

ATTACHMENT D

RecTrac General Ledger Interfaces

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RecTrac Interface Overview

License – Maintenance Agreement

The use of this interface requires a VSI license. Prior to implementing any process outlined in this document, please contact the Vermont Systems Sales department at 1-877-883-8757 to verify that you are authorized to use this interface or to obtain a quote and approval.

Summary

Vermont Systems builds custom interface files that allow you to export financial data to financial system software. To date VSI has created over 150 GL interface files to meet the needs of our customers. A small sample of various file types (gldump.dat, glexport.csv, gldump.txt, etc...) is presented here.

The remainder of this document contains the static file structure for every GL Interface developed by VSI.

GL ID	Financial System	File Name
ARM	US Army	gldump.dat
BAL	New World Systems xml	glexport.xml
BUC	BUC Systems	abatchda.fil
EBR	New World Systems	gldump.csv
FIN	Finance Manager	receipts.csv
GEM	GEMS Software	001GMGLU20.dat
INC	Incode	gldump.txt
JDE	JD Edwards	gldump<YYYYMMDD><location tag>.dat
MOR	Moraine, OH	glexport.csv
OTI	Quickbooks iif	gldump.iif
PLN	Plantation	gldump<yyyymmdd>.dat
QU2	Quickbooks II	gldump.gli
REP	Republic	glexport.txt
SAP	Navy SAP	<site#><srv#><mmdd><a>.dat
SSI	Software Solutions, Inc.	gldump.fil
UM2	US Marines II	<year><month><day>.rec
UVM	University of Vermont	*payment.txt

The file is exported to the GL Export Location in a file format specified by the accounting software being utilized by your finance department. VSI provides the desired RecTrac export file including a GL interface suffix and filename, formatted to the customer's specifications.

The interface file exported from RecTrac is NOT automatically posted to your financial system's general ledger accounts. The customer prepares an import file specification for posting the transactions to the financial system. Your financial system must import the transactions to create a batch file that can be reviewed, edited, and printed by the appropriate personnel prior to updating the general ledger accounts.

Implementation Reasons

- 1 The primary reason for using any RecTrac GL Interface is to eliminate data entry errors related to the manual entry of RecTrac end-of-day totals into your financial software. The interface is run on the RecTrac side to create the posting file that is then imported into your financial software without the need for clerical input.
- 2 The interface also allows the postings to occur more quickly since no manual handling of the data is required. The more transactions that occur in a day, the more efficient the automated interface will be. This time savings allows a clerk to work on more pressing issues.
- 3 The interface allows for a consistent handling of general ledger postings. Each transaction will have the same look and feel regardless of which clerk processes the batch.

Implementation Steps

- 1 Purchase the RecTrac GL Interface from Vermont Systems.
- 2 In RecTrac - Update the RecTrac G/L interface suffix to reflect your financial software package's appropriate code. This is a one-time step.
- 3 In your financial software - Setup the payment code translation table (if applicable). This is a one-time step.
- 4 In RecTrac – Run the RecTrac G/L Interface on a daily, weekly or monthly basis. The program can be setup as a hot button or can be run from the Period End menu under System.
- 5 In your financial software – Post the RecTrac G/L Interface Batch matching the frequency of step 4.

Interface File Specs

RecTrac has the ability to interface to any financial software on a batch basis (not real-time). The interface is a two-step process. Step 1 is creation and export of RecTrac's general ledger distribution figures in the form of an ASCII file. Step 2 is the financial software importing that file, preparing the entries for review, and then posting the data.

For a fee, VSI will write a custom program to create an ASCII file for your financial software to import. Here is a sample of the issues that need to be decided by your financial software vendor before they submit the record layout for VSI to code:

- Do you want the records fixed length or delimited?
- Do you want quotes on character fields?
- How do you want currency figures formatted?
- How do you want debits and credits represented?
- In what format do you want general ledger and cost center account numbers?
- Do you want detail or summary records?
- Do you want fund information on each record?
- What do you want the file to be called?
- Do you want RecTrac to create offset entries or will their import process create offset entries?
- What other information would you like on each record? (*Choose from any field in the RecTrac General Ledger Distribution table.*)

For more information or to contract with us to write a custom interface for you, please **contact VSI** at your convenience.

RecTrac Setup for General Ledger Interfacing

RecTrac Setup Steps

Once you have selected the appropriate general ledger interface for your needs, you need to identify that interface option within your RecTrac system. To do so, complete the following steps:

- 1 Go to Files → System → Finance Codes Maintenance → GL Interface Maintenance.
- 2 In the **G/L Interface Program Suffix** field, enter the three character suffix that corresponds to your selected interface. For example, enter *MUN* for the Munis Systems General Ledger Interface.
- 3 Fill in all other appropriate fields. Press **F1** for field-level Help as necessary.
- 4 Click **Done**.

Offset Accounts

If the finance department requires the offset entries to accompany the single line item entry in the RecTrac system, you must set up the offset accounts in RecTrac. RecTrac has the ability to create the offset ledger entries during the interface process so that the financial office will have the debit record and credit record required for each transaction. To specify offset general ledger codes for each pay code in your system, go to Files → System → Finance Codes Maintenance → Payment Code Maintenance.

Running the Selected Interface

- 1 Go to Period End → System → GL/Cash Processing → GL Interface Processing.
- 2 You will proceed to the appropriate G/L Interface screen based on your interface selection in the **G/L Interface Program Suffix** field.
- 3 Press **F1** for field-level Help. Fill in all appropriate fields.
- 4 When you are happy with your entries/selections, click **Process**. The interface process will begin.
- 5 When the process is complete, click **Exit** to return to the Main Menu.

This program creates an ASCII file in a predetermined location with the format specified by your interface type selection. Next, your finance department will be able to import this file into their software system to include RecTrac financial information into their full financing package.

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Interface File Structures

Active Network G/L Interface File Structure (ACT)

G/L interface prefix to use in parameter file: **ACT**

No file structure

Default Export File Extension: gllexport.txt

Scheduling Available? **Yes**.

Aiken, SC G/L Interface File Structure (AIK)

G/L interface prefix to use in parameter file: **AIK**

Using HTE

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Amount	1	9	999999999	(1)
2	DR/CR Flag	10	1	x(1)	(2)
3	GL Acct Num	11	50	x(50)	
4	Posting Date	61	8	YYMMDD	
5	Reference	71	30	x(30)	
6	Payment Type	101	2	9(2)	(3)
7	Payment Code	103	2	9(2)	(4)
8	Bank Code	105	3	x(3)	(5)
9	Project Number	108	6	x(6)	(6)
10	Receipt Number	114	9	9(09)	(7)
11	Household#/Name	123	30	x(30)	(8)

Notes:

- 1 No sign or decimal. *Example: 000001500 = \$15.00*
- 2 C=Cred. D=Debit)
- 3 Payment type associated with the paycode from SAPAYTYP.
- 4 Payment code 1-99 directly from RPGLDIST table.
- 5 Bank Code comes from RPGLCODE (RPG-BANKCODE) Positions 1-3
- 6 Project Number comes from RPGLCODE (RPG-PROJECT) Positions 1-6
- 7 If running detail interface, then use RPX-RCPTNUMB. If running summary interface, use 999999999.
- 8 The value of this field will be the household number followed by a s slash (/) followed by the name (first/last)

Default Export File Extension: gllexport.txt

Scheduling Available? **No**.

Albany, CA G/L Interface File Structure (ALB)

G/L interface prefix to use in parameter file: **ALB**

Field	Description	Format	Notes
1	G.L Account	x(14)	Use RPG-ACCTNUMB (1)
2	Amount	-99999.99	See Note (2) Below
3	Description	x(50)	See Note (3) Below

Notes:

- 1 Use RPG-ACCTNUMB in format xxx-xxxxx-xxxx
- 2 The amount is a signed value that includes the decimal.
DEBITS will have a leading (-) sign
CREDITS will have no sign
EX: \$150.23 Credit to revenue = 150.23
- 3 The reference will be RecTrac + Dept + YYYYMMd
if rpglcode.rpg-dept = 224 then "Senior Ctr" else "Comm Ctr"
- 4 Export is Summary only - one line per acct number, per offset

Default Export File Type: gldump.csv

Scheduling Available? **No**

Amherst, MA G/L Interface File Structure (AMH)

G/L interface prefix to use in parameter file: **AMH**

Using MUNIS

Header Record Layout:

Field	Description	Start Position	Length	Notes
1	Fixed Text	1	1	Fixed as "H"
2	Fiscal Year	2	4	Fixed as "0000"
3	Payment Date	6	8	MMDDYYYY
4	Reference	14	40	Fixed as "LSSE"
5	Payment Method	54	1	9 (Note 2)
6	Transaction Reference	71	12	x(12) (Note 1)

Detail Record Layout:

Field	Description	Start Position	Length	Notes
1	Fixed Text	1	1	Fixed as "D"
2	Charge Code	2	6	x(5) (Note 3)
3	Amount Paid	8	11	9999999999(Note 4)

Notes:

- 1 The transaction reference will hold the receipt number
- 2 Payment method is 1=Check, 2=Cash, 3=CC, 5= Everything else. If the paycode is an 11 or 12 the payment method is hardcoded as a 3 (CC).
- 3 RPX-COSTCNTR - position 1 - 5
- 4 RPX-AMOUNT - decimal is assumed with leading - if the transaction is a debit or space if a credit.
 EXAMPLE: 0000015025 = \$150.25 Credit
 EXAMPLE: -0000015025 = \$150.25 Debit

Army (US) G/L Interface File Structure (ARM)

G/L interface prefix to use in parameter file: **ARM**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	NAFI Code	1	2	x(2)	1
2	Installation Code	3	2	x(2)	2
3	Fund Code	5	3	9(3)	3
4	Location Code	8	2	x(2)	4
5	Posting Date	10	6	YYMMDD	5
6	Source	16	1	x(1)	6
7	Transaction ID	17	9	x(9)	7
8	Rev Dr/Cr Flag	26	1	x(1)	8
9	Rev GL Account	27	3	x(3)	9
10	Rev Dept Code	30	2	x(2)	10
11	Rev Amount	32	11	9(11)	11
12	Offset Dr/Cr Flag	43	1	x(1)	12
13	Offset G/L Account	44	3	x(3)	13
14	Offset Dept Code	47	2	x(2)	14
15	Offset Amount	49	11	9(11)	15
16	Other Dr/Cr Flag	60	1	x(1)	
17	Other G/L Account	61	3	x(3)	
18	Other Dept Code	64	2	x(2)	
19	Other Amount	66	11	9(11)	
20	BLANK	77	1	x(1)	
21	Fixed Text	78	2	x(2)	16
22	BLANK	80	1	x(1)	

Notes:

- 1 Fixed at '4T'
- 2 Comes from RPP-INSTCODE
- 3 Position 1 of RPC-ACCTNUMB (FUND) plus suffix of "00"
- 4 Positions 6-7 of RPC-ACCTNUMB (LOCATION)
- 5 RPX-DATE in YYMMDD format
- 6 Fixed at 'R' for RecTrac
- 7 Blank
- 8 Revenue Dr/Cr Flag ('D' or 'C')
- 9 Rev GLAC - Positions 1-3 RPG-ACCTNUMB
- 10 Rev DEPT - Positions 9-10 RPC-ACCTNUMB
- 11 Rev AMOUNT - 00000015750 = \$157.50
- 12 Offset Dr/Cr Flag ('D' or 'C')
- 13 Offset GLAC - Positions 1-3 RPG-ACCTNUMB
- 14 Offset DEPT - Fixed At '00' for offsets
- 15 Offset AMOUNT - 00000015750 = \$157.50
- 16 Fixed at 'CR'

Each record has a revenue/expense amount in the first set of posting fields (Pos 26-42) and an offset amount in the second set of posting fields (Pos 43-59). We are not using the third set of posting fields (Pos 60-76). All records are consolidated by: G/L Code, Fund, Loc, Dept, Clerk's F/R Loc, Pay Code

Ballwin, MO G/L Interface File Structure (BAL)

G/L interface prefix to use in parameter file: **BAL**

Uses New World Systems xml

<u>Node</u>	<u>Attribute</u>	<u>Format</u>	<u>Notes</u>
RptHeader	Receipt Number	x(13)	
	Voided Flag	0	
	Payment Entered Date	MM/DD/YYYY	Transaction Date
	Payment Recorded Date	NN/DD/YYYY	Interface Date
	Payment GL Date	MM/DD/YYYY	Interface Date
	Received from Name	x(64)	HH Nmae
	Receipt Description	x(256)	"RecTrac Transaction"
	Receipt Cashier	x(32)	User ID
RcptTxn	Type	x(64)	Misc Interface Info
	Amount	-zzzzzz9.99	Amount of Rcpt
	Description	"RecTrac Transaction"	
	AR Cust Num	Blank	
	AR Bill Num	Blank	
	AR Bill Type	Blank	
RcptTxnGL	GL Account Number	x(64)	Blank
	Due to Due from Fund	Blank	
	Project Code 1	Blank	

<u>Node</u>	<u>Attribute</u>	<u>Format</u>	<u>Notes</u>
	Project Code 2	Blank	
	Project Code 3	Blank	
	Distribution Amount	-zzzzzz9.99	Amount hitting GL
	Distribution Type	99	1 = Dr, 2=CR
RcptPaymnt	Payment Type	99	See Note 1
	Payment Amount	-zzzzzz9.99	Amt paid w/type
	Payment Check Numb	x(12)	Pay Ref 1 if check
	Payment CC Numb	x(64)	CC Mask
	Payment CC Type	x(64)	CC Brand
	Payment Exp	Blank	
	Payment Validation	x(64)	Confirmation #

Notes:
 1 0=Cash, 1=Check, 2=Charge, 3=Other

Default Export File Type: glexport.xml

Scheduling Available? **Yes**

Bethlehem Township, PA G/L Interface File Structure (BET)

G/L interface prefix to use in parameter file: **BET**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>
1	Posting Date	N/A	x(8)	MMDDYYYY
2	Account Number	N/A	x(6)	
3	Amount	N/A	x(11)	->>>>>9.99
4	Fund	N/A	x(10)	
5	Department	N/A	x(6)	

The file created is a comma-delimited file.

Bloomington, IL G/L Interface File Structure (BLM)

G/L interface prefix to use in parameter file: **BLM**

Field	Description	Start Position	Length	Format	Notes
1	Fund	01	2	x(02)	(1)
2	Account Number	03	18	x(18)	(2)
3	Posting Date	21	8	x(08) MMDDYYYY	(3)
4	Amount	29	11	-9999999.99	(4)
5	Description	40	40	x(40)	(5)
6	Reference	80	15	x(15)	(6)

Notes:

- 1 The fund will be the first two positions of the G/L code account number (RPG-ACCTNUMB)
- 2 The account will be positions 3-20 of the G/L code account number (RPG-ACCTNUMB)
- 3 The date will have no slashes and will in MMDDYYYY format
- 4 The amount will include the decimal and will have a leading "-" if the amount is a credit.
Example: -0000150.25 = \$150.25 credit
- 5 The description will be the G/L code description (RPG-DESC)
- 6 The reference will be the posting reference linked to each detail transaction (RPX-REF[1]) if posting in detail. If posting in summary, the will be fixed text "RecTrac Post."
All revenue postings will optionally have an offset debit summarized at the end of the interface file. These postings only get created if the POST-OFFSETS toggle is turned ON. If offsets are created, then it will create a zero balance batch.

Bloomington, MN G/L Interface File Structure (BLO)

G/L interface prefix to use in parameter file: **BLO**

Using HTE 3.0

Field	Description	Start Pos	Length	Format	Notes
1	Fixed text "AJ"	1	2		"AJ"
2	G/L Acct Num	3	14	x(14)	
3	Debit Amount	17	17	9999....	(1)
4	Credit Amount	34	17	9999....	(1)
5	Customer Name	51	25	x(25)	
6	Transaction Desc	76	25	x(25)	(2)
7	Payment Ref	101	25	x(25)	
8	Transaction Date	126	8	MMDDYYYY	

The file created is fixed-length

Notes:

- 1 No sign or decimal. *Example: 0000000000001500 = \$15.00*
- 2 The description is the mod link from the GL Transaction)

Boston University, MA Interface File Structure (BUM)

G/L Interface prefix to use in parameter file: **BUM**

Header Layout

Field	Description	Info
1	Group#	Group# from input screen
2	Rcd Type	"H"
3	Date	Format: MMDDYYYY
4	Doc Type	Default to "SA"
5	Hdr Text	Header text field from input screen

Line Item Layout

Field	Description	Info
1	Group#	Group# from input screen
2	Rcd Type	"I"
6	GL Account	GL Account# from RecTrac
7	PK	Enter "40" for debits and "50" for credits
8	Amount	Trim ".00" if applicable
9	Cost Obj	
10	Fund Res Doc	
11	Fund Res LI	
12	Fund Res Comp	
13	Fund	
14	Grant	
15	BA	
16	Item Text	RecTrac modlink
17	Assignment	RecTrac receipt#
18	Ref #1	

Notes:

- 1 Export file will be a comma-delimited .csv file
- 3 Files should be balanced, offsetting entries should be based on paycode offsets.
- 4 Both revenue and offset lines should be grouped by date/gl account#.

Default File Type Extension: glexport.csv

Scheduling Available? **Yes**

Brookline, MA G/L Interface File Structure (BRO)

G/L interface prefix to use in parameter file: **BRO**

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Format</u>	<u>Notes</u>
1	Fiscal Year	1	YYYY	From Interface
2	Charge Code	5	x(6)	Project from GL
3	Payment Date	11	MMDDYYYY	From Interface
4	Pay Method	39	9(1)	2= Cash, 3=CC
5	Amount	56	9(10)	AMT PAID DEC INFERRED
6	Misc.Pmt. Type	78	x(02)	"MS"
7	Payment Type Info	90	x(10)	(1)
8	Payment Type 2	100	MMDDYYYY	FROM INTERFACE

The file posts in summary only, and is a receipt interface so no negative values, refunds etc.

Notes:

1 Comes from the Misc Interface Info on GL, if cash first field, if credit card, from the second (comma delimited)

Default File Type Extension: glexport.txt

Scheduling Available? **Yes**

Brushy Creek, TX G/L Interface File Structure (BCT)

G/L interface prefix to use in parameter file: **BCT**

<u>Field Name</u>	<u>Format</u>	<u>Notes</u>
GL Date	MM/DD/YYYY	Summary account # totals by this date
GL Account	x(30)	Summary by thei account # and date
Amount	->>>>>>9.99	Net totals for each summary line item
Description	x(50)	"RecTrac Revenue" or "RecTrac Offset"
Batch #	x(8)	Unique # from today's date (i.e. 02062013)

Output runs in summary mode (acct#/date) with offsets

Default File Type Extension: glexport.csv

Scheduling Available? **Yes**

Broward County, FL G/L Interface File Structure (BRW)

G/L interface prefix to use in parameter file: **BRW**

[Using Casselle](#)

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	G/L Account	x(20)	Use RPG-ACCTNUMB (1)
2	Amount	-999.99	See Note (2) below
3	Reference	x(40)	See Note (3) below

Notes:			
1	Use RPG-ACCTNUMB less any '.' Or '-'. These need to be replaced by blank space.		
2	The amount is a signed value that includes the decimal. CREDITS will have a leading (-) sign. DEBITS will have no sign <i>Example, \$150.23 Credit = -150.23.</i>		
3	The reference will be the RPX-REF[1] and RPX-REF[2] fields concatenated together for 'DETAIL' posting. Will be fixed at 'SUMMARY RECTRAC POST' when doing 'SUMMARY' posting.		

BS&A Software G/L Interface File Structure (BSA)

G/L interface prefix to use in parameter file: **BSA**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Note</u>
1	Journal Entry No	1	12	YYMMDD999	1
2	Line No	13	15	999	
3	Transmittal Date	16	23	YYMMDD	Current Date
4	Cash Account	24	51	x(28)	2
5	Credit Account	52	79	x(28)	2
6	Amount	80	93	999999999999	(Implied Dec)
7	Description	94	133	x(40)	
8	Blank	345	345		

Notes:	
1	This uses rpp-milcode to store the sequence number.
2	Both accounts are filled in. One will be the revenue account and the other will be the offset account.

BS&A (2) Software G/L Interface File Structure (BS2)

G/L interface prefix to use in parameter file: **BS2**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>End</u>	<u>Format</u>	<u>Note</u>
1	Journal Entry No	1	6	999999	1
2	Line No	7	9	999	
3	Transmittal Date	16	23	YYMMDD	Current Date
4	Cash Account	24	51	x(28)	2
5	Credit Account	52	79	x(28)	2
6	Amount	80	93	999999999999	(Implied Dec)
7	Description	94	133	x(40)	
8	Blank	345	345		

Notes:

Wildcard logic exists for the fund on the offset account. Your offset accounts need to be setup in the format XXX12345678. When the GL interface runs, the XXX will be replaced with the fund that is in the fund field on the corresponding GL revenue account from the sale.

- 1 This uses rpp-milcode to store the sequence number plus the current date.
- 2 Both accounts are filled in. One will be the revenue account and the other will be the offset account.

Burnsville, MN G/L Interface File Structure (BUR)

G/L interface prefix to use in parameter file: **BUR**

Uses New World

<u>Field Name</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
GL Date	Transaction Date	MM/DD/YYYY	
GL Account	GL Account Number	x(61)	
Amount	Transaction Amount	9(9.2)	
Description	GL Description	64(x)	
Source	Cost Center Description	16(x)	
Due To/From	Blank		
Op Trans Org	Blank		
Proj Code 1	Fund, if available	x(16)	
Proj Code 2	Blank		
Proj Code 3	Blank		

Default File Type Extension: glexport.txt

Scheduling Available? **Yes**

BUC Systems Ver 9.2.x G/L Interface File Structure (BUC)

G/L interface prefix to use in parameter file: **BUC**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Account Number	1	x(29)	RPG-ACCTNUMB	
2	Acct Period Century	30	9(02)	WS-YEAR	(Pos 1-2)
3	Acct Period Year	32	9(02)	WS-YEAR	(Pos 3-4)
4	Acct Period Month	34	9(02)	WS-MONTH	
5	Posting Date	36	9(08)	YYYYMMDD	
6	Posting Time	44	9(06)	RPX-TIME as is	
7	Sequence Number	50	9(05)		Note 1 Below
8	Description	55	x(44)	RPG- DESCRIPTION	
9	Transaction Type	99	9(02)		Note 2 Below
10	DR/CR Flag	101	9(01)	0=Debit , 1=Credit	
11	Posting Amount	102	9(11)		Note 3 Below
12	Vendor Number	113	9(07)	"0000000"	
13	Check Number	120	9(10)	"0000000000"	
14	Invoice Number	130	x(15)	Leave BLANK	
15	Receipt Number	145	x(10)	RPX-RCPTNUMB	
16	Program ID	155	x(06)	"RECTRC"	
17	User ID	161	x(03)	User ID Running l'Face	
18	Account Type	164	9(01)		Note 4 Below
19	Prev Post Date	165	9(08)	"00000000"	
20	Reference Number	173	x(06)	Leave BLANK	
21	Trans Description	179	x(30)	Leave BLANK	
22	Deposit Number	209	x(11)	"00000000000"	
23	Control Number	220	x(18)	"0000000000000000 0000"	
24	Checking Acct Numb	238	x(02)	"00"	
25	Creation Date	240	x(08)	"00000000"	
26	Notes	248	x(255)	Leave BLANK	

Record is FIXED LENGTH of 503 bytes.

Notes:

- 1 The sequence number will start at 1 and increment by 1 with each transaction. Need to zero fill to left.
- 2 Use entry(3,RPG-MISCINFO). Valid values for this field: 02=Revenue; 06=Expense; 07=Asset; 08=Liability Because this field is shared with the ACCOUNT TYPE (fld 18) the format for this value needs to be the 2 digit transaction type followed by a pipe symbol ('|') followed by the one digit account type. *Example: 02|0 = Revenue Transaction Type & Revenue Acct Type.*
- 3 The posting amount has no commas, dec points or signs. It is assumed that last two digits are cents. *Example: \$150.25 = 00000015025.*
- 4 Use entry(4,RPG-MISCINFO). Valid values for this field: 0=Revenue; 1=Expense; 2=Asset; 3=Liability.

