



Interface Control Document Collections

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Document History

Date	Revision	Author	Summary of Changes
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General

Overview

1. The purpose of this document is to record the process, business rules, and system interface requirements for the Collections. It includes technical details and operational information necessary to ensure proper usage and support for service operation.
- 1.1.

The data exchanges are achieved through file-based transfers. The interfaces are as follows:

- An SFTP interface that sends the outbound file to the collection’s agency.
 - Includes Placement, Payment and Adjustments, and Demographic - Outbound files.
- An SFTP interface that receives the inbound file from the collection’s agency.
 - Includes Demographic - Inbound.

Assumptions

- 1.2. The functionality within this document is proposed with the assumptions described in the table below.

Table 1: Assumptions

ID	Description
1.2.1	The system shall support up to 10k data for both Inbound and Outbound files.
1.2.2	No other communication methods shall be implemented beyond what is defined in the document.
1.2.3	VPN Tunneling shall be used for the network between the BOS and the Collection Agency.

- 1.3.

Reference Documents

Additional information related to the Collections functionality may be found within the following documents:

Table 2: Reference Documents

Document	Filename
N/A	N/A

Issues/Concerns

There are no issues or concerns that impact the proposed solution.

Table 3: Issues/Concerns

ID	Description	Resolution	Resolution Date
N/A	There are no issues/concerns raised in this document.	N/A	N/A

Process/Data Flows

Outbound File

2. The Outbound File Process Flow includes the tasks and steps listed in the table below.

Table 4: Outbound File Process Flow

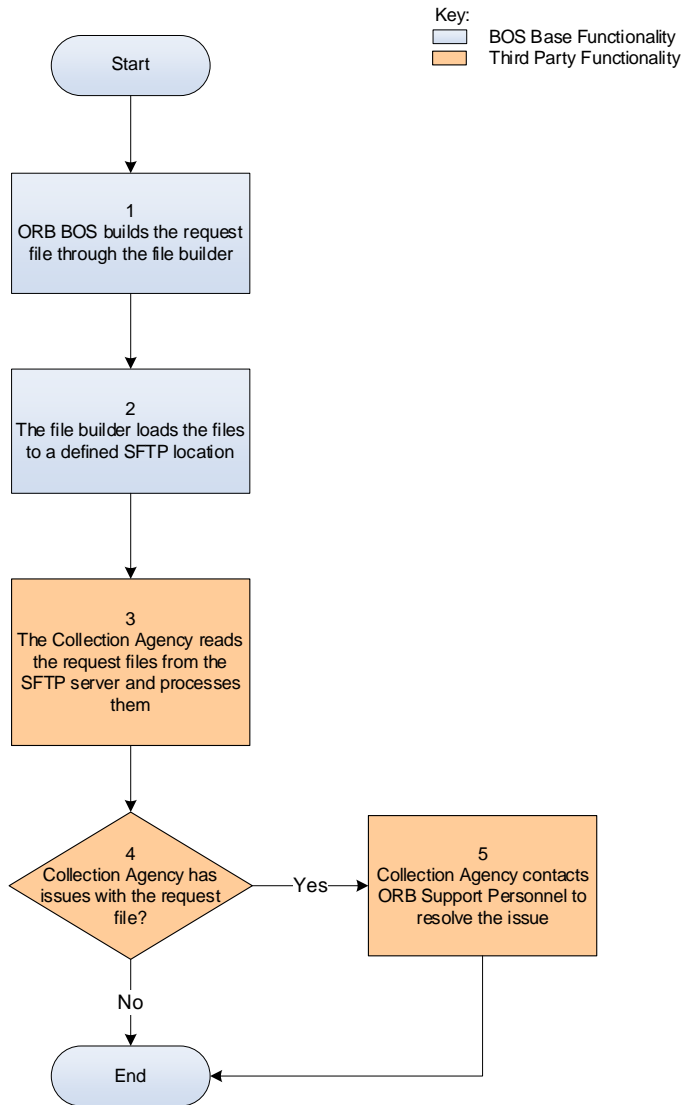
2.1

Task	Description
Build the file	The process of the ORB BOS building the outbound file for sending to the Collection Agency (ies).
Upload the file	The process of the ORB BOS uploading the outbound file to the SFTP location for retrieval.
Process the file	The process of the Collection Agency(ies). retrieving and processing the file.

Outbound File Process Flow

The figure below illustrates the process flow for Outbound File.

2.1.1.



2.1.2.

