

**Appendix E:**

**TRACS Fatal Error Messages and Codes.....E-1**

## Part 1: TRACS Tenant System Error Messages and Codes

Code	Description	Recommended Solution
F0001	Family record not processed.	Re-submit certification with all family records.
F0002	MAT59 family record with relationship Head has different birth date, last name, and first name than current head of household in MAT 59 certification.	Head of household family record must be the same as the head of household for the certification.
F0004	The total non_SSN random numbers generated exceed the 999 limit.	TRACS failed to generate a unique "T" id number for the member. Resubmit the certification, preferably with SSNs.
F0005	Invalid SSN; SSN is not 9 digits. SSN is: _____	Re-submit the certification with valid SSNs. The SSN cannot contain embedded blanks or alpha characters.
F0006	Invalid SSN; the SSN is not system generated and must have 9 numeric characters. SSN is: _____	Re-submit the certification with the proper SSNs.
F0008	The reported SSN is not authorized by SSA.	The SSN submitted matches a known invalid SSN. Re-submit the certification with the correct SSN.
F0010	MAT 50059 certification not processed.	Re-submit with a valid 50059 certification.
F0011	Previous head last name, or first name, or birth date is missing.	Previous head last name, first name and date of birth are all required when changing a household id. Re-submit the certification.

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Code	Description	Recommended Solution
F0012	The TRACS generated “T” id was not found for previous certified household MAT 50059 certification record number.	A change in household id must be processed against an existing certification. Verify the previous head of household identification and resubmit the certification.
F0013	Current effective date is missing.	Re-submit the transaction with the effective date.
F0014	Current head last name, or first name, or birth date is missing.	Complete identification needed for family members. Confirm head of household data and re-submit the certification.
F0015	Random number error in validate. Number of trials to creating a unique TRACS id exceeded 999. MAT59959 certification record number: _____	TRAC S’ algorithm to generate a unique “T” id failed. Re-submit the certification using SSNs for the members.
F0016	Owner signed date is greater than current date.	Re-submit the certification with a valid owner signed date
F0021	HUD-owned not currently being processed	HUD-Owned properties are handled by the Property Management System (PMS). If the property is not HUD-Owned, resubmit the certification with the proper subsidy type.
F0022	Subsidy type is invalid	Resubmit the certification with a valid subsidy type.
F0023	Project number is required	A project number is required for Section 236, BMIR, Rent Supplement, RAP, 202/162 PAC, 202 PRAC and 811 PRAC subsidy types.
F0024	Invalid Action Processed Code – valid codes are 1 and spaces.	Resubmit the MAT10 transaction with a valid Action Processed Code.
F0025	Contract number required for projects with HAP, PAC, or PRAC contracts	Section 8, 202/162 PAC, 202 PRAC, and 811 PRAC subsidy types require a contract number.
F0027	Record number is:_____	N/A

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Code	Description	Recommended Solution
F0028	Cannot process record; last name is missing	Last name is required for all family members.
F0029	Cannot process record; first name is missing	First name is required for all family members.
F0030	Cannot process record; birth date is missing	Date of birth is required for all family members.
F0035	Move-out action not processed	The move out transaction could not be processed. Correct and resubmit the transaction.
F0036	Cannot process record; no certification exists for this household in TRACS	Verify the certification identification data and resubmit the transaction.
F0037	Cannot process record, move-in effective date is missing.	Resubmit with effective date.
F0038	Cannot process record, move-in date is missing.	Resubmit with move-in date.
F0039	Household record could not be found for record number.	Confirm the household identification and resubmit the transaction.
F0042	The assistance termination type was not found for ID:___	The Termination Type code is required in MAT65 records.
F0043	Termination date is required in a termination of assistance transaction.	Resubmit the Termination of Assistance transaction with an effective date of the termination.
F0044	The assistance termination type record was not found for household ID:___	Correct the Termination Type code and resubmit the transaction.
F0045	Household assistance termination record already exists for household ID:___	Assistance has already been terminated for this household.
F0047	MAT70 not processed. Transaction effective DT may not be future for a UT.	Resubmit the MAT70 with the Transaction Effective Date not in the future.
F0049	Household already occupies unit; transfer not processed	The MAT70 attempted to transfer a family into a unit it already occupied. Possibly a duplicate MAT70 submission.
F0054	Cannot process record; transfer date is missing	A MAT70 cannot be processed with out a change (transfer) date.
F0055	Cannot process; contract rent is required.	Re-submit with contract rent.
F0056	No matching effective date after finding valid SSN.	Re-submit with matching effective date.