Because this field is shared with the TRANS TYPE (fld 9) the format for this value needs to be the 2 digit transaction type followed by a pipe symbol ('|') followed by the one digit account type. *Example: 02|0 = Revenue Transaction Type & Revenue Acct Typ.e*

The offset records are created from the SAP-GLCODE in SAPAYTYP. The program uses the same logic to determine the various field values as that used for the detail records.

This program needs to APPEND to the existing batch file. It does NOT want to delete the previous batch as every other G/L interface does. This is a requirement of this interface.

Buckeye, AZ G/L Interface File Structure (BAZ)

G/L interface prefix to use in parameter file: **BAZ**

Field	Description	Notes/Format
1	Unique Identifier	Date MMDDYYYY + Time (max of 20 characters)
3	G/L Fund	First 2 digits of GL Account Number
4	G/L Account	Full GL Account Number including Fund
5	Amount	Zzz,zz9.99- Includes decimal
7	Date	MMDDYYYY
6	Payment Method	"D" for positive amounts / "M" for negative amounts

Default File Type Extension: gldump<MMDDYY>.csv, where <MMDDYY> is the current date.

Scheduling Available? **No.**

Cape Coral G/L Interface File Structure (CAP)

G/L interface prefix to use in parameter file: **CAP**

Field	Description	Begins	Length	Notes/Format
1	Current Date	1	8	YYYYMMDD
2	G/L Account	9	26	(1)
3	Subledger Account	35	8	(2)
4	Amount	43	16	999999999999.99 (3)
5	Offset Pay Code	59	1	(4)

Notes:

- 1 Uses the G/L Code account number (RPG-ACCTNUMB).
- 2 This is the cost center linked to the transaction.
- 3 The amount has a "+" or "-" at the end.
- 4 Only used with offset records.

Offset records will be created at the end of the batch by pay code. The file is a fixed length file.

Carrollton, TX G/L Interface File Structure (CAR)

G/L interface prefix to use in parameter file: **CAR**

Users Lawson Financial Software

Field	Description	RecTrac Value
1	Account Unit	Department
2	Account Number	Account #
3	Activity Number	
4	Transaction Amount	Amount
5	Company	Fixed "200"
6	Line Action	Fixed "A"
7	Description	"PARKS DEPOSIT" + "Today's" Date
8	Journal Entry #	Leave Blank

Notes:

- 1 Exports comma delimited .csv file

Default export file type: gldump.csv

Scheduling Available? **Yes**

Casselle Software G/L Interface File Structure (CAS)

G/L interface prefix to use in parameter file: **CAS**

Field	Description	Format	Notes
1	G/L Account	x(20)	Use RPG-ACCTNUMB (1)
2	Amount	-999.99	See Note (2) below
3	Reference	x(40)	See Note (3) below

Notes:

- 1 Use RPG-ACCTNUMB less any '.' Or '-'. These need to be replaced by blank space.
- 2 The amount is a signed value that includes the decimal. CREDITS will have a leading (-) sign. DEBITS will have no sign *Example, \$150.23 Credit = -150.23.*
- 3 The reference will be the RPX-REF[1] and RPX-REF[2] fields concatenated together for 'DETAIL' posting. Will be fixed at 'SUMMARY RECTRAC POST' when doing 'SUMMARY' posting.

Cayenta Software G/L Interface File Structure (CAY)

G/L interface prefix to use in parameter file: **CAY**

Field	Description	Start Position	Length	Format
1	Accounting Period	1	2	99
2	Subsystem (*)	3	2	x(2)
3	Charge Code (**)	38	18	999999999999999999
4	Transaction Type (***)	56	3	999
5	Extent Amount	93	11	99999999999
6	Ext Amount Sign	104	1	+/-
7	Transaction Date	105	6	YYMMDD

Notes:

- (*) Hardcoded to always be "GL"
- (**) This is the GL account with dashes and periods removed
- (***) Hardcoded to always be "905"
- (****) RecTrac credits are "-" and debits are "+"

CenCash Software G/L Interface File Structure (CEN)

G/L interface prefix to use in parameter file: **CEN**

Header Record

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Batch Number	x(10)	(1)
2	Batch Count	9999999999	(2)
3	Current Date	YYMMDD	
4	Current Time	HHMMSS	(3)
5	Batch Total	999999999999	(4)
6	Hardcoded Text		Always "P&R"
7	Hardcoded Text		Always "700"
8	Hardcoded Text		Always "Parks and Rec Payments"
9	EOL Character		" "

Detail Record

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Batch Number	x(10)	(1)
2	Line Item Number	x(1)	Always "T," "P," "L"
3	Sequence Line Number	9999999999	
4	Transaction Date	YYMMDD	
5	Transaction Time	HHMMSS	(3)
6	Transaction ID	9999999999	
7	Link ID	9999999999	
8	Line Item Amount	999999999999	(5)
9	Department Code	999	(6)
10	Module		
11	Pay Type		(7)
12	Payment Reference		(8)
13	EOL Character		" "

This is a fixed-length file.

Notes:

- 1 The most recent batch number is stored in RPP-MILCODE.
- 2 This total is the number of lines in the field, including the header.
- 3 The seconds on the time are always hardcoded as "000"

- 4 The batch total is the dollar grand total. decimal is implied.
- 5 This is the transaction dollar amount with the decimal implied.
- 6 The department code is the Transaction Type/GL in CenCash
- 7 The pay type is one of the values in the pay-type list.
- 8 Payment reference is only filled in if the pay type = check.

Charleston, SC G/L Interface File Structure (CHA)

G/L interface prefix to use in parameter file: **CHA**

Uses SunGuard

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Format</u>	<u>Notes</u>
1	Subsystem ID	1	x(02)	Fixed "CV"
2	Record Type	3	x(02)	Fixed "D"
3	Input Month	5	MM	Current Month
4	Input Year	7	YYYY	Current Year
5	Famis Tran Code	11	"999"	See Note 1
6	Tran Code Suffix	14	x(01)	See Note 2
7	Document Type	15	x(01)	Fixed "CV"
8	Document Date	17	YYYYMMDD	Current Date
9	Discount Date	25	YYYYMMDD	Current Date
10	Document Number	33	x(12)	Fixed "CVIN"
11	GL Account	75	9(06)	See Note 3
12	Subsid Number	81	9(06)	See Note 3
13	Index Code	100	9(12)	See Note 4
14	Sub-Object Code	112	9(06)	See Note 3
15	Project Level 1	138	x(06)	See Note 5
16	Transaction Amount	150	9(17)	See Note 6
17	Transaction Descrip	184	x(50)	GL Code Description
18	Receipt Number	551	9(09)	Receipt Number
19	Payment Type	560	x(01)	C=Cash, K=Check, R=CC
20	Merch Ref Number	561	x(09)	Transaction Number
21	Order ID Number	570	x(50)	CC Order ID Number
22	Operator ID	620	x(10)	Clerk ID

Footer (Hash)

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Format</u>	<u>Notes</u>
1	Subsystem ID	1	x(02)	Fixed "CV"
2	Record Type	3	x(02)	Fixed "S"
3	System Date	7	YYYYMMDD	Current Date
4	Record Count	15	9(06)	Number of Detail Records
5	Transaction Hash	21	9(08)	Sum of Field 6
6	Amount Hash	29	9(17)	Sum of Filed 16
7	Sub-Object Code	112	9(06)	See Note 3

The file posts in detail only, by Rcpt No. then Acct No. then pay code. Needs to be schedulable..

Notes:

- 1 FAMIS T/C comes from first sub-field (as separated by hyphens) of RPG-ACCTNUMB.
- 2 If CREDIT, set to blanks; If DEBIT, set to "R."
- 3 Based on format of RGP-ACCTNUMB, either G/L account (field 11) and Subsidiary (field 12) will be populated or subobject (field 14) will be populated. The fields are mutually exclusive and only one set can be populated per row
 - A) If RPG-ACCTNUMB is formatted as 3 sub-fields separated by hyphens:
 - Populate subobject (left justified and trailing spaces) from the last sub-field.
 - Move blanks to G/L account
 - Move blanks to subsidiary
 - B) If RPG-ACCTNUMB is formatted as 4 sub-fields separated by hyphens:
 - Move blanks to sub-object
 - Populate G/L account (left justified and trailing spaces) from the 3rd sub-field.
 - Populate Subsidiary (left justified and trailing spaces) from the last sub-field
- 4 Index Code comes from 2nd sub-field of RGP-ACCTNUMB.
- 5 If the 2nd sub-field contains "012" in positions 5-7, Project level 1 should be set to "FAMIS", else set to blanks
- 6 Transaction Amount needs to be absolute value with left zero fill and contain no decimal position.

Default File Extension Type: glexport.txt

Scheduling Available? **Yes.**

Coachella Valley, CA G/L Interface File Structure (COA)

G/L interface prefix to use in parameter file: **COA**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	GL Account Number	N/A	
2	CC Account Number	N/A	
3	GL Fund	N/A	
4	CC Description	N/A	
5	Amount	zzzzzzz9.99-	
6	Date	MM/DD/YYYY	

The file is a comma-delimited file. Line items in the file are summarized by account number and date. Offsets are posted by cash/check and credit card.

Columbia County, GA G/L Interface File Structure (CCG)

G/L interface prefix to use in parameter file: **CCG**

Field	Description	Start Position	Length	Format
1	Receipt Number	1	9	"999999999"
2	Posting Date	10	8	YYYYMMDD
3	User ID	18	3	x(03)
4	Cash Drawer	21	4	"9999"
5	Household ID	25	9	"999999999"
6	Amount	34	11	"99999999999"
7	Debit/Credit	45	1	"D" or "C"
8	GL Account	46	4	x(25)
9	Revenue Code	71	4	x(04)
10	Paycode	75	2	"99"
11	Pay Reference	77	30	x(30)
12	Transaction Type	107	30	x(30)

Columbia County layout is a fixed length file.

Conejo, CA G/L Interface File Structure (CON)

G/L interface prefix to use in parameter file: **CON**

Field	Description	Format	Notes
1	GL Account	N/A	
2	Amount	zzzzzz9.99	(1)
3-6	Empty Fields	N/A	
7	Receipt Number	zzzzzzzz9	
8	Household Name	N/A	

The file is a comma-delimited file. Offset records are created by Paycode offset GL.

Notes:
 1 Credit amounts in RecTrac are posted as a negative dollar amount and the offset will be posted a positive.

CostPoint G/L Interface File Structure (COS)

G/L interface prefix to use in parameter file: **COS**

<u>Field</u>	<u>Description</u>	<u>Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Record Type	1	1	Always "L"	
2	Transaction Line No	2	5	"99999"	
3	Input Journal No	3	9	"999999999"	(1)
4	Journal Type Code	4	3	Always "AJE"	
5	Fiscal Year	5	6	"x(6)"	
6	Period Number	6	2	"99"	(2)
7	Sub-period Number	7	2	Always "1"	
8	Reversal Flag	8	1	Always "N"	
9	Header Description	9	30	"x(30)"	
10	Transaction Amount	10	15	"-9999999999.99"	
11	Account Number	11	15	"x(15)"	(3)
12	Organization	12	20	"x(20)"	(4)
13	Empty Field	13	0	Empty Field	
14	Project	14	30	"x(30)"	(5)

Notes:

- 1 The Input Journal No is a combination of fiscal year and month. For example, "200501".
- 2 The Period Number is the month.
- 3 The Account Number is the acct number on the RecTrac GL code.
- 4 The Organization is the acct number on the RecTrac Cost Ctr.
- 5 This is the project field on the RecTrac GL code

This file is created as a CSV file.

The offset records are created from the SAP-GLCODE in SAPAYTYP.

The program uses the same logic to determine the ACCOUNT NUMBER as that used for the detail records.

DataPro Software G/L Interface File Structure (DAT)

G/L interface prefix to use in parameter file: **DAT**

Batch Field Details

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>
1	Continue	1	1	(1)
2	Batch Number	2	5	(2)
3	Account Number	7	20	
5	Transaction Date	27	6	Format = MMDDYY
6	Transaction Type	33	2	Always "08"
7	Description	35	30	

Batch Field Details

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>
8	Reference Number	65	10	(3)
12	Transaction Number	75	5	(3)
13	Transaction Amount	80	15	"-zzz,zz9.99" (4)

Offsets are created by Paycode and "location," which is the two character field from the Misc Interface field on the GL. This field is created as a .txt file and is fixed-length.

Notes:

- 1 All records are "1" except for the last record, which is "0."
- 2 The Batch Number is the two-digit day of the begin date used.
- 3 This is the two-character value from the GL Misc Info field, plus a number formatted as "999." This number is a band-aid and is stored in the Misc Interface Code field in GL Interface file maintenance. It is incremented by one (1) each time the GL Interface is run.

RecTrac credits are posted as negative and debits are posted as positive.

Denver, University of, CO G/L Interface File Structure (DEN)

G/L interface prefix to use in parameter file: **DEN**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Transaction Date	99/99/9999	
2	Cost Center Acct	N/A	
3	GL Account	N/A	
4	Transaction Amount	zzzzzzz9.99	
5	GL DrCR	X	"D" or "C"
6	Description	N/A	

The file is a comma-delimited file. Offset records are created by Paycode.

Dunedin, New Zealand G/L Interface File Structure (DUN)

G/L interface prefix to use in parameter file: **DUN**

Header Record

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	Document Type	1	1	Fixed at 'H'
2	Company Code	2	2	Fixed at '01'
3	Journal Type	4	2	Fixed at 'J'
4	Financial Year	6	4	YYYY (FSC-YEAR)
5	Transaction Code	10	4	Fixed at 'FB'
6	Journal Name	14	40	Fixed at 'RecTrac Sales'

Header Record

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
7	Filler	54	80	Blank
8	Source Code	134	6	Fixed at 'FB'
9	Authority Code	140	4	Fixed at 'FBU'
10	Filler	144	6	Blank
11	Journal Date	150	10	YYYY/MM/DD (BEG-DATE)
12	Journal Post Date	160	10	YYYY/MM/DD (post-date)
13	Journal Post Shift	170	1	Fixed at '0'
14	Filler	171	12	Blank
15	Segment Code	183	4	Fixed at 'ACT'
16	Ledger Code	187	4	Fixed at '100'
17	Filler	191	7	Blank
18	Total Debits	198	16	-999999999999.99
19	Total Credits	214	16	-999999999999.99
20	Filler	230	10	Blank
21	Journal Indicator	240	1	Fixed at 'N'
22	Filler	241	167	Blank
23	EOR Indicator	408	1	Fixed at 'X'

Transaction Record

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Document Type	1	1	Fixed at 'T'	
2	Company Code	2	2	Fixed at '01'	
3	Journal Type	4	2	Fixed at 'J'	
4	Financial Year	6	4	YYYY (FSC-YEAR)	
5	Batch Seq Number	10	6	999999 (REC-CNTR)	
6	Company Code 2	16	2	Fixed at '01'	
7	Ledger Code	18	4		See Note 1
8	Account Number	22	32		See Note 2
9	Filler	54	36	Blank	
10	Naration 1	90	40	RPG-DESCRIPT	

Transaction Record

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
11	Filler	130	120	Blank	
12	Source Code	250	6	XXXXXX	(SRC-CODE)
13	Journal Date	256	10	YYYY/MM/DD (BEG-DATE)	
14	Filler	266	120	Blank	
15	Segment Code	386	4	Fixed at 'ACT'	
16	Amount	390	16	-999999999999.99	See Note 3
17	Filler	406	2	Blank	
18	EOR Indicator	408	1	Fixed at 'X'	

Records are fixed length (408 bytes)

The first record is the header record that summarizes the batch that follows. After the header record come the various transaction records. Each batch will have one header record and as many transaction records that match selection criteria.

Notes:

- 1 Use first 4 characters of RPG-ACCTNUMB. Account number format in RecTrac must be 1111222-333333.
- 2 Use positions 5-20 of RPG-ACCTNUMB. Account number format in RecTrac must be 1111222-333333.
- 3 Credit amount will have a (-) in front of the amount. Decimal is included in the number. Normal sales revenue entries would be posted as credits while the offset would be a debit. *Examples: 150.25 = 000000000150.25 (Debit Transactions) / -150.25 = -000000000150.25 (Credit Transactions).*

East Baton Rouge, LA G/L Interface File Structure (EBR)

G/L interface prefix to use in parameter file: **EBR**

Uses New World Systems, with custom export

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Account Number	x(20)	RPG-ACCTNUMB as is
2	Transaction Amount	DEC	(1)
3	Project	x(20)	Not used
4	Sub-Project	x(20)	Not used
5	Transfer Fund	x(06)	Not used
6	Transfer Department	x(06)	Not used
7	Transaction Source	x(30)	(2)
8	Transaction Description	x(30)	(3)

Fields are comma-delimited and the file is created as a .csv.

Notes:

- 1 The transaction amount is a signed decimal value, where (+) = Debit and (-) = Credit.
- 2 The transaction source will be hard coded as 'RecTrac.'

3 The transaction description will be the RPX-REF fields if the interface is run in Detail. It will be hard coded as "RecTrac" if the interface is run in Summary.

All offset records are posted by the RPG-ACCTNUMB field from the offset GL Code.

East Hartford, CT G/L Interface File Structure (EHA)

G/L interface prefix to use in parameter file: **EHA**

Detail Records

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Format</u>	<u>Notes</u>
1	Organization	1	N/A	GL Account Number
2	Object Code	2	9(6)	GL Code
3	Exp of Revenue	3	N/A	GL Desc
4	Exp of Revenue	4	N/A	Pay Type
5	Amount	5	-99999.99	Amount

These records are summarized by GL Code and Pay Code.

Pay Code Totals

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Format</u>	<u>Notes</u>
1	Description	1	N/A	Pay Code Description
2	Amount	2	-99999.99	Total by Pay Code

*The file is created as a csv file to be opened in Excel.

Eden Systems G/L Interface File Structure (EDN)

G/L interface prefix to use in parameter file: **EDN**

Detail Records

<u>Field</u>	<u>Description</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Document Source	x(10)	From Screen Input WS-DOC	
2	Reference Number	x(09)		Note 1 Below
3	Journal Header Desc	x(40)		Note 2 Below
4	Posting Group	x(10)	From Screen Input WS-GROUP	
5	Fiscal Year	9(04)		
6	Posting Date	x(10)	MM/DD/YYYY	Note 3 Below (Leave BLANK)
7	Accounting	9(04)		Note 4 Below (Leave

Detail Records

<u>Field</u>	<u>Description</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
	Period			BLANK)
8	End-of-Period Rev	x(01)	Fixed Value of "N"	
9	Summarize Flag	x(01)		Note 5 Below
10	Account Type	x(01)		Note 6 Below
11	Account Number	x(44)		Note 7 Below
12	Transaction Descript	x(30)		Note 8 Below
13	Posting Amount	x(17)		Note 9 Below
14	Debit/Credit Flag	x(01)	D=Debit	C=Credit
15	Summary Flag	x(01)	Leave BLANK	
16	Job Cost Flag	x(01)	Leave BLANK	
17	Job Cost Account	x(32)	Leave BLANK	

Fields are pip (|)-delimited.\

Notes:

- 1 The reference number will be the RecTrac receipt number. The offset amounts must be itemized by receipt so that when the records linked to a receipt are added together (including the offset records) the total nets to ZERO.
- 2 Use RPG-DESCRIPT to populate this field.
- 3 Leaving the fiscal year field blank tells Eden to calculate this value internally.
- 4 Leaving the accounting period field blank tells Eden to calculate this internally.
- 5 Use the first entry of the RPG-MISCINFO field. Value of this field must be either an 'N' (don't summarize) or a 'Y' (summarize). This interface uses two entries from RPG-MISCINFO, so it is important to read both this note and note 6 below. A valid entry for RPG-MISCINFO would have the Y/N value followed by the pipe symbol (|) followed by the E/R/B value. *Example: N|R (Don't summarize; Revenue Account) / Y|E (Summarize; Expense Account)*
Most entries for RPG-MISCINFO would be 'N|R'.
- 6 Use the second entry of the RPG-MISCINFO field. Value of this field must be either an 'R' (revenue); 'E' (expense); or a 'B' (bal sheet). This interface uses two entries from RPG-MISCINFO, so it is important to read both this note and note 5 above. A valid entry for RPG-MISCINFO would have the Y/N value followed by the pipe symbol (|) followed by the E/R/B value. *Example: N|R (Don't summarize; Revenue Account) / Y|E (Summarize; Expense Account)*
Most entries for RPG-MISCINFO would be 'N|R'.
- 7 Use RPG-ACCTNUMB as is to populate this field.
- 8 Use RPX-REF[1] as is to populate this field.
- 9 Amounts have 14 positions left of the decimal and 2 positions right of the decimal. Leading zeros are NOT needed and all amounts must be positive. *Example: \$150.00 credit = 150.00*

The offset records are created from the SAP-GLCODE in SAPAYTYP. If OFFSET-OPT = "D" then the offset postings are done by DEPT and PAY CODE using the dept from the revenue account as the second part of the offset key. When posting the account number, the program searches for "XXXX" and replaces this with the department number. Logic is smart enough to adjust the number of "X's" to match the length of the dept. If OFFSET-OPT = "P" then the offset postings are done by PAY CODE only (the dept field will always be ZERO).

The program uses the same logic to determine the ACCOUNT NUMBER, SUMMARY FLAG, and ACCT TYPE as that used for the detail records.

Eden Systems II G/L Interface File Structure (ED2)

G/L interface prefix to use in parameter file: **ED2**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Document Source	x(10)	From Screen Input WS-DOC
2	Reference Number	x(09)	Note 1 Below
3	Transaction Descript	x(30)	Note 8 Below
4	Posting Group	x(10)	From Screen Input WS- GROUP
5	Fiscal Year	9(04)	Note 3 Below (Leave BLANK)
6	Posting Date	x(10)	MM/DD/YYYY
7	Accounting Period	9(04)	Note 4 Below (Leave BLANK)
8	End-of-Period Rev	x(01)	Fixed Value of "N"
9	Summarize Flag	x(01)	Note 5 Below
10	Account Type	x(01)	Note 6 Below
11	Account Number	x(44)	Note 7 Below
12	Journal Header Desc	x(40)	Note 2 Below
13	Posting Amount	x(17)	Note 9 Below
14	Debit/Credit Flag	x(01)	D=Debit C=Credit
15	Summary Flag	x(01)	Leave BLANK
16	Job Cost Flag	x(01)	Leave BLANK
17	Job Cost Account	x(32)	Leave BLANK

Fields are pip (|)-delimited.

Notes:

- 1 The reference number will be the RecTrac receipt number. The offset amounts must be itemized by receipt so that when the records linked to a receipt are added together (including the offset records) the total nets to ZERO.
- 2 Use RPG-DESCRIPT to populate this field
- 3 By leaving the fiscal year field blank, this tells Eden to calculate this value internally.
- 4 By leaving the accounting period field blank, this tells Eden to calculate this internally.
- 5 Use the first entry of the RPG-MISCINFO field. Value of this field must be either an 'N' (don't summarize) or a 'Y' (summarize). This interface uses two entries from RPG-MISCINFO, so it is important to read both this note and note 6 below. A valid entry for RPG-MISCINFO would have the Y/N value followed by the pipe symbol ('|') followed by the E/R/B value. EX: N|R (Don't summarize; Revenue Account Y|E (Summarize; Expense Account) Most entries for RPG-MISCINFO would be 'N|R' */
- 6 Use the second entry of the RPG-MISCINFO field. Value of this field must be either an 'R' (revenue); 'E' (expense); or a 'B' (bal sheet). This interface uses two entries from RPG-MISCINFO, so it is important to read both this note and note 5 above. A valid entry for RPG-MISCINFO would have the Y/N value followed by the pipe symbol ('|') followed by the E/R/B value. EX: N|R (Don't summarize; Revenue Account) Y|E (Summarize; Expense Account) Most entries for RPG-MISCINFO would be 'N|R'
- 7 Use RPG-ACCTNUMB as is to populate this field.
- 8 Use RPX-REF[1] as is to populate this field
- 9 Amounts have 14 positions left of the decimal and 2 positions right of the decimal. Leading zeros are NOT needed and all amounts must be positive. EX: \$150.00 credit = 150.00

The offset records are created from the SAP-GLCODE in SAPAYTYP. All offset postings are done by PAY CODE only.
 The program uses the same logic to determine the ACCOUNT NUMBER, SUMMARY FLAG, and ACCT TYPE as that used for the detail records.

