

Import File Specifications for Flat File and Comma Delimited (CSV)

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Revisions

Title	Description of Change
August 2017: Version 2.3	<ol style="list-style-type: none"><li data-bbox="605 317 1414 380">1. Updated notes page to delete antiquated material and to add instructions for replacement codes.<li data-bbox="605 390 1414 411">2. Modified document for standardization.
March 2009: Version 2.2	<ol style="list-style-type: none"><li data-bbox="605 426 1414 558">1. Updated notes page to include: Non-acceptable Special Characters for FLAT and CSV Files and Note: When editing CSV files, please preserve all leading zero(s) by using a text editor to ensure data accuracy.<li data-bbox="605 569 1414 590">2. Flat File - added column for position in record.<li data-bbox="605 600 1414 621">3. Created new page for Flat File examples.<li data-bbox="605 632 1414 653">4. Created Table of Contents.<li data-bbox="605 663 1414 684">5. Created Revision page.
February 2009: Version 2.1	<ol style="list-style-type: none"><li data-bbox="605 711 1414 732">1. Updated specifications to clarify layout for both Flat & CSV files.<li data-bbox="605 743 1414 764">2. Created note page for Flat & CSV files.
November 2008: Version 2.0	<ol style="list-style-type: none"><li data-bbox="605 783 1414 804">1. Created Original Import File Specifications.

1 Introduction

The Department's e-file and e-pay fuel tax application allows wholesalers, importers, blenders, carriers, and exporters to import receipt and disbursement data using a CSV or flat file. This document provides import file specifications for each file type and examples of correctly formatted files. Use this information to create an import file for upload into the Department's web based filing application.

2 Notes Applicable to Flat and CSV Files

Please note the following exceptions applicable to Flat and CSV files.

- The application will not accept zipped files.
- The application considers the last digit in the gallons field as a tenth (.1). The decimal is implied. If using a flat file and reporting whole gallons, pad the number with a zero.
- Do not import data for Schedules 11 or 12. The application will create these schedules based on data reported on Schedules 5LO, 5HW, 7A, 8, and 10.
- Specifications for the disbursement schedule are not applicable to the Schedule of Exports on the Exporter Fuel Tax Return. Refer to the schedule of receipts.
- The following characters are not allowed in flat or CSV files: = " * | \ " : < > [] { } ` \ ' ; () @ \$ # % , _ / ? ~ "
- When editing a CSV file, preserve all leading zero(s) by using a text editor to ensure data accuracy.
- There may be instances where you are unable to provide a valid Federal Employer Identification Number (FEIN), Point of Destination, or Point of Origin due to the nature of the transaction. For example, you may have sales to a customer who is not required to register and obtain an FEIN. The Department created replacement codes that should be used to identify exceptions. A list of these exceptions, along with replacement codes, is documented in Tax Information Publication 12B05-06. You may access this document on the Department's website in the Revenue Law Library.

3 Flat File Specifications

(Fixed-Length Text) file contains a full data set.

3.1 WHOLESALER/IMPORTER/EXPORTER/BLENDER

01 Header Record.

			Position in Record
03	Record Type	N 2	Value 00 1 – 2
03	Company FEIN	N 9	3 – 11
03	IRS Terminal Code (Not Used)	X 9	12 – 20
03	Applied Period		
05	Applied Month	(MM) N 2	21 – 22
05	Applied Day	(DD) N 2	23 – 24
05	Applied Year	(YYYY) N 4	25 – 28
03	Number of Schedule Lines Sending	N 10	29 – 38

01 Schedule Header Record.

			Position in Record
03	Schedule Record Type	N 2	Value 01 1 – 2
03	Return Document Type	N 2	3 – 4
	32 = Wholesaler		
	35 = Blender / Retailer of Alternative Fuel		
	37 = Carrier		
	38 = Exporter		
03	Schedule Type	X 3	5 – 7
03	Product Type	X 3	8 – 10
03	Amended Return Indicator	N 1	11 – 11
	0 = Original		
	1 = Amended		
03	Total Schedule Lines Sending	N 10	12 – 21
03	Sign Field for Total Net Gallons	X 1	22 – 22
	'+' For Positive Value		
	'-' For Negative Value		
03	Total Net Gallons	N 9	23 – 31
03	Net Gallons Tenths	N 1	32 – 32