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Code	Description	Recommended Solution
F0057	Matching effective date not found for valid TRACS-generated ID SSN	The TRACS generated id (T-id) submitted in the MAT70 matches a tenant T-id in TRACS; however, the certification effective date submitted for the tenant doesn't exist in TRACS.
F0058	Cannot process, due to no matching effective date for valid T/SSN.	Re-submit with matching effective date.
F0059	Cannot process record due to matching TRACS-generated ID SSN and not matching certification	See code for F0057.
F0060	Random number error creating change record.	Re-submit, preferably with a SSN.
F0063	Invalid SSN or non-unique TRACS generated id; certification failed	Correct the tenant identifier (SSN) and resubmit the transaction.
F0064	More than one family member designated as head of household	Correct the relationship codes in the family member records and resubmit the certification.
F0065	More than one family member designated as spouse	Correct the relationship codes in the family member records and resubmit the certification.
F0072	Termination action not processed	Correct and re-submit.
F0075	Effective date cannot be more than 90 days in advance of current date	Recertifications can be submitted up to 90-days before the certification effective date in the transaction. Resubmit the transaction within the 90-day advance submission window.
F0076	A move-in cannot have effective date greater than current date	Submit a move-in having an effective date that is not in the future.
F0078	Submit correction type "1", "2", or "3" for a correction transaction	Resubmit the transaction with a valid correction type
F0081	Invalid minimum rent exemption code - valid values are 1, 2, 3, 4, or 5 If not applicable leave spaces.	Resubmit the transaction with a valid minimum rent exemption code
F0082	Invalid police security tenant code – valid values are N, Y, and SPACES.	Resubmit the MAT10 with a valid police security tenant code of N, Y, or SPACES.
F0085	Market rent amount for a Section 236 is zero	Zero is not a valid market rent. Correct the certification and resubmit it.
F0087	Market rent amount for a secondary subsidy type of Section 236 is zero	Zero is not a valid market rent. Correct the certification and resubmit it.

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Code	Description	Recommended Solution
F0089	Certification exists on the TRACS database	N/A
F0093	More than one family member reports the same SSN	Multiple family records have been submitted under a single SSN. Each family member needs to obtain their own SSN. Then, resubmit the corrected certification.
F0095	More than one MAT40 for this tenant in the same TRACS run.	No action required.
F0096	Move-out exists in the TRACS database	The move out transaction submitted is apparently a duplicate submission
F0100	Previous head ID and effective date not in TRACS	The previous certification referenced is not in TRACS. Verify the previous name, birth date, SSN, and certification effective date.
F0102	Temporary ID submitted does not exist in TRACS	The TRACS generated identifier (T-id) submitted with the transaction is in error. Please confirm the T-id or make certain the correct name and birth date are used in the resubmission.
F0103	Project number is not in the TRACS Project database.	Verify that correct project number was submitted on (re)certification. Your Field Office can correct project numbers in TRACS Contracts. Resubmit the (re)certification following directions.
F0104	Contract number is not accepted for Rent Supplement, RAP, Section 236, or BMIR.	Verify that correct subsidy type was submitted on (re)certification. Resubmit the (re)certification after removing the contract number or correcting the subsidy type.
F0105	Contract number is not in TRACS Contract database.	Verify that correct contract number was submitted on (re) certification. Your Field Office can correct project numbers in TRACS Contracts. Resubmit the (re) certification following directions.
F0106	RAP or Rent Supplement project number not in TRACS Project database	Verify that correct project number was submitted on (re) certification. Your Field Office can correct project numbers in TRACS Contracts. Resubmit the (re) certification following correction.

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Code	Description	Recommended Solution
F0107	Effective date of certification is outside the valid effective date range of contract or project.	Verify that correct effective date was submitted. If the contract effective date in TRACS Contract is not current, contact your Field Office for a solution. Resubmit the (re) certification after the condition has been corrected.
F0109	The income code submitted is invalid.	Income codes EB, SSP, PA, and O became invalid on March 1, 1999. Resubmit the certification using the Income Codes published in 4350.3 CHG-27 and specified for the MAT10; Section 4 Income Record in this MAT User Guide.
F0110	No prior certification found in TRACS for MAT70 submitted	Submit baseline certification for household.
F0112	Baseline certification for household does not exist in TRACS.	N/A
F0114	MAT40 NOT PROCESSED. TRANSACTION RECEIVED AFTER RE-BASELINE TERMINATION.	N/A
F0115	Invalid move out code submitted in MAT40	Resubmit MAT40 with valid move out code: 1, 2, 3, or 4.
F0116	Move out code is 4 but death date is blank.	Resubmit MAT40 with valid death date if move out code is 4.
F0117	Death date is filled but move out code is not 4.	Resubmit MAT40 with move out code of 4 if valid death date is filled.
F0118	Move out date cannot be earlier than the death date.	Resubmit MAT40 with move out date equal to or later than death date.
F0019	Move-in rejected. Tenant is an occupant elsewhere with no move-out.	This error is issued if the tenant is occupying a different property OR the same property but a different unit. If it is the later, then submit a move-out if the tenant had moved out sometime ago and is now moving back into the property. If the tenant simply needs to be in a different unit, then submit a transfer. If, however, the tenant is in a different property, then you need to contact Housing, who will assist in moving the tenant out of TRACS.
F0120	Initial cert rejected. Tenant is an occupant in another project.	This error is issued if the project number in the MAT does not match the one in TRACS for this tenant. Submit a move-in and refer to the Recommendation Action for the Fatal Error F0119 to avoid a move-in rejection.