Eden Systems III G/L Interface File Structure (ED3)

G/L interface prefix to use in parameter file: **ED3**

Detail Records

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Document Source	x(10)	Fixed – “rect_cr”
2	Reference Number	x(9)	(1)
3	Description	x(40)	Fixed – “RecTrac Interfaces”
4	Group Name	x(7)	Fixed – “RecTrac”
5	Blank	N/A	
6	Posting Date	x(10)	MM/DD/YYYY
7	Blank	N/A	
8	EOP Reverse	X	Fixed – “N”
9	Summarize Flage	X	Fixed – “Y”
10	Account Type	X	(2)
11	Account Number	x(44)	
12	Description	x(3)	

Detail Records

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
13	Posting Amount	x(17)	zzzzzzzzzzzzzz9.99
14	Debit/Credit Flag	X	
15-17	Blank	N/A	

Fields are pip (|)-delimited.

Notes:
 1 The reference number is stored in RPP-MILCODE and increments by one (1) each time the program is run and records are exported.
 2 The account type is stored in the RPG-MISCINFO field.

El Cerito, CA Software G/L Interface File Structure (NW2)

G/L interface prefix to use in parameter file: **NW2**

Using New World Systems

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Note# (See Below)</u>
1	Account Number	x(20)	RPG-ACCTNUMB as is
2	Transaction Amount	DEC	Note 1 Below
3	Project	x(20)	
4	Sub-Project	x(20)	
5	Transfer Fund	x(06)	NOT USED
6	Transfer Dept	x(06)	NOT USED
7	Transaction Source	x(30)	Note 2 Below
8	Transaction Desc	x(30)	Note 3 Below

Notes:
 1 The transaction amount is a signed decimal value.
 (+) = Debit
 (-) = Credit imal.
 2 The transaction source will be hardcoded as "RecTrac-" + Date
 3 The transaction description will be the RPX-REF fields if the interface is run in DETAIL. It will be hardcoded as "RecTrac Summary Post" if the interface is run in SUMMARY.

Special Notes:
 A All offset records are posted by PAY CODE and use the RPG-ACCTNUMB field from the offset GL code.

Default Export File Type: gldump.dat

Default Error File: gldump.err

Scheduling Available? **No**

El Dorado, CA Software G/L Interface File Structure (EDC)

G/L interface prefix to use in parameter file: **EDC**

Using Springbook Software

Detail Post Fields

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Transaction Date	MM/DD/YYYY	
2	Transaction Date	MM/DD/YYYY	
3	Receipt Number	zzzzzzz9	
4	Customer Name	x(35)	
5	Receipt Total	zzzzzzzz9.99-	
6	Payment Type		
7	GL Modlink		
8	Line Item Amount	zzzzzzzz9.99-	
9	GL Account Number		

Summary Post Fields

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Transaction Date	MM/DD/YYYY	
2	GL Account Number		
3	Line Item Amount	zzzzzzzz9.99-	

The file is a comma-delimited file. Fields 4 and 7 are quoted (") in the Detail post.

Default Export File Type: gexport.txt

Scheduling Available? **No**

Elk River, MN Software G/L Interface File Structure (ERM)

G/L interface prefix to use in parameter file: **ERM**

Using New World Systems

<u>Line</u>	<u>Entry</u>	<u>Description</u>	<u>Format</u>
1	1	"9999-1010" - hard coded	x(9)
1	2	Total Offsets	"->>>>>>>9.99"
2	1	First 3 chars of Cost Center Acct #	x(3)
2	2	Reminder Cost Center Acct # + GL Acct #	x(30)
2	4	Net Amt for Cost Ctr/GL Combo	"->>>>>>>9.99"

Notes:

1 Export is a comma-delimited .dat file

Default Export File Type: gldump.dat

Scheduling Available? **No**

Englewood, CO Software G/L Interface File Structure (ENG)

G/L interface prefix to use in parameter file: **ENG**

Records are fixed length (59 bytes).

Detail Records

<u>Field</u>	<u>Description</u>	<u>Starting Position</u>	<u>Length</u>	<u>Format</u>	<u>Note# (See Below)</u>
1	G/L Account	01	20	x(20)	(1)
2	Amount	21	31	-9999999.99	(2)
3	Reference	32	51		(3)
4	Date	52	59	x(08) MM-DD-YY	

Notes:

- 1 Use RPG-ACCTNUMB as is. Must input the fund into the RPG-FUND field so that we can create accurate offsets if this toggle is selected. Format for the account number in RecTrac needs to be FUND-DEPT-OBJECT-CLASS (111-222-33333-4444).
- 2 The amount is always 11 characters long with leading sign and zero filled. Normal postings will be positive amounts (ie: additions to revenue). *Examples: 150.25 = 0000150.25 / -150.25 = -0000150.25*
- 3 If posting in detail, then use RPX-REF[1]. If posting in summary, then use "RecTrac Summary Post."

FAMIS Software G/L Interface File Structure (FAM)

G/L interface prefix to use in parameter file: **FAM**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Posting Date	1	8	YYYYMMDD	(1)
2	Account Number	9	20	x(20)	(2)
3	Amount	29	10	999999999-	(3)
4	Transaction Ref	39	30	x(30)	(4)
5	Pay Code	69	2	99	(5)
6	Cash Drawer	71	4	9999	(6)

Notes:

- 1 The posting date has no slashes or dashes, just raw numbers.
- 2 Use RPG-ACCTNUMB as is for this field. Their format for this field is 999999-9999
Pos 1 – 2 = Fund, 3 – 6 = Index, 8 – 11 = Sub Object
- 3 Amount is zero filled, no decimal, signed. (-) Is a debit.
- 4 Use RPX-REF[1] as is for this field if posting in detail. Will use 'RecTrac Summary Post' if posting in summary.
- 5 Use RPX-PAYCODE as is for this field.
- 6 Use RPX- CASHDRWR as is for this field.

The offset records are created from the SAP-GLCODE in SAPAYTYP.
The program uses the same logic to determine the ACCOUNT NUMBER as that used for the detail records.

FAMIS II Software G/L Interface File Structure (FM2)

G/L interface prefix to use in parameter file: **FM2**

<u>Field</u>	<u>Description</u>	<u>Starting Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Subsystem ID	1	2	x(02)	(1)
2	Record Type	3	2	x(02)	(2)
3	Input Month	5	2	NOT USED - BLANK	
4	Input Year	7	4	NOT USED - BLANK	
5	FAMIS Tran Code	11	3	9(03)	(3)
6	Transaction Suffix	14	1	NOT USED - BLANK	
7	Document Type	15	2	x(02)	(4)
8	Document Date	17	8	NOT USED - BLANK	
9	Discount Date	25	8	NOT USED - BLANK	
10	Document Number	33	12	x(12)	(5)
11	Document Suffix	45	2	NOT USED - BLANK	

<u>Field</u>	<u>Description</u>	<u>Starting Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
12	Document Ref #	47	12	NOT USED - BLANK	
13	Document Ref Suffix	59	2	NOT USED - BLANK	
14	Bank Number	61	6	NOT USED - BLANK	
15	Treasury Number	67	8	NOT USED - BLANK	
16	G/L Account	75	6	NOT USED - BLANK	
17	Subsid Number	81	6	NOT USED - BLANK	
18	Vendor Number	87	10	NOT USED - BLANK	
19	Vendor Suffix	97	2	NOT USED - BLANK	
20	Single Check ID	99	1	NOT USED - BLANK	
21	Index Code	100	12	x(12)	(6)
22	Sub-Object Code	112	6	x(06)	(7)
23	User Code	118	8	NOT USED - BLANK	
24	Grant Level 1	126	6	NOT USED - BLANK	
25	Grant Level 2	132	6	NOT USED - BLANK	
26	Project Level 1	138	6	NOT USED - BLANK	
27	Project Level 2	144	6	NOT USED - BLANK	
28	Transaction Amount	150	17	9(15)v9(2)	(8)
29	Net Amount	167	17	NOT USED - ZEROS	
30	Transaction Desc	184	50	x(50)	(9)
31	Currency Code	234	3	NOT USED - BLANK	
32	Conv Date	237	8	NOT USED - BLANK	
33	F/C Trans Amount	245	17	NOT USED - ZEROS	
34	PST Indicator	262	1	NOT USED - BLANK	
35	PST Rate	263	1	NOT USED - BLANK	
36	GST Indicator	264	1	NOT USED - BLANK	
37	GST Rate	265	1	NOT USED - BLANK	
38	Quantity	266	11	NOT USED - ZEROS	
39	Unit of Measure	277	5	NOT USED - BLANK	
40	Unit Price	282	13	NOT USED - ZEROS	
41	Terms	295	10	NOT USED - BLANK	
42	Operator ID	305	8	NOT USED - BLANK	
43	Resp Unit	313	3	NOT USED - BLANK	
44	Vendor Name	316	40	NOT USED - BLANK	

<u>Field</u>	<u>Description</u>	<u>Starting Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
45	Vendor Address 1	356	40	NOT USED - BLANK	
46	Vendor Address 2	396	40	NOT USED - BLANK	
47	Vendor City	436	25	NOT USED - BLANK	
48	Vendor State	461	2	NOT USED - BLANK	
49	Vendor Zip	463	11	NOT USED - BLANK	
50	Vendor Country	474	3	NOT USED - BLANK	
51	Alpha Sort	477	25	NOT USED - BLANK	
52	Filler	502	49	NOT USED - BLANK	

Records are 550 byte fixed length.

Notes:					
1	Subsystem ID is fixed at "31 "				
2	Record Type is fixed at "D "				
3	FAMIS T/C is fixed at "732" if CREDIT and "732R" if DEBIT				
4	Document Type is fixed at "ZZ"				
5	Document Number is fixed at "CS"				
6	Index Code - comes from POS 1-6 of RPG-DEPT				
7	Subobject Code - comes from POS 1-3 of RPG-ACCTNUMB				
8	Transaction Amount - needs to be absolute value with left zero fill and no decimal position. <i>Example: 0000000000015025 = \$150.25</i>				
9	Transaction Description - Fixed at "RecTrac Summary Post"				
No offsets get posted as FAMIS posts these based on FAMIS T/C.					

FAMIS III Software G/L Interface File Structure (FM3)

G/L interface prefix to use in parameter file: **FM3**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1.	Subsystem ID	1	2	x(02)	(1)
2.	Record Type	3	2	x(02)	(2)
3.	Input Month	5	2	NOT USED - BLANK	
4.	Input Year	7	4	NOT USED - BLANK	
5.	FAMIS Tran Code	11	3	9(03)	(3)
6.	Transaction Suffix	14	1	NOT USED - BLANK	
7.	Document Type	15	2	x(02)	(4)
8.	Document Date	17	8	NOT USED - BLANK	
9.	Discount Date	25	8	NOT USED - BLANK	

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
10.	Document Number	33	12	x(12)	(5)
11.	Document Suffix	45	2	NOT USED - BLANK	
12.	Document Ref Number	47	12	NOT USED - BLANK	
13.	Document Ref Suffix	59	2	NOT USED - BLANK	
14.	Bank Number	61	6	NOT USED - BLANK	
15.	Treasury Number	67	8	NOT USED - BLANK	
16.	G/L Account	75	6	NOT USED - BLANK	
17.	Subsid Number	81	6	NOT USED - BLANK	
18.	Vendor Number	87	10	NOT USED - BLANK	
19.	Vendor Suffix	97	2	NOT USED - BLANK	
20.	Single Check ID	99	1	NOT USED - BLANK	
21.	Index Code	100	12	x(12)	(6)
22.	Sub-Object Code	112	6	x(06)	(7)
23.	User Code	118	8	NOT USED - BLANK	
24.	Grant Level 1	126	6	NOT USED - BLANK	
25.	Grant Level 2	132	6	NOT USED - BLANK	
26.	Project Level 1	138	6	NOT USED - BLANK	
27.	Project Level 2	144	6	NOT USED - BLANK	
28.	Transaction Amount	150	17	9(15)v9(2)	(8)
29.	Net Amount	167	17	NOT USED - ZEROS	
30.	Transaction Desc	184	50	x(50)	(9)
31.	Currency Code	234	3	NOT USED - BLANK	
32.	Conv Date	237	8	NOT USED - BLANK	

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
33.	F/C Trans Amount	245	17	NOT USED - ZEROS	
34.	PST Indicator	262	1	NOT USED - BLANK	
35.	PST Rate	263	1	NOT USED - BLANK	
36.	GST Indicator	264	1	NOT USED - BLANK	
37.	GST Rate	265	1	NOT USED - BLANK	
38.	Quantity	266	11	NOT USED - ZEROS	
39.	Unit of Measure	277	5	NOT USED - BLANK	
40.	Unit Price	282	13	NOT USED - ZEROS	
41.	Terms	295	10	NOT USED - BLANK	
42.	Operator ID	305	8	NOT USED - BLANK	
43.	Resp Unit	313	3	NOT USED - BLANK	
44.	Vendor Name	316	40	NOT USED - BLANK	
45.	Vendor Address 1	356	40	NOT USED - BLANK	
46.	Vendor Address 2	396	40	NOT USED - BLANK	
47.	Vendor City	436	25	NOT USED - BLANK	
48.	Vendor State	461	2	NOT USED - BLANK	
49.	Vendor Zip	463	11	NOT USED - BLANK	
50.	Vendor Country	474	3	NOT USED - BLANK	
51.	Alpha Sort	477	25	NOT USED - BLANK	
52.	Business Tax ID	502	9	NOT USED - BLANK	
53.	Fed Tax/Soc Sec Ind	511	1	NOT USED - BLANK	

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
54.	1099 Indicator	512	1	NOT USED - BLANK	
55.	Filler	513	38	NOT USED - BLANK	

Records are 550 byte fixed length

Notes:	
1	Subsystem ID is fixed at "31 "
2	Record Type is fixed at "D "
3	FAMIS T/C is fixed at "732" if CREDIT and "732R" if DEBIT
4	Document Type is fixed at "ZZ"
5	Document Number is fixed at "CS "
6	Index Code - comes from POS 1-6 of RPG-DEPT
7	Subobject Code - comes from POS 1-3 of RPG-ACCTNUMB
8	Transaction Amount - needs to be absolute value with left zero fill and no decimal position. <i>Ex: 0000000000015025 = \$150.25</i>
9	Transaction Description - Fixed at "RecTrac Summary Post"
No offsets get posted as FAMIS posts these based on FAMIS T/C.	

Florida Atlantic Software G/L Interface File Structure (FAU)

G/L interface prefix to use in parameter file: **FAU**

Uses Banner Financial

Detailed Export

<u>Field</u>	<u>Description</u>	<u>Start</u>	<u>Length</u>	<u>Notes</u>
1	System ID	1	8	"CAMPREC"
2	Date-Time-Stamp	9	14	YYYYMMDD
3	Document Code	23	8	Batch Number
4	Record Type	31	1	"2"
5	Sequence Number	39	4	"zzz9"
6	Activity Date	43	8	YYYYMMDD
7	User ID	52	6	"CAMREC:"
8	Rule Code	82	4	"CR05"
9	Doc-Ref Number	86	8	Receipt Number
10	Transaction Date	94	8	YYYYMMDD
11	Transaction Amount	103	13	(\$20 = 0000000002000)
12	Description	116	35	Household Last Name
13	Debit/Credit	151	1	- = Credit / + = Debit
14	Bank Code	152	2	"CL"

Detailed Export

<u>Field</u>	<u>Description</u>	<u>Start</u>	<u>Length</u>	<u>Notes</u>
15	COAS Code	167	1	"1"
16	Index Code	168	6	
17	Account Code	186	6	
18	Department Defined	210	6	"CR" + MMY

Summary Export

<u>Field</u>	<u>Description</u>	<u>Start</u>	<u>Length</u>	<u>Notes</u>
1	System ID	1	8	"CAMPREC"
2	Date-Time-Stamp	9	14	YYYYMMDD
3	Document Code	23	8	Batch Number
4	Record Type	31	1	"1"
5	Sequence Number	39	4	"0000"
6	Activity Date	43	8	YYYYMMDD
7	User ID	52	6	"CAMREC:"
8	Transaction Date	94	8	YYYYMMDD
9	Transaction Amount	103	13	Total of all Amounts

Program posts both detail and summary transactions. The record type lets the software know which transaction types are which.

Default Export File Extension: gllexport.txt

Scheduling Available? **Yes**.

Finance Manager Software G/L Interface File Structure (FIN)

G/L interface prefix to use in parameter file: **FIN**

<u>Field</u>	<u>Description</u>	<u>Length</u>	<u>Format</u>	<u>Notes:</u>
1	Reference Number	Up To 7	"9999999"	(1)
2	Posting Date	8	MM/DD/YY	(2)
3	Cash Account	Up To 25	x(25)	
4	Revenue Account)	Up To 25	x(25)	(3)
5	Debit Entry	-	9999999.99	
6	Credit Entry	-	9999999.99	

Notes:

- 1 The reference number is stored in the misc interface code field. If blank it starts at 1000 and goes up from there on each run.
- 2 This will be the end date the interface is run for.
- 3 Any hyphens in the account number in RecTrac are removed in the acct number entered in the export file.

Fundware Software G/L Interface File Structure (FND)

G/L interface prefix to use in parameter file: **FND**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	Amount	1	9	999999999
2	G/L Account Number	10	20	x(20)
3	Posting Date	30	6	MMDDYY
4	Reference	36	30	x(30)
5	Posting Type (*)	66	2	x(2)
6	DR/CR Flag (**)	68	1	x(1)
7	Cash Drawer	69	4	9999

Notes:

(*) Posting Types: CA=Cash, CK=Check, CC=Cred Card, OT=All other forms of payment

(**) DR/CR Types: C=Credit, D=Debit

Fundware II Software G/L Interface File Structure (FN2)

G/L interface prefix to use in parameter file: **FN2**

Header Record

<u>Field</u>	<u>Description</u>	<u>Notes</u>
1	Header Text - FIXED	DIV=10

Date Record

<u>Field</u>	<u>Description</u>	<u>Format</u>
1	Record Type - FIXED	"1"
2	Posting Type - FIXED	"GJNLA"
3	Posting Date	MMDDYYYY

Detail Record

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Record Type - FIXED	"4"	
2	Account Number		(1)
3	Account Description	Use RPG-DESCRIPT as is	
4	Reference Field 1	Use RPX-REF1 as is	
5	Reference Field 2	Use RPX-REF2 as is	
6	Reference Field 3	Not Used	
7	Posting Amount		(2)

Records are pipe (|) delimited and file starts with header record, followed by a date record, followed by detail records.

Notes:
 1 Use RPG-ACCTNUMB as is. Must input the fund into the RPG-FUND field so that we can create accurate offsets if this toggle is selected.
 2 Revenue is posted as a negative value (-) sign. Offsets to revenue are posted with no sign. Reverse is true for refunds. Include decimal in the format. *Examples: -150.20 = revenue payment / 150.20 = revenue offset*

Fundware III Software G/L Interface File Structure (FN3)

G/L interface prefix to use in parameter file: **FN3**

Header Record

<u>Field</u>	<u>Description</u>	<u>Format</u>
1	Header Text	Screen Entry (e.g., DIV=10)

Date Record

<u>Field</u>	<u>Description</u>	<u>Format</u>
1	Header Text 2	"1GJNLA"
2	Posting Date	MMDDYYYY

Detail Record

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Record Type - FIXED	"4"	
2	Account Number		Note 1
3	Account Description	Use RPG-DESCRIPT as is	
4	Reference Field 1	Use RPX-REF1 as is	

Detail Record

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
5	Reference Field 2	Use RPX-REF2 as is	
6	Reference Field 3	Not Used	
7	Posting Amount		Note 2

Records are pipe (|) delimited and file starts with header record, followed by a date record, followed by detail records.

This version of the fundware interface is being used by Richmond Heights, MO.

Notes:	
1	Use RPG-ACCTNUMB as is. Must input the fund into the RPG-FUND field so that we can create accurate offsets if this toggle is selected.
2	Revenue is posted as a negative value (-) sign. Offsets to revenue are posted with no sign. Reverse is true for refunds. Include decimal in the format. <i>Examples: -150.20 = revenue payment / 150.20 = revenue offset</i>

Fort Collins, CO G/L Interface File Structure (FTC)

G/L interface prefix to use in parameter file: **FTC**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	User ID	1	10	'RRS_INTER'	1
2	Trans Number	11	22	x(22)	2
3	Line Number	33	7	9(07)	3
4	Send Record	40	1	'B'	4
5	Total Records in Batch	41	7	9(07)	5
6	Processed Flag	48	1	'0' (ZERO)	
7	Tran Action	49	1	'A'	
8	Tran Type	50	1	'J'	
9	Batch Number	51	15	x(15)	6
10	Doc Type	66	2	'CF'	
11	Doc Number	68	8	x(8)	7
12	Posting Date	76	6	9(06)	8
13	Batch Type	82	2	'G '	
14	Account Number	84	29	x(29)	9
15	Account Mode	113	1	'2'	
16	Ledger Type	114	2	'AA'	
17	Amount Sign	116	1	'+' or '-'	10
18	Amount	117	14	9(14)	11

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
19	Remark 1	131	30	x(30)	12
20	Remark 2	161	30	x(30)	13
21	Company (FUND)	191	5	x(05)	14
22	Business Unit (Cst Ctr)	196	12	x(12)	15
23	Object	208	6	x(06)	16
24	Subsidiary	214	8	x(08)	17
25	Sub Ledger	222	8	x(08)	18
26	Sub Type	230	1	x(01)	18

Notes:

- 1 Fixed value of 'RRS_INTER'. The '_' is a space NOT underline!
- 2 Used to differentiate between funds. WS-TRANSNUMB plus 13 hard spaces. This number bumps by 1 after each FUND break.
- 3 This is a running sequence number starting at 1. Include leading zeros.
- 4 Fixed value of 'B'.
- 5 This is the total record count in batch. Include leading zeros.
- 6 YYMMDD of posting date plus positions 1-5 of RPG-FUND plus four trailing hard spaces.
- 7 Four leading hard spaces plus positions 1-4 of RPG-ACCTNUMB.
- 8 Date in Julian format. Example: Jan 20, 2000 = 100020, Nov 23, 2001 = 101327
- 9 Positions 1-20 of RPG-ACCTNUMB plus 9 hard spaces.
- 10 If RPX-DRCR = 'D' then '+' else '-'
- 11 Keep all leading zeros and remove decimal point. Example: 15.75 = 00000000001575
- 12 RPX-REF[1]
- 13 RPX-REF[2]
- 14 Positions 1-5 of RPG-FUND
- 15 Eight hard spaces plus positions 1-4 of RPG-ACCTNUMB
- 16 Positions 6-11 of RPG-ACCTNUMB
- 17 Positions 13-18 of RPG-ACCTNUMB plus two hard spaces
- 18 NOT USED

The offset records are created from the SAP-GLCODE in SAPAYTYP. It only uses pay code 1 (Check) to get its offset information and these values are stored in OFFSET-FUND and OFFSET-ACCT. The one odd thing is that WS-BATCHNO uses the fund from the revenue account instead of OFFSET-FUND. All other references to the fund in an offset record use OFFSET-FUND. Other than this one quirk, the program uses the same logic to determine the FUND, BUS UNIT, OBJECT CODE, etc. as that used for the detail records.

Gainsville, GA G/L Interface File Structure (GGA)

G/L interface prefix to use in parameter file: **GGA**

Detailed Export

<u>Field</u>	<u>Description</u>	<u>Position</u>	<u>Length</u>	<u>Format</u>
1	GL Account #	1-24	24	RecTrac GL Account #
2	Amount	25-33	9(2)	>>>>>9.99
3	Date	34-39	6	MMDDYY (tran date)
4	Description	40-69	30	RecTrac Mod Link
5	GL Type	70-71	2	"CR"
6	Transaction Code	72-77	6	Blank
7	Route 1	78-82	5	Blank
8	Route 2	83-87	5	Blank

Summary Export

<u>Field</u>	<u>Field</u>	<u>Field</u>	<u>Field</u>	<u>Field</u>
1	GL Account #	1-24	24	RecTrac GL Account #
2	Amount	25-33	9(2)	>>>>>9.99
3	Date	34-39	6	MMDDYY (tran date)
4	Description	40-69	30	RecTrac Mod Link
5	GL Type	70-71	2	"CR"
6	Transaction Code	72-77	6	Blank
7	Route 1	78-82	5	Blank
8	Route 2	83-87	5	Blank

Program posts both detail and summary transactions. Summary post totals by GL Account/Date

Default File Type Extension: glexport.txt

Scheduling Available? **Yes**.