- Figure 1: Outbound File Process Flow*
1. The ORB BOS builds the request (Placement, Payment and Adjustment, or Demographic - Outbound) file using a defined file builder process.
 2. The file builder builds the files and loads them to a defined SFTP location for Collection Agency retrieval.

Outbound File Process Flow Explanation

The Outbound File Process Flow is as follows:

3. The Collection Agency reads the files from the SFTP location and processes them.
 4. The system determines if the files were processed successfully.
 - a. If the files were not processed successfully (Yes), the process goes to step 5.
 - b. If the files were processed successfully (No), the process ends after file processing.
 5. The Collection Agency contact ORB Support Personnel and works with them to resolve any issues.
- The Inbound File Process Flow includes the tasks and steps listed in the table below.

2.2.

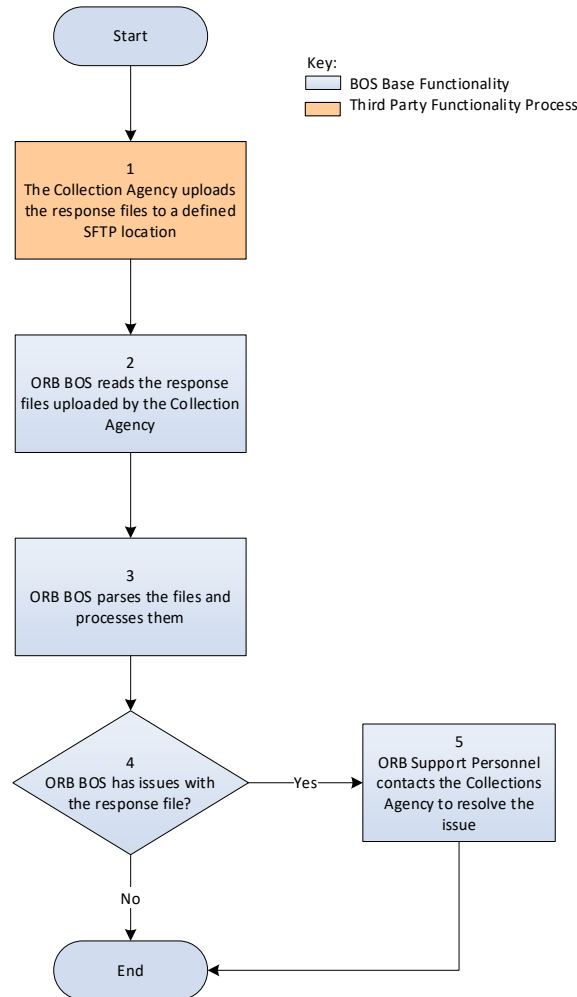
Table 5: Inbound File Process Flow

Task	Description
Upload the file	The process of the Collection Agency(ies) uploading the inbound file to the SFTP location for BOS to retrieve.
Process the file	The process of the ORB BOS retrieving, parsing and processing the file.

Inbound File Process Flow

The figure below illustrates the process flow for Inbound File.

2.2.1.



2.2.2.

Figure 2: Inbound File Process Flow

1. The Collection Agency uploads the response (Demographic - Inbound) files to a defined SFTP location for the ORB BOS retrieval.
2. The ORB BOS reads the response files retrieved from the SFTP location.
3. The ORB BOS parses and processes the response files.
4. The system determines if the files are processed successfully.
 - a. If the files were not processed successfully (Yes), the process goes to step 5.
 - b. If the files were processed successfully (No), the process ends after file processing.
5. The ORB Support Personnel contacts the Collections Agency and works with them to resolve any issues.

Inbound File Process Flow Explanation

System Interfaces

Protocol

3. The protocol for the exchange of data utilized in the Collections ICD is Secure File Transfer Protocol (SFTP) for communication with the Collection Agency(ies) regarding the Placement, Demographic and Payment and Adjustments files.

3.1.

The file transfer interface uses a BOS maintained SFTP File Server for bidirectional file delivery between the BOS and the Collection Agency (ies).

The table below lists all data exchanges.

Table 6: Data Exchanges

Data Type	Format	Push / Pull	Method / Protocol	Frequency
Placement	XML	BOS pushes the file to the SFTP server	SFTP	Once per day
Payment and Adjustments	XML	BOS pushes the file to the SFTP server	SFTP	Once per day
Demographic – Inbound	Pipe Delimited	CA pushes the file to BOS SFTP server	SFTP	Once per day
Demographic – Outbound	Pipe Delimited	BOS pushes the file to the SFTP server	SFTP	Once per day

3.2.

