

Appendix D
Electronic Data Files
And Transfer Requirements

Appendix D - Electronic Data Files and Transfer Requirement

Frequency	Description	PNC Account	PNC Current File Header	Lockbox Number	Imported to System
Daily	AP vendor check reconciliation	102...7802	1 043301627 102...7802 20100611USD		SAP
Daily	HR payroll check reconciliation	102...7781	1 043301627 102...7781 20100611USD		SAP
Daily	Student Accounting check reconciliation	102...7829	1 043301627 102...7829 20100610USD		SAP
Daily	PaymentWorks (PNC) - Outbound	102...7802	101 083000056461.....280402A094101PNC		Bank
Daily	Student Accounting positive pay	102...7829	LOGDXNC31 DX006511 ARPDB000000000 C0000000000000000		Bank
Daily	AP positive pay	102...7802	LOGDXNC31 DX006511 ARPDA000000000 C0000000000000000		Bank
Payroll Schedule	HR payroll positive pay	102...7781	LOGDXNC31 DX006511 ARPDC000000000 C0000000000000000		Bank
Payroll Schedule	HR payroll direct deposit	102...7781	LOGDXNC31 DX000209 ACHDC000000000 C0000000000000000		Bank
Daily	SPA lockbox	410...24	100UNIVKY-5060041000124201407011252	931113	SAP
Daily	Benefits direct bill lockbox	410...24	100UNIVKY-2320041000124201406301227	931121	SAP
Daily	UKHC Chandler Lockbox		UKHHTP1 ARS.UHH.8388A.OUT	951319	SSI

Appendix D – Electronic File Transfer Requirements

Check Reconciliation Format

Header record format

Length	Description
1	Record Type for Check Records
3	Header Number - not used yet
15	Not used yet - Routing Number of Sending Bank
15	Routing Number of Receiving Bank (Our Bank)
18	Our Account Number at the Bank
3	Not used yet - Payment Type
8	Date Tape was Created at Bank
3	ISO currency code

Data record format

Length	Short Description
1	Record Type for Check Records
8	Value Date
13	Check Number
11	Amount in Cents
15	Not Used - Routing Number of Receiving Bank (Our Bank)
10	Not Used - Account at Bank
8	Check encashment date
3	Not Used – Bank Transaction Code

Positive Pay Formats

Header record format

Length	Description
9	Transaction Code
6	Filler Length 6
10	Customer Number
14	File Content
8	Filler Length 8
17	Constant Filler

Check record format

Length	Short Description
2	Filler Length 2
10	Bank Number
3	Filler Length 3
11	Amount: two decimal places, no decimal
15	Name
6	Date
9	Check Number

HR Payroll Deposit Format

Header record format

Length	Description
9	Transaction Code
6	Filler Length 6
10	Customer Number
14	File Content
8	Filler Length 8
17	Constant Filler

Data record format

Length	Description
1	
2	
9	Bank routing number
17	Bank account number
10	Amount: 2 decimal digits, no decimal
8	UK Id
7	filler
22	Name
2	filler
9	UK bank account
7	Sequence number

Direct Bill Lockbox (comma separated values)

Header record format

Length	Short Description
3	

8	Date
4	Time

Detail record format

Length	Short Description
3	Batch Number
3	Sequence number
10	Account Number
9	Net Invoice Amount
15	MICR Check Number

SPA lockbox

Header record format

Length	Short Description
1	Type = 1
2	Priority Code
10	Destination
10	Origin
8	Deposit Date
17	Deposit Time

Detail record format

Length	Short Description
10	FRS Subcode
20	Customer Name
11	Check Amount: two decimal places, no decimal
9	Invoice Number
6	Payment Date (MMDDYY)

Footer 1 record format

Length	Short Description
1	Type = 8
6	Filler
7	Lockbox Number
8	Date
4	Type count
16	Total Amount

Footer 2 record format

Length	Short Description
1	Type = 9
6	All Types Count