01 Receipt Schedule Record.

			Position in Record
03	Receipt Schedule Type	N 2	Value 05 1 – 2
03	Carrier FEIN	N 9	3 – 11
03	Mode of Transportation	A 2	12 – 13
	J = Truck		
	R = Rail		
	B = Barge		
	PL = Pipeline		
	BA = Book Adjustment		
	ST = Stock Transfer		
	S = Ship Point		
03	Of Origin	X 9	14 – 22

03	Point of Origin		X 9		23 – 31
03	Seller FEIN		N 9		32 – 40
03	Date Received				
	05 Date Received Month	(MM)	N 2		41 – 42
	05 Date Received Day	(DD)	N 2		43 – 44
	05 Date Received Year	(YYYY)	N 4		45 – 48
03	Document Number		X 12		49 – 60
03	Sign Field for Net Gallons		X 1		61 – 61
	‘+’ For Positive Value				
	‘-’ For Negative Value				
03	Net Gallons Whole		N 9		62 – 70
03	Net Gallons Tenths		N 1		71 – 71
01	Distribution Schedule Record.				Position in Record
03	Distribution Schedule Record Type		N 2	Value 06	1 – 2
03	Carrier FEIN		N 9		3 – 11
03	Mode of Transportation		A 2		12 – 13
	J = Truck				
	R = Rail				
	B = Barge				
	PL = Pipeline				
	BA = Book Adjustment				
	ST = Stock Transfer				
	S = Ship Point				
03	Point of Origin		X 9		14 – 22
03	Point of Destination		X 9		23 – 31
03	Purchaser FEIN		N 9		32 – 40
03	Date Shipped				
	05 Date Shipped Month	(MM)	N 2		41 – 42
	05 Date Shipped Day	(DD)	N 2		43 – 44
	05 Date Shipped Year	(YYYY)	N 4		45 – 48
03	Document Number		X 12		49 – 60
03	Sign Field for Net Gallons		X 1		61 – 61
	‘+’ For Positive Value				
	‘-’ For Negative Value				
03	Net Gallons Whole		N 9		62 – 70
03	Net Gallons Tenths		N 1		71 – 71

3.2 CARRIER

01 Header Record.			Position in Record
03	Record Type	N 2 Value 00	1 – 2
03	Company FEIN	N 9	3 – 11
03	IRS Terminal Code (Not Used)	X 9	12 – 20
03	Applied Period		
05	Applied Month (MM)	N 2	21 – 22
05	Applied Day (DD)	N 2	23 – 24
05	Applied Year (YYYY)	N 4	25 – 28
03	Number of Schedule Lines Sending	N 10	29 – 38

01 Schedule Header Record.			Position in Record
03	Schedule Record Type	N 2 Value 01	1 – 2
03	Return Document Type	N 2	3 – 4
	32 = Wholesaler		
	35 = Blender / Retailer of Alternative Fuel		
	37 = Carrier		
	38 = Exporter		
03	Schedule Type	X 3	5 – 7
03	Product Type	X 3	8 – 10
03	Amended Return Indicator	N 1	11 – 11
	0 = Original		
	1 = Amended		
03	Total Schedule Lines Sending	N 10	12 – 21
03	Sign Field for Total Net Gallons	X 1	22 – 22
	'+' For Positive Value		
	'-' For Negative Value		
03	Total Net Gallons	N 9	23 – 31
03	Net Gallons Tenths	N 1	32 – 32

01 Distribution Schedule Record			Position in Record
03	Carrier Schedule Record Type	N 2 Value 09	1 – 2
03	Origin	X 9	3 – 11
03	Person Hiring Carrier FEIN	N 9	12 – 20
03	Seller FEIN	N 9	21 – 29
03	Mode of Transportation	A 2	30 – 31
	J = Truck		
	R = Rail		
	B = Barge		
	PL = Pipeline		
	BA = Book Adjustment		
	ST = Stock Transfer		
	S = Ship Point		
03	Delivered to Location	X 9	32 – 40
03	Delivered to FEIN	N 9	41 – 49
03	Date Delivered		

05 Date Received Month	(MM)	N 2	50 – 51
05 Date Received Day	(DD)	N 2	52 – 53
05 Date Received Year	(YYYY)	N 4	54 – 57
03 Document Number		X 12	58 – 69
03 Sign Field for Net Gallons		X 1	70 – 70
'+' For Positive Value			
'-' For Negative Value			
03 Net Gallons Whole		N 9	71 – 79
03 Net Gallons Tenths		N 1	80 – 80