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Code	Description	Recommended Solution
F0123	Submitted household already established in TRACS. Occupied head SSN: <tenant number> Occupied unit number: <unit number> Occupied project number: <project number> Occupied contract number: <contract number>	Verify the values submitted on the move-in and resubmit the certification if necessary.
F0130	MAT10 not processed. When previous head id is populated for a head change, previous effective date, last name, first name, and birth date must be populated and valid.	The previous head information must match an existing TRACS certification. Verify the data and resubmit the certification with a valid value in each of the 'previous' fields.
F0134	Initial certification submitted with effective date other than combined contract effective date. Combined effective date:	No action required since combined contract has been established for the household.
F0140	No prior certification found in TRACS for MAT10 submitted with unit transfer.	Submit baseline certification for household.
F0144	Removed from TRACS. Replaced by discrepancy CE251	
F0145	Certification effective date must be unique unless the baseline indicator is “Y” or the certification is a correction.	Resubmit recertification with either a unique effective date or the baseline indicator set to “Y”.
F0148	Previous unit number must not be submitted for MAT70 gross rent change.	Resubmit MAT70 gross rent change without previous unit number.
F0151	Previous unit number is required for MAT70 unit transfer.	Resubmit MAT70 unit transfer with previous unit number.
F0153	No prior certification found in TRACS for MAT40.	Submit baseline certification for household.
F0154	CA administered contract submitted by owner/agent.	Transaction for this contract must be submitted through CA to TRACS.
F0155	This CA is not valid with this contract.	Contract is not assigned in TRACS to the CA. Verify CA status through field office.
F0156	CA ID is required for the contract	Resubmit the certification with correct CA ID.
F0160	Future effective date MO/YR differs from voucher date.	The effective date and voucher (Month/Year) date must be the same in <b>baseline</b> certifications resubmitted with a future effective date. Resubmit the <b>baseline</b> certification with the appropriate dates.



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Code	Description	Recommended Solution
F0162	Baseline is not the current certification. TRACS Effective Date: TRACS Contract Number: TRACS Unit Number:	MAT transactions submitted with an effective date less than the tenant's most current household certification cannot establish a baseline. Resubmit the MAT transaction with an effective date greater than the tenant's most current certification or with a date that exactly matches the effective date of tenant's most current TRACS certification.
F0163	Baseline Certification cannot be in the Future.	Resubmit baseline with current date.
F0164	Proj/contract number of retro move in must be the same as tenant's most recent cert.	Resubmit the MAT10 move-in with the same contract and/or project number as the tenant's most recent certification.
F0165	Move-in effective date must be greater than last move-out date.	Resubmit as baseline.
F0167	IC effective date must be greater than termination effective date.	Correct and re-submit termination and/or IC.
F0168	Proj/contract number of retro IC must be same as tenant's most recent cert.	Resubmit the MAT10 initial certification with the same contract and/or project number as the tenant's most recent certification.
F0169	Next recertification date submitted in MAT10 is invalid.	Correct next recertification date and re-submit.
F0181	MAT65 cannot be processed. Either the Head of Household Id does not exist OR the termination date is later than any of the household's next recert dates + 3 months., Termination Effective Date:	Verify the Head of Household Id and the termination date in TRACS using the Internet Tenant Query. If the certification is not in TRACS, submit the certification then resubmit the termination.
F0182	MAT65 transaction cannot be processed against the TRACS database. Household found but none of its certifications satisfy the prerequisite conditions for processing as defined in the MAT User Guide. Reported Subsidy Type: Reported Termination Effective Date:	Using the Internet TRACS Tenant query, confirm the data that is in TRACS for the tenant. If the certification is not in TRACS, submit the certification then resubmit the termination.
F0183	MAT65 cannot be processed. Household id found but project/contract number is different than the one requested. Check subsidy type and project/contract number.	Check subsidy type and project/contract number(s) before resubmitting.
F0184	MAT65 cannot be processed. The tenant has been moved out. (MAT65)Termination Effective Date: (Tenant) Move Out Date:	The tenant has previously been moved out. The term effective date cannot be later than the household's move out date. Confirm the accuracy of the move out and intended termination transactions.
F0185	MAT40 cannot be processed. Either the Head of Household Id does not exist OR the move out date is later than any of the household's next recert date + 3 months.	No certification records were found in TRACS to which this MAT40 could be applied.

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Code	Description	Recommended Solution
F0186	MAT40 cannot be processed. Household found but move out may not be earlier than the move-in effective date.  Move Out Date:	Confirm the certifications in TRACS for this tenant using the Internet TRACS Tenant Query. It may be necessary to submit the MAT40 with a move-out date later than the effective date of the move-in.
F0187	MAT40 cannot be processed. Household id found but project/contract number is different than the one requested.	Check subsidy type and the project and contract number(s) before resubmitting.
F0188	MAT40 cannot be processed. Transaction Type must be valued as "MO".	Resubmit the transaction with the correct Transaction Type
F0189	MAT40 not processed. Move-out Date may not be a future date.	A future move out is not allowed.
F0190	MAT65 cannot be processed. Transaction Type must be valued as TM	Correct and resubmit the transaction
F0191	MAT65 cannot be processed against the HQ terminated certification because its Term Effective Date is later than the HQ termination date.	Resubmit the MAT65 with a termination date that is less than or equal to the HQ termination date.
F0192	MAT70 not processed. Transaction Type must be GR since New Unit Number is all 9s. Transaction Effective Date:	Resubmit the MAT70 with the proper Transaction Type code.
F0193	MAT70 cannot be processed. No cert in TRACS for the period covering the transaction effective date.	The following conditions produce this error: 1. There is no certification in TRACS with the Head of Household Id submitted in the MAT70, or 2. The MAT70 transaction effective date occurs after the certification's next recertification date, or 3. The MAT70 transaction effective date occurs before the certification's effective date.
F0194	No prior Certification found in TRACS for MAT65	No certification was found in TRACS to which this termination applies. Verify the data in TRACS using the Internet Tenant Query before resubmitting the MAT65.
F0195	MAT70 not processed. Household id found the project/contract number is different than the one requested. Check subsidy type and project/contract number(s) before resubmitting. Transaction Effective Date:	Resubmit after checking subsidy type and project/contract number(s).

