

## **Import Annual Changes File Layout**

## **Table of Contents**

mport Annual Changes File Lavout	1
	-

## **Import Annual Changes File Layout**

This file record layout is used to import a text file to create, change, and delete employee deduction records. The file type is tab-delimited text and must have .txt in the file name.

Sequence	Field	Length	Description
1	Employee Social Security Number	9	123456789
2	Extract Deduction Code		123456; can be up to six characters; must match deduction code table
3	Employee Amount	7.2	22.00; decimal point must be included
4	Employer Amount	7.2	178.00; decimal point must be included
5	Cafeteria Plan Election	1	Y; must be Y or N



## **Back Cover**