## Receiving Acknowledgements

The IRS and state process and send acknowledgements to show whether the return is accepted or rejected. During the acknowledgement process, ATX also checks for issues prior to submitting the return to the IRS or state, and if any issues are found, you receive an EFC reject.
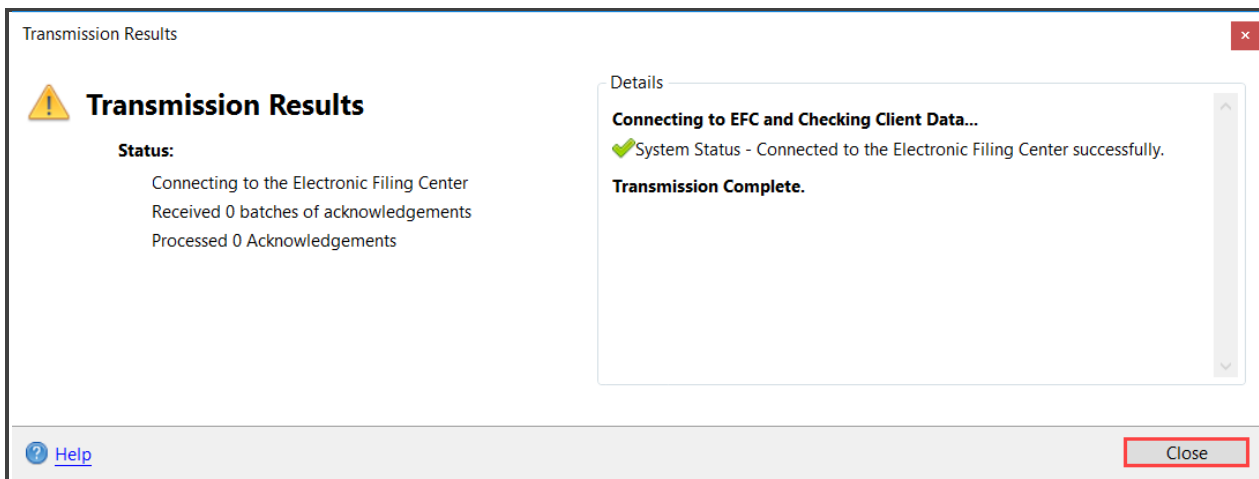
ℹ️ Click **here** to view a list of common EFC rejects.

To pick up acknowledgements while in E-file Manager:

1. Click **Receive Acks**.
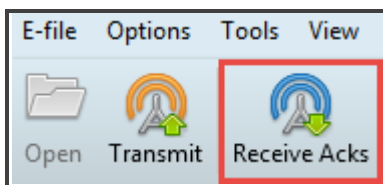
2. ATX connects to the Electronic Filing Center and downloads the available acknowledgements.

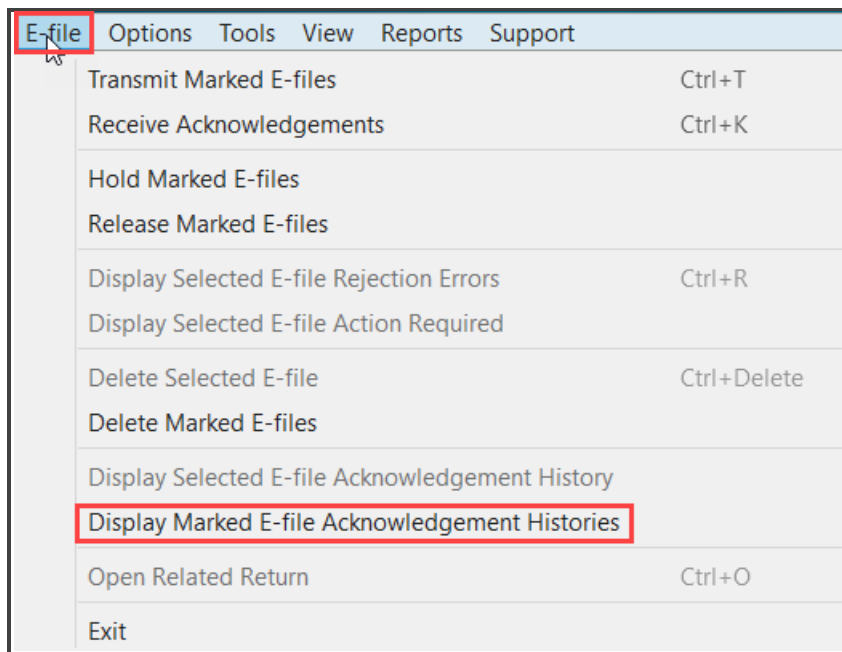3. When the transmission is complete, click **Close**.

4. ATX updates the status column if you receive a new acknowledgement.

Acknowledgement History

The Acknowledgement History feature allows you to track the full life cycle of an e-file, including time and date stamps for each transmission and each acknowledgement received.

To view this information:

1. Select a return or returns in E-file Manager.

2. From the E-file menu, click Display Marked E-file Acknowledgement Histories.

E-file	Options	Tools	View	Reports	Support	
Transmit Marked E-files					Ctrl+T	
Receive Acknowledgements					Ctrl+K	
Hold Marked E-files						
Release Marked E-files						
Display Selected E-file Rejection Errors					Ctrl+R	
Display Selected E-file Action Required						
Delete Selected E-file					Ctrl+Delete	
Delete Marked E-files						
Display Selected E-file Acknowledgement History						
Display Marked E-file Acknowledgement Histories						
Open Related Return					Ctrl+O	
Exit						

ℹ️ If you highlight a return rather than selecting the checkbox, ATX enables the **Display Selected E-file Acknowledgement History** instead.