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Code	Description	Recommended Solution
F0196	MAT70 not processed. Transaction Type must be UT since New Unit Number is not all 9s. Transaction Effective Date:	Resubmit the MAT70 with the proper Transaction Type code.
F0197	MAT70 not processed. Unit Transfer's previous unit number does not match household's unit number. Transaction Effective Date: Certification's Unit Number: MAT70 Previous Unit Number:	Using the Internet Tenant Query, confirm the household's unit number in TRACS.
F0198	MAT70 not processed. Gross Rent must equal New Contract Rent plus Utility Allowance. Transaction Effective Date: Gross Rent Amount: New Contract Rent: Utility Allowance:	Correct the elements used to compute gross rent and resubmit the MAT70.
F0199	MAT70 not processed. The unit transfer already exists in TRACS. Transaction Effective Date: Gross Rent Amount:	Confirm that the unit transfer was submitted for the correct tenant.
F0200	MAT70 not processed. The gross rent change already exists in TRACS Transaction Effective Date: Contract Rent Amount: Utility Allowance Amount Gross Rent Amount:	Confirm that the gross rent change was submitted for the correct tenant.
F0201	MAT70 not processed. Total Tenant Payment must not be greater than gross rent for subsidy types section 8, Rent Supp, RAP or PAC.	Resubmit transmission ensuring that the TTP is less than the gross rent for subsidy type Section8, Rent Supp, RAP or PAC
F0202	MAT70 not processed. Assistance Payment Amount must be greater than zero for subsidy types other than PRACs.	Resubmit transmission ensuring that the AP amount is greater than zero for subsidy types other than PRACs
F0210	Invalid mobility impaired code – valid values are N and Y.	Resubmit the MAT10 with a valid mobility impaired code of N or Y.
F0211	Invalid hearing impaired code – valid values are N and Y.	Resubmit the MAT10 with a valid hearing impaired code of N or Y.

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Code	Description	Recommended Solution
F0212	Invalid visually impaired code – valid values are N and Y.	Resubmit the MAT10 with a valid visually impaired code of N or Y.
F0213	Code submitted for previous subsidy type is invalid. Valid codes are 0 – 9 and SPACES.	Resubmit the MAT10 with a valid previous subsidy code of 0 - 9 or SPACES.
F0214	Code submitted for the tenant unable to sign indicator is invalid. Valid codes are ‘N’ or ‘Y’.	Resubmit the MAT10 with a valid tenant unable to sign code of N or Y.
F0215	MAT10 not processed. Household assistance status code “T” is invalid for transaction effective dates greater than 03/01/2005. Valid codes are “N”, “F”, “E”, “C”, and “P”.	Resubmit the MAT10 with a valid code of "N", "F", "E", "C" or "P".
F0216	MAT10 not processed. No matching certification found for the submitted transaction effective date and “T” code combination.	Resubmit the MAT10 with an effective date/”T” code combination that matches a certification already in TRACS.
F0219	MAT10 not processed. Household was not previously receiving a temporary deferral of termination.	Verify the data in TRACS using the Internet Tenant Query. If the household was not previously submitting with the household assistance status code “T”, resubmit the MAT10 using one of the valid codes: “N”, “F”, “E”, “C”, or “P.”
F0222	F0222 - MAT70 NOT PROCESSED. TRANSACTION RECEIVED AFTER RE-BASELINE TERMINATION.	N/A
F0223	MAT70 not processed. TRACT UT is more recent than MAT70. Resubmit MAT10 correction if necessary. TRACS Unit Transfer Date: MAT70 Trans Eff. Date:	If the unit transfer date in the stored TRACS certification is wrong, then submit a correction via the MAT10.
F0224	MAT70 not processed. If UT effective date is true, the tenant could not have been residing in the unit at the time of his/her last GRC. UT EFF. DDt.: TRACS GRC Eff Dt: Unit Number for GRC:	A gross rent change with an effective date later than the unit transfer being submitted was previously processed for the tenant but in a different unit. The dates are in a reversed sequence. Either the effective date of the GRC or the unit transfer effective date is wrong. If the gross rent date in the TRACS database is wrong, submit a MAT10 correction to reestablish the certification; then follow that with a GRC having the correct transaction effective date. If the transaction effective date in the MAT70 is the only date wrong, simply resubmit the MAT70 with the correct date.