3.3 EXAMPLES OF FLAT FILES

Example of a Flat File for a Carrier

```

00134249573          123120080000000048
01371406500000000002+0000020037
09T65FL2156594136666594136666J 5819711 65135555512112008010101 +0000010015
09T65FL2156594136666594136666J 00581971165135555512112008010102 +0000010022
013714A072000000000002+0000025000
09T65FL2156594136666594136666J 5819711 65135555512112008010101 +0000015000
09T65FL2156594136666594136666J 00581971165135555512112008010102 +0000010000
013714A12400000000002+0000020000
09T65FL2156594136666594136666J 0097013346513555551211200855555 +0000010000
09T65FL2156594136666594136666J 00970133465135555512112008555551 +0000010000
013714A12500000000002+0000014C000
09T65FL2156594136666594136666J 00581971165135555512112008222222 +0000015000
09T65FL2156594136666594136666J 00581971165135555512112008222221 +0000015000
013714A114C00000000002+0000020111
09T65FL2156594136666594136666J 5819711 65135555512112008555555 +0000010100
09T65FL2156594136666594136666J 00581971165135555512112008555555xx +0000010011

```

Example of a Flat File for Wholesaler/Importer/Exporter/Blender

```

1 00591234567          0131200900000000089
2 01321A 065000000000001+0000010000
3 054444444444J T59FL29888599999 75999991101312009222221 +0000010000
4 01321A 124000000000001+0000010000
5 054444444444J T59FL29998599999007599999901312009222223 +0000010000
6 01321A 125000000000001+0000010000
7 054444444444J T59FL29998599999007599999901312009222234 +0000010000
8 01321A 130000000000001+0000010000
9 054444444444J T59FL29998599999007599999901312009222245 +0000010000
10 01321A 142000000000001+0000010000
11 054444444444J T59FL29998599999007599999901312009222246 +0000010000
12 01321A 167000000000001+0000010000
13 055555555555J 2393299118511111 75333331101312009233337 +0000010000
14 01321A 224000000000001+0000010000
15 055555555555J T59FL299998111110275333333301312009233351 +0000010000
16 01321A 284000000000001+0000010000
17 054444444444J T59FL29888599999 75999991101312009222221 +0000010000
18 01321A B00000000000001+0000010000
19 054444444444J T59FL29888599999 75999991101312009222222 +0000010000
20 01321B 065000000000001+0000010000
21 054444444444J T59FL29998599999007599999901312009222223 +0000010000
22 01321B 072000000000001+0000010000

```


4 Comma Delimited (CSV) Import Specifications

4.1 WHOLESALER/IMPORTER/EXPORTER/BLENDER

The file to be imported must be in an ASCII delimited format with the appropriate fields. Each line has the fields listed below and specifies the values associated with a single location and applied period. Each field is separated with a comma and lines are terminated with a CR/LF sequence. The file can have as many lines as needed.

Note: When editing CSV files, please preserve all leading zero(s) by using a text editor to ensure data accuracy.

In the list that follows the column labeled "FT" (for Field Type) indicates the following:

NS	Numeric – No decimal points.
NL	Numeric – No decimal points.
ND	Numeric – The last digit will always be processed as a tenth of a gallon.
CS	Character String.
DT	Applied Period represented as a number in the form of YYYYMM , for example 200810.
DT	Date represented as a number in the form of YYYYMMDD , for example 20080608.
C	A single character.

SCHEDULE OF RECEIPTS RECORD FORMAT

	FT	FIELD DESCRIPTION	FIELD	MAX LENGTH
ID	NL	Company ID (Designated by taxpayer)	COLUMN A	N 9
PERIOD	DT	Applied Period	COLUMN B	N 6
SCHEDULE	CS	Schedule Type	COLUMN C	X 3
PRODUCT	NS	Product Type	COLUMN D	X 3
AMEND_ID	NL	Amended Return Indicator 0 = Original 1 = Amended	COLUMN E	N 1
C_NAME	CS	Carrier Name	COLUMN F	X 35
C_FEIN	CS	Carrier FEIN	COLUMN G	N 9
MODE	CS	Mode of Transportation J = Truck R = Rail B = Barge PL = Pipeline BA = Book Adjustment ST = Stock Transfer S = Ship Point	COLUMN H	A 2
ORIGIN	CS	Point of Origin	COLUMN I	X 9
DESTINAT	CS	Point of Destination	COLUMN J	X 9
S_NAME	CS	Seller's Name	COLUMN K	X 35
S_FEIN	CS	Seller's FEIN	COLUMN L	N 9
D_RECEIVE	DT	Date Received	COLUMN M	N 8
DOC_NUM	CS	Document Number	COLUMN N	X 12