Web Service Interfaces

- 3.3 Web services are not used for this interface.

File Transfer Interfaces

The ORB BOS sends Placement files on a daily basis to the Collection Agency(ies) and receives Demographic files from the Collection Agency(ies).

3.3.1.

Any issues identified during the processing of either the Outbound or Inbound files have either the Collections Agency(ies) or the ORB BOS support staff contacting each other to resolve the issue.

File Naming Conventions

The examples below are the file naming conventions used for the Outbound Files and Inbound Files.

File name description:

XXX is an abbreviation of the collection agency's name.

YYYY: four (4) digit year of the date when the file was created

- MM: two (2) digit month of the year when the file was created. Shall be left-padded with zeroes (0)
- DD: two (2) digit day of the month when the file was created. Shall be left-padded with zeroes (0)
- HH: two (2) digit hour in the 24-hour format when the file was created. Shall be left-padded with zeroes (0)
- MM: two (2) digit minute of the hour when the file was created. Shall be left-padded with zeroes (0)
- SS: two (2) digit second of the minute when the file was created. Shall be left-padded with zeroes (0)

Placement – Outbound File

XXX_INV_OUT_YYYYMMDDHH24MISS_CA.xml

3.3.1.1 Example:

PDU_INV_OUT_20160102021030_CA.xml

LB_INV_OUT_20160102021030_CA.xml

Payment and Adjustments – Outbound file

3.3.1.2.

XXX_PA_OUT_YYYYMMDDHH24MISS_CA.xml

Example:

LB_PA_OUT_20160108020030_CA.xml

PDU_PA_OUT_20160108020030_CA.xml

3.3.1.3.

Demographic – Inbound File

XXX_DEMO_IN_YYYYMMDDHH24MISS_CA.txt

Example:

PDU_DEMO_IN_20151207084030_CA.txt

3.3.1.4.

LB_DEMO_IN_20151207084030_CA.txt

Demographic – Outbound File

XXX_DEMO_OUT_YYYYMMDDHH24MISS_CA.txt

3.3.2 Example:

LB_DEMO_OUT_YYYYMMDDHH24MISS_CA.txt

PDU_DEMO_OUT_YYYYMMDDHH24MISS_CA.txt

File Delivery Location

The table below contains the file delivery locations for each file interface.

Table 7: File Delivery Locations for File Interfaces

Interface Name	BOS Inbound Directory	BOS Outbound Directory	Archive Directory
Demographic	<root directory>/collections/Demographic/Inbound/current	<root directory>/collections/Demographic/Outbound/current	<root directory>/collections/demographic/<interface type>/archive
Placement	NA	<root directory>/collections/placement/current	<root directory>/collections/placement/archive
Payments and Adjustments	NA	<root directory>/collections/adjustment/current	<root directory>/collections/adjustment/archive

File Delivery Timetable

3.3.3.

The File Delivery Timetable is once per day at 8 am EST, for both inbound and outbound files.

3.3.4.

Field Definitions

The following sections describe each field in the Outbound and Inbound files.

3.3.4.1.

Placement – Outbound File

The table below contains the field descriptions for the Placement Outbound file.

Note: Below table elements may change after finalizing the invoice details.

Table 8: Placement Outbound File Field Descriptions

Description	XML Element	Type	Max Length	Required	Comment
Collection Agency	ca_code	Character	3	Y	Unique Code for the collection Agency. Sample: LB
Accounts	accounts	Complex	NA	Y	
Account	account	Complex	NA	Y	
Account Number	id	Character	14	Y	id is an attribute to Account element

Description	XML Element	Type	Max Length	Required	Comment
Account Original Balance	account_original_balance	Number	5,2	Y	
Account Current Balance	account_current_balance	Number	5,2	Y	
Invoice	invoice	Complex	NA	Y	
Invoice Number	number	Character	14	Y	number is an attribute to Invoice element
Invoice Type	type	Character	2	Y	type is an attribute to Invoice element
Agency	agency	Character	3	Y	agency is an attribute to Invoice element "ORB"
Invoice Date	invoice_date	Date	NA	Y	YYYY-MM-DD
Invoice Level Fee	invoice_fee	Complex	NA	Y	
Invoice Level Fee Type	type	Character	25	Y	type is an attribute of invoice_fee.
Invoice Level Fee Original Amount Due	invoice_fee_original_amount_due	Number	5,2	Y	
Invoice Level Fee Current Amount Due	invoice_fee_current_amount_due	Number	5,2	Y	
Invoice Level Fee Payment	invoice_fee_payment	Number	5,2	Y	
Invoice Level Fee Adjustment	invoice_fee_adjustment	Number	5,2	Y	
Vehicle Information	vehicle_info	Complex	NA	Y	
Plate Number	plate_number	Character	7	Y	
Plate State	plate_state	Character	2	Y	
Plate Type	plate_type	Character	2	Y	