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Code	Description	Recommended Solution
F0225	MAT70 not processed. UT effective date is after they have moved out. TRACS Moveout Dt: MAT70 Trans Eff. Dt:	If the transaction effective date in the MAT70 is wrong, correct and resubmit the MAT70. However, if the moveout date is wrong, first resubmit the MAT40 with the correct moveout date. And once you've received a MA003/MA004 acknowledgment for a successful update, then resubmit the MAT70.
F0226	MAT70 GRC not processed. Household id and project/contract found in TRACS but unit numbers do not match. TRACS Unit Number:	Check the unit number for the tenant and make sure that the one for the gross rent change matches the one in which the tenant resides.
F0227	MAT70 not processed. TRACS GRC is more recent than MAT70. Resubmit MAT10 correction if necessary. TRACS GRC Dt: MAT70 Trans Eff. Dt:	If the gross rent's effective date for the TRACS certification is wrong, submit a MAT10 correction. Then submit the MAT70 GRC with the correct transaction effective date.
F0228	MAT70 not processed. GRC effective date is prior to the date the tenant transferred into the unit. TRACS Unit Transfer Dt: MAT70 Trans Eff. Dt.:	The TRACS database indicates that the tenant was not in the specified unit on the effective date of the GRC. Either the transfer date, placing the tenant in the unit, is wrong or the GRC date is wrong. If the TRACS database is wrong, submit a MAT10 correction to reset the database to its status prior to the unit transfer, then resubmit the transfer with the correct date. However, if the GRC date is wrong simply correct and resubmit the MAT70.
F0229	MAT70 not processed. GRC effective date is after the household termination date. TRACS Termination Dt: MAT70 Trans Eff Dt:	If the GRC transaction effective date is wrong, resubmit it with the correct date. However, if the TRACS termination date is wrong, submit the MAT65 with the correct date. And once you've received a TA005/TA006 acknowledgment for a successful update, then resubmit the MAT70 GRC.
F0230	MAT70 not processed. GRC effective date is after they have moved out. TRACS Moveout Dt: MAT70 Trans Eff Dt:	If the GRC transaction effective date is wrong, resubmit it with a correct date. However, if the TRACS moveout date is wrong, resubmit the MAT40 with the correct date. And once you've received a MA003/MA004 acknowledgment for a successful update, then resubmit the MAT70 GRC.

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Code	Description	Recommended Solution
F0231	<p>MAT10 not processed. MAT10 unit number is different from the TRACS unit number but MAT10 unit transfer code is not equal to 'Y'. If the MAT unit number and the TRACS unit number appear to look the same, one might have leading space(s), which will make them different.</p> <p>MAT Transaction Type:            MAT Unit Number:            TRACS Unit Number:            TRACS Contract Number:</p>	<p>If this is a MAT10 unit transfer, then resubmit the MAT10 with a 'Y' in the MAT10 unit transfer code AND a different unit number for the tenant. If this is not a unit transfer and you want to change the unit number for the tenant, submit the new unit number in a MAT10 as a correction. Or, submit a baseline certification.</p> <p>CAUTION: Always submit a unit number starting in the first position allowed for the unit number field as stated in the MAT Guide. By starting the unit number in the exact same position with each transaction you submit, a unit number mismatch will be avoided and a successful unit number match will be ensured.</p> <p>For example, if you had submitted a unit number left-justified in the first transaction for a tenant but later inserted a space in front of the unit number in the second transaction, the unit numbers will mismatch and F0231 will be generated if it's not a unit transfer. If it is a unit transfer, the tenant will be moved inadvertently to a unit number that has a space in front of it and will consider this number different than the first one.</p>
F0232	MAT65 not processed. Transaction received after re-baseline termination.	N/a
F0233	MAT10 not processed. Only baselines may be submitted after project rebaseline termination. Resubmit with 'Y' for baseline indicator.	Resubmit the MAT10 with a 'Y' for the baseline indicator.

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Code	Description	Recommended Solution
F0235	MAT10 not processed. Total tenant payment must not be greater than gross rent for subsidy types section 8, Rent Supp, RAP or PAC	Resubmit transmission ensuring that the TTP is less than the gross rent for subsidy type Section 8, Rent Supp, RAP or PAC.
F0236	MAT10 not processed. Assistance Payment Amount must be greater than zero for subsidy types other than PRACs	Resubmit transmission ensuring that the AP amount is greater than zero for subsidy types other than PRACs.
F0240	MAT10 not processed. Submitted Move-In Date is greater than the submitted transaction effective date.	Resubmit the MAT10 with a move-in date less than the transaction effective date.
F0241	MAT10 not processed. The submitted transaction effective date "Day" must be "01".	Resubmit the MAT10 with a valid transaction effective date "Day". The day of the submitted transaction effective date must be "01".
F0242	Incorrect termination date submitted for termination transaction containing the "DS" (double subsidy) code.	Verify the date the tenant moved into the property. Resubmit the termination using the tenant's move-in date.
F0243	MAT10 not processed. Invalid data combination submitted for shared custody dependent.	Check the special status codes and resubmit if appropriate.
F0245	MAT65 termination code "ST" submitted for a PRAC/PAC.	In a PRAC/PAC, a household with an ineligible student has to move out. Resubmit the transaction as a move-out.
F0247	MAT10 not processed. Invalid waiver type code submitted.	Correct the waiver type and resubmit if appropriate.
F0250	MAT10 not processed. Section 236 Basic Rent must be greater than zero (0) for Section 8, Rent Supp, or RAP when the secondary subsidy type field is Section 236.	Zero is not a valid Section 236 Rent. Correct the certification and resubmit.
F0252	MAT10 not processed. Section 236 Basic Rent is only valid when the Secondary Subsidy Type field is Section 236 ("S").	Check the subsidy type. Resubmit with the appropriate rent to match the subsidy type.
F0291	The asset status is I (imputed) but the date divested field is not populated.	An imputed asset is required to include the divested date. Resubmit the transaction with the divested date filled.
F0318	Transaction type code is invalid. Codes are AR, IC, IR, and MI.	Verify the transaction type code and resubmit, if appropriate.
F0320	Transaction type is blank.	Resubmit transmission with a transaction type of AR, IC, IR, or MI.
FA001	No project number submitted when required by MAT15	Re-submit address after verifying subsidy type and project number.
FA002	Project number submitted in MAT15 is not in TRACS.	Correct the project number and re-submit.
FA003	No contract number submitted when required.	Re-submit address after verifying subsidy type and contract number.

