

NAP File Data Fields for 2010 Roll Submittal (11/12/09)
Per 193.114 F.S.
Comma Delimited Format Only

Revised Data Fields		Description of Revised Data Fields	Specifications
1	County number	Department of Revenue county number. Currently first two digits of “unique account number” field	Numeric Field 2 Characters**
2	Account identification code	Account number no longer includes county number	Alphanumeric Field Up to 20 Characters
3	Taxing authority code	Same code as used for Real Property	Alphanumeric Field 5 Character
4	File type	“P” for Personal	Alpha Field 1 Character**
5	Assessment year	4 digit year	Numeric field 4 Characters**
6	NAICS code	Report NAICS code only	Numeric Field 6 Characters**
7*	Furniture, fixtures and equipment at just value		Numeric Field Up to 12 Characters
8*	Leasehold improvements - just value		Numeric Field Up to 12 Characters
9	Total just value		Numeric Field Up to 12 Characters
10	Total assessed value		Numeric Field Up to 12 Characters
Pollution control devices under s. 193.621, F.S. (enter value only for portion of property assessed as a pollution control device)			
11*	Pollution control devices: just value	Enter just value of pollution control devices assessed under s. 193.621, F.S. Value should also be included in item #s 7 and 9.	Numeric Field Up to 12 Characters
12*	Pollution control devices: assessed value	Enter assessed value of pollution control devices assessed under s. 193.621, F.S. Value should also be included in item # 10.	Numeric Field Up to 12 Characters
13*	Total exemption value	Exemption value should equal total of exemption values listed in field 34.	Numeric Field Up to 12 Characters
14	Total taxable value	Should equal total assessed value minus total exemption value.	Numeric Field Up to 12 Characters
15*	Penalty rate		Numeric Field 2 Characters
16	Owner’s name		Alphanumeric Field Up to 30 Characters
17	Owner’s mailing address		Alphanumeric Field Up to 40 Characters

* If not applicable, leave blank.

** If applicable, all characters must be entered.

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18	City of owner		Alphanumeric Field Up to 40 Characters
19	State or country of owner		Alphanumeric Field Up to 25 Characters
20	Zip code of owner		Numeric Field 5 Characters
21	Owner's state of domicile	Enter postal abbreviation for state of domicile of the property owner. Enter "FC" if owner's domicile is in a foreign country.	Alpha Field 2 Characters
22*	Name of fiduciary responsible for paying taxes, if different from the owner.	Name and address should be that of the person or entity responsible for paying the bill, if different from the owner. Field should be completed only if property appraiser records indicate the fiduciary. Otherwise, leave blank.	Alphanumeric Field Up to 30 Characters
23*	Mailing address of fiduciary	See 22 above	Alphanumeric Field Up to 40 Characters
24*	City of fiduciary	See 22 above	Alphanumeric Field Up to 40 Characters
25*	State or country of fiduciary	See 22 above	Alphanumeric Field Up to 25 Characters
26*	Zip Code of fiduciary	See 22 above	Numeric Field 5 Characters
27*	Fiduciary type code	If a fiduciary is responsible for paying the bill, enter code indicating the type of fiduciary. Codes are: "1" = personal representative; "2" = financial institution; "3" = other.	Numeric Field 1 Character**
28*	Confidentiality code	"1" for Confidential Record Otherwise field should be blank	Numeric Field 1 Character**
29	Physical location of property – street address		Alphanumeric Field Up to 40 Characters
30	Physical location of property – city		Alphanumeric Field Up to 40 Characters
31	Physical location of property – zip code		Numeric Field 5 Characters
32	Filler		Alphanumeric Field 2 Characters**
33*	Alternate key		Numeric Field 10 Characters

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34*	Exemptions – Field listing all exemptions applicable to account. Format is exemption code, semicolon, exemption value, semicolon, for each applicable exemption.	Each exemption applicable to the account must be identified separately by its code number. The format within the commas delimiting this field is exemption code, semicolon, exemption value, semicolon, for each applicable exemption. Example: ...,I;500;K;500;M;25000,... This field must end with a comma. The code for the \$25,000 TPP exemption is 'M'.	Variable Field Reference: DOR Exemption Codes
35*	Account ID change field	If formatting of account numbering system has changed since the last tax roll submission, enter the previous account number. Otherwise, leave blank.	Alphanumeric Field Up to 20 Characters
36*	File sequence number		Numeric Field 8 Characters

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