

Location	Field Name	Length	Description and Remarks
1-8	Employer Account Number assigned by the MN DEED	8	8-digit Employer account number. Right justify and zero fill.
9-12	Employer Unit Location Number assigned by the MN DEED assigned by the MN DEED	4	4-digit unit location number. If you have been assigned a separate unit number for each location, please make every attempt to file wage detail information under the specific unit number of the location where services are performed. Right justify and zero fill.
13 - 17	Reporting Period	5	Calendar year (four digits) followed by the quarter (one digit). For example, the first quarter of 2005 would appear as 20051.
18	Month 1 Employment	1	Enter "1" if employee covered by U.I. worked during or received pay for the pay period including the 12th day of the 1st month of the reporting period. Enter "0" if employee covered by U.I. did not work and received no pay for the period including the 12th day of the 1st month of the reporting period.
19	Month 2 Employment	1	Enter "1" if employee covered by U.I. worked during or received pay for the pay period including the 12th day of the 2nd month of the reporting period. Enter "0" if employee covered by U.I. did not work and received no pay for the period including the 12th day of the 2nd month of the reporting period.
20	Month 3 Employment	1	Enter "1" if employee covered by U.I. worked during or received pay for the pay period including the 12th day of the 3rd month of the reporting period. Enter "0" if employee covered by U.I. did not work and received no pay for the period including the 12th day of the 3rd month of the reporting period.
21-29	Employee Social Security Number	9	9-digit number (no hyphens). If the employee's SSN is not available, zero fill the field.
30-49	Employee Last Name	20	Employee's Last Name. Hyphens allowed in hyphenated names.
50-64	Employee First Name	15	Employee's First Name.
65	Employee Middle Initial	1	Employee's middle initial.
66 - 79	Employee Total Quarterly Wages	14	Include cents. Right justify and zero fill. No commas or decimal points.
80 - 81	Blank	2	This field is left blank.
82 - 84	Hours Worked	3	Number of hours worked. Right justified and zero fill. No decimal allowed. (0 to 999 only)
85	Officer Code	1	"Y" if affirmative. Otherwise blank.
86 -99	Blank	14	This field is left blank.
100	End of record indicator	1	Constant "X".

Minnesota Wage Detail File Formats Guide