GALLONS	ND	Net Gallons		COLUMN O	X 11
		Sign Field for Net Gallons	X 1		
		'-' For Negative Value			
		Net Gallons Whole	N 9		
		Net Gallons Tenths	N 1		

SCHEDULE OF DISBURSEMENT RECORD FORMAT

	FT	FIELD DESCRIPTION		FIELD	MAX LENGTH
ID	NL	Company ID (Designated by taxpayer)		COLUMN A	N 9
PERIOD	NL	Applied Period		COLUMN B	N 6
SCHEDULE	CS	Schedule Type		COLUMN C	X 3
PRODUCT	NS	Product Type		COLUMN D	X 3
AMEND_ID	NL	Amended Return Indicator		COLUMN E	N 1
		0 = Original			
		1 = Amended			
C_NAME	CS	Carrier Name		COLUMN F	X 35
C_FEIN	CS	Carrier FEIN		COLUMN G	N 9
MODE	CS	Mode of Transportation		COLUMN H	A 2
		J = Truck			
		R = Rail			
		B = Barge			
		PL = Pipeline			
		BA = Book Adjustment			
		ST = Stock Transfer			
		S = Ship Point			
ORIGIN	CS	Point of Origin		COLUMN I	X 9
DESTINAT	CS	Point of Destination		COLUMN J	X 9
P_NAME	CS	Purchaser's Name		COLUMN K	X 35
P_FEIN	CS	Purchaser's FEIN		COLUMN L	N 9
D_SHIPPED	DT	Date Shipped		COLUMN M	N 8
DOC_NUM	CS	Document Number		COLUMN N	X 12
GALLONS	ND	Net Gallons		COLUMN O	X 11
		Sign Field for Net Gallons	X 1		
		'-' For Negative Value			
		Net Gallons Whole	N 9		
		Net Gallons Tenths	N 1		

Note: When editing a CSV file, please preserve all leading zero(s) by using a text editor to ensure data accuracy.

4.2 CARRIER

SCHEDULE 14A, 14B, AND 14C RECORD FORMAT

	FT	FIELD DESCRIPTION	FIELD	MAX LENGTH
ID	NL	Company ID (Designated by taxpayer)	COLUMN A	N 9
PERIOD	NL	Applied Period	COLUMN B	N 6
SCHEDULE	CS	Schedule Type	COLUMN C	X 3
PRODUCT	NS	Product Type	COLUMN D	X 3
AMEND_ID	NL	Amended Return Indicator 0 = Original 1 = Amended	COLUMN E	N 1
C_NAME	CS	Carrier Name	COLUMN F	X 35
C_FEIN	CS	Carrier FEIN	COLUMN G	N 9
S_NAME	CS	Seller's Name	COLUMN H	X 35
S_FEIN	CS	Seller's FEIN	COLUMN I	N 9
MODE	CS	Mode of Transportation J = Truck R = Rail B = Barge PL = Pipeline BA = Book Adjustment ST = Stock Transfer S = Ship Point	COLUMN J	A 2
ORIGIN	CS	Point of Origin	COLUMN K	X 9
DESTINAT	CS	Point of Destination	COLUMN L	X 9
D_NAME	CS	Company Name (Delivered To)	COLUMN M	X 35
D_FEIN	CS	Company FEIN (Delivered To)	COLUMN N	X 9
D_DELIVER	DT	Date Delivered	COLUMN O	N 8
DOC_NUM	CS	Document Number	COLUMN P	X 12
GALLONS	ND	Net Gallons Sign Field for Net Gallons '-' For Negative Value Net Gallons Whole Net Gallons Tenths	COLUMN Q	X 11 X 1 N 9 N 1

Note: When editing a CSV file, please preserve all leading zero(s) by using a text editor to ensure data accuracy.

