



Import Cash Receipt Transactions File Layout

Table of Contents

| | |
|---|----------|
| Import Cash Receipt Transactions File Layout | 1 |
|---|----------|

Import Cash Receipt Transactions File Layout

| Field | Length |
|---------------------------------|--------|
| Cash Receipt Number | 6 |
| Cash Receipt Number Description | 30 |
| Account Code | 20 |
| Cash Receipt Amount | 11 |
| Contra Offset Object | 4 |
| Contra Offset Sub Object | 2 |
| Cash Receipt Source/Description | 30 |

Notes:

This is a comma-delimited file format, which means that commas are not allowed within a field. For example, there should not be any commas in the **JV Number Description** or the **GL Account Description** fields.

For amounts, decimal places not implied. For example, 6789 indicates \$6,789, and 67.89 indicates \$67.89. Eleven numeric characters can be entered with two decimal places, or when whole numbers are entered, nine numeric characters are allowed.

Credit amounts should start with a minus sign (e.g., -).

Amount fields with no data should be empty in the file; do not use zeros.



Back Cover