GEMS Software G/L Interface File Structure (GEM)

G/L interface prefix to use in parameter file: **GEM**

Field	Description	Beg	End	Notes
1	G/L Account	01	24	x(24) (1) Below
2	Amount	25	33	x(09) (2) Below
3	Date	34	39	9 (06) MMDDYY
4	G/L Description	40	69	x(30)
5	G/L Type	70	71	'CR'
6	Transaction Code	72	77	6 spaces
7	Route 1	78	82	5 spaces
8	Route 2	83	87	5 spaces

Records are fixed-length (87 BYTES).

Notes:

- 1 Use RPG-ACCTNUMB as is. Must input the fund into the RPG-FUND field so that we can create accurate offsets if this toggle is selected.
- 2 The amount is always 9 characters long. If the amount is a positive amount, then will be (9) nines. Normal postings will be positive amounts (additions to revenue). If the amount is a negative number than a character replaces the 9th digit to be an abbreviation for the number plus the (-) sign.

Examples: 150.20 = 000015020

-150.20 = 00001502p Pos 9: y = -9 x = -8 w = -7 v = -6 u = -5 t = -4 s = -3
 r = -2 q = -1 p = -0

Default File Type Extension: 001GMGLU20.dat

Scheduling Available? **Yes**.

GEMS II Software G/L Interface File Structure (GE2)

G/L interface prefix to use in parameter file: **GE2**

Field	Description	Beg	End	Notes
1	G/L Account	01	24	x(24) (1)
2	Amount	25	33	x(09) (2)
3	Date	34	39	9 (06) MMDDYY
4	Rcpt#/GL Desc	40	69	x(30) (3)
5	G/L Type	70	71	'PK'
6	Transaction Code	72	77	6 spaces
7	Route 1	78	82	5 spaces
8	Route 2	83	87	5 spaces

Records are fixed-length (87 BYTES).

Notes:

- 1 Use RPG-ACCTNUMB as is. Must input the fund into the RPG-FUND field so that we can create accurate offsets if this toggle is selected.
- 2 The amount is always 9 characters long. If the amount is a positive amount, then will be (9) nines. Normal postings will be positive amounts (additions to revenue). If the amount is a negative number than a character replaces the 9th digit to be an abbreviation for the number plus the (-) sign.

Examples: 150.20 = 000015020
 -150.20 = 00001502p Pos 9: y = -9 x = -8 w = -7 v = -6 u = -5 t = -4 s = -3
 r = -2 q = -1 p = -0

- 3 In Detail post, this field is the receipt number in the format "CR#000000001" plus a space and then the household's last name and first name. In Summary and offset, this field is the GL description.

Georgian College, Ontario G/L Interface File Structure (GEO)

G/L interface prefix to use in parameter file: **GEO**

Field	Description	Format	Notes
1	Transaction Date	99/99/9999	
2	Cost Center Acct	N/A	
3	GL Acct	N/A	
4	Transaction Amount	zzzzzz.9.99	
5	GL DrCr	X	"D" or "C"
6	Description	N/A	

The file is comma-delimited. Offset records are created by Paycode.

Golden, City of, CO G/L Interface File Structure (GLD)

G/L interface prefix to use in parameter file: **GLD**

Field	Description	Max Length	Comments
1	G/L Account Number	20	Char
2	DR/CR Flag	10	Char (D or C)
3	Payment Type	2	1=Ck,2=Cash,3=CC etc
4	Amount	11	999,999.99-
5	Posting Date	8	Char MMDDYYYY

Record is variable length with spaces between fields.

All character fields have quotes around them. These fields are indicated as "Char" in the COMMENTS column. All other fields have NO quotes.

GMC Consulting G/L Interface File Structure (GMC)

G/L interface prefix to use in parameter file: **GMC**

Field	Description	Start Position	Length	Format
1	Amount	1	9	9999999999
2	G/L Account Number	10	20	x(20)
3	Posting Date	30	6	MMDDYY
4	Reference	36	30	x(30)
5	Posting Type (*)	66	2	x(2)
6	DR/CR Flag (**)	68	1	x(1)

Notes:

- (*) Posting Types: CA=Cash, CK=Check, CC=Cred Card, OT=All other forms of payment
- (**) DR/CR Types: C=Credit, D=Debit

Great Falls, MT G/L Interface File Structure (GFM)

G/L interface prefix to use in parameter file: **GFM**

Using HTE

Field	Description	Start Pos	Length	Format	Notes
1	Amount	1	9	9999999999	(1)
2	DR/CR Flag	10	1	x(1)	(2)
3	G/L Acct Number	11	50	x(50)	
4	Posting Date	61	8	YYYYMMDD	
5	Reference	71	30	x(30)	
6	Payment Type	101	2	9(2)	(3)
7	Payment Code	103	2	9(2)	(3)
8	Bank Code	105	3	x(3)	(4)
9	Project Number	108	6	x(6)	(5)
10	Receipt Number	114	9	9(09)	(6)
11	Household#/ID	123	30	x(30)	(7)

Notes:

- 1 No sign or decimal. *Example: 000001500 = \$15.00*
- 2 C=Credit. D=Debit
- 3 In Detail post, this is the payment type associated with the pay code from SAPAYTYP and the payment code 1-99 directly from RPGLDIST. In Summary post, this is "0303" if the sale is a credit card sale. Otherwise it is "0609."
- 4 Bank Code comes from RPGLCODE (RPG-BANKCODE), positions 1-3.
- 5 Project Number comes from RPGLCODE (RPG-PROJECT), positions 1-6.
- 6 If running Detail interface, then use RPX-RCPTNUMB, else if running Summary interface, then wil use 999999999.

7 The value of this field will be the household number followed by a slash (/) followed by the name (first/last).

Great Falls, FL (2) G/L Interface File Structure (GF2)

G/L interface prefix to use in parameter file: **GF2**

Uses New World Systems xml

<u>Node</u>	<u>Attribute</u>	<u>Format</u>	<u>Notes</u>
RptHeader	Receipt Number	x(13)	
	Voided Flag	0	
	Payment Entered Date	MM/DD/YYYY	Transaction Date
	Payment Recorded Date	NN/DD/YYYY	Interface Date
	Payment GL Date	MM/DD/YYYY	Interface Date
	Received from Name	x(64)	HH Nmae
	Receipt Description	x(256)	"RecTrac Transaction"
RcptTxn	Receipt Cashier	x(32)	User ID
	Type	x(64)	Misc Interface Info
	Amount	-zzzzzz9.99	Amount of Rcpt
	Description	"RecTrac Transaction"	
	AR Cust Num	Blank	
	AR Bill Num	Blank	
RcptTxnGL	AR Bill Type	Blank	
	GL Account Number	x(64)	Blank
	Due to Due from Fund	Blank	
	Project Code 1	Blank	
	Project Code 2	Blank	
	Project Code 3	Blank	
	Distribution Amount	-zzzzzz9.99	Amount hitting GL
RcptPaymnt	Distribution Type	99	1 = Dr, 2=CR
	Payment Type	99	See Note 1
	Payment Amount	-zzzzzz9.99	Amt paid w/type
	Payment Check Numb	x(12)	Pay Ref 1 if check
	Payment CC Numb	x(64)	CC Mask
	Payment CC Type	x(64)	CC Brand
	Payment Exp	Blank	
	Payment Validation	x(64)	Confirmation #

Notes:
 1 0=Cash, 1=Check, 2=Charge, 3=Other

Default Export File Type: glexport.xml

Scheduling Available? **Yes**

Great Plains Software G/L Interface File Structure (GPS)

G/L interface prefix to use in parameter file: **GPS**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Posting Date	1	8	MMDDYYYY	1
2	Source Document	9	2	'GJ'	2
3	Debit/Credit Flag	11	1	'D' or 'C'	3
4	Account Number	12	20	x(20)	4
5	Amount	32	10	999999.99	5
6	Transaction Ref	42	30	x(30)	6

Notes:

- 1 The posting date has no slashes or dashes, just raw numbers.
- 2 Fixed value of 'GJ' for GENERAL JOURNAL entry.
- 3 Use RPX-DRCR as is to populate this field
- 4 Use RPG-ACCTNUMB as is for this field. Their format for this account number is 9999-9999.
- 5 This amount will always be a positive amount. It includes the decimal point but no sign.
- 6 Use RPX-REF[1] as is for this field.

The offset records are created from the SAP-GLCODE in SAPAYTYP. The program uses the same logic to determine the ACCOUNT NUMBER as that used for the detail records.

Great Plains II Software G/L Interface File Structure (GP2)

G/L interface prefix to use in parameter file: **GP2**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Posting Date	1	8	MMDDYYYY	(1)
2	Source Document	9	2	'GJ'	(2)
3	Debit/Credit Flag	11	1	'D' or 'C'	(3)
4	Account Number	12	20	x(20)	(4)
5	Amount	32	10	999999.99	(5)
6	Transaction Ref	42	30	x(30)	(6)

Notes:

- 1 The posting date has no slashes or dashes, just raw numbers.
- 2 Fixed value of 'GJ' for GENERAL JOURNAL entry.
- 3 Use RPX-DRCR as is to populate this field
- 4 Use RPG-ACCTNUMB as is for this field. Their format for this account number is 9999-9999.
- 5 This amount will always be a positive amount. It includes the decimal point but no sign.
- 6 Use RPX-REF[1] as is for this field.

The offset records are created from the SAP-GLCODE in SAPAYTYP. The program uses the same logic to determine the ACCOUNT NUMBER as that used for the detail records.

This interface also posts debits and credits to the INV G/L code and INV COST OF GOODS SOLD G/L code linked to inventory revenue g/l code. Need to use bandaid in 9.5a1 because we did not have the appropriate fields to handle. Currently use the RPG-MISCINFO field to house these codes as follows:
 Inv G/L Code -- entry(1,RPG-MISCINFO,"")
 Cost G/L Code - entry(2,RPG-MISCINFO,"")

Once these codes are known, then it extracts the account number the same way as a normal g/l code. Routine to extract the cost values needs to go through PSHISTOR instead of RPGLDIST because many items don't get paid at time of purchase and the interface needs to reduce inventory at time of sale and not at time of payment.

Great Plains III Software G/L Interface File Structure (GP3)

G/L interface prefix to use in parameter file: **GP3**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Posting Date	1	8	MMDDYYYY	(1)
2	Source Document	9	2	'GJ'	(2)
3	Debit/Credit Flag	11	1	'D' or 'C'	(3)
4	Account Number	12	30	x(30)	(4)
5	Amount	42	10	999999.99	(5)
6	Transaction Ref	52	30	x(30)	(6)

Notes:

- 1 The posting date has no slashes or dashes, just raw numbers.
- 2 Fixed value of 'GJ' for GENERAL JOURNAL entry.
- 3 Use RPX-DRCR as is to populate this field.
- 4 Use RPG-ACCTNUMB as is for this field.
- 5 This amount will always be a positive amount. It includes the decimal point but no sign.
- 6 Use RPX-REF[1] as is for this field.

The offset records are created from the SAP-GLCODE in SAPAYTYP. The program uses the same logic to determine the ACCOUNT NUMBER as that used for the detail records.

Greenville, SC G/L Interface File Structure (GRE)

G/L interface prefix to use in parameter file: **GRE**

Header Records

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Header Line Indicator	***	
2	JE ID	9999	Record Number
3	JE Description	x(35)	
4	JE Reference	x(15)	
5	JE Tran Date	mm/dd/yy	Transaction date
6	JE Reversal Date	***	Blank
7	JE Tran Amount	14(9)	Transaction Amount

Detail Records

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	JE ID	9999	Record Number
2	Account ID	x(20)	GL Account Number
3	JE Line Description	x(35)	
4	JE Line Reference	x(15)	
5	Debit Amount	9(14)	Amount of Debits
6	Credit Amount	9(14)	Amount of Credits

Default File Type Extension: gllexport.txt

Scheduling Available? **Yes**.

Guildford, NC Software G/L Interface File Structure (GNC)

G/L interface prefix to use in parameter file: **GNC**.

Uses Lawson Financial

<u>Field Name</u>	<u>Format</u>	<u>Description</u>
Run Group	x(15)	"CB" + Today's Date (YYYYMMDD)
Cash Code	x(4)	"GEN"
Bank Tran Code	x(3)	"REC"
Bank Tran Nbr	x(10)	RecTrac Receipt Number
Sequence Nbr	>>>>9	Sequence Nbr 1, 2, 3, 4...
Company	>>>9	"1"

<u>Field Name</u>	<u>Format</u>	<u>Description</u>
Vendor	x(9)	Blank
Bank Tran Status	9	"1" x(16)
Source Code	x(2)	"CL"
Issue Date	YYYYMMDD	Transaction Date
Bank Tran Amount	->>>>>>9.99	Blank
Base Currency	->>>>>>9.99	Blank
Reconcil Date	YYYYMMDD	Blank
Bank Reconcil Amt	->>>>>>9.99	Blank
Base Reconcil Amt	->>>>>>9.99	Blank
Description	x(30)	Cost Center Description
Reference	x(10)	Entry(1, Cost Ctr Desc, " ")
Dist Acct Unit	X15)	Cost Center
Dist Account	>>>>>9	GL Code
Dist Sub Account	>>>9	Blank
Tax Code	x(10)	Blank
Tran Taxable Amt	->>>>>>9.99	Blank
Bank Tran Tax Amt	->>>>>>9.99	Blank
Journal Book Nbr	x(12)	Blank
Tran Amount	->>>>>>9.99	Blank
Exchange Rate	>>>9.999999	Blank
Currency Code	x(5)	"USD"
Bank Nbr	9	Blank
Tran Nbr	9	Blank
Bank Statement Status	9	Blank
Pay Group	X	Blank
Orig Exchange Rate	->>>>>>9.99	Blank
User Analysis	x(103)	Blank
Source	X	Blank
Activity	x(15)	Blank
Acct Category	x(5)	Blank
Analysis Field	x(32)	Blank
User Field 1	x(30)	Blank
User Field 1	x(30)	Blank
User Field 1	x(30)	Blank

<u>Field Name</u>	<u>Format</u>	<u>Description</u>
User Field 1	x(30)	Blank
Post Date	YYYYMMDD	Blank
Dist Company	>>>9	Blank

Detail only with offsets written to comma delimited .csv file

Default export file type: glexport.csv

Scheduling Available? **Yes.**

Gurnee, IL G/L Interface File Structure (GIL)

G/L interface prefix to use in parameter file: **GIL**

Uses Incode

<u>Field</u>	<u>Description</u>	<u>Notes</u>
1	Unique Identifier	Date MMDDYYYY + Time (max 20 chars)
3	G/L Fund	First 2 digits of GL Account Number
4	G/L Account	Full GL Account Number including Fund
5	Amount	zzz,zz9.99- Includes decimal
7	Date	MMDDYYYY
6	Payment Method	"D" for +amounts "M" for -amount

Default export file type: gldump<MMDDYY>.csv, where <MMDDYY> is the current date.

Scheduling Available? **No.**

Hartselle, AL G/L Interface File Structure (HAR)

G/L interface prefix to use in parameter file: **HAR**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Receipt Number	zzzzzzzz9	(1)
2	Sequence Number	zzz9	(2)
3	Account Number	x(30)	
4	Amount	zzz,zz9.99	Includes Decimal
5	Date	MMDDYYYY	
6	"D" Deposit Indicator	D	For Offset Entries

The data is exported as a comma-delimited text file. The file contains all detail transactions

Notes:
 1 When posting in summary the receipt is a seq number
 2 For each receipt number a sequential number is listed for each transaction tied to that receipt.
 When you get to the next receipt number, the sequential number starts over.
 When posting in summary this number is always 1.

Default export file type: gldumb<MMDDYY>.txt, where <MMDDYY> is the current date.

Scheduling Available? **No**.

Henderson, NV Software G/L Interface File Structure (HEN)

G/L interface prefix to use in parameter file: **HEN**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Transaction Type	X	(1)
2	Cost Center	N/A	
3	Account Number	N/A	
4	Pay Code	N/A	
5	Run Date	N/A	
6	Amount	zzzzz9.99-	

The file posts in Summary by account number and pay code.

Notes:
 1 Offset Lines are a "C" and revenue lines are either "R," "I" or "P."

Highlands Ranch, CO G/L Interface File Structure (HRC)

G/L interface prefix to use in parameter file: **HRC**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	G/L Account Number	N/A	4	x(4)
2	SUB Account Number	N/A	10	x(10)
3	Consolidate(same as #1)	N/A	4	x(4)
4	Posting Date	N/A	6	MMDDYYYY
5	Trans Description	N/A	20	x(20)
6	Amount	N/A	9	zzzzz9.99
7	Debit/Credit	N/A	1	x(1)
8	Fixed Text "0000"	N/A	4	x(4)
9	Empty Quotes("")	N/A	1	x(1)

Notes:
 All fields are surrounded by SINGLE QUOTES with a space between each field. Each record ends with DOUBLE QUOTES.

HMS G/L Interface File Structure (HMS)

G/L interface prefix to use in parameter file: **HMS**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	Date	N/A	8	MMDDYYYY
2	G/L Account Number	N/A	Up to 30	x(30)
3	Transaction Type	N/A	Up to 100	x(100)
4	Payment Amount	N/A	11	99999999999
5	Debit/Credit	N/A	1	"D" or "C"

File type is comma-delimited.

HTE Software G/L Interface File Structure (HTE)

G/L interface prefix to use in parameter file: **HTE**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	Amount	1	9	999999999
2	G/L Account Number	10	20	x(20)
3	Posting Date	30	6	MMDDYY
4	Reference	36	30	x(30)
5	Posting Type (*)	66	2	x(2)
6	DR/CR Flag (**)	68	1	x(1)
7	Pay Reference(***)	69	20	x(20)

Notes:
 (*) Posting Types: CA=Cash, CK=Check, CC=Cred Card, OT=All other forms of payment
 (**) DR/CR Types: C=Credit, D=Debit
 (***) Pay Reference field only exports when using Detail mode.

HTE Software II G/L Interface File Structure (HT2)

G/L interface prefix to use in parameter file: **HT2**

Note: In order to use this interface program you must be on HTE Version 6.0 or higher AND RecTrac release 9.4a7c or higher.

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Amount	1	9	9999999 99	1
2	DR/CR Flag	10	1	x(1)	2
3	G/L Account Number	11	50	x(50)	
4	Posting Date	61	8	YYYYM MDD	
5	Reference	71	30	x(30)	
6	Payment Type	101	2	9(2)	3
7	Payment Code	103	2	9(2)	4
8	Bank Code	105	3	x(3)	5
9	Project Number	108	6	x(6)	6
10	Receipt Number	114	9	9(09)	7
11	Household#/Name	123	30	x(30)	8

Notes:

- 1 No sign or decimal. *Example: 000001500 = \$15.00*
- 2 C = Credit, D = Debit
- 3 Payment type associated with the pay code fro SAPAYTYP
- 4 Payment code 1–99 directly from RPGLDIST
- 5 Bank Code comes from RPGLCODE (RPG-Dept), positions 1–3.
- 6 Project Number comes from RPGLCODE (RPG-Fund), positions 1-6.
- 7 If running detail interface, then use RPX-RCPTNUMB else if running summary interface, then use 999999999.
- 8 The value of this field will be the household number followed by a slash ("/") followed by the name (first/last)

Default Export File Extension: glexport.txt

Scheduling Available? **Yes.**

HTE Software III G/L Interface File Structure (HT3)

G/L interface prefix to use in parameter file: **HT3**

Note: In order to use this interface program you must be on HTE Version 6.0 or higher AND RecTrac release 9.4a7c or higher.

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Amount	1	9	9999999 99	1
2	DR/CR Flag	10	1	x(1)	2
3	G/L Account Number	11	50	x(50)	
4	Posting Date	61	8	YYYYM MDD	
5	Reference	71	30	x(30)	
6	Payment Type	101	2	9(2)	3
7	Payment Code	103	2	9(2)	4
8	Bank Code	105	3	x(3)	5
9	Project Number	108	6	x(6)	6
10	Receipt Number	114	9	9(09)	7
11	Household#/Name	123	30	x(30)	8

The only difference between this interface and HT2 (above) is that all Paycode 99 Control Account entries are compared to the corresponding revenue accounts used and the fund from the revenue account is used in the interface.

Also, all debits from the Control Account that are not 99 use the fund on the revenue account it came from. Accounts need to be set up in the xxx-xxx-xxx type format, where the fund is stored in the first three digits before\ before the first hash mark

Notes:

- 1 No sign or decimal. *Example: 000001500 = \$15.00*
- 2 C = Credit, D = Debit
- 3 Payment type associated with the pay code fro SAPAYTYP
- 4 Payment code 1–99 directly from RPGLDIST
- 5 Bank Code comes from RPGLCODE (RPG-Dept), positions 1-3
- 6 Project Number comes from RPGLCODE (RPG-Fund), positions 1-6
- 7 If running detail interface, then use RPX-RCPTNUMB else if running summary interface, then use 999999999.
- 8 The value of this field will be the household number followed by a slash ("/") followed by the name (first/last)

HTE Software IV G/L Interface File Structure (HT4)

G/L interface prefix to use in parameter file: **HT4**

<u>Field</u>	<u>Description</u>	<u>Start Po</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Fixed Text	1	2	"00"	
2	Fixed Text	3	4	"0000"	
3	Fixed Text	7	2	"00"	
4	Fixed Text	9	2	"00"	
5	Fixed Text	11	2	"00"	
6	Pay Type	31	2	"0:"	(1)
7	Pay Amount	42	7	"9999999"	(2)
8	Receipt Type	49	2	x(2)	(3)
9	Receipt Number	51	7	"0000000"	(4)
10	Paid Date	58	8	YYYYMMDD	
11	Transaction Sign	117	1	"_" or ""	

Notes:

- 1 If cash, then 1, else 0. Summary post is always 0.
- 2 Pay amount has no decimal. Sign is at Field 11.
- 3 Receipt Type comes from the GL account number field.
- 4 Receipt Number is all zeroes in Summary mode.

IDC G/L Interface File Structure (IDC)

G/L interface prefix to use in parameter file: **IDC**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	G/L Account Number	1	20	x(20)
2	Posting Date	21	6	YYMMDD
3	DR/CR Flag (*)	27	1	x(1) (D/C)
4	Amount (**)	28	9	999999999
5	Reference	37	30	x(30)

Notes:

- (*) DR/CR Types: C=Credit, D=Debit
- (**) Amount: No Dec Point - Last 2 POS = Cents

IDC II Interface File Structure (ID2)

G/L interface prefix to use in parameter file: **ID2**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	G/L Account Number	1	17	x(17)	(1)
2	Cost Center	18	1	x(01)	(2)
3	Pay Code	19	2	9(02)	(3)
4	Posting Date	21	6	YYMMDD D	(4)
5	DR/CR Flag	27	1	x(01)	(5)
6	Amount	28	9	9999999 99	(6)
7	Reference	37	19	x(19)	(7)

Notes:

- 1 Using positions 1–17 of the RPG-ACCTNUMB field.
- 2 Using position 1 of the RPX-COSTCNTR field.
- 3 Using RPX-PAYCODE field.
- 4 No century included in the date.
- 5 C = Credit (Revenue) D = Debit (Expense).
- 6 No decimal point or sign—Last 2 positions = cents. *Example: 00000010550 = \$105.50* The amount will post in SUMMARY for the following field combination: G/L Code Plus Cost Center Plus Pay Code.
- 7 The reference starts with a stringed sequence number followed by fixed text of 'RecTrac Post'. No detail ref is allowed since posting in summary mode only.

Incode File Structure (INC)

G/L interface prefix to use in parameter file: **INC**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Receipt No.	zzzzzzzz9	(1)
2	Sequence No.	zzz9	(2)
3	Journal Code	x(30)	(2)
4	Amount	zzz,zz9.99	Includes decimal
5	Paycode	z9	
6	Date	MMDDYYYY	

Data is exported as a comma-delimited text (.txt) file. The file contains all detail transactions.