## Part 1: TRACS Tenant System Error Messages and Codes

Code	Description	Recommended Solution
FA004	Contract number submitted in MAT15 is not in TRACS.	Correct the contract number and re-submit.
FA005	MAT15 Rejected: Unit Number is missing.	Correct and resubmit the MAT15.
FA008	MAT15 Rejected: Invalid Address Type Code.	Resubmit the MAT15 with Address Type Code "U" or "M".
FA009	MAT15 Rejected: Transaction Type Code is not valid for the Address Type.	Correct and resubmit the MAT15.
FA010	MAT15 Rejected: First Address Line is missing.	Resubmit the MAT15 Address Record with the first address line.
FA011	MAT15 Rejected: City Name is missing.	Resubmit MAT15 Address Record with the city name.
FA012	MAT15 Rejected: No Head of Household Id submitted for Mailing Address.	Resubmit with the Head of Household Id of the tenant whose mailing address is being submitted.
FA013	TRACS "T-ID" invalid in MAT15.	Resubmit MAT15 with valid T-ID.
FA017	MAT15 Delete Rejected: No TRACS Unit Address occupied by SSN submitted. MAT15 SSN: Unit Address SSN:	Verify the Head of Household Id submitted and resubmit the deletion
FA018	Previous unit number not submitted in MAT15 unit address change.	Resubmit MAT15 with previous unit number.
FA019	Address delete failed - unmatched project number.	Resubmit MAT15 delete record with correct project number.
FA020	Address delete failed - unmatched contract number.	Resubmit MAT15 delete record with correct contract number.
FA021	Address delete failed - unmatched previous unit number.	Resubmit MAT15 delete record with correct previous unit number.
FA022	Mailing address change failed - Head of household ID not found.	Resubmit MAT15 change record with valid head of household ID.
FA023	Mailing address delete failed - Head of household ID not found.	Resubmit MAT15 delete record with valid head of household ID.
FA024	MAT15 Rejected: Name or Date of Birth missing when SSN is 9s.	Resubmit the MAT15 with either a Head of Household ID or the complete name and date of birth of the submitter.
FA025	MAT15 Rejected: State Code missing.	Resubmit with the proper state code.



## Part 1: TRACS Tenant System Error Messages and Codes

Code	Description	Recommended Solution
FA026	MAT15 Rejected: ZIP Code is missing.	Resubmit with the ZIP Code.
FA027	MAT15 Rejected: Head of Household Id is blank and Subsidy Type is not zero.	<p>Correct and resubmit the MAT15 after confirming the intent of the transaction.</p> <ul style="list-style-type: none"> <li>• If adding/updating an unassisted unit, Subsidy Type = '0' and MAT15 Head of Household Id Code is populated.</li> <li>• If adding/updating a vacant unit, Subsidy Type = 0 and the MAT15 Head of Household Id Code is Spaces.</li> </ul> <p>If adding/updating an assisted unit, Subsidy Type is not 0 and the MAT15 Head of Household Id code is populated. If the intent is to add Correct and resubmit the MAT15.</p>
FA028	No unit address found for MAT15 submitted.	No user action required.
FA030	MAT15 Rejected: Unit Accessibility Codes missing.	Resubmit the MAT15 with all three accessibility code fields completed with a "Y" or "N".
FA031	MAT15 Rejected: Previous Unit Number missing for Transaction Type "3".	Resubmit with the Previous Unit Number or the correct Transaction Type.
FA032	MAT15 Rejected: Unique TRACS Id could not be created in 999 attempts.	Resubmit with SSN.
FA033	MAT15 Unit Address Delete Rejected: No match on Project, Contract and Unit.	Verify Project Number, Contract Number, and Unit Number. Correct and resubmit.
FA034	MAT15 Mailing Address Delete Rejected: No Match on Project, Contract and SSN.	Verify Project Number, Contract Number, and SSN. Correct and resubmit.
FA035	MAT15 Rejected: Unit Address Add matches an existing unit.	Verify the project number, contract number and unit number. Correct the MAT15 and resubmit. If the intent was to update an existing address, resubmit the MAT15 with the Previous Unit Number populated.
FA036	MAT15 Unit Address Update Rejected: Previous Unit Number not found.	Confirm project, contract and previous unit number. If all data agrees with the site records, resubmit the MAT15 as an Add by leaving the previous unit number blank.
FA037	MAT15 Unit Renumbering Transaction Rejected: No Previous Unit Number Submitted.	Add the previous unit number and resubmit the MAT15.