3. ATX displays the Acknowledgement History dialog box. This includes summary information for the Federal and state e-file, as well as time and date stamps for each action that has taken place.
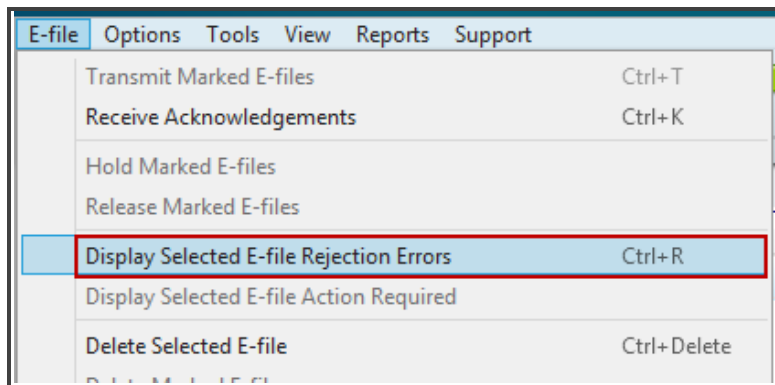
4. You can print this screen if you would like or click **Close** to exit.

Correcting Rejected Returns

After receiving acknowledgements, check the **Status** column for rejections.

To view the reject code for a rejected return:

1. Select the check box for the rejected return.

2. On the **E-file** menu, click **Display Selected E-file Rejection Errors**.

3. ATX displays the return and the list of reject codes in the Rejection Errors utility at the bottom of the return. Click each code for a description of the error or click the numbers in the **Fields commonly associated with this error** box.
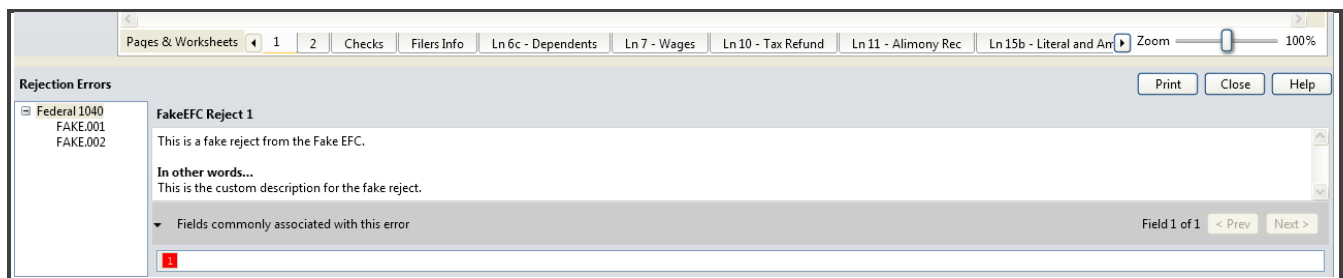
4. ATX navigates to the box on the form where the error is located:
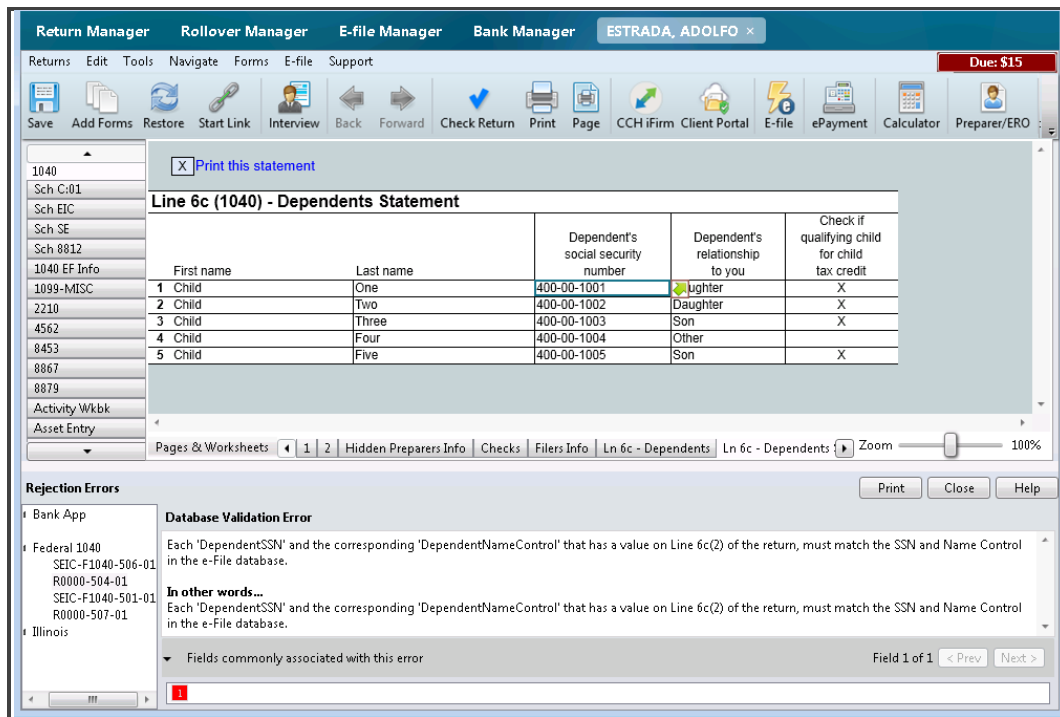
After you correct all rejects, to resend the return:

1. Click **Check Return** to check for errors.

2. Click **E-file**, and ATX again displays the Create E-file dialog box.

3. Click **Create**, and ATX recreates the e-file and displays it in E-File Manager.

4. Resend the return using the same steps you used to send the first time.

   Select only the jurisdiction to which you need to resend.