Notes:

- 1 When posting in summary, the receipt is a sequence number
- 2 For each receipt number, a sequential number is listed for each transaction tied to that receipt. When you get to the next receipt number, the sequential number starts over. When posting in Summary Mode, this number is always "1."

JD Edwards Software G/L Interface File Structure (JDE)

G/L interface prefix to use in parameter file: **JDE**

<u>Field</u>	<u>Description</u>	<u>Starting Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	G/L Account Number	01	20	x(20)	(1)
2	Pay Code	21	2	9(02)	(2)
3	Amount	23	11	-9999999999	(3)
4	Date	34	8	YYYYMMDD	
5	Location	42	5	x(5)	(4)

Records are fixed length (41 bytes).

Notes:

- 1 Use the G/L Code account number (RPG-ACCTNUMB) as is.
- 2 Use the G/L distribution pay code (RPX-PAYCODE) as is. For offset records, this will be the offset pay code.
- 3 The amount is always 11 characters long with leading sign and zero filled. No decimal point will be included with an assumed decimal prior to third number from the right. Normal credit postings to revenue will be negative numbers. (ie: additions to revenue). Examples: 150.25 = -0000015025 (revenue) /-150.25 = 0000015025 (refund)
- 4 The location comes from the temp-table LOCWORK that is created by going through each RPSECURE record and creating records with user's location code and cash drawer code. This is then used to correctly link each RPGLDIST transaction to the correct location.

Offset records will be created at the end of the batch by date by offset location (if applicable) and by pay code.

JD Edwards Software II G/L Interface File Structure (JD2)

G/L interface prefix to use in parameter file: **JD2**

<u>Field</u>	<u>Description</u>	<u>Starting Pos</u>	<u>Length</u>	<u>Notes</u>
1	Current Date	1	8	YYYYMMDD
2	Business Unit	9	12	(1)
3	Object Account	21	6	(1)
4	Subsidy Account	27	8	(1)
5	Subledger Acct	35	8	(2)
6	Amount	43	16	999999999999.99 (3)
7	Offset Type	59	1	(4)

The file is fixed-length. Records are fixed length (41 bytes).

Notes:

- 1 Uses the G.L code account number (RPG-ACCTNUMB). The business unit is the first entry, the object account is the second entry and the subsidy account is the third entry, separated by periods (.).
- 2 This is the cost center linked to the transaction.
- 3 The amount has a "+" or a "-" at the end.
- 4 Only used with offset records. Cash/check is a "1" and credit card is a "2."

Offset records will be created at the end of the batch by pay code.

Jonas Software G/L Interface File Structure (JON)

G/L interface prefix to use in parameter file: **JON**

Field	Description	Format	Notes
1	Company Code	9(02)	Use RPG-FUND as is
2	Department	9(01)	Use RPG-DEPT as is
3	G/L Account	x(20)	Use RPG-ACCTNUMB as is
4	G/L Sub-Account	x(20)	Not Used – Leave Blank
5	Date	x(10)	MM/DD/YYYY
6	Amount	-999.99	(1)
7	Reference	x(40)	(2)
8	Description	x(20)	RecTrac Interface

Notes:

- 1 The amount is a signed value that includes the decimal. CREDITS will have a leading (-) sign. DEBITS will have no sign. *Example, \$150.23 Credit = -150.23.*
- 2 The reference will be the RPX-REF[1] and RPX-REF[2] fields concatenated together for 'DETAIL' posting. Will be fixed at 'SUMMARY POST' when doing 'SUMMARY' posting.

Kerrville, TX G/L Interface File Structure (KER)

G/L interface prefix to use in parameter file: **KER**

Field	Description	Format	Notes
1	Receipt Number	zzzzzzzz9	(1)
2	Sequence Number	zzz9	(2)
3	Account Number	x(30)	
4	Amount	zzzzz9.99	Includes decimal
5	Date	MMDDYYYY	
6	Reference	x(30)	Hardcoded "DEPOSIT."

Data is exported as a comma-delimited text file.

Notes:

- 1 When posting in Summary, the receipt is a sequence number.

2 For each receipt number, a sequential number is listed for each transaction tied to that receipt. When you get to the next receipt number, the sequential number starts over. When posting in Summary, this number is always "1."

Kettering, City of, OH G/L Interface File Structure (KET)

G/L interface prefix to use in parameter file: **KET**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	G/L Account	1	20	x(20)
2	G/L Sub-Account	21	20	x(20)
3	Payment Reference	41	30	x(30)
4	Posting Date	71	8	YYYYMMDD
5	Debit Amount(*)	79	9	999999999
6	Credit Amount(*)	88	9	999999999
7	Cash Drawer	97	4	9999
8	Payment Type(**)	101	1	9

Notes:
 (*) Last two digits of CREDIT and DEBIT amounts are the "cents" of the amount. All amounts are (+).
Example: 000015025 = \$150.25
 (**) 1=Chk, 2=Cash, 3=CrCard, 4-6=Other, 7=Jrnl, 8=System

Lacey, WA G/L Interface File Structure (LAC)

G/L interface prefix to use in parameter file: **LAC**

<u>Field</u>	<u>Description</u>	<u>Beg</u>	<u>End</u>	<u>Format</u>	<u>Notes</u>
1	Batch Type	1	2	x(2)	Hardcoded "TF"
2	User ID	3	12	x(3)	
3	Transaction Year	13	16	999	
4	Transaction Month	17	18	99	
5	Account Number	19	35	x(17)	(1)
6	Description	36	60	x(25)	Hardcoded "VSI"
7	Amount	61	77	+99999999999999.99	

The file is fixed-length. Line items in the file are summarized by account number, user ID and year/month.

Notes:
 1 The account number comes from the Account Number field on the GL.

Lake In The Hills, IL G/L Interface File Structure (LIH)

G/L interface prefix to use in parameter file: **LIH**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Format</u>	<u>Notes</u>
1	Revenue Code	1	x(8)	
2	Payment Type	9	9	If the payment type is credit card, the first character of the pay code description is placed in the export file instead of the payment type 3.
3	Customer ID	10	x(25)	GL Mod Link
4	Customer Name	35	x(19)	Last Name
5	Receipt Total	54	zzzzzzzz9.99-	
6	Reference	65	x(20)	
7	Transaction Date	86	MM/DD/YYYY	

The file type is fixed-length.

Las Vegas, NV G/L Interface File Structure (LVN)

G/L interface prefix to use in parameter file: **LIH**

<u>Field</u>	<u>Description</u>	<u>Beg</u>	<u>End</u>	<u>Format</u>	<u>Notes</u>
1	Account Number			x(20)	
2	Project ID			x(8)	
*3	Post Date			Set to Today	
*4	Encumb Date			Set to Regular	
5	Type			Set to "D" or "C"	
6	Amount			"zzzzzz9.99"	
*7	Journal			Set to "JE"	
*8	Journal Reference			Set to "Beginning Balance Entry"	

Notes:
 1 Creates fixed format .dat export file
 2 Has summary (by account number/project) or detail options
 3 Has offset postings

Special Note:
 * Hard coded into export

Default Export File Extension: gldump.dat

Scheduling Available? **Yes.**

LeisureSoft Interface G/L Interface File Structure (LSI)

G/L interface prefix to use in parameter file: **LSI**

Field	Description	Format	Notes
1	Record ID	Character	Cash, Refund, Revenue (1)
2	Date of Batch	YYYYMMDD	Log with each transaction
3	Batch Number	Integer	User entered field
4	G/L Account Number	Character	XX-XXX-XXX-XXX
5	Program Number	Character	VSI Modlink
6	Transaction Amount	Decimal	999,999.99- (2)
7	DR/CR Flag	Character	C or D

LeisureSoft layout records are is tilde (~) delimited.

Notes:

- 1 All credits will have 'revenue' as value; all debits will have 'refund' as value; and last entry in batch will be 'cash' as this record is net dollar total of all batch records.
- 2 Posting amount will have commas and decimal point and always will be represented as a positive number.

LOCIS G/L Interface File Structure (LOC)

G/L interface prefix to use in parameter file: **LOC**

Field	Description	Start Position	Length	Format	Notes
1	Date	1	10	MM/DD/YYYY	(1)
2	Receipt Number	11	9	9(09)	(2)
3	G/L Account Number	20	15	x(15)	(3)
4	Amount	35	13	999999999.99-	(4)
5	Household ID	48	9	9(09)	(5)

Notes:

- 1 Include the '/' between month, day and year.
- 2 Use receipt number from RPGLDIST as is. Used to link a LOCIS transaction back to RecTrac during an audit if necessary.
- 3 Use the first 15 positions of RPG-ACCTNUMB as is.
- 4 The amount has 9 digits left of the decimal followed by 2 digits right of the decimal plus the sign. Credits will have a (-) sign and debits will be blank.
Example: 000000123.50- would be a credit for \$123.50.
- 5 Use RPX-PRIMEID from RPGLDIST as is. Used to link a LOCIS transaction back to RecTrac during an audit if necessary.

The offset records are created from the SAP-GLCODE in SAPAYTYP. The program used the same logic to determine the Account Number as that used for the detail records.

Los Altos, CA G/L Interface File Structure (LOS)

G/L interface prefix to use in parameter file: **LOS**

Field	Description	Start Position	Length	Format	Notes
1	GL Code			zzzzz9	
2	Date			MM/DD/YYYY	
3	Debit Amount			>>>>>>>9.99	
4	Credit Amount			>>>>>>>9.99	
5	Total Amount			->>>>>>>9.99	Note (1)

Notes:

- 1 This is the grand total of the whole export file. The data is exported as a comma-delimited text file.

Loudon County, VA G/L Interface File Structure (LVA)

G/L interface prefix to use in parameter file: **LVA**

Field	Description	Format
1	Posting Date	YYYYMMDD
2	Posting Time	HHMM
3	Account Number	x(100)
4	Amount	999999999-
6	Pay Code	99
7	Cash Drawer	9999

Notes:

1. The posting date has no slashes or dashes, just raw number
2. ws-acctnumb = RPGLCODE.RPG-Fund + "-" + RPGLCODE.RPG-dept + "-" + entry(2,rpglcode.rpg-acctnumb) + "-" + entry(1,rpglcode.rpg-acctnumb) + "-" + entry(3,rpglcode.rpg-acctnumb) + "-" + entry(1,rpglcode.rpg-miscinfo) + "-" + entry(2,rpglcode.rpg-miscinfo) + "-" + entry(3,rpglcode.rpg-miscinfo) + "-" + entry(4,rpglcode.rpg-miscinfo)
3. Amount is zero filled, no decimal, signed. (-) Is A DEBIT
4. Use RPX-PAYCODE as is for this field
5. Use RPX-CASHDRWR as is for this field

Special Note:

- A. The offset records are created from the SAP-GLCODE in SAPAYTYP. The program uses the same logic to determine the ACCOUNT NUMBER as that used for the detail records.

File format is a comma separated .csv

Default File Type Extension: gldump.csv

Default Error File: gldump.err

Scheduling Available? **No**.

Loveland, CO G/L Interface File Structure (LOV)

G/L interface prefix to use in parameter file: **LOV**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Journal Type	x(5)	"ACT"
2	Source Code	Zz	"GL"
3	Journal Name	x(40)	Cost Center Name + Date of Journal Creation
4	Description	x(250)	GL Code
5	Effective Date	z9/z9/999	Transaction Date
6	Account Number	x(100)	GL Account Number
7	Debit Amount	9999999.99	Amount of Debit
8	Credit Amount	9999999.99	Amount of Credit
9	Project	x(12)	Blank
10	Vendor Number	x(12)	Blank
11	Optional Fiscal Period	z9/z9/999	Blank
12	Optional Transaction Entered Date	z9/z9/999	Blank
13	Optional Transaction Comments	x(40)	GL Code Description
14	GLTX Pool Cash Code	x(10)	Blank

File format is a comma-delimited file with fixed length columns.

Default File Type Extension: glexport.txt

Scheduling Available? **Yes**.

Marines (US) G/L Interface File Structure (UMC)

G/L interface prefix to use in parameter file: **UMC**

Header Record Layout

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	Posting Date	1	8	CCYYMMDD

Detail Record Layout:

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Posting Account	1	24	x(24)	1
2	Filler	25	2	x(02)	
3	Debit Amount	27	10	999999 99.99	2
4	Filler	37	2	x(02)	
5	Credit Amount	39	10	999999 99.99	2

Marine layout has a header record that is 8 bytes and one or more detail records that are 48 BYTES each.

Notes:

- 1 Posting account is made of 4 parts. 2 from RPC-ACCTNUMB; 1 from RPG-ACCTNUMB; and 1 from RPP-INSTCODE. RPP-INSTCODE + "-" + CC-ACCT1 + "-" + GL-ACCT + CC-ACCT2 where: CC-ACCT1 = Pos 1-7 of RPC-ACCTNUMB; CC-ACCT2 = Pos 9-11 of RPC-ACCTNUMB; GL-ACCT = Pos 1-8 RPG-ACCTNUMB;
- 2 Debit/Credit amounts are zero filled with decimal and no sign
Example: 0000150.25 = \$150.25

Marines (US) II G/L Interface File Structure (UM2)

G/L interface prefix to use in parameter file: **UM2**

SA0420 calls SA04UM2 because of the G/L interface prefix of 'UM2'. SA04UM2 will then run SA14UM2 with a parameter of 'MENU' so that user gets interface screen. Most of the time SA14UM2 will be run in batch mode using front end program of MARINE-GL and input file (e.g., MARINE-GL.inp) filled with the name value pairs.

Header Record Layout

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>
1	Posting Date	1	8	CCYYMMDD

Detail Record Layout:

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Posting Account	1	24	x(24)	(1)

2	Filler	25	2	x(02)	
3	Debit Amount	27	10	9999999.99	(2)
4	Filler	37	2	x(02)	
5	Credit Amount	39	10	9999999.99	(2)

Marine layout has a header record that is 8 bytes and one or more detail records that are 48 BYTES each.

Notes:

- Posting account is made of 4 parts. 2 from RPC-ACCTNUMB; 1 from RPG-ACCTNUMB; and 1 from RPP-INSTCODE. RPP-INSTCODE + "-" + CC-ACCT1 + "-" + GL-ACCT + CC-ACCT2 where: CC-ACCT1 = Pos 1-7 of RPC-ACCTNUMB; CC-ACCT2 = Pos 9-11 of RPC-ACCTNUMB; GL-ACCT = Pos 1-8 RPG-ACCTNUMB;
- Debit/Credit amounts are zero filled with decimal and no sign
Example: 0000150.25 = \$150.25

Matteson, IL G/L Interface File Structure (MAT)

G/L interface prefix to use in parameter file: **MAT**

Field	Description	Format	Notes
1	Journal Entry Number	x(8)	(1)
2	Entry Description	x(25)	(2)
3	Fund or Organization	x(16)	(3)
4	Account Number	x(8)	(4)
5	Project	x(8)	Leave Blank
6	Project Account	x(8)	Leave Blank
7	Debit Amount	9(12)	(5)
8	Credit Amount	9(12)	(5)
9	Hold Flag	x(1)	Fixed Value: "1"
10	Posting Date	x(10)	MM/DD/YYYY
11	Clerk	x(8)	Clerk's ID
12	Batch Number	x(8)	From screen input WS-BATCH
13	Fiscal Year	x(2)	From screen input WS-FSCYR
14	Accounting Period	x(2)	From screen input WS-PERIOD
15	Item Description	x(25)	Leave Blank

Fields are pipe (|) delimited.

Notes:

- The journal entry number must be a unique value for all batches that have been entered. Will calc this by taking the prefix "RT" and appending the current date (such as 01/01/2009) converted to a five (5)-character string value filling left with leading zeros. Will then put this value in the field WS-JRNLNUMB and allow user to adjust. If multiple batches are created in a day, tehn use will have to add a suffix to keep this value unique.

2 Use RPX-REF[1] as is to populate this field
 3 Use RPG-FUND as is to populate this field.
 4 Use positions 1-8 of RPG-ACCTNUMB as is for this field.
 5 This amount will always be a positive amount. The decimal point is assumed. If transaction is a Credit, then make the Debit field "000000000000." Likewise, if the transaction is a Debit, make the credit field "000000000000." *Example: \$150.00 credit would post debit and credit values as follows: 000000000000 | 00000001500.*

The offset records are created from the SAP-GLCODE in SAPAYTP. The program uses the same logic to determine the Account Number and Fund as that used for the detail records.

Default File Type Extension: gldump.txt

Scheduling Available? **No.**

Miramar FL Financial Software G/L Interface File Structure (MFL)

G/L interface prefix to use in parameter file: **MFL**

Uses Munis

<u>Field Name</u>	<u>Pos</u>	<u>Type</u>	<u>Comments</u>
N/A	1-19	Char	Space
Cross Reference Account or Space	20-54	Char	RecTrac Receipt #
Comment	55-84	Char	RecTrac Mod Link
Reference 2	85-94	Char	Spaces
Reference 3	95-106	Char	Spaces
Debit or Credit	107	Char	D=Debit, C=Credit
Gross Amount	108-120	Int	Decimal Point in not included
Encumb Debit or Credit	121	Char	Space
Encumb Gross Amount	122-134	Int	Spaces
Allocation Code	135-139	Int	Space
Transaction Type	140-140	Char	"A"
Account Type	141-141	Char	"R"
MUNIS Full Amount	142-196	Char	RecTrac GL Account #
Project String Type	197-197	Char	Spaces
Project String	198-240	Char	Spaces

Notes:
 1 File layout is a fixed column (width) *.dat file

Default Export File Type: tem<date>.dat *For Example: tem07082014.dat*

Scheduling Available? **No.**

Mitchell Humphries Financial Software G/L Interface File Structure (PCH)

G/L interface prefix to use in parameter file: **PCH**
 (Interface was originally for Prince William County)

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Cost Center Account	N/A	
2	GL Account	N/A	(1)
3	GL Account	N/A	(2)
4	Amount	->>>>>9.99	
5	Description	N/A	(3)
6	Transaction Date	MM/DD/YYYY	

File is comma-delimited.

Notes:

- 1 This value is the first entry in the GL format of xxx-xxxx.
- 2 This value is the second entry in the GL format of xxx-xxxx.
- 3 The description is the Cost Center plus the Transaction date.

Paycode offsets are created in this file and grouped by pay type. Checks and cash are lumped together in one offset line.

Moraine, OH G/L Interface File Structure (MOR)

G/L interface prefix to use in parameter file: **MOR**

<u>Field</u>	<u>Description</u>	<u>Length</u>	<u>Notes</u>
1	Account Number	N/A	
2	Account Description	N/A	
3	Posting Date	10	MM/DD/YYYY
4	Posting Amount	11	(1)
5	DR/CR Flag	1	D/C
6	Household ID	N/A	

Notes:

- 1 The posting amount has no sign and no decimal point. *For Example: \$1505.25 will post as 00000150525.*

MSI G/L Interface File Structure (MSI)

G/L interface prefix to use in parameter file: **MSI**

Field	Description	Start Pos	Length	Format
1	G/L Account	1	17	x(17)
2	Payment Reference	18	30	x(30)
3	Posting Date	48	6	YYYYMMDD
4	Debit Amount(*)	56	9	999999999
5	Credit Amount(*)	65	9	999999999

Notes:

(*) Last two digits of CREDIT and DEBIT amounts are the "cents" of the amount. All amounts are (+).
 Example: 000015025 = \$150.25

MSI II G/L Interface File Structure (MS2)

G/L interface prefix to use in parameter file: **MS2**

Field	Description	Start Position	Length	Format
1	G/L Account	1	17	x(17)
2	Payment Reference	18	30	x(30)
3	Posting Date	48	6	YYYYMMDD
4	Debit Amount (*)	56	9	999999999
5	Credit Amount (*)	65	9	999999999

Notes:

(*) Last two digits of credit and debit amounts are the 'cents' of the amount. All amounts are (+).
 Example: 000015025 = \$150.25

MSI III G/L Interface File Structure (MS3)

G/L interface prefix to use in parameter file: **MS3**

Field	Description	Start Pos	Length	Format	Note
1	Fiscal Year	1	2	99	1
2	Journal Type	3	2	x(2)	2
3	Journal ID	5	8	99999999	3

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Note</u>
4	Sequence Number	13	3	999	4
5	G/L Account Number	16	13	x(13)	5
6	Trans Description	29	30	x(30)	6
7	BLANK	59	10	x(10)	7
8	BLANK	69	20	x(10)	7
9	Debit Amount	89	11	9(8) .99	8
10	Credit Amount	100	11	9(9) .99	8
11	BLANK	111	10	x(10)	7
12	BLANK	121	10	x(10)	7
13	BLANK	131	9	x(10)	7

Notes:

- 1 The Fiscal Year will come from the FISC-YR field that is part of the screen selection criteria.
- 2 The Journal Type will always be "GJ"
- 3 The Journal ID is left-justified and should be the string value of BEG-DATE in YYYYMMDD format.
- 4 The Sequence Number is a sequential number of transactions that are included in the batch starting with 1. Left fill zeros (ie: 001, 002, etc)
- 5 Use the first 13 characters of RPG-ACCTNUMB
- 6 Use RPX-REF[1] and RPX-REF[2] concatenated
- 7 Fill with spaces
- 8 Last two digits of CREDIT and DEBIT amounts are the "cents" of the amount. All amounts are (+).
EXAMPLE: 000015025 = \$150.25

Munis Systems G/L Interface File Structure (MUN)

G/L interface prefix to use in parameter file: **MUN**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Org ID	1	8	x(8)	(1)
2	Object	9	6	x(6)	(2)
3	Project	15	5	x(5)	Optional
4	Comment	20	30	x(30)	(3)
5	Reference 2	50	10	x(10)	Not Used
6	Reference 3	60	12	x(12)	Not Used
7	DR/CR Flag	72	1	x(01)	(4)
8	Posting Amount	73	13	99999999999999	(5)
9	Source	86	3	x(03)	(6)
10	Post Date	89	8	MM/DD/YY	
11	Reference 1	97	6	x(06)	Not Used

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
12	Trans Number	103	3	9(03)	Not Used

Munis Systems layout is fixed length (106 char).

Notes:

- 1 Always starts with 'REC' and then appends first 2 char of RPG-ACCTNUMB to complete the value.
- 2 The object is positions 3-6 of RPG-ACCTNUMB
- 3 Will post VSI reference in this field
- 4 D=Debit, C=Credit
- 5 Posting amount is 13 digits with NO decimal. Last two positions represent the cents.
Example: 0000000015025 = \$150.25
- 6 Layout Opt 1: NOT USED - Leave BLANK
Layout Opt 2: Hardcoded to "GCR"

Munis Systems II Software G/L Interface (MU2)

G/L interface prefix to use in parameter file: **MU2**

<u>Field</u>	<u>Description</u>	<u>Start</u>	<u>POS</u>	<u>Length</u>	<u>Notes</u>
1	Org ID	1	8	x(8)	(1)
2	Object	9	6	x(6)	(1)
3	Project	15	5	x(5)	(1)
4	Full Account	20	35	x(35)	Not Used
5	Comment	55	30	x(30)	(2)
6	Reference 2	85	10	x(10)	Not Used
7	Reference 3	95	12	x(12)	Not Used
8	DR/CR Flag	107	1	x(01)	(3)
9	Posting Amount	108	13	9999999999999	(4)
10	DR/CR Flag	121	1	x(01)	(3)
11	Encumb Amount	122	13	9999999999999	(5)
12	Allocation Code	135	5	x(05)	(6)
13	Transaction Type	140	1	x(01)	(7)

Munis Systems Layout is fixed length (134 - 140 char).

Notes:

- 1 RPG-ACCTNUMB is in the format of Org ID + " " + Object
- 2 Will post VSI pay reference in this field
- 3 D = Debit C = Credit
- 4 Posting amount is 13 digits with NO decimal. Last two positions represent the cents.
Example, 0000000015025 = \$150.25
- 5 Not used but the position is filled with all 0's.
- 6 Screen option to include as blanks or skip all together.
- 7 Screen option to include an "A" or skip all together.

Default Export File Type: gldump.dat

Scheduling Available? **No**.