4.3 EXAMPLES OF CSV FILES

Example of a CSV file in a text format

```

1 2,200812,1A,65,0,ABC Corp,123456789,J,T59FL2112,T59FL2104,XYZ Corp,987654321,20081201,3212482,1000
2 2,200812,1A,124,0,ABC Corp,123456789,J,T59FL2112,T59FL2104,XYZ Corp,987654321,20081201,2142732,1000
3 2,200812,1A,125,0,ABC Corp,123456789,J,T59FL2112,T59FL2104,XYZ Corp,987654321,20081201,6496670,1000
4 2,200812,1A,130,0,ABC Corp,123456789,J,T59FL2112,T59FL2104,XYZ Corp,987654321,20081201,7589195,1000
5 2,200812,1A,142,0,ABC Corp,123456789,J,T59FL2112,T59FL2104,XYZ Corp,987654321,20081201,6580590,1000
6 2,200812,1A,167,0,ABC Corp,123456789,J,T59FL2112,T59FL2104,XYZ Corp,987654321,20081201,2530181,1000
7 2,200812,1A,167,0,ABC Corp,123456789,J,T59FL2112,T59FL2104,XYZ Corp,987654321,20081201,6803352,1000
8 2,200812,1A,B00,0,ABC Corp,123456789,J,T59FL2112,T59FL2104,XYZ Corp,987654321,20081201,6681798,1000
9 2,200812,1A,B00,0,ABC Corp,123456789,J,T59FL2112,T59FL2104,ABC Corp,987654321,20081201,3555139,1000

```

Example of a CSV file for a Wholesaler/Importer/Exporter/Blender (headers to be removed)

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Company Identifier	Applied period	Schedule type	Product type	Original or Amended Return	Carrier name	Carrier FEIN	Mode of Transport	Origin	Destination	Sellers name	Sellers FEIN	Date of delivery	Doc Number	Gallons
2	2	200801	1A	65	0	ABC Corp	123456789	J	T59FL2112	T59FL2104	XYZ Corp	650634856	20080101	3212482	1000
3	2	200801	1A	124	0	ABC Corp	650634856	J	T59FL2112	T59FL2104	XYZ Corp	650634856	20080101	2142732	1000
4	2	200801	1A	125	0	ABC Corp	650634856	J	T59FL2112	T59FL2104	XYZ Corp	650634856	20080101	6496670	1000
5	2	200801	1A	130	0	ABC Corp	650634856	J	T59FL2112	T59FL2104	XYZ Corp	650634856	20080101	7589195	1000
6	2	200801	1A	142	0	ABC Corp	650634856	J	T59FL2112	T59FL2104	XYZ Corp	650634856	20080101	6580590	1000
7	2	200801	1A	167	0	ABC Corp	650634856	J	T59FL2112	T59FL2104	XYZ Corp	650634856	20080101	2530181	1000
8	2	200801	1A	167	0	ABC Corp	650634856	J	T59FL2112	T59FL2104	XYZ Corp	650634856	20080101	6803352	1000
9	2	200801	1A	B00	0	ABC Corp	650634856	J	T59FL2112	T59FL2104	XYZ Corp	650634856	20080101	6681798	1000
10	2	200801	1A	B00	0	ABC Corp	650634856	J	T59FL2112	T59FL2104	XYZ Corp	650634856	20080101	3555139	1000

CSV file layout for the 5LO (replaces Schedule 11)

2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	069102586	XYZ Corp	593598724	20081201	13456	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	069201329	XYZ Corp	593598724	20081201	13457	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	088943601	XYZ Corp	593598724	20081201	13458	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	088943601	XYZ Corp	593598724	20081201	13459	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	118944687	XYZ Corp	593598724	20081201	13460	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	118944687	XYZ Corp	593598724	20081201	13461	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	098842367	XYZ Corp	593598724	20081201	13462	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	098842367	XYZ Corp	593598724	20081201	13463	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	108503247	XYZ Corp	593598724	20081201	13464	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	108503247	XYZ Corp	593598724	20081201	13465	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	118944687	XYZ Corp	593598724	20081201	13466	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	118944687	XYZ Corp	593598724	20081201	13467	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	128841467	XYZ Corp	593598724	20081201	13468	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	128841467	XYZ Corp	593598724	20081201	13469	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	138942912	XYZ Corp	593598724	20081201	13470	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	138842291	XYZ Corp	593598724	20081201	13471	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	168507582	XYZ Corp	593598724	20081201	13472	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	168507582	XYZ Corp	593598724	20081201	13473	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	189300460	XYZ Corp	593598724	20081201	13474	1000
2	200812	5LO	65	0	ABC Corp	650634856	J	T59FL2112	189300460	XYZ Corp	593598724	20081201	13475	1000