Description	XML Element	Type	Max Length	Required	Comment
Person Information	person_info	Complex	NA	Y	
First Name	first_name	Character	20	N	
Middle Initial	middle_initial	Character	1	N	
Last Name	last_name	Character	20	N	
Company Name	company_name	Character	20	N	
License Number	license_number	Character	20	N	
Address Information	address_info	Complex	NA	Y	
Address Type	addrType	Character	15	Y	addrType is an attribute of Address_info
Street Address 1	street_address1	Character	40	Y	
Street Address 2	street_address2	Character	40	N	
City	city	Character	20	Y	
State	state	Character	2	Y	
Zip	zip	Character	6	Y	
Country	country	Character	20	Y	
Contact information	contact_info	Complex	NA	N	
Email	email	Character	40	N	
Phone	phone	Character	10	N	
Phone type	type	Character	10	N	<p>type is an attribute of phone element</p> <p>List of values-</p> <ul style="list-style-type: none"> · HOME PHONE · WORK PHONE · FAX · CELL PHONE
Transaction	txn	Complex	NA	Y	

Description	XML Element	Type	Max Length	Required	Comment
Transaction Number	id	Number	14	Y	id is an attribute of the txn element.
Transaction Date & Time	txn_date_time	Character	21	Y	YYYY-MM-DD HH24:MM:SS
Transaction Location	txn_location	Character	40	Y	
Transaction Toll Original Amount Due	txn_toll_original_amount_due	Number	5,2	Y	
Transaction Toll Current Amount Due	txn_toll_current_amount_due	Number	5,2	Y	
Transaction Toll Payment	txn_toll_payment	Number	5,2	Y	
Transaction Toll Adjustment	txn_toll_adjustment	Number	5,2	Y	
Transaction Fee	txn_fee	Complex	NA	N	
Transaction Fee Type	type	Character	25	N	type is an attribute of txn_fee.
Transaction Fee Original Amount Due	txn_fee_original_amount_due	Number	5,2	N	
Transaction Fee Current Amount Due	txn_fee_current_amount_due	Number	5,2	N	
Transaction Fee Payment	txn_fee_payment	Number	5,2	N	
3.3.4.1.1 Transaction Fee Adjustment	txn_fee_adjustment	Number	5,2	N	

