Wholesale to Retail Accountability Program (WRAP)

Upload File Specifications for Beer & Wine Wholesalers

Act 2017-294 known as the Wholesale to Retail Accountability Program (WRAP) requires Beer and Wine wholesalers who make tax free sales of beer and wine to retailers within Alabama to report those sales to the Alabama Department of Revenue monthly beginning with the July 2018 filing period. The first report for the July 2018 filing period will be available to file on the My Alabama Taxes (MAT) website on August 1, 2018 and will be delinquent after August 20, 2018. Each monthly report thereafter will be due by the 20th of the month following the month in which the tax-free sale was made.

To file the WRAP reports on MAT each wholesaler will need to have an active Alabama Sales Tax Account and a MAT username and password. Wholesalers who do not already have a Sales Tax Account number can register for one at https://myalabamataxes.alabama.gov. Once logged into MAT the user will open the Sales Tax Account, select the filing period and select the "Beer and Wine Sales for Resale Report". From there the information can be uploaded to the system via the Comma Separated Value (CSV) file format.

Note that you will be required to file both the Beer and Wine Sales for Resale Report and the Sales Tax Return each month even if you have no sales to report. Both will appear on the return list after you select the filing period in MAT. To file a "No Activity" Sales for Resale Report include at least one customer in the upload file with a zero entered for the amount.

The Department is providing an Excel template that can be used to save the file in the proper CSV format to be uploaded to MAT. **THE DATA MUST BE SAVED TO CSV FORMAT BEFORE UPLOADING AND CANNOT CONTAIN A HEADER ROW.** The template can be downloaded from the WRAP webpage at https://revenue.alabama.gov/sales-use/wrap. Developers can use the information below to provide a file export from any custom software that may be in use.

Beer and Wine WRAP Report File Specifications

The CSV file to be uploaded in MAT requires the following columns of data. Each row of the file represents one sales invoice. For reference, the first row of the Excel template contains column headings that must be deleted prior to saving to CSV format. Also, any commas that are present in the data must be removed as well. Please use the find and replace feature in Excel to remove any commas prior to saving the file to CSV format.

Excel Template Example:

	A	B	C	D	E	F	G	H	I	J
1	Invoice Date	Invoice Number	Retailer's ABC License Number	Retailer's Sales Tax Account Number (can be left blank if unavailable)	Retailer's Name	Retailer's Street Address	Retailer's City	Retailer's State	Retailer's Zip Code	Total Dollar Amount of Invoice
2	07/01/2018	45656545	012254551	4500 12345	Frank's Quick Mart	123 Main St	Montgomery	AL	36130	2345.50
3	07/02/2018	45656546	000122551	R001234555	Todd's Bar & Grill	456 2nd St	Montgomery	AL	36131	1545.75
4	07/02/2018	45656547	001225451	R000456789	River Lounge	789 River Road	Montgomery	AL	36132	800.55

File Layout Details:

Column	Field Name	Max Field Length	Data Type	Format
A	Invoice Date	10	Date	MM/DD/YYYY (must include the backslashes)

B	Invoice Number	35	Alpha/Text	
C	ABC License Number	09	Alpha/Text	NNNNNNNNN
D	Sales Tax Account Number	10	Alpha/Text	R000000000 or 0000 00000 or blank
E	Name	75	Alpha/Text	
F	Street Address	35	Alpha/Text	
G	City	35	Alpha/Text	
H	State	02	Alpha/Text	Two letter state abbreviation
I	Zip Code	05	Alpha/Text	#####
J	Invoice Amount	12	Numeric	#########.## Two decimal places No commas No dollar signs

Invoice Date: Enter the invoice date in the format "MM/DD/CCYY".

Invoice Number: Enter the invoice number. Any combination of letters and numbers up to 35 characters can be entered.

Retailer's ABC License Number: This is the 9-digit ABC License number as shown on the retailer's ABC License certificate.

Retailer's Sales Tax Account Number (Can be left blank if unavailable): Enter the retailer's Sales Tax account number. The Sales Tax number is 10 digits long and can contain a space. The "SLS-" prefix can be omitted. Include any leading zeros.

> Sales Tax Numbers issued before June 2006 will have 4 digits followed by a space then 5 more digits (0000 00000). The first four digits could contain letters.

> Sales Tax Numbers issued from June 2006 forward will start with the letter "R" and will be followed by 9 additional digits (R000000000).

Retailer's Name: Enter the retailer's Trade Name as listed on the ABC License. Numbers and letters up to 75 characters may be entered in this field.

Retailer's Street Address: Enter the street address of the business location. Numbers and letters up to 35 characters may be entered in this field.

Retailer's City: Enter the city name of the business location. Numbers and letters up to 35 characters may be entered in this field.

Retailer's State: Enter the standard two-digit state abbreviation of the business location.

Retailer's Zip Code: Enter the 5-digit zip code of the business location.

Dollar Amount of Invoice: Enter the total dollar amount of the invoice. Up to 12 digits may be entered including the decimal point and 2 decimal places. The decimal point and two decimal places should be included. Do not include commas or dollar signs in the invoice amount.