

## APTXF Import Field Format Table

Import order	Required to have a value?	Field description	Field type	Field length	What setting determines when the field requires a value in the format?*	Click to view detailed field verification information
1	Yes	APTXF	Alpha	5	Always	<a href="#">APTXF Verification</a>
2	(a)	Tax Item	Alpha	6	(1)	<a href="#">Tax Item verification (APTXF Tax Distribution format)</a>
3	Yes	Tax Amount	Numeric	-7.2	(1)	<a href="#">Tax Amount verification (APTXF Tax Distribution format)</a>
4	Yes	Tax Liability	Numeric	-7.2	(1)	<a href="#">Tax Liability verification (APTXF Tax Distribution format)</a>

**Notes:**  
 \*All 4 fields require representation in the APTXF. Use the notes below to determine whether an actual value or a comma-placeholder is required to represent those fields.

- '=' indicates 'is set to'
- '-' before a number indicates a signed field (for example, legal values for '-7.2' are '43.22' or '-43.22')

1. (Required. Tax Item must exist in the Master.TXM file.
2. APTXF records are imported only if all of the following conditions are true:
  - AP Settings, Invoice Settings, Tax usage = Actual and tax liability
  - The tax group exists in the Master.TXM
  - The tax group is composed of more than one tax rate
  - The tax amount field in the APDF record has a non-zero value
  - The tax liability field in the APDF record has a non-zero value

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