Munis Systems III Software G/L Interface File Structure (MU3)

G/L interface prefix to use in parameter file: **MU3**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Fiscal Year	1	4	9999	(1)
2	Charge Code	5	6	x(6)	(2)
3	Payment Date	11	8	MMDDYYYY	(3)
4	Household Name	19	20	x(20)	(4)
5	Payment Method	39	1	9(01)	(5)
6	Payment Ref	40	16	x(16)	(6)
7	Amount Paid	56	10	9999999999	(7)
8	Transaction Ref	66	12	x(12)	(8)
9	Filler	78	54	x(54)	<Blank>
10	CR/LF	151	1	EOR Marker	

Munis Systems layout is fixed length (151 char).
 MU3 is used with Munis ARMSIMPT File Layout.

Notes:

- 1 WS-FISCYEAR - Entered on the screen
- 2 RPG-ACCTNUMB position 1 through 6
- 3 RPX-DATE formatted as MMDDYYYY
- 4 RPX-PRIMEID as is for this field
- 5 The payment method is translated based on RPX-PAYCODE using the matrix as follows:

<i>MUNIS Pay Method</i>	<i>RecTrac Pay Type</i>
1 (Check)	1 (Check)
2 (Cash)	2 (Cash)
3 (Cred Card)	3 (Cred Card)
4 (Bank Xfer)	12 (Transfer)
5 (Other)	4 (Gift cert)
5 (Scholarship)	
6 (FCurrency)	
7 (Journal)	
8 (System)	
9 (Misc)	
10 (CYS Agency)	
11 (Marine DPP)	
13 (Cred Book)	
14 (Gift Card)	
6 (Manual)	Not Applicable
- 6 RPX-REF[1] positions 1-16
- 7 RPX-AMOUNT - decimal is assumed with leading (-) if the transaction is a debit.
 Example: 000015025 = \$150.25 Credit
 Example: -000015025 = \$150.25 Debit
- 8 RPX-RCPTNUMB as is for this field

Munis Systems IV Software G/L Interface File Structure (MU4)

G/L interface prefix to use in parameter file: **MU4**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Org ID	1	8	x(8)	(1)
2	Object	9	6	x(6)	(2)
3	Project	15	5	x(5)	
4	Comment	20	30	x(30)	(3)
5	Reference 2	50	10	x(10)	Not Used
6	Reference 3	60	12	x(12)	Not Used
7	DR/CR Flag	72	1	x(01)	(4)
8	Posting Amount	73	13	9999999999999	(5)
9	Source	86	3	x(03)	(6)
10	Post Date	89	8	MM/DD/YY	
11	Reference 1	97	6	x(06)	Not Used
12	Transaction No.	103	3	9(03)	Not Used

Munis Systems layout is fixed length (106char).

<u>Notes:</u>	
1	Org ID is positions 1-8 of RPG-ACCTNUMB.
2	The object is positions 9-14 of RPG-ACCTNUMB.
3	Will post VSI reference in this field.
4	D=Debit. C=Credit.
5	Posting amount is 13 digits with no decimal. Last two (2) positions represent the cents. <i>Example: 00000000015025 = \$150.25</i>
6	Hardcoded to "GCR."

Munis Systems V Software G/L Interface File Structure (MU5)

G/L interface prefix to use in parameter file: **MU5**

Header Record Layout

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Fixed Text	1	1		Fixed as "H"
2	Fiscal Year	2	4	999	(1)
3	Payment Date	6	8	MMDDYYYY	
4	Reference	14	40	x(40)	(2)
5	Payment Method	54	1	9	(4)
6	Transaction Ref	71	12	x(12)	(3)

Detail Record Layout

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Fixed Text	1	1		Fixed as "D"
2	Charge Code	2	6	x(6)	(5)
3	Amount Paid	8	11	99999999999	(6)

Munis Systems layout is fixed length (151).
 MU5 is used with Munis ARMSIMPT File Layout.

Notes:	
1	Fiscal Year is entered on the screen.
2	Reference field will hold the household name, if available
3	The transaction reference will hold the receipt number.
4	The payment method is translated based on RPX-PAYCODE using the matrix as follows:
	<i>MUNIS Pay Method</i> <i>RecTrac Pay Type</i>
	1 (Check) 1 (Check)
	2 (Cash) 2 (Cash)
	3 (Cred Card) 3 (Cred Card)
	4 (Bank Xfer) 12 (Transfer)
	5 (Other) 4 (Gift cert)
	5 (Scholarship)
	6 (F'Currency)
	7 (Journal)
	8 (System)
	9 (Misc)
	10 (CYS Agency)
	11 (Marine DPP)
	13 (Cred Book)
	14 (Gift Card)
	6 (Manual) Not Applicable
5	RPG-ACCTNUMB position 1 though 6.
6	RPX-AMOUNT – decimal is assumed with leading"—" if the transaction is a debit or a space if a credit. <i>Example: 0000015025 = 150.25 Credit / -0000015025 = \$150.25 Debit.</i>

Munis Systems VI Software G/L Interface File Structure (MU6)

G/L interface prefix to use in parameter file: **MU6**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Org ID	1	8	x(8)	(1)
2	Object	9	6	x(6)	(1)
3	Project	15	5	x(5)	(1)
4	Full Account	20	35	x(35)	Not Used
5	Comment	55	30	x(30)	(2)
6	Reference 2	85	10	x(10)	Not Used
7	Reference 3	95	12	x(12)	Not Used
8	DR/CR Flag	107	1	x(01)	(3)

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
9	Posting Amount	108	13	9999999999999	(4)
10	DR/CR Flag	121	1	x(01)	(3)
11	Encumb Amount	122	13	9999999999999	(5)
12	Allocation Code	135	5	x(05)	(6)
13	Transaction Code	140	1	x(01)	(7)

Notes:

- 1 RPG-ACCTNUMB is in the format of: Org ID + " " + Object + " " + Project
- 2 Will post VSI pay reference in this field
- 3 D=Debit C=Credit
- 4 Posting amount is 13 digits with NO decimal. Last two positions represent the cents.
EXAMPLE: 000000015025 = \$150.25
- 5 Not used but the position is filled with all 0's
- 6 Screen option to include as blanks or skip all together.
- 7 Screen option to include an "A" or skip all together.

Special Note:
A N/A = Not Used.

Default file export type: gldump.dat

Scheduling Available? **No**

Munismart G/L Interface File Structure (MUS)

G/L interface prefix to use in parameter file: **MUS**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>End Position</u>	<u>Format</u>
1	Posting Date	1	10	MMDDYYYY
2	Account	11	35	
3	Debit/Credit	36	37	DB or CR
4	Amount	38	49	(1)
5	Reference Number	50	59	(2)
6	Description	60	85	(3)

Munismart layout is fixed-length,

Notes:

- 1 The amount is padded with zeros and has an implied decimal point.
- 2 The reference number is the cost center.
- 3 The description is the cost center description.

Nassua County, NY Software G/L Interface File Structure (NAS)

G/L interface prefix to use in parameter file: **NAS**

<u>Field</u>	<u>Description</u>	<u>Position</u>	<u>Format</u>
1	Hardcoded "RT"	1	
2	Hardcoded "D"	3	
3	Month of End Date	5	MM
4	Year of End Date	7	
5	Transaction Code	11	
6	Hardcoded "RT"	15	
7	End Date	17	YYYYMMDD
8	Hardcoded "RTPK"	33	
9	Bank Number	61	
10	Tax GL	75	
11	Subsystem ID	81	
12	Index Code	100	
13	GL Code	112	
14	Index Code	100	
15	Grant Level 1	126	
16	Grant Level 2	132	
17	Transaction Amount	150	"999999999999999999"
18	Zero Padding	167	"000000000000000000"
19	Description	184	
20	Current Date Run	237	YYYYMMDD
21	Zero Padding	245	"000000000000000000"
22	Zero Padding	266	"000000000000"
23	Zero Padding	282	"00000000000000"
24	Hardcoded "\$BATCH"	305	

Layout is fixed-length.

Navy (US) G/L Interface File Structure (NAV)

G/L interface prefix to use in parameter file: **NAV**

This is NOT the SAP interface.

Field	Description	Start Position	Length	Format
1	NAFIS Code	1	2	x(02)
2	Installation Code	3	2	x(02)
3	Fund Code	5	3	x(03)
4	Location Code (1)	8	2	x(02)
5	Journal Date	10	6	YYMMDD
6	Posting Date	17	6	YYMMDD
7	DR/CR Flag (2)	26	1	x(01)
8	GLAC (3)	27	3	x(03)
9	Department (4)	30	2	x(02)
10	Amount (5)	32	11	x(11)
11	Fixed Text 'CR'	78	2	x(02)

Notes:

- 1 Location code is positions 1-2 of RPC-ACCTNUMB
- 2 DR/CR Flag = 'C' or 'D'
- 3 GLAC is positions 1-3 of RPG-ACCTNUMB
- 4 Department code is positions 3-4 of RPC-ACCTNUMB
- 5 Last two digits of posting amount is the 'cents' of the amount. All amounts are positive.
Example: 000015025 = \$150.25

New Lenox, IL G/L Interface File Structure (LEN)

G/L interface prefix to use in parameter file: **LEN**

Field	Description	Position	Notes
1	Fiscal Year	1	Always "0000"
2	Charge Code	5	(1)
3	Payment Date	11	(2)
4	Paid By	19	Always "LSSE"
5	Payment Method	39	(3)
6	Amount Paid	56	

The file is fixed position.

Notes:

- 1 The charge code is the actual cost center and is always five (5) digits.
- 2 The payment date is the date the interface is run in MMDDYYYY format.

3 Payment method is 1=check, 2=cash, 3=CCard, 5=All else. If the Paycode is an 11 or 12, then payment method is hardcoded as a 3 (CCard).

New World Systems Software G/L Interface File Structure (NWW)

G/L interface prefix to use in parameter file: **NWW**.

Field	Description	Format	Notes
1	Account Number	x(20)	RPG-ACCTNUMB as is
2	Transaction Amount	DEC	(1)
3	Project	x(20)	NOT USED
4	Sub-Project	x(20)	NOT USED
5	Transfer Fund	x(06)	NOT USED
6	Transfer Dept	9(06)	NOT USED
7	Transaction Source	x(30)	(2)
8	Transaction Desc	x(30)	(3)

Fields are delimited by "," symbol and file is created as a .CSV

Notes:

- 1 The transaction amount is a signed decimal value. (+) = Debit / (-) = Credit
- 2 The transaction source will be hard coded as "RecTrac"
- 3 The transaction description will be the RPX-REF fields if the interface is run in DETAIL. It will be hard-coded as "RecTrac Summary Post" if the interface is run in SUMMARY.

The offset records are created from the SAP-GLCODE in SAPAYTYP. All offset postings are done by PAY CODE only. Because the cash postings get split into two different accounts based on location, the program will replace the "X" at the end of the g/l account number for cash with either a 1 or a 6 based on the value of the cash drawer. 0000-4999 Drawer numbers = 1, 5000-9999 Drawer numbers = 6

Ex: Acct# for cash g/l code = 1.122X
 Drawers 0000-4999 would make this 1.1221
 Drawers 5000-9999 would make this 1.1226

Newfoundland Software G/L Interface File Structure (NEW)

G/L interface prefix to use in parameter file: **NEW**

Batch Header File

<u>Field</u>	<u>Description</u>	<u>Position</u>	<u>Length</u>	<u>Format</u>
1	System ID	1	8	Screen Input
2	Record Type	9	1	Always "0"
3	Batch ID	10	6	(1)
4	Batch Date	16	8	Format "MMDDYYYY"
5	Batch Amount	24	12	(2)
6	Batch Desc	36	35	
7	Bank Code	71	2	(3)

Notes:

- 1 The batch ID is the two digit screen input plus a number formatted as "9999". This number is a band-aid and stored in the Misc Interface Code field in GL interface file maintenance. It is incremented by one each time the GL interface is run.
- 2 The batch amount is a total of the ABSOLUTE value of all transactions that fall under the same Bank Code (no decimal).
- 3 The bank code is always 01, 08 or 30. A different header line is put in the file for each bank code. Paycodes of type 1,2,5,6,9,10,11,13,14 are Bank 01, types 3,8 are Bank 08, and types 4,7,8,12 are Bank 30.

Batch Detail Fields

<u>Field</u>	<u>Description</u>	<u>Position</u>	<u>Length</u>	<u>Format</u>
1	Document Code	1	8	(1)
2	Record Type	9	1	Always "1"
3	Seq Numb	10	4	(2)
4	Rule Class	14	4	Always "CR05"
5	Trans Date	18	8	Format "MMDDYYYY"
6	Trans Amt	26	12	No decimal
7	Debit/Credit	38	1	Either + or -
8	Trans Desc	39	35	
9	Fund Code	74	6	(3)
10	Org Code	80	6	(3)
11	Acct Code	86	6	(3)
12	Prog Code	92	6	(3)
13	Blank Space	140	0	(4)

This is fixed-length text (.txt) file.

Notes:

- 1 The doc code is the two digit screen input plus the header batch id.
- 2 Seq numb is incremented by one for each transaction and reset when a new batch header is reached.
- 3 The GL account number is entered as "xxxxxx xxxxxx xxxxxx xxxxxx" and the space is used to separate into the necessary fields.
- 4 A blank is added at the end to make the record line the correct length.

North British Columbia, University of, Software G/L Interface File Structure (NBC)

G/L interface prefix to use in parameter file: **NBC**

Field	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Date	MM DD,YYYY	
2	Fund	N/A	(1)
3	Organization	N/A	(1)
4	Account	N/A	(1)
5	Program	N//a	(2)
6	Activity	N/A	Blank Field
7	Amount	-zzzzz9.99	
8	Description	N/A	

Notes:

- 1 The GL account number is set up as xxxx-xxxx-xxxx. This is separated into the fund, organization and account fields.
- 2 The cost center account number is the program field.
- 3 This uses RPP-MILCODE to store the sequence number.

The file posts in Summary by fund, org, acct and program. All fields are quoted.

Northport, FL Software G/L Interface File Structure (NOR)

G/L interface prefix to use in parameter file: **NOR**

Using HTE

<u>Field</u>	<u>Description</u>	<u>Starting Pos</u>	<u>Length</u>	<u>Format</u>	
1	Amount	1	9	999999999	(1)
2	DR/CR Flag	10	1	x(1)	(2)
3	G/L Account #	11	50	x(50)	
4	Posting Date	61	8	YYYYMMDD	
5	Reference	71	30	x(30)	
6	Payment Code	101	2	9(2)	(4)
7	Payment Type	103	2	9(2)	(3)
8	Bank Code	105	3	x(3)	(5)
9	Project Number	108	6	x(6)	(6)
10	Receipt Number	114	9	9(09)	(7)
11	Household #/Name	123	30	x(30)	(8)

Notes:

- 1 No sign or decimal EX: 000001500 = \$15.00.
- 2 C= Credit. D=Debit.
- 3 Payment type associated with the pay code from SAPAYTYP
- 4 Payment code 1-99 directly from RPGLDIST
- 5 Bank Code comes from RPGLCODE (RPG-BANKCODE) Pos 1-3
- 6 Project Number comes from RPGLCODE (RPG-PROJECT) Pos 1-6
- 7 If running detail interface, then use RPX-RCPTNUMB else if running summary interface, then use 999999999.
- 8 The value of this field will be the household number followed by a slash ("/") followed by the name (first/last)

Default file export type: gldump.dat

Scheduling Available? **No**

Norwich, CT Software G/L Interface File Structure (NWC)

G/L interface prefix to use in parameter file: **NWC**

Using Munis

Field	Description	Starting Pos	Length	Format	
1	Org ID	1	8	x(8)	(1)
2	Object	9	6	x(6)	(1)
3	Project	15	5	x(5)	(1)
4	Full Amount	20	35	x(35)	N/A
5	Commnet	55	30	x(30)	(2)
6	Reference 2	85	10	x(10)	N/A
7	Reference 3	95	12	x(12)	N/A
8	DR/CR Flag	107	1	x(01)	(3)
9	Posting Amount	108	13	9999999999999	(4)
10	DR/CR Flag	121	1	x(01)	(3)
11	Encumb Amount	122	13	9999999999999	(5)
12	Allocation Code	135	5	x(05)	(6)
13	Transaction Code	140	1	x(01)	(7)

Notes:

- 1 RPG-ACCTNUMB is in the format of: Org ID + " " + Object + " " + Project
- 2 Will post VSI pay reference in this field
- 3 D=Debit C=Credit
- 4 Posting amount is 13 digits with NO decimal. Last two postitions represent the cents.
EXAMPLE: 0000000015025 = \$150.25
- 5 Not used but the position is filled with all 0's
- 6 Screen option to include as blanks or skip all together.
- 7 Screen option to include an "A" or skip all together.

Special Note:

A N/A = Not Used.

Default file export type: gldump.dat

Scheduling Available? **No**

NZA Gold Interface G/L Interface File Structure (NZA)

G/L interface prefix to use in parameter file: **NZA**

<u>Field</u>	<u>Description</u>	<u>Max Length</u>	<u>Comments</u>
1	Transaction Type	1	Always 5
2	GL Account Number	20	
3	Posting Date	8	DD/MM/YYYY
4	Pay Reference [1]	30	Char
5	Description	30	Char (Using Modlink)
6	Amount	15	C is a " - " D is a "+"
7	Batch	1	Char – Always G

Record is comma delimited. All character fields have quotes around them. These fields are indicated as 'Char' in the Comments column. All other fields have NO quotes. Summary Posts provide a summary for each Paycode.

Oakbrook Terrace, IL G/L Interface File Structure (OTI)

G/L interface prefix to use in parameter file: **OTI**

Uses Quickbooks

<u>Field</u>	<u>Description</u>	<u>Max Length</u>	<u>Comments</u>
1	Transaction Type	-	Always "General Journal"
2	Posting Date	8	DD?/MM/YYYY
3	GL Account Number	20	
4	Amount	15	C is a " - " D is a " + "
5	Receipt Number	9	
6	Pay Reference 1	20	Char
7	Household Name	20	Char
8	CC Mask	20	Char

Record is tab delimited.

Offset is created by the GL account linked to the paycode.

Summary Post posts a summary for each paycode and the receipt number field is left blank.

Default Export File Type: gldump.iif

Scheduling Available? **No**.

Ogden, NY G/L Interface File Structure (OGD)

G/L interface prefix to use in parameter file: **OGD**

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Format</u>	<u>Notes</u>
1	Year	1	YYYY	Year
2	Month	5	MM	Month
3	Day	7	DD	Day
4	Fund	9	x(3)	1st GL Acct Substring
5	Dept	12	x(4)	2nd GL Acct Substring
6	Line Item	16	x(4)	3rd GL Acct Substring
7	Project	20	x(4)	4th GL Acct Substring
8	Amount	24	x(14)	Absolute Value
9	D or C	38	x(1)	Debit or Credit
10	Remarks	39	x(24)	Comments
11	Period	63	MM	Month of End Date
12	Year	65	YYYY	Year of End Date

Fixed Length File, and always post offsets.

Default Export File Type: glexport.txt

Scheduling Available? **No**

Owensboro, KY G/L Interface File Structure (OKY)

G/L interface prefix to use in parameter file: **OKY**

Uses New World

<u>Field Name</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
GL Date	Transaction Date	MM/DD/YYYY	
GL Account	GL Account Number	x(61)	
Amount	Transaction Amount	9(9.2)	
Description	GL Description	64(x)	
Source	Cost Center Descript	16(x)	
Due To/From	Blank		
Op Trans Org	Blank		
Proj Code 1	Fund, if Available	x(16)	
Proj Code 2	Blank		
Proj Code 3			

Has option for Detail or Summary Modes

Default File Type Extension: glexport.csv

Scheduling Available? **Yes**

Palm Beach Gardens, FL G/L Interface File Structure (PBG)

G/L interface prefix to use in parameter file: **PBG**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Batch Description	x(100)	
2	Transaction Date	MM/DD/YYYY	
3	Account Number	x(3)	
4	Amount	zzzzzzzz9.99-	

The file is comma delimited.

Parkland, FL G/L Interface File Structure (PFL)

G/L interface prefix to use in parameter file: **PFL**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Amount	1	9	999999999	(1)
2	DR/CR Flag	10	1	X(1)	(2)
3	G/L Account Number	11	50	X(50)	
4	Posting Date	61	8	YYYYMMDD	
5	Reference	71	30	X(30)	
6	Payment Type	101	2	9(2)	(3)
7	Payment Code	103	2	9(2)	(4)
8	Bank Code	105	3	X(3)	(5)
9	Project Number	108	6	X(6)	(6)
10	Receipt Number	114	9	9(09)	(7)
11	Household#/Name	123	30	X(30)	(8)

Default Export File Type: glexport.csv

Scheduling Available? **Yes**

Peachtree Financial Software G/L Interface File Structure (PCH)

G/L interface prefix to use in parameter file: **PCH**

<u>Field</u>	<u>Description</u>	<u>Length</u>	<u>Format</u>
1	Deposit Ticket ID*	13	x(13)
2	Hardcoded CASH	4	x(4)
3	Hardcoded CASH SALES	11	x(11)
4	Payment Reference**	Up To 20	x(20)
5	Posting Date	8	MM/DD/YY
6	Cash Account	Up To 15	x(15)
7	# Of Distributions*** 1 Up To 147 (In The Transaction)	zz9	
8	Invoice Paid	Blank	Blank
9	Revenue Account	Up to 15	x(15)
10	Amount****		

Notes:
 (*) This field is set to blank
 (**) Receipt Number is used as the payment reference
 (***) Always posts as 1 with detail posts
 (****) Positive Amount = Credit, Negative Amount = Debit

PeopleSoft Software Interface File Structure (PSS)

G/L interface prefix to use in parameter file: **PSS**

<u>Field</u>	<u>Description</u>	<u>POS</u>	<u>Format</u>	<u>Notes</u>
1	Business Unit	1	x(05)	Fixed CTYCR
2	Business Unit GL	6	x(05)	Fixed CTYCR
3	Journal ID	11	x(10)	Not Used – Leave Blank
4	Journal Date	21	x(10)	Not Used – Leave Blank
5	Ledger	31	x(10)	Fixed ACTUALS
6	Ledger Group	41	x(10)	Fixed ACTUALS
7	Accounting Date	51	x(10)	MM/DD/YYYY
8	Accounting Period	61	x(03)	Not Used – Leave Blank
9	Application Jrnl ID	64	x(10)	(1)
10	Currency Code	74	x(03)	Fixed "USD"
11	Fiscal Year	77	x(04)	Not Used – Leave Blank
12	Foreign Currency	81	x(03)	Fixed USD
13	GL Dist Status	84	x(01)	Fixed N
14	Process Instance	85	x(10)	Fixed "0 (Zero)"
15	Monetary Amount	95	-9(14)v99	(2)
16	Foreign Amount	113	-9(14)v99	(2)
17	Statistic Amount	131	x(18)	Not Used – Leave Blank
18	Journal Line Ref	149	x(10)	Not Used – Leave Blank
19	Journal Description	159	x(30)	Not Used – Leave Blank
20	Account	189	x(06)	(3)
21	Fund	195	x(05)	(4)
22	Department ID	200	9(10)	(5)
23	Class	210	x(05)	Not Used – Leave Blank
24	Budget Period	215	x(08)	(6)
25	Project ID	223	x(15)	Not Used – Leave Blank
26	Transaction ID	238	x(25)	(7)
27	Scenario	263	x(10)	Not Used – Leave Blank
28	Journal Line No	273	x(10)	Not Used – Leave Blank
29	Porogram Code	283	x(05)	(8)

Records are 287 BYTE fixed-length.

Notes:

- 1 If APP-OPT = GolfTrac then GTRAC.
If APP-OPT = RecTrac then RTRAC.
- 2 The amount is a signed value that includes the decimal.
CREDITS will have a leading (-) sign.
DEBITS will have no sign.
Example: -0000000000150.23
- 3 The account will be populated by the first 6 positions of the RPG-ACCTNUMB field.
- 4 The fund will be populated using the first 5 positions of the RPG-FUND field.
- 5 The dept will be populated using the first 10 positions of the RPC-ACCTNUMB field.
- 6 The budget period is a calculated field showing the fiscal year of the transaction. Compare the transaction date to the first month in the fiscal year to determine this 4 digit year.
- 7 The transaction ID is a unique value that will start with either GT (APP-OPT = GolfTrac) or RT (APP-OPT = RecTrac) followed by the date (YYYYMMDD) followed by the time (seconds from midnight) followed by a 6 digit tally number.
- 8 The program code will be populated with RPG-PROJECT field.