Sample Data

```
<placement_file>
  <ca_code>LB</ca_code>
  <accounts>
    <account id="2901499">
      <account_original_balance>-148.00</account_original_balance>
      <account_current_balance>-148.00</account_current_balance>
      <invoice number="011802830114" type="CA" agency="ORB">
```

```
<invoice_date>2018-07-31</invoice_date>
<invoice_fee type="Late Fee">
  <invoice_fee_original_amount_due>5.00</invoice_fee_original_amount_due>
  <invoice_fee_current_amount_due>5.00</invoice_fee_current_amount_due>
  <invoice_fee_payment>0.00</invoice_fee_payment>
  <invoice_fee_adjustment>0.00</invoice_fee_adjustment>
</invoice_fee>
<invoice_fee type="Administration Fee">
  <invoice_fee_original_amount_due>25.00</invoice_fee_original_amount_due>
  <invoice_fee_current_amount_due>25.00</invoice_fee_current_amount_due>
  <invoice_fee_payment>0.00</invoice_fee_payment>
  <invoice_fee_adjustment>0.00</invoice_fee_adjustment>
</invoice_fee>
<invoice_fee type="Collection Fee">
  <invoice_fee_original_amount_due>30.00</invoice_fee_original_amount_due>
  <invoice_fee_current_amount_due>30.00</invoice_fee_current_amount_due>
  <invoice_fee_payment>0.00</invoice_fee_payment>
  <invoice_fee_adjustment>0.00</invoice_fee_adjustment>
</invoice_fee>
<vehicle_info>
  <plate_number>FTP4004</plate_number>
  <plate_state>TX</plate_state>
  <plate_type>N/A</plate_type>
</vehicle_info>
<person_info>
  <first_name>ISMAELA</first_name>
  <middle_initial></middle_initial>
  <last_name>GOSALES</last_name>
  <company_name> </company_name>
  <license_number></license_number>
  <address_info addrType="MAILING">
    <street_address1>511 CHIMNEY ROCK</street_address1>
    <street_address2></street_address2>
    <city>HOUSTON</city>
    <state>TX</state>
    <zip>77081</zip>
    <country>USA</country>
  </address_info>
  <contact_info>
    <phone type="HOME PHONE">5552458942</phone>
    <phone type="WORK PHONE">5553734022</phone>
    <email>myemail@YAHOO.COM</email>
  </contact_info>
</person_info>
<txn id="12421969502">
  <txn_date_time>2018-04-20 08:31:26</txn_date_time>
  <txn_location>SH - SOUTH</txn_location>
  <txn_toll_original_amount_due>1.75</txn_toll_original_amount_due>
  <txn_toll_current_amount_due>1.75</txn_toll_current_amount_due>
  <txn_toll_payment>0.00</txn_toll_payment>
  <txn_toll_adjustment>0.00</txn_toll_adjustment>
  <txn_fee type="">
    <txn_fee_original_amount_due></txn_fee_original_amount_due>
    <txn_fee_current_amount_due></txn_fee_current_amount_due>
    <txn_fee_payment></txn_fee_payment>
    <txn_fee_adjustment></txn_fee_adjustment>
  </txn_fee>
</txn>
<txn id="12423859579">
  <txn_date_time>2018-04-20 19:15:25</txn_date_time>
  <txn_location>WPT - MLP2</txn_location>
  <txn_toll_original_amount_due>1.75</txn_toll_original_amount_due>
  <txn_toll_current_amount_due>1.75</txn_toll_current_amount_due>
  <txn_toll_payment>0.00</txn_toll_payment>
  <txn_toll_adjustment>0.00</txn_toll_adjustment>
  <txn_fee type="">
    <txn_fee_original_amount_due></txn_fee_original_amount_due>
    <txn_fee_current_amount_due></txn_fee_current_amount_due>
    <txn_fee_payment></txn_fee_payment>
  </txn_fee>
</txn>
```

```

        <txn_fee_adjustment></txn_fee_adjustment>
      </txn_fee>
    </txn>
  </invoice>
</account>
</accounts>
</placement_file>

```

Payment and Adjustments Outbound File

The table below contains the field descriptions for the Payment and Adjustments Outbound File.

3.3.4.2.

Table 9: Payment and Adjustments Outbound File Field Descriptions

Description	XML Element	Type	Max Length	Required	Comment
Collection Agency Code	ca_code	Character	3	Y	Unique Code for the collection Agency. Sample: LB
Accounts	accounts	Complex	N/A	Y	
Account	account	Complex	NA	Y	
Account Number	id	Character	14	Y	id is an attribute of account
Invoice	invoice	Complex	NA	Y	
Agency	agency	Character	3	Y	agency is an attribute to Invoice element
Invoice Number	number	Character	14	Y	number is an attribute to Invoice element
Vehicle Information	vehicle_info	Complex	NA	Y	
Plate Number	plate_number	Character	7	Y	
Plate State	plate_state	Character	2	Y	
Plate Type	plate_type	Character	2	Y	
Person Information	person_info	Complex	NA	Y	
First Name	first_name	Character	20	N	
Middle Initial	middle_initial	Character	1	N	
Last Name	last_name	Character	20	N	

Description	XML Element	Type	Max Length	Required	Comment
Company Name	company_name	Character	20	N	
Address Information	address_info	Complex	NA	Y	
Address Type	addrType	Character	15	Y	addrType is an attribute of Address_info
Street Address 1	street_address1	Character	60	Y	
Street Address 2	street_address2	Character	60	N	
City	city	Character	20	Y	
State	state	Character	2	Y	
Zip	zip	Character	6	Y	
Country	country	Character	20	Y	
Contact information	contact_info	Complex	NA	N	
Email	email	Character	40	N	
Phone	phone	Character	10	N	
Phone type	type	Character	10	N	<ul style="list-style-type: none"> · HOME PHONE · WORK PHONE · FAX · CELL PHONE type is an attribute of phone element List of values-
Hold Information	hold_details	Complex	NA	N	<ul style="list-style-type: none"> · Bankruptcy · Dispute · Payment Plan · Administrative Hearing Valid values are:
Hold Type	type	Character	20	N	
Hold End Date	end_date	Date	NA	N	
Payments	payments	Complex	N/A		
Payment	payment	Complex	N/A		

