Vendor File Technical Layouts

Interface: Vendor File (OCP_0152_PO)

Interface Type: Outbound – May only be submitted by CORE

Path: CORE Interfaces
  Common Files
   Outbound
    Vendor File

Frequency: Nightly

Interface Description:
This file contains information for each vendor including name, FEI, order and remit to addresses. It also designates the vendor type.

Location: This file will be stored on the IBM mainframe.

Filename: CORE.VENDOR.FILE
         CORE.VENDOR.FILE.HECLM (Higher Ed)
     Record length: 757
     Blocksize: 27,252

File Layout:

Field #	Start	Length	Type	Field	Comments
1	1	10	Char	Vendor ID	
2	11	40	Char	Vendor Name	
3	51	50	Char	Contact Name	
4	101	1	Char	Vendor Status	Values: A – Approved I - Inactive
5	102	10	Date	Last Update	Format: YYYYMMDD
6	112	15	Char	Old Vendor ID	From Legacy System
7	127	10	Char	Vendor Location	
8	137	55	Char	Order Address Line 1	
9	192	55	Char	Order Address Line 2	
10	247	30	Char	Order City	

.

Field #	Start	Length	Type	Field	Comments
11	277	6	Char	Order State	
12	283	9	Char	Order Postal Code	
13	292	3	Char	Order Country Code	
14	295	3	Char	Order Phone – Area Code	
15	298	7	Char	Order Phone - Number	
16	305	6	Char	Order Phone - Extension	
17	311	3	Char	Order Fax – Area Code	
18	314	7	Char	Order Fax – Number	
19	321	6	Char	Order Fax - Extension	
20	327	55	Char	Remit Address Line 1	
21	382	55	Char	Remit Address Line 2	
22	437	30	Char	Remit City	
23	467	6	Char	Remit State	
24	473	9	Char	Remit Postal Code	
25	482	3	Char	Remit Country Code	
26	485	3	Char	Remit Phone – Area Code	
27	488	7	Char	Remit Phone - Number	
28	495	6	Char	Remit Phone - Extension	
29	501	3	Char	Remit Fax – Area Code	
30	504	7	Char	Remit Fax - Number	
31	511	6	Char	Remit Fax - Extension	
32	517	3	Char	Vendor Registration Status	
33	520	1	Char	Suspended Indicator	Values Y or Blank
34	521	1	Char	Non Registered Indicator	Values Y or Blank
35	522	1	Char	Government Indicator	Values Y or Blank
36	523	1	Char	Minority Owned Business	Values Y or Blank
37	524	1	Char	Handicap Indicator	Values Y or Blank
38	525	1	Char	Small Business Indicator	Values Y or Blank
39	526	1	Char	Women Owned Indicator	Values Y or Blank
40	527	1	Char	Agency Issued	Values Y or Blank
41	528	1	Char	Construction & Properties	Values Y or Blank
42	529	1	Char	Employee Flag	Values Y or Blank
43	530	1	Char	1099 Flag	Values Y or Blank
44	531	1	Char	Electronic/Wire Payment	Values Y or Blank
45	532	40	Char	"Order" Alternate Name	
46	572	40	Char	"Remit" Alternate Name	
47	612	30	Char	Location Description	

Field #	Start	Length	Type	Field	Comments
48	642	1	Char	WIR Payment Flag	Values Y or N
49	643	70	Char	Remit Emailid	
50	713	40	Char	Name2 – Legal Name	If non-blank, then this is the vendor's Legal Name
51	753	4	Char	Last 4 digit of bank acct	Only valid for EFT locations
52	757	1	Char	Vendor Class	Values: E – Employee R – Supplier S - Student

VENDOR FILE NOTES:
Inactive vendors will remain on the file for one week after they are changed to inactive.
Last update date: PeopleSoft maintains this date for each vendor and it represents the last time this vendor was updated. However, the updated information may or may not be included in this file layout.

CHANGE REQUESTS:

Effective 3/29/2004:

1. Add an employee flag to the vendor file.
2. Add a 1099 flag to the vendor file. (Case # 220422)
3. Add a flag to designate if the location is set-up for electronic payments.
4. Each address has an 'alternate name' field. We are pulling the 'order' and 'remit' addresses for each location and need to supply the 'alternate names' for each address. The alternate name is the name that should be printed on the check.

Effective 4/01/2012:

.

1. Add Location Description - will help identify which location to select when making a payment.
2. Add WIR payment flag – will help identify which agency locations are setup to receive wire payments.
3. Remit emailed – shows the emailed associated with an electronic payment. This is the emailed that will receive the electronic remit advice.
4. Name 2 – Legal Name. If non-blank, then this is the legal name and the Vendor Name (Field #2) is the DBA name. If this is blank, then the Vendor Name is the Legal Name.
5. Last 4 digits of bank acct – will help identify which location to select when making a payment, or will assist in answering vendor questions.
6. Vendor Class – Designates the type of vendor i.e. Employee, Supplier or Student

.