PeopleSoft Software II Interface File Structure (PS2)

G/L interface prefix to use in parameter file: **PS2**

<u>Field</u>	<u>Description</u>	<u>Position</u>	<u>Format</u>	<u>Notes</u>
1	Receipt Number	1	x(9)	999999999
2	Receipt Line Number	10	x(4)	9999
3	Date	14	x(10)	MM/DD/YYYY
4	Account Number	24	x(26)	(1)
5	Amount	50	x(10)	999999.99-

File is fixed-length and posts in Summary mode only. Summary is by receipt, date and account number.

Notes:

- 1 The account number is the number on the GL code record plus any Cost Center code attached.

Pinecrest, FL G/L Interface File Structure (PIN)

G/L interface prefix to use in parameter file: **PIN**

Uses New World Systems xml

<u>Node</u>	<u>Attribute</u>	<u>Format</u>	<u>Notes</u>
RptHeader	Receipt Number	x(13)	
	Voided Flag	0	
	Payment Entered Date	MM/DD/YYYY	Transaction Date
	Payment Recorded Date	NN/DD/YYYY	Interface Date
	Payment GL Date	MM/DD/YYYY	Interface Date
	Received from Name	x(64)	HH Nmae
	Receipt Description	x(256)	"RecTrac Transaction"
RcptTxn	Receipt Cashier	x(32)	User ID
	Type	x(64)	Misc Interface Info
	Amount	-zzzzzz9.99	Amount of Rcpt
	Description	"RecTrac Transaction"	
	AR Cust Num	Blank	
	AR Bill Num	Blank	
	AR Bill Type	Blank	
RcptTxnGL	GL Account Number	x(64)	Blank
	Due to Due from Fund	Blank	
	Project Code 1	Blank	
	Project Code 2	Blank	
	Project Code 3	Blank	
	Distribution Amount	-zzzzzz9.99	Amount hitting GL
	Distribution Type	99	1 = Dr, 2=CR
RcptPaymnt	Payment Type	99	See Note 1
	Payment Amount	-zzzzzz9.99	Amt paid w/type
	Payment Check Numb	x(12)	Pay Ref 1 if check
	Payment CC Numb	x(64)	CC Mask
	Payment CC Type	x(64)	CC Brand
	Payment Exp	Blank	
	Payment Validation	x(64)	Confirmation #

Notes:
 1 0=Cash, 1=Check, 2=Charge, 3=Other

Default Export File Type: glexport.xml

Scheduling Available? **Yes**

Pinedale, NY G/L Interface File Structure (PWY)

G/L interface prefix to use in parameter file: **PWY**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Date	99/99/9999	
2	Account Number	x(30)	
3	Amount	-zzzzzz.99	
4	Comment	x(30)	(1)
5	Description	x(30)	(2)

The file posts in Summary by account number and date. It is comma-delimited.

Notes:
 1 The comment is the date range for which the interface is run.
 2 The description is the receipt range covered by the interface.

Pinellas Park, FL G/L Interface File Structure (PPF)

G/L interface prefix to use in parameter file: **PPF**

Users New World

<u>Field Name</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
GL Date	Transaction Date	MM/DD/YYYY	
GL Account	GL Account Number	x(61)	
Amount	Transaction Amount	9(9.2)	
Description	GL Description	64(x)	
Source	Cost Center Descript	16(x)	
Due To/From	Blank		
Op Trans Org	Blank		
Proj Code 1	Fund, if Available	x(16)	
Proj Code 2	Blank		
Proj Code 3	Blank		

Has the option for detail or summary modes. File format is comma delimited csv file.

Default File Type: glexport.csv

Scheduling Available? **Yes.**

Pittsburg, KS G/L Interface File Structure (PIT)

G/L interface prefix to use in parameter file: **PIN**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Receipt Number	zzzzzzzz9	(1)
2	Sequence Number	zzz9	(2)
3	Fund	x(6)	
4	Account Number	x(30)	
5	Amount	zzzzzzzz.99-	
6	Pay Method	x(2)	Cash = 1 Check = 2 Oth = 5
7	Pay Date	MM/DD/YYYY	

The file posts in Summary by account number and date. It is comma-delimited.

Notes:

- 1 When posting in summary, the receipt is a sequence number.
- 2 For each receipt number, a sequential number is listed for each transaction tied to that receipt. When you get to the next receipt number, the sequential number starts over. When posing in summary, this number is always 1.

The data is exported as a comma-delimited text file.

Pittsford, NY G/L Interface File Structure (KVS)

G/L Interface prefix to use in parameter file: **KVS**

<u>Start Pos</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	System	x(2)	"RE" Static
3	Batch	x(4)	"0000" Static
7	Year	YYYY	Year of End Date
11	Month	MM	Month of End Date
13	Day	DD	Day of End Date
15	Sequence	x(6)	Blanks
21	Fund	x(3)	1st GL Acct Substr
24	Dept	x(4)	2nd GL Acct Substr
28	Line Item	x(4)	3rd GL Acct Substr
32	Project	x(4)	4th GL Acct Substr
36	Location	x(4)	5th GL Acct Substr
40	Doc Number	x(8)	0's (Zeros)
48	Amount	x(14)	Absolute Value

62	D or C	x(1)	Debit or Credit
63	Remarks	x(30)	Comments
93	Period	MM	Month of End Date
95	Year	YYYY	Year of End Date

Fixed length file, always summary and always post offsets.

Default File Extension Type: glexport.txt

Scheduling Available? **No**.

Plantation, City of, FL Software G/L Interface File Structure (PLN)

G/L interface prefix to use in parameter file: **PLN**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Posting Date	YYYYMMDD	
2	G/L Account	N/A	
3	Transaction Amount	zzzzz9.99-	
4	Cash Drawer	zzz9	
5	Payment Description	N/A	

The file is comma-delimited with a header line defining each field. Offset records are created by the Paycode offset GL.

QuickBooks G/L Interface File Structure (QUI)

G/L interface prefix to use in parameter file: **QUI**

<u>Field</u>	<u>Description</u>	<u>Max Length</u>	<u>Format</u>	<u>Notes:</u>
1	Transaction Type	1		Always "General Journal"
2	Posting Date	8	DD/MM/YYYY	
3	GL Account Number	20		
4	Amount	15		C is a "-" D is a "+"
5	Receipt Number	9		
6	Pay Reference [1]	20		Char

Record is tab-delimited.

Notes:
Offset is created by the GL account linked to the Paycode. Summary Post posts a summary for each Paycode and the receipt number field is left blank.

QuickBooks II G/L Interface File Structure (QU2)

G/L interface prefix to use in parameter file: **QU2**

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Length</u>	<u>Format</u>
1	Company Code	1	NA	Fixed at W-WO1
2	GL Acct + "-" + Cost CTR	2	99999-99999	
3	Loc Code?	3	NA	Fixed at REC
4	Date	4	NA	99/99/9
5	Amount	5	NA	"->>>>>>>>>9.99"
6	Blank	6	NA	
7	Not Sure (REf???)	7	NA	20
8	Blank	8	NA	
9	Blank	9	NA	
10	Not Sure (REf???)	10	NA	Fixed at "02"???

This is a comma-delimited text (.txt) file.

Notes:
 The offset records are created from the SAP-GLCODE in SAPAYTYP.
 The program uses the same logic to determine the ACCOUNT NUMBER as that used for the detail records.

QuickBooks III G/L Interface File Structure (QU3)

G/L interface prefix to use in parameter file: **QU3**

<u>Field</u>	<u>Description</u>	<u>Max Length</u>	<u>Notes:</u>
1	Transaction Type	-	Always "General Journal"
2	Posting Date	8	DD/MM/YYYY
3	GL Account Number	20	
4	Cost Center	20	
5	Amount	15	C is a "-" D is a "+"
6	Receipt Number	9	
7	Pay Reference [1]	20	Char
8	Name Field	7	Hardcoded to "RecTrac"

Record is tab-delimited.

Notes:
 1 Offset is created by the GL account linked to the Paycode. Summary Post posts a summary for each Paycode and the receipt number field is left blank.

Raymore, MO G/L Interface File Structure (RMO)

G/L interface prefix to use in parameter file: **RMO**

Uses Incode

<u>Field</u>	<u>Description</u>	<u>Notes:</u>
1	Unique Number	Receipt # + Sequence # See Note 1
2	G/L Fund	First 2 digits of GL Account #
3	G/L Account	Full GL Account Number
4	Amount	zzz,zz9.99- Includes decimal
5	Payment Method	See Note 2
6	Pay Reference	Mod link in RecTrac
7	Date	MMDDYYYY

Notes:

1. For each receipt number a sequential number is listed for each transaction tied to that receipt. When you get to the next receipt number, the sequential number starts over.
When posting in summary this number is always 1. Real World G/L Interface File Structure (RWD)
2. CA=Cash
CC=Credit Cards
CK =Check
OT=Other

Default File Extension Type: gldumb<MMDDYY>.csv, where <MMDDYY> is the current date

Scheduling Available? **No**.

Real World G/L Interface File Structure (RWD)

G/L interface prefix to use in parameter file: **RWD**

<u>Field</u>	<u>Length</u>	<u>Positions</u>	<u>Type</u>	<u>Comments</u>
GLAC	8	1-8	N	RPX-GLCODE
Cost Center	8	9-16	AN	RPX-SUBACCT
Tran Date	6	17-22	N	YYMMDD
Seq Number	6	23-28	N	WS-SEQNUMB
Amount	14	29-42	N	99999999999999 No Dec/Sign
DR/CR (+/-)	1	43-43	A	(+) = DR (-) = CR
Source	10	44-53	A	Not Used
Reference	25	54-78	A	RPX-REF[1] or WS-REF
Doc Number	8	79-86	A	Not Used
Journal No	6	87-92	A	Not Used
Post Date	6	93-98	N	YYMMDD (Date of Transaction)
User ID	3	99-101	A	RPX-Userid

Corr Flag	1	102-102	A	Must be 'N'
Cons Flag	1	103-103	A	Must be 'N'
Filler	20	104-123	A	Spaces

Republic, City of, MO G/L Interface File Structure (REP)

G/L interface prefix to use in parameter file: **REP**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Account Number	x(30)	
2	DR/CR Flag	x(01)	D=Debit C=Credit
3	Amount	zz,zzz,zz9.99	Includes decimal

This is a comma-delimited file.

Rye Brook, Village of, NY G/L Interface File Structure (RYE)

G/L interface prefix to use in parameter file: **RYE**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Status Date	1	8	YYYYMMDD	(1)
2	Posting Date	9	8	YYYYMMDD	(2)
3	Fund Account	17	28	x(28)	(3)
4	Transaction Date	45	8	YYYYMMDD	(2)
5	User ID	53	8	x(08)	
6	Detail Description	61	24	x(24)	
7	Posting Amount	85	11	99999999999	(4)
8	Amt. Sign (DR/CR)	96	1	(-) or (+)	(5)
9	Project Code	97	16	x(16)	Not Used
10	General Desc.	113	24	x(24)	Not Used
11	Directory Code	137	6	x(06)	Not Used
12	Reference Code	143	6	x(06)	Not Used
13	Invoice Code	149	14	x(14)	Not Used
14	Voucher Code	163	6	x(06)	Not Used
15	PO Order Code	169	6	x(06)	Not Used
16	1099 Flag	175	1	x(06)	Not Used
17	Filler	176	33	x(33)	Not Used

This layout is fixed length (208 char).

Notes:

- 1 The status date is 'today'
- 2 The posting date and the transaction date are the same. Use the date of the transaction for both dates.
- 3 Fund account is directly from RPG-ACCTNUMB with following format: 99.9999.999
- 4 Posting amount is 11 digits with NO decimal. Last two positions represent the cents.
Example: 00000015025 = \$150.25
- 5 Credit amount = (+) Debit amount = (-)

Safety Harbor, FL G/L Interface File Structure (SHF)

G/L interface prefix to use in parameter file: **SHF**

Safety Harbor uses a modified version of HT2

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Amount	1	9	999999999	1
2	DR/CR Flag	10	1	x(1)	2
3	G/L Account No	11	50	x(50)	
4	Posting Date	61	8	YYMMDD	
5	Reference	71	30	x(30)	9
6	Payment Type	101	2	9(2)	3
7	Payment Code	103	2	9(2)	4
8	Bank Code	105	3	x(30)	5
9	Project Number	108	6	x(6)	6
10	Receipt Number	114	9	9(09)	7
11	HH#-Name/Pay Ref	123	30	x(30)	8

Notes:

- 1 No sign or decimal *EX: 000001500 = \$15.00*
- 2 C=Credit; D=Debit
- 3 Payment type associated with the pay code from SAPAYTYP
- 4 Payment code 1-99 directly from RPGLDIST
- 5 Bank Code comes from RPGLCODE (RPG-BANKCODE) Pos 1-3
- 6 Project Number comes from the cost center linked to txn
- 7 If running detail interface, then use RPX-RCPTNUMB else if running summary interface, then use 999999999.
- 8 Field is optional and can be household info, pay ref or blank. If HH info, this field will be the household number followed by a slash ("/") followed by the name (first/last).
- 9 Uses rpx-modlink for the reference

Default File Type Extension: glexport.txt

Scheduling Available? **Yes**

Saint Cloud, FL G/L Interface File Structure (STC)

G/L interface prefix to use in parameter file: **STC**

St. Cloud uses a modified version of HT2.

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Note</u>
1	Amount	1	9	999999999	1
2	DR/CR Flag	10	1	x(1)	2
3	G/L Account No	11	50	x(50)	
4	Posting Date	61	8	YYMMDD	
5	Reference	71	30	x(30)	
6	Payment Type	101	2	9(2)	3
7	Payment Code	103	2	9(2)	4
8	Bank Code	105	3	x(30)	5
9	Project Number	108	6	x(6)	6
10	Receipt Number	114	9	9(09)	7
11	HH#-Name/Pay Ref	123	30	x(30)	8

Notes:

- 1 No sign or decimal *EX: 000001500 = \$15.00*
- 2 C=Credit; D=Debit
- 3 Payment type associated with the pay code from SAPAYTYP
- 4 Payment code 1-99 directly from RPGLDIST
- 5 Bank Code comes from RPGLCODE (RPG-BANKCODE) Pos 1-3
- 6 Project Number comes from the cost center linked to txn
- 7 If running detail interface, then use RPX-RCPTNUMB else if running summary interface, then use 999999999.
- 8 Field is optional and can be household info, pay ref or blank. If HH info, this field will be the household number followed by a slash ("/") followed by the name (first/last).

All Paycode 99 Control Account entries are compared to the corresponding revenue accounts used, and the fund from the revenue account is used in the interface. All debits from the Control Account that are not 99 also use the fund on the Revenue Account from which it came. Accounts need to be set up in the xxx-xxx-xxx type format, where the fund is stored in the first XXX entry before the first “—”.

San Juan Capistrano, CA G/L Interface File Structure (SJC)

G/L interface prefix to use in parameter file: **SJC**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Household Name	N/A	
2	Receipt Number	zzzzzzzz9	
3	Account Number	N/A	
4	Amount	zzzzzzz9.99	
5	Receipt Date	MM/DD/YYYY	

The file is fixed-length. Line items in the file are summarized by account number and payment method.

SAP G/L Interface File Structure (SAP)

G/L interface prefix to use in parameter file: **SAP**

Notes:
 SA0420 calls SA04SAP because of the G/L interface prefix of 'SAP'. SA04SAP will then run SA14SAP with a parameter of 'MENU' so that user gets interface screen. Most of the time SA14SAP will be run in batch mode using an input file filled with parameter values.
 BATCH MODE: (Run SAPBATCH.P) SAMPLE ICON: -p rt1000c -param sapsbatch|sa04sap.inp|ZZZ

Records are 498 fixed length. The file is broken into two segments. The WPUFIB01 segment covers all the standard G/L postings using normal interface logic. The DEBMA04 segment covers all receivables from a "person" perspective. Each segment will start with a control header tag of "EDI_DC40" at position 1 with the segment tag (WPUFIB01 or DEBMA04) at position 54. Because the documentation for this interface is so detailed, it will not be included in this header area as we normally do with less complicated G/L interfaces.

SAP II G/L Interface File Structure (SA2)

G/L interface prefix to use in parameter file: **SA2**

SA2 was created for Brevard County, FL

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Debit/Credit	1	N/A	Debit/Credit	
2	GL Fund	2	N/A		(1)
3	Cost Center Acct	3	N/A		
4	GL Account	4	N/A		
5	Dollar Amount	5	N/A		
6	Detail Field	6	N/A		(2)
7	Place Holder	7	N/A		Blank Field
8	Place Holder	8	N/A		Blank Field

Notes:
 1 This is the GL fund padded with zeros to a length of four.
 2 In Detail mode, this field is the receipt number, else hard-coded value of "RecTrac Summary Post."
 Interface creates offsets by the GL and CC on the Paycode.

SCI Software Interface File Structure (SCI)

G/L interface prefix to use in parameter file: **SCI**

<u>Field</u>	<u>Description</u>	<u>Position</u>	<u>Format</u>	<u>Notes</u>
1	Account Number	1	x(24)	(1)
2	Accounting Period	25	9(04)	YYMM of Date
3	Amount	29	9(10) V99	(2)
4	Sign	41	x(01)	(3)
5	Description	42	x(30)	GL Code Description
6	Org Number	72	9(03)	Fixed at '001'
7	Date	75	9(06)	MMDDYY

Records are 80 BYE fixed-length records.

Notes:
 1 The account number combination is comprised of: RPG-FUND (Pos 1-2) + '.' + RPG-DEPT (Pos 1-4) + '.' + RPG-ACCT
 2 The amount is an absolute value and has no decimal position.
Example: \$150.23 = 000000015023
 3 A (-) indicates a CREDIT whereas a (+) indicates a DEBIT

Seaside, CA G/L Interface File Structure (SEA)

G/L interface prefix to use in parameter file: **SEA**

<u>Field</u>	<u>Description</u>	<u>Length</u>	<u>Notes</u>
1	Fund Number	3	
2	Account Number	15	
3	Posting Date	10	MM/DD/YYYY
4	Description	30	See Note 1
5	Amount	12	-zzzzzz9.99

Notes:
 1 The description will be the Household name, if available

Shoreview, MN G/L Interface File Structure (SHO)

G/L interface prefix to use in parameter file: **SHO**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	GL Description	x(30)	
2	GL Account Number	x(15)	
3	Amount	-zzzzz.99	
4	Pay Code Description	x(12)	

File posts in Summary mode by account number and pay type. It is a pipe-delimited (|) file.

Sierra Vista, AZ G/L Interface File Structure (SVA)

G/L interface prefix to use in parameter file: **SVA**

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Org ID	1	8	x(8)	First 7 gl acct
2	Object	9	6	x(60)	5 chars from pos 8 gl acct
3	Project	15	5	x(5)	Blank
4	Full Account	20	35	x(35)	Blank
5	Comment	55	30	x(30)	"RN" + Receipt Number + "PC" + Payment Code + "RF" + Reference
6	Reference 2	85	10	x(10)	Blank
7	Reference 3	95	12	x(12)	Interface date YYYYMMDD
8	DR/CR Flag	107	1	x(01)	Rpx-drcr
9	Posting Amount	108	13	999999999	Rpx-amount
10	DR/CR Flag	121	1	x(01)	Blank
11	Encumb Amt	122	13	0 fill	"00000000000000"
12	Allocation Code	135	5	x(05)	Blank
13	Transaction Type	140	1	x	"A"
14	Proj String Type	141	1	x	"F"
15	Project String	142	43	x(43)	gl project + "-Rec"

Default File Type Extension: glexport.txt

Scheduling Available? **Yes**

Sioux Falls, ND G/L Interface File Structure (SFN)

G/L interface prefix to use in parameter file: **SFN**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>
1	Full Amount	1	35	x(35)
2	Comment	36	30	x(30)
3	DR/CR Flag	66	1	X
4	Posting Amount	67	13	9999999999999
5	DR/CR Flag	80	1	X
6	Encumb Amount	81	13	9999999999999
7	Allocation Code	94	5	x(5)
8	Transaction Code	99	1	x

Records are 80 BYE fixed-length records.

Notes:

- 1 No sign or decimal EX: 000001500 = \$15.00
- 2 C=Credit D=Debit Transaction type associated with the pay code from SAPAYTYP
- 3 A (-) indicates a CREDIT whereas a (+) indicates a DEBIT

Default file export type: glexport.txt

Scheduling Available? **Yes**

Solomon G/L Interface File Structure (SOL)

G/L interface prefix to use in parameter file: **SOL**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Account Number	x(10)	
2	Sub Account	x(6)	
3	Date	99/99/99	
4	DR Amount	zzz,zz9.99	Includes decimal
5	CR Amount	zzz,zz9.99	Includes decimal
6	Description	x(20)	RPX-MODLINK

The data is exported as a comma-delimited text file. The file contains all detail transactions. Offsets are created if a GL code is linked to the Paycode.

Sparks, City of, NV G/L Interface File Structure (SPK)

G/L interface prefix to use in parameter file: **SPK**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	G/L Account	1	17	x(17)
2	Payment Reference	18	30	x(30)
3	Posting Date	48	6	YYYYMMDD
4	Debit Amount(*)	56	9	999999999
5	Credit Amount(*)	65	9	999999999
6	Cash Drawer	74	4	9999
7	Payment Type (**)	78	2	99

Notes:
 (*) Last two digits of CREDIT and DEBIT amounts are the "cents" of the amount. All amounts are (+).
 Example: 000015025 = \$150.25
 (**) 1=Chk 2=Cash 3=CrCard etc

Software Solutions, Inc. G/L Interface File Structure (SSI)

G/L Interface prefix to use in parameter file: **SSI**

<u>Field</u>	<u>Description</u>	<u>Starting Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Fund	1	x(06)	RPG-FUND	
2	Account Number	7	x(20)	RPG-ACCTNUMB	
3	Account Description	27	x(35)	RPG-DESCRIPT	
4	Posting Date	62	x(10)	MM/DD/YYYY	
5	Posting Amount	72	9(11)		(1)
6	DR/CR Flag	83	x(01)	RPX-DRCR	

Record is fixed-length of 84 BYTES.

Notes:

- 1 The posting amount has no commas and no sign, but does have a decimal point for cents.
Example: \$150.25 = 00000150.25

There are NO offset records in this batch. All offsets are created by SSI G/L package during the posting of the RecTrac detail transactions.

Springbook Software G/L Interface File Structure (SPR)

G/L interface prefix to use in parameter file: **SPR**

Detail Post Fields

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Transaction Date	MM/DD/YYYY	
2	Receipt Number	zzzzzzz9	
3	Customer Name	x(35)	
4	Receipt Total	zzzzzzzz9.99-	
5	Payment Type		
6	GL Modlink		
7	Line Item Amount	zzzzzzzz9.99-	
8	GL Account Number		

Summary Post Fields

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Transaction Date	MM/DD/YYYY	
2	GL Account Number		

3 Line Item Amount zzzzzzz9.99-

The file is a comma-delimited file. Fields 3 and 6 are quoted (""") in the Detail post.

