.
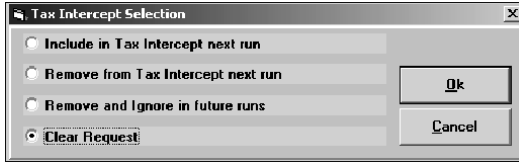

Manual Intercept Requests

Use this option to manually request tax intercepts.

To manually request a tax intercept

1. Navigate to the CMD prompt in the Collector Screen (Menu 5, 1).
2. Enter TAX.
3. In Tax Intercept Selection choose one of the following options:
   - Include in Tax Intercept next run
   - Remove from Tax Intercept next run
   - Remove and Ignore in future runs
   - Clear Request

The Financial Screen contains one attribute to Include or Remove the account and a separate attribute to Ignore the account in future processing.

This process writes the requested accounts to a Tax Intercept Manual Requests file. If the request is made by changing the attributes in the Financial screen, the account will not process. The account MUST be requested from the Collector Screen.

Tax Intercept Selection

Field	Description
Include	Will force the account to be added to the Tax Intercept run without regard for user-defined rules. The account can still be disqualified from the run if it does not meet minimum balance requirements. In CDSS accounts are still subject to the maximum age rule. Also, if this account has already been established but is currently not in Tax Intercept, it will be created as Re-Establish record and sent as an Increase record. The user will get a warning message if trying to include an account that already exists in Tax Intercept. The Include flag will stay active until removed by a user or the account falls below the minimum balance.
Remove	Will delete the account from Tax Intercept database even if it would normally qualify. The user will get an error message if trying to remove an account that is not currently in Tax Intercept. The remove flag will be cleared when the Tax Intercept process is run.
Remove and Ignore	Will delete the account from the current Tax Intercept if it exists in the database, then will place an ignore flag in the appropriate Fiscal field. The account will never be considered for Tax Intercept as long as the Ignore flag is set.
Clear Request	Removes any of the flags previously set.

Note Lines Created

Any time an action is taken in this screen, that action automatically creates a note line in the affected account. The following are possible note lines that could be added to the account as the result of a manual request.

USER SET INCLUDE TI (TIP)

USER SET REMOVE TI (TIP)

USER SET CLEAR TI (TIP)

USER SET IGNORE TI (TIP)

USER CLEARED IGNORE TI (TIP)