## Part 1: TRACS Tenant System Error Messages and Codes

Code	Description	Recommended Solution
FA038	MAT15 Unit Renumbering Transaction Rejected: No match in TRACS.	TRACS has no address with the submitted project number, contract number, and unit number (submitted as the previous unit number). If the numbers submitted are confirmed, resubmit the MAT15 without a previous unit number and a Transaction Type of '2'.
FA039	A change to the Head of Household Id cannot be made within a Unit Address update transaction.	Head of Household Ids are changed using the MAT10 (correction) certification records. TRACS will update the unit address when the MAT10 is processed. Normally a MAT15 is not used to change the SSN in the unit address record; however, since the users can maintain unit addresses, it is possible for unit addresses to get out of synch with the certifications. If this occurs, first delete the unit address that has the wrong SSN, and resubmit the address with the correct SSN.

## Part 2: TRACS Voucher/Payment System Fatal Error Messages and Codes

Code	Description	Recommended Solution
VF001	MAT30 voucher not processed	This is a descriptive message that accompanies other fatal error messages.
VF002	Submitted Subsidy Type is inconsistent with the subsidy contract.	Resubmit the voucher with a Subsidy Type consistent with your subsidy contract.
VF003	Contract number required for projects with HAP, PAC or PRAC contracts	Section 8, Section 202/162 PAC, Section 202 PRAC and Section 811 PRAC subsidy types require a contract number. Resubmit the voucher with the correct contract number or subsidy type.
VF004	Project number required for RENT SUP, RAP, PAC, and PRAC subsidy types	Vouchers for Rent Supplement, RAP, Section 202/162 PAC, Section 202 PRAC and Section 811 PRAC subsidy types require a project number. Resubmit the voucher with the correct project number or subsidy type.
VF005	Voucher month is a duplicate transmission	The voucher has already been submitted to TRACS. If this is a correction, resubmit as a correction.
VF006	Voucher is not a resubmission; voucher month already exists in TRACS database	Only one original voucher for a project/contract can be submitted for a voucher month. If this was an attempt to correct a previously submitted original voucher <b>that has not been paid</b> , resubmit the voucher using the voucher id provided in the acknowledgment for the original voucher.
VF007	Voucher resubmission is a duplicate transmission	The voucher correction has already been submitted to TRACS. If this is a further correction, change the transmission date and time in the MAT submission and resubmit the transaction.
VF008	Voucher month or project/contract does not exist in TRACS for correction	The voucher, as described in the correction submitted, doesn't exist in TRACS. Confirm that the correction transaction, as submitted to TRACS, has the correct project and/or contract number, voucher month, and voucher id.
VF009	Owner signed date is greater than current date	The owner signed date on the voucher cannot be a date following the date the voucher was transmitted to TRACS. Correct the date and resubmit the voucher.
VF010	The sum of the voucher summary line items is not equal to total voucher amount	The voucher is not arithmetically correct. Recalculate the voucher and resubmit it.
VF011	Miscellaneous request type is invalid; resubmit with valid request type	The valid codes are with the MAT30; Section 6 record description in this MAT User's Guide.
VF015	Voucher month or project/contract does not exist in TRACS for deletion	The voucher the MAT31 was intended to delete cannot be identified with the information submitted. Correct and resubmit the MAT31.

## Part 2: TRACS Voucher/Payment System Fatal Error Messages and Codes

Code	Description	Recommended Solution
VF016	Voucher delete log record is a duplicate transmission	The MAT31 is a duplicate transmission. The MAT30 has been deleted.
VF017	MAT31 voucher delete log not processed	See VF016.
VF018	Voucher submitted 31 days prior to voucher month	Resubmit the voucher within 31 days of the voucher month.
VF019	Voucher submitted prior to the voucher month	See VF018
VF020	Special claim type is invalid	See the MAT30; Section 5 record description in this MAT User Guide for the acceptable special claim codes.
VF023	Invalid project number	Project Number cannot be "0000FMHA". Enter a valid project number and resubmit the voucher.
VF027	MAT30 correction submitted after the voucher was paid	Submit adjustment on the next voucher.
VF028	MAT31 voucher deletion submitted after voucher was paid	Submit adjustment on the next voucher.
VF030	Claim ID must be submitted with an approved special claim	Resubmit with the Claim ID provided by the Field Office.
VF031	Voucher ID (submitted with a correction) does not exist in TRACS	Resubmit with the correct Voucher ID.
VF032	Voucher ID (submitted with a delete voucher) does not exist in TRACS	Resubmit with a corrected Voucher ID.
VF034	Transactions cannot be processed while a deletion or correction is pending	Resubmit the voucher after reviewing the voucher status message for the correction or deletion.
VF035	Regular payments requests cannot be accepted for terminated contracts	The contract number against which the voucher is requesting regular payment has been terminated. Adjustments, special claims, and miscellaneous accounting transactions may be paid, but not regular payments. There is a date corresponding to the RAC contract status type, investigate that the date has not expired, i.e. (if type equals CANC investigate cancel date).
VF036	Adjustment/Miscellaneous Request submitted for period more than 3 months after contract termination	Adjustments and miscellaneous accounting transactions requesting payment must be submitted for a voucher period within three months of contract termination. Submit with Active miscellaneous request.
VF037	Special claim for period more than 12 months after contract termination	Special claim requests must be submitted within 12 months of contract termination. Submit with active Special Claims request.

