

Assessment and Tax Roll XML Files

The Property Assessment Roll and Property Tax Roll are vital components to a fair and accurate property tax process. The Wisconsin Department of Revenue (DOR) worked with County and Municipal officials to create a standard set of Assessment and Tax roll data to ensure efficient government and simplify the exchange of information. This group also developed a standard way to transfer this data from one entity to another. This format is Extensible Markup Language (XML).

I. XML Benefits to Local Governments

- Frees up your time – after all counties provide their XML data to DOR, we can **eliminate some of your state filing requirements**. Less time filling out forms equals more time in your day.
- Simple, efficient and accurate – XML ensures efficient government and simplifies information exchange among municipalities, counties and the state, while offering less room for entry errors as data is streamlined

The purpose of this document is to assist with submitting XML rolls to DOR by identifying the available documents, defining the email provided when you submit an XML file and explaining the common reasons a file is rejected and how to address those situations.

II. Documentation on the [DOR Website](#)

- **CountyRolls schema available for download – *CountyRolls2017v2.3.zip***

Documentation folder

- **Acknowledgement** – listing of XML filing response acknowledgment templates DOR provides to the filer
- **CountyRolls** – listing of XML attributes, elements, definitions
- **CountyRollsSchemaDocumentation** – spreadsheet with seven tabs
 1. CountyRollsDataDictionary – list of schema elements (whether required or optional), specifications and an example
 2. CountyRollsLayout – visual presentation of the elements and their sequencing and nesting
 3. AcknowledgementLayout – visual presentation of the schema filing acknowledgement
 4. SLFfileTypes – compilation of the data types used to create the CountyRolls.xsd
 5. CountyRollsBusinessRules – schema reject rule codes and text
 6. Foreign Country Codes – list of codes for use in the file
 7. Foreign Address – example of an entire foreign address
- **SchemaChangeLog_CountyRolls** – spreadsheet listing schema changes, date of change and summary of change
- **SLFfileTypes** – listing of XML attributes, elements, definitions

SampleReturns folder

- Seven sample files
- Sample accepted acknowledgements
- Sample rejected acknowledgements

- **Schema information**

- Excel documentation spreadsheet – list of schema elements (whether required or optional), specifications, and an example
- Sample files – two sample real estate XML files

III. XML File Acknowledgment Emails

- DOR sends acknowledgments by email when an XML file is sent
- Acknowledge email – states whether we accepted or rejected the file, and contains the file name as it is stored in our system
- The following shows a sample email and defines each section:

```

<?xml version="1.0" encoding="utf-8" standalone="yes"?>
<Acknowledgement>
  <FileName>County_1612989945145_RDORER73002E.xml</FileName> ← 1
  <CountyName>73 County</CountyName>
  <RollType>RE</RollType> ← 2
  <RollName>Tax</RollName>
  <TaxYear>2020</TaxYear>
  <DateTime>2021-02-10T14:34:56.380</DateTime> ← 3
  <ProcessType>PRODUCTION</ProcessType>
  <AcceptanceStatus>Rejected</AcceptanceStatus>
  <StatusDate>2021-02-11</StatusDate>
  <ErrorList errorCount="4"> ← 4
    <Error errorId="1">
      <ErrorCategory>Error</ErrorCategory>
      <ErrorMessage>The http://www.revenue.wi.gov/slf:City' element is invalid - The value '' is invalid according to its datatype 'String' - The Pattern constraint failed. At RecordNumber 17717.</ErrorMessage>
      <RuleNumber>AR-001</RuleNumber>
      <Severity>Reject</Severity>
    </Error>
    <Error errorId="2">
      <ErrorCategory>Error</ErrorCategory>
      <ErrorMessage>The http://www.revenue.wi.gov/slf:ProvinceOrState' element is invalid - The value '' is invalid according to its datatype 'String' - The Pattern constraint failed. At RecordNumber 17717.</ErrorMessage>
      <RuleNumber>AR-001</RuleNumber>
      <Severity>Reject</Severity>
    </Error>
    <Error errorId="3">
      <ErrorCategory>Error</ErrorCategory>
      <ErrorMessage>The http://www.revenue.wi.gov/slf:Country' element is invalid - The value 'canada' is invalid according to its datatype 'http://www.revenue.wi.gov/slf:CountryType' - The Enumeration constraint failed. At RecordNumber 17717.</ErrorMessage>
      <RuleNumber>AR-001</RuleNumber> ← 8
      <Severity>Reject</Severity>
    </Error>
    <Error errorId="4"> ← 9
      <ErrorCategory>Error</ErrorCategory>
      <ErrorMessage>The http://www.revenue.wi.gov/slf:PostalCode' element is invalid - The value '' is invalid according to its datatype 'String' - The Pattern constraint failed. At RecordNumber 17717.</ErrorMessage>
      <RuleNumber>AR-001</RuleNumber>
      <Severity>Reject</Severity>
    </Error>
  </ErrorList>
</Acknowledgement>
  
```

- 1. File name of your submission** – county will be your county name
 - After the first underscore – there is a 13-digit receipt number generated by your file transfer
 - After the second underscore – is your file name. This example shows the value DOR inserted. The file name would be RE73002.xml.
 - Note: There is an E appended prior to the .xml extension – E indicates a rejected file with errors; an accepted file will have an R in this location
- 2. RollType** – type of return whether RE for real estate, or PP for personal property. The RollName will be either Tax or Final.
- 3. ProcessType** – indicates whether the file was a production or test file
- 4. ErrorList errorCount** – shows the number of errors identified in the file. The number of Error nodes equals the value reported in the errorCount.
- This is showing that the City element is where this error is found
- This is showing the value found in the element City. In this case the element was "empty" with no value. Since City is a required element there must be data that is compliant with the data type.
- This is showing the RecordNumber where the error was found. You can use this value to find the specific record in the file.
- The RuleNumber identifies which business rule was triggered. You can find a list of the rule numbers and their text in the CountyRollsSchemaDocumentation.xlsx file in the CountyRollsBusinessRules tab.
- 9. Error errorId** – indicates the number of this error

IV. Common XML File Issues

- **Address Issues**
 - Address issues are very common. There must always be a Mailing Address. The Owner address is optional and can be excluded if the address is the same as the mailing address. There must be a Site Address unless you check the box for No Physical Address.
 - There is a distinct difference in reporting a US address or a foreign address
 - Both the US and Foreign address must have a value for the AddressLine1; AddressLine2 is optional and can be used for an Apt number or PO Box
 - US address must have a value for the City and a value for the ZIPCode; Foreign address must have a value for AddressLine1 and Country; AddressLine2, City, and PostalCode are optional.
- **Optional Elements**
 - If optional elements are present in the return, they must have valid data consistent with the data type for that element
- **Special Characters**
 - Many special characters (ex: degree symbol or fractional characters such as ¾) are not valid in UTF-8 XML
 - Microsoft Word transforms many of these into objects that will not process in XML
 - Contact the team at DORDeveloperRelations@wisconsin.gov for information regarding UTF-8 XML compliant values

V. Questions?

- Contact DORDeveloperRelations@wisconsin.gov – list "XML County Rolls" in the subject line
- If you need further assistance, contact us at otas@wisconsin.gov