Stow, OHSoftware G/L Interface File Structure (STO)

G/L interface prefix to use in parameter file: **STO**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Module/Detail		(1)
2	Account Number		
3	Date	MM/DD/YYYY	
4	Amount	zzzzzz9.99-	
5	Receipt Number	zzzzzzzz9	

Notes:

1 For facility, the facility name will print, if available. Otherwise, "FACILITY" will print.

SunGard Pentamation Software G/L Interface File Structure (SUN)

G/L Interface prefix to use in parameter file: **SUN**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Billing System	1	2	x(2)	(1)
2	G/L Account Number	3	26	x(26)	(2)
3	Posting Date	29	8	MMDDYY YY	
4	Amount	37	10	999999.99-	(3)

Notes:

1 Fixed text 'FA'
 2 Use account number as is from RPGLCODE
 3 Include decimal and (-) if debit.
Example: 000015.00 = \$15.00

Sungard Pentamation II G/L Interface File Structure (SU2)

G/L interface prefix to use in parameter file: **SU2**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Journal Entry Number	x(8)	(1)
2	Entry Description	x(25)	(2)
3	Fund or Organization	x(16)	(3)
4	Account Number	x(8)	(4)
5	Project	x(8)	Leave BLANK
6	Project Account	x(8)	Leave BLANK
7	Debit Amount	9(12)	(5)
8	Credit Amount	9(12)	(5)
9	Hold Flag	x(1)	Fixed Value of "Y"
10	Posting Date	x(10)	MM/DD/YYYY
11	Clerk	x(8)	Clerk's ID
12	Batch Number	x(8)	From Screen Input WS-BATCH
13	Fiscal Year	x(2)	From Screen Input WS-FSCYR
14	Accounting Period	x(2)	From Screen Input WS-PERIOD
15	Item Description	x(25)	Leave BLANK

Fields are pipe-delimited (|).

Notes:

- 1 The journal entry number must be a unique value for all batches that have been entered. Will calc this by taking the prefix "RT" and appending the current date converted to a 5 character string value filling left with leading zeros. Will then put this value in the field WS-JRNLNUMB and allow user to adjust. If multiple batches are created in a day, then user will have to add a suffix to keep this value unique.
Example: Batch for Mar 5, 2003 would be RT00064
- 2 Use RPX-REF[1] as is to populate this field
- 3 Use RPG-FUND as is to populate this field
- 4 Use positions 1-8 of RPG-ACCTNUMB as is for this field.
- 5 This amount will always be a positive amount. The decimal point is assumed. If transaction is a CREDIT, then make the debit field 000000000000. Likewise, if the transaction is a DEBIT, then make the credit field 000000000000.
Example: \$150.00 credit would post debit and credit values: 000000000000|000000015000

The offset records are created from the SAP-GLCODE in SAPAYTYP. The program uses the same logic to determine the ACCOUNT NUMBER and FUND as that used for the detail records.

Sungard Pentamation III G/L Interface File Structure (SU3)

G/L interface prefix to use in parameter file: **SU3**

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Journal Entry Number	x(8)	(1)
2	Entry Description	x(25)	(2)
3	Account Number	x(30)	(3)
4	Account Number	x(30)	(4)
5	Project	x(8)	Leave BLANK
6	Project Account	x(8)	Leave BLANK
7	Debit Amount	9(12)	(5)
8	Credit Amount	9(12)	(5)
9	Hold Flag	x(1)	Fixed Value of "Y"
10	Posting Date	x(10)	MM/DD/YYYY
11	Clerk	x(8)	Clerk's ID
12	Batch Number	x(8)	From Screen Input WS-BATCH
13	Fiscal Year	x(2)	From Screen Input WS-FSCYR
14	Accounting Period	x(2)	From Screen Input WS-PERIOD
15	Blank		Leave BLANK
16	Blank		Leave Blank

Fields are pipe-delimited (|).

Notes:

- 1 The journal entry number must be a unique value for all batches that have been entered. Will calc this by taking the prefix "RT" and appending the current date converted to a 5 character string value filling left with leading zeros. Will then put this value in the field WS-JRNLNUMB and allow user to adjust. If multiple batches are created in a day, then user will have to add a suffix to keep this value unique.
Example: Batch for Mar 5, 2003 would be RT00064
- 2 Use RPX-REF[1] as is to populate this field
- 3 Entry 1 of RPG-ACCTNUMB with a "-" in the account number.
- 4 Entry 2 of the RPG-ACCTNUMB with a "-" in the account number.
- 5 This amount will always be a positive amount. The decimal point is assumed. If transaction is a CREDIT, then make the debit field 000000000000. Likewise, if the transaction is a DEBIT, then make the credit field 000000000000.
Example: \$150.00 credit would post debit and credit values: 000000000000|00000015000

The offset records are created from the SAP-GLCODE in SAPAYTYP. The program uses the same logic to determine the ACCOUNT NUMBER and FUND as that used for the detail records.

Sunnyvale, CA G/L Interface File Structure (SUV)

G/L interface prefix to use in parameter file: **SUV**

<u>Field</u>	<u>Description</u>	<u>Position</u>	<u>Length</u>	<u>Format</u>
1	T-Code	1	NA	(1)
2	Posting Type	2	NA	(2)
3	Charge Code	3	NA	(3)
4	Object Level 3	4	NA	(4)
5	Object Level 4	5	NA	(5)
6	Vendor No.	6	NA	(6)
7	Vendor Suffix	7	NA	(7)
8	GL	8	NA	Always Blank
9	Sub GL	9	NA	Always Blank
10	Transaction Amount	10	NA	"zzz,zzz,zz9.99"
11	Description	12	NA	

File is comma-delimited and created as a text (.txt) file.

Notes:

- 1 The T-Code is the Project Code on the GL record.
- 2 The Posting Type is "N" if the account total is positive and "R" if the account total is negative.
- 3 The Charge Code is the account number on the CC record. */
- 4 The Object Level 3 is entry 1 of the account number on the GL record separated by a "|".
- 5 The Object Level 4 is entry 2 of the account number on the GL record separated by a "|" (if present).
- 6 The Vendor No is entry 1 of the misc interface field on the GL record separated by a "|".
- 7 The Vendor Suffix is entry 2 of the misc interface field on the GL record separated by a "|" (if present).

The offset records are created from the SAP-GLCODE in SAPAYTYP.
 The program uses the same logic to determine the ACCOUNT NUMBER as that used for the detail records.

Tampa, FL G/L Interface File Structure (TAM)

G/L interface prefix to use in parameter file: **TAM**

Uses SunGuard

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Format</u>	<u>Notes</u>
1	Subsystem ID	1	x(02)	Fixed "CV"
2	Record Type	3	x(02)	Fixed "D"
3	Input Month	5	MM	Current Month
4	Input Year	7	YYYY	Current Year
5	Famis Tran Code	11	"999"	See Note 1
6	Tran Code Suffix	14	x(01)	See Note 2
7	Document Type	15	x(01)	Fixed "CV"
8	Document Date	17	YYYYMMDD	Current Date
9	Discount Date	25	YYYYMMDD	Current Date
10	Document Number	33	x(12)	Fixed "CVIN"
11	GL Account	75	9(06)	See Note 3
12	Subsid Number	81	9(06)	See Note 3
13	Index Code	100	9(12)	See Note 4
14	Sub-Object Code	112	9(06)	See Note 3
15	Project Level 1	138	x(06)	See Note 5
16	Transaction Amount	150	9(17)	See Note 6
17	Transaction Descrip	184	x(50)	GL Code Description
18	Receipt Number	551	9(09)	Receipt Number
19	Payment Type	560	x(01)	C=Cash, K=Check, R=CC
20	Merch Ref Number	561	x(09)	Transaction Number
21	Order ID Number	570	x(50)	CC Order ID Number
22	Operator ID	620	x(10)	Clerk ID

Footer (Hash)

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Format</u>	<u>Notes</u>
1	Subsystem ID	1	x(02)	Fixed "CV"
2	Record Type	3	x(02)	Fixed "S"
3	System Date	7	YYYYMMDD	Current Date
4	Record Count	15	9(06)	Number of Detail Records

Footer (Hash)

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Format</u>	<u>Notes</u>
5	Transaction Hash	21	9(08)	Sum of Field 6
6	Amount Hash	29	9(17)	Sum of Filed 16
7	Sub-Object Code	112	9(06)	See Note 3

The file posts in detail only, by Rcpt No. then Acct No. then pay code. Needs to be schedulable..

Notes:

- 1 FAMIS T/C comes from first sub-field (as separated by hyphens) of RPG-ACCTNUMB.
- 2 If CREDIT, set to blanks; If DEBIT, set to "R."
- 3 Based on format of RGP-ACCTNUMB, either G/L account (field 11) and Subsidiary (field 12) will be populated or subobject (field 14) will be populated. The fields are mutually exclusive and only one set can be populated per row
 - A) If RPG-ACCTNUMB is formatted as 3 sub-fields separated by hyphens:
 - Populate subobject (left justified and trailing spaces) from the last sub-field.
 - Move blanks to G/L account
 - Move blanks to subsidiary
 - B) If RPG-ACCTNUMB is formatted as 4 sub-fields separated by hyphens:
 - Move blanks to sub-object
 - Populate G/L account (left justified and trailing spaces) from the 3rd sub-field.
 - Populate Subsidiary (left justified and trailing spaces) from the last sub-field
- 4 Index Code comes from 2nd sub-field of RGP-ACCTNUMB.
- 5 If the 2nd sub-field contains "012" in positions 5-7, Project level 1 should be set to "FAMIS ", else set to blanks
- 6 Transaction Amount needs to be absolute value with left zero fill and contain no decimal position.

Default File Extension Type: glexport.txt

Scheduling Available? **Yes**.

Thornton, City of, COG/L Interface File Structure (COT)

G/L interface prefix to use in parameter file: **COT**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	G/L Account	1	17	x(17)
2	Payment Reference	18	30	x(30)
3	Posting Date	48	8	YYYYMMDD
4	Debit Amount(*)	56	9	999999999
5	Credit Amount(*)	65	9	999999999
6	Cash Drawer	74	4	9999
7	Payment Type(**)	78	2	99

Notes:

(*) Last two digits of CREDIT and DEBIT amounts are the "cents" of the amount. All amounts are (+).
 Example: 000015025 = \$150.25

(**) 1=Chk, 2=Cash, 3=CrCard, etc.

Torrance, CA G/L Interface File Structure (TCA)

G/L interface prefix to use in parameter file: **TCA**

<u>Field</u>	<u>Description</u>	<u>Start Position</u>	<u>Length</u>	<u>Format</u>
1	Interface Date	1	9	YYYYMMDD
2	GL Account	10	62	X(62)
3	Description	72	30	X(30)
4	Payer Field	102	30	X(30 = "REC/REG"
5	DR/CR Flag	132	1	Credit (+), debit (-)
6	Amount	133	11	9999999999 (1)
7	Payment Type	144	1	C:cash, K:check, R: CC

Notes:

(1) Amount has no decimal and zero filled

Default File Extension Type: glexport.txt

Scheduling Available? **Yes**.

US Air Force G/L Interface File Structure (UAF)

G/L interface prefix to use in parameter file: **UAF**

<u>Field</u>	<u>Length</u>	<u>Positions</u>	<u>Type</u>	<u>Comments</u>
Date	6	1-6	N	MMDDYY
Cash Type	2	7-8	AN	CA=Cash CK=Check CC=Cr Card
NAFI Code	2	9-10	AN	RPP-DafisCD
GLAC	4	11-14	N	RPX-GLCODE
Cost Center	4	15-18	AN	WK-SubAcct
Dollar Amount	10	19-28	SN	WK-Amount

US Air Force II G/L Interface File Structure (UA2)

G/L interface prefix to use in parameter file: **UA2**

<u>Field</u>	<u>Length</u>	<u>Positions</u>	<u>Comments</u>
Date	8	1–8	MMDDYYYY
Settlement Type	2	9–10	CA=Cash, CK=Check, CC=CrCard
NAFI Code	2	11–12	RPP-NafisCD
GLAC	4	13–16	RPX-GLCODE
Activity Code	4	17–20	WK-SubAcct
Dollar Amount	9	21–29	WK-Amount
Sign	1	30	Negative for Credits

USL Financials Software G/L Interface File Structure (USL)

G/L interface prefix to use in parameter file: **USL**

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
1	Account Number	N/A	32	x(32)	(1)
2	Entry/Posting Date	N/A	10	99/99/9999	(2)
3	Amount	N/A	10	-9999999.99	(3)
4	Transaction Ref	N/A	25	x(25)	(4)
5	Document Number	N/A	15	x(15)	(5)
6	Journal Number	N/A	1	NOT USED	(6)
7	Reverse Next Period	N/A	1	'N'	(7)
8	Check Rec Flag	N/A	1	NOT USED	(6)
9	Project Number	N/A	1	NOT USED	(6)
10	Project Name	N/A	1	NOT USED	(6)
11	Sub-Project Number	N/A	1	NOT USED	(6)
12	Sub-Project Name	N/A	1	NOT USED	(6)
13	Fund Source ID	N/A	1	NOT USED	(6)
14	Fund Source Name	N/A	1	NOT USED	(6)
15	Project Note	N/A	1	NOT USED	(6)
16	Bank Account Number	N/A	1	NOT USED	(6)

<u>Field</u>	<u>Description</u>	<u>Start Pos</u>	<u>Length</u>	<u>Format</u>	<u>Notes</u>
17	Balance Type	N/A	1	NOT USED	(6)
18	Local Currency	N/A	1	NOT USED	(6)
19	Currency Type	N/A	1	NOT USED	(6)

The fields are comma-delimited so that the Start Position is Not Applicable. The export file is text (.txt) so that it can be imported as a text file into the USL system.

Notes:

- 1 Use RPG-ACCTNUMB as is for this field. Their format for this account number is 9-99-99-999999. It will remove the '-' and pass straight numbers.
- 2 The posting date is VSI standard 99/99/9999
- 3 This amount will be a (+) for debits and (-) for credits on the revenue side and (-) for debits and (+) for credits on the offset side. It includes both a sign and a decimal point.
- 4 Use RPX-REF[1] as is for this field.
- 5 Use the RecTrac receipt number for the document number
- 6 Field Not Used. Post a BLANK in this field.
- 7 The reverse next period flag has a fixed value of 'N'

The offset records are created from the SAP-GLCODE in SAPAYTYP.
The program uses the same logic to determine the ACCOUNT NUMBER as that used for the detail records.

Vandalia, OH G/L Interface File Structure (VAN)

G/L interface prefix to use in parameter file: **VAN**

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Formate</u>	<u>Notes</u>
1	Date	1	MM/DD/YYYY	
2	G/L Account	2		
3	Amount	3	-999999999.99	(1)
4	Reference	4	51	(2)

Notes:

- 1 The amount is always 11 characters in length with leading sign and zero filled in. Normal postings will be positive amounts.
Example: 150.25=0000150.25 / -150.25=-0000150.25
- 2 If posting in Detail, then use RPX-REF[1]. If posting in Summary, use "RecTrac Summary Post."

Vermont, University of, VT G/L Interface File Structure (UVM)

G/L interface prefix to use in parameter file: **UVM**

Uses Fixed Length Txt File

<u>Field</u>	<u>Description</u>	<u>Begin</u>	<u>End</u>	<u>Notes</u>
1	ID Number	1	9	Social Security Number
2	Detail Code	10	13	GL Misc Interface Field
3	Term Code	14	19	User Input ON Screen
4	Blanks	20	33	
5	Description	34	57	
6	Amount	58	69	"-99999999.99" (1)
7	DrCr	70	70	"D" or "C" (1)
8	Date	71	80	Format is "01-Jan-2005"

Notes:

1 A credit in RecTrac is a "D" and a positive amount and a debit is a "C" and a negative amount.

VSI G/L Interface File Structure (VSI)

G/L interface prefix to use in parameter file: **VSI**

The following layout is for FinTrac 6.2 and below only.

<u>Field</u>	<u>Description</u>	<u>Format</u>	<u>Notes</u>
1	Account Number	x(20)	(1)
2	DR/CR Flag	x(01)	D=Debit C=Credit
3	Payment Type	9(01)	Type Linked to Pay Code (2)
4	Amount	zzz,zz9.99	Includes decimal
5	Transaction Type	x(02)	(3)

FinTrac layout uses quotes around all fields except the amount and uses a space as the field delimiter.

Notes:

- The account number is a maximum of 20 characters. The fund is extracted from the beginning of this account using the following logic:
(This is only an example of the format) 12-3456789-000-00.99
The program finds the first '-' and then reads left to extract the fund. In this case the fund would be '12.'
- The payment type is a way for VSI to categorize the 99 payment codes that are available in RecTrac. Payment types are as follows:

1=Check	2=Cash	3=Cred Card	4=G'Cert	5=Scholarship
6=Foreign Currency	7=Journal	8=System	9=Misc	
- The transaction type classifies the transaction as follows:

A=Accrual Post	J=Adjustment	C=Cred Bal Apply/Pmt
Z=Cred Bal Rfnd	F=Normal Fee	P=Instructor Pay
L=Lost Refund	M=Misc Inc/Exp	R=Payment Reversal
X=Trans To/From	RD=Deposit Rev	RA=Refund Apply
RF=Refund Finance	RN=Refund Now	RR=Refund RecTrac
V=Daily Fee	T=Pass Type Post	D=Deposit Payment

The FinTrac interface does NOT have a date field as part of the record layout. This is because the FinTrac software assigns the date to the batch during the import process. Other vendors using this interface MUST account for the DATE in their import.

VSI II G/L Interface File Structure (VS2)

G/L interface prefix to use in parameter file: **VS2**

Field	Description	Format	Notes
1	Fund	x(10)	Fund from G/L Code
2	Account Number	x(20)	(1)
3	Trans Desc	x(50)	(2)
4	DR/CR Flag	x(01)	D = Debit, C = Credit
5	Amount	zzz,zz9.99	Includes decimal
6	Transaction Type	x(02)	(3)
7	Bank Code	x(08)	RPG-BANKCODE as is

FinTrac layout uses quotes (" ") around all fields except the amount and uses a space as the field delimiter.

Notes:		
1	The account number is sent as is. No interpretation is done on this field like is done with the 'VSI' interface.	
2	The trans desc is the trans-type description from (3) for detail postings, "RecTrac Summary Post" for summary postings, and "RecTrac Offset Post" for offset postings.	
3	The transaction type classifies the transaction as follows:	
	A = Accrual Post	J = Adjustment
	Z = Cred Bal Rfnd	F = Normal Fee
	L = Lost Refund	M = Misc Inc/Exp
	X = Trans To/From	RD = Deposit Rev
	RF = Refund Finance	RN = Refund Now
	V = Daily Fee	T = Pass Type Post
	O = Offset Post	BLANK = Summary Record – No Type Applicable
	VD = Refund Void	
	C = Cred Bal Apply/Pmt	P = Instructor Pay
	R = Payment Reversal	RA = Refund Apply
	RR = Refund RecTrac	D = Deposit Payment

The format of this file uses the standard Progress export rules. All character fields are surrounded by quotes and decimal field has no quotes. The FinTrac interface does NOT have a date field as part of the record layout. This is because the FinTrac software assigns the date to the batch during the import process. Other vendors using this interface MUST account for the DATE in their import.

VSI III G/L Interface File Structure (VS3)

G/L interface prefix to use in parameter file: **VS3**

VSI III allows you to create a custom interface. As such the file structure is not static. Contact Vermont Systems Sales at 877-883-8757 for more information.

Watertown, CT G/L Interface File Structure (WTC)

G/L interface prefix to use in parameter file: **WTC**

Records are fixed length (59 bytes).

<u>Field</u>	<u>Description</u>	<u>Begin</u>	<u>End</u>	<u>Format</u>	<u>Notes</u>
1	G/L Account	01	20	x(20)	(1)
2	Amount	21	31	-9999999.99	(2)
3	Reference	32	51		(3)
4	Date	52	59	x(08) MM-DD-YY	

Notes:

- 1 Use RPG-ACCTNUMB as is. Must input the fund into the RPG-FUNDfield so that we can create accurate offsets if this toggle is selected. Format for the account number in RecTrac needs to be FUND-DEPT-OBJECT-CLASS (111-222-33333-4444)
- 2 The amount is always 11 characters long with leading sign and zero filled. Normal postings will be positive amounts (ie: additions to revenue).
Example: 150.25 = 0000150.25 / -150.25 = -0000150.25
- 3 If posting in detail, then use RPX-REF[1]. If posting in summary, then use "RecTrac Summary Post".

West Chicago, IL G/L Interface File Structure (WCH)

G/L interface prefix to use in parameter file: **WCH**

Records are fixed length (59 bytes).

<u>Field</u>	<u>Description</u>	<u>Pos</u>	<u>Notes</u>
1	Fixed Text	1	"4"
2	Account Number	2	
3	Fixed Text	3	"REC POST"
4	Amount	4	(1)

Notes:

- 1 Credits are negative and debits are positive on the revenue side. The opposite applies to the offsets. The file has two lines of fixed header information specific to West Chicago, IL. The file is a pipe delimited file. Offsets are created by paycode.

West Palm Beach, FL G/L Interface File Structure (WPB)

G/L interface prefix to use in parameter file: **WPB**

<u>Field</u>	<u>Description</u>	<u>Begin</u>	<u>End</u>	<u>Format</u>	<u>Notes</u>
1	Journal Date	1	10	YYY-MM-DD	
2	Accounting Date	11	20	YYY-MM-DD	
3	Business Unit	21	25	x(5)	"REC" is hardcoded
4	Oracle Fund	26	28	x(3)	(1)
5	Oracle Cost Center	29	34	x(6)	(1)
6	Oracle TFA	35	37	x(3)	(1)
7	Oracle Account	38	43	x(6)	(1)
8	Product	44	41	x(8)	(1)
9	Department	52	55	x(4)	"0000" is hardcoded
10	Entered Debit Amt	56	73	15.2	(2)
11	Entered Credit Amt	74	91	15.2	(2)
12	Acct Debit Amt	92	109	15.2	(2)
13	Acct Credit Amt	110	127	15.2	(2)
14	Journal	128	137	x(10)	
15	Currency	138	140	x(3)	"USD" is hardcoded

The file is fixed-length. Line items in the file are summarized by account number and date.

Notes:

- 1 The field value comes from the account number field on the GL. The format is xxx.xxxxxx.xxx.xxxxxx.xxxxxx. Positions 4-7 take the first (1st) through fourth (4th) values in the account number, separated by a period (.)
- 2 Offsets go into fields 10 and 12. Everything else goes into fields 11 and 13. the value can be negative with the sign in the front.

Wethersfield, CT G/L Interface File Structure (WET)

G/L interface prefix to use in parameter file: **WET**

Using MUNIS.

<u>Field</u>	<u>Description</u>	<u>Begin</u>	<u>End</u>	<u>Format</u>	<u>Notes</u>
1	Organization ID	1	8	x(8)	(1)
2	Object	9	14	x(6)	(1)
3	Project	15	19	x(5)	(2)
4	Full Account	20	54	x(35)	
5	Comment	55	84	x(30)	
6	Reference 2	85	94	x(10)	
7	Reference 3	95	106	x(12)	
8	Debit/Credit	107	107	x(01)	
9	Posting Amount	108	120	999999999999	
10	Debit/Credit	121	121	x(01)	
11	Encumbrance Amt	122	134	999999999999	
12	Allocation Code	135	139	Always Blank	
13	Transaction Type	140	140	x(01)	(6)

Munis Systems layout is fixed length (14)0 character)

Notes:

- 1 The org and object are in the GL account number field as format "xxx-xxx".
- 2 This value is blank.
- 6 Hardcoded to "A."

Wheaton, IL G/L Interface File Structure (WHE)

G/L interface prefix to use in parameter file: **WHE**

<u>Field</u>	<u>Description</u>	<u>Forma</u>	<u>Notes</u>
1	Account Number	N/A	
2	Amount	zzzzzzz9.99	
3	CC and Date	N/A	(1)

This file posts in summary by account, cost center and date.

Notes:

- 1 This field is the cost center (CC) plus the transaction date (MM\DD\YY format) tied together. *For example: POOL121808*

Williston, ND G/L Interface File Structure (WND)

G/L interface prefix to use in parameter file: **WND**

Uses Banyon Financial Software

Field Name	Format	Value
Batch Type	Account Number	"JE"
Name	Amount	""
Date	"99/99/9999"	RPGLDIST.RPX-date
Amount	"-zzzzz9.99"	If RPGLDIST.RPX-drcr = "d" then positive else negative
Comment	x(30)	Entry (1,RPGLDIST.RPX-ModLink)
Vendor Nbr		"1"
Invoice		""
Reference		""
Claim Type		""
Project		RecTrac project code
Act Type		"R"
Act Code	x(34)	RPGLCODE.RPG-Acctnumb
PO Nbr		"0"
PO Final		"Final"
Check Nbr		"0"
Check Date		""
EFT		"0"
Source		"RecTrac"

Default Export File Type: gldump.csv

Scheduling Available? **No**.

Notes:

- 1 File layout = comma delimited .csv file.