## Part 2: TRACS Voucher/Payment System Fatal Error Messages and Codes

Code	Description	Recommended Solution
VF038	Adjustment/Miscellaneous Request received more than 3 months after contract termination	TRACS must receive the payment requests within three months of contract termination. Submit with Active miscellaneous request.
VF039	Special claim received more than 12 months after contract termination	TRACS must receive the special claim request within 12 months of the contract termination. Submit with active Special Claims request.
VF040	Cannot process submission without the CA-id.	Please contact HUD Multifamily Helpdesk at 800-767-7588 to open a Tier 3 service ticket.
VF041	CA-ID has expired for submitted contract. Ending date is less than today.	CA is not responsible for the submitted voucher period, resubmit voucher without CA ID.
VF042	TCA CA ID SUBMITTED IN VOUCHER DOES NOT MATCH TRACS	Resubmit the voucher with correct TCA CA ID.
VF050	No contract established for submitted contract number.	Contact HUD Field Office to establish the contract information in TRACS.
VF053	Correction not processed due to previous submission being released by FMC.	No action needed.
VF054	Voucher referred for review. Cannot be corrected or deleted.	No action needed.
VF055	N/A CANNOT USE 1299 AS 1 <sup>ST</sup> 4 DIGITS OF THE SPECIAL CLAIM ID FOR THE CONTRACT.	Remove 1299 from the 1 <sup>st</sup> 4 characters of the Special Claims ID field
VF056	MAT30 Special Claim amount does not match amount approved by field office.	Resubmit the voucher with the correct special claim amount or resubmit the voucher without the special claim. Include the special claim with a subsequent voucher after the amount issue is resolved.
VF057	MISCELLANEOUS CODE, ADMN, NOT ALLOWED FOR THE CONTRACT	Resubmit the voucher with the miscellaneous code, FORQ.
VF058	Special Claim ID submitted by CA or PB-CA does not match submitted CA ID.	Resubmit the voucher with the special claim using the 5-character CA Id in the first five positions of the special claim id.
VF059	HUD submitted MAT30 section 5 totals do not match HUD special claim line items.	Check section 5 totals (Special Claims) with totals from O/A Special Claims line items.
VF060	CA submitted MAT30 section 5 totals do not match CA special claim line items.	Check section 5 totals (special claims) with totals from CA special claims line items.
VF061	CA submitted voucher line item totals do not match CA total voucher amount.	Check for CA line item totals equals total voucher amount approved by CA.
VF062	HUD submitted MAT30 section 6 totals do not match HUD miscellaneous account required line item.	Check section 6 totals (Misc. Acct REQ) with totals from O/A misc. acct request line item.

## Part 2: TRACS Voucher/Payment System Fatal Error Messages and Codes

Code	Description	Recommended Solution
VF063	CA submitted MAT30 section 6 totals do not match CA misc. accounting request line item.	Check section 6 totals (Misc. Acct REQ) with totals from CA misc. acct request line item.
VF064	Voucher has been designated as being paid.	No action needed.
VF065	Voucher must be submitted through manual voucher processing for correction.	Submit voucher through the manual voucher submission process.
VF068	Special Claim approval ID not found.	Resubmit the voucher after confirming the correct claim ID with your field office.
VF069	Claim ID has been assigned to another voucher.	Resubmit the voucher after confirming the correct claim ID with your field office.
VF070	CA Approved Amount submitted for HUD Administered voucher.	Resubmit with amount in OA Voucher Amount fields.
VF072	For CA Administered voucher, CA Software Vendor field must be entered.	Resubmit with amount in CA Software Vendor field.
VF073	For CA Administered voucher, CA Software Release ver. field must be entered.	Resubmit with amount in CA Software Release Version field.
VF074	Special Claim Type submitted does not match Type approved by Field Office.	Resubmit the voucher with the correct Claim Type.
VF075	Submitted special claim ID is approved for another contract/project number.	Resubmit with correct special claim ID.
VF076	Reported sum of number of units in regular billing, vacant, and market rent cannot be greater than reported total units in contract.	Resubmit the voucher with the correct Units in Contract and Regular Billing, Vacant and Market Rent.
VF 077	Reported total units in contract cannot be greater than total contract units in TRACS	Resubmit the voucher with the correct Total Units in Contract.
VF079	The Special Claim ID submitted in MAT 30 Section 5 has to have 14-digits.	Resubmit the voucher with Special Claim that has 14-digit Special Claim ID.
VF080	Special Claim Not Allowed with Rent SUP/RAP Vouchers.	Resubmit Special Claim with allowed contract.
VF081	Rent-Up Vacancy, Special Claim (3), Not Allowed For Section 8 LMSA Vouchers.	Resubmit Rent-Up Vacancy with claim type allowed for Section 8 LMSA Vouchers.