Description	XML Element	Type	Max Length	Required	Comment
Delivery Method	delivery_mode	Character	20	N	attribute of payment List of values- <ul style="list-style-type: none"> • MAIL • PHONE • WALK-IN • LOCKBOX • COLLECTION
Payment Date	payment_date	Date	NA	N	attribute of payment <ul style="list-style-type: none"> • WEBSITE • IVR • AUTOCHARGE
Payment ID	payment_id	Number	14	N	attribute of payment
Payment Status	payment_status	Character	20	N	attribute of payment <ul style="list-style-type: none"> • APPLIED • BOUNCED • BOUNCED BANK ACC • CHARGEBACK • DECLINED • FAILED • OPEN • PENDING • VOID • VOID FAILED • VOID NOT REQUIRED • HANGING PAYMENTS
Payment categories	posting_categories	Complex	N/A	N	
Type of Payment	posting_category	Complex	N/A	N	

Description	XML Element	Type	Max Length	Required	Comment
Type of Payment	name	Character	50	N	name is an attribute of posting_category Type of payment List of values - <ul style="list-style-type: none"> • PAYMENT APPLICATION • PAYMENT REVERSAL (There might be more added in future)
Items	items	complex	N/A		
Invoice Level Fees	invoice_fees	Complex	N/A	N	
Invoice Level Fee Amount	invoice_fee	Number	5,2	N	
Invoice Level Fee Name	name	Character	50	N	Name is an attribute of complex invoice_fees
Transaction	txn	Complex	N/A	N	
Toll Transaction ID	id	Number	14	N	Attribute of txn
Toll Transaction	txn_toll	Number	5,2	N	
Transaction Fee Amount	txn_fee	Number	5,2	N	
Transaction Fee Name	name	Character	50	N	Name is an attribute of complex type txn_fee
Adjustments	adjustments	Complex	N/A		
Type of Adjustment	posting_category	Complex	N/A		

Description	XML Element	Type	Max Length	Required	Comment
Name of Adjustment	name	Character	50	N	name is an attribute of posting_category Type of adjustment List of values - <ul style="list-style-type: none"> • TOLL ADJUSTMENT • EXCUSE CHARGES • UNASSIGN TOLL CHARGES • UNDO EXCUSE CHARGES (There might be more added in future)
Items	items	complex	N/A		
Invoice Level Fees	invoice_fees	Complex	N/A	NA	
Invoice Level Fee Amount	invoice_fee	Number	5,2	N	
Invoice Level Fee Name	name	Character	50	N	Name is an attribute of complex invoice_fees
Transaction	txn	Complex	N/A	NA	
Toll Transaction ID	id	Number	14	N	Attribute of txn
Toll Transaction	txn_toll	Number	5,2	N	
Transaction Fee Amount	txn_fee	Number	5,2	N	
3.3.4.2.1 Transaction Fee Name	name	Character	50	N	Name is an attribute of complex type txn_fee

Payment and Adjustments Outbound File Format

This section gives the payment and adjustments outbound file format with an example. The example is XML-based.

Sample1.

```
<adjustment_file>
  <ca_code>LB</ca_code>
  <accounts>
    <account id="2901499">
      <invoice agency="ORB" number="011802830114">
        <vehicle_info>
          <plate_number>TEST60</plate_number>
          <plate_state>TX</plate_state>
          <plate_type>PAS</plate_type>
        </vehicle_info>
        <person_info>
          <first_name>GORDON</first_name>
          <middle_initial>KAYE</middle_initial>
          <last_name>NELSON</last_name>
          <company_name></company_name>
          <address_info addrType="MAILING">
            <street_address1>1705 N PLANO RD</street_address1>
            <street_address2></street_address2>
            <city>RICHARDSON</city>
            <state>TX</state>
            <zip>75081</zip>
            <country>USA</country>
          </address_info>
          <contact_info>
            <email> ORB@DEVEXCHANGE.LOCAL</email>
            <phone type="HOME_PHONE">555-567-6651</phone>
          </contact_info>
        </person_info>
      </account>
    </accounts>
  </adjustment_file>
  <payments>
    <payment delivery_mode="MAIL" payment_date="2016-01-07 15:50:31.0" payment_id="1957"
    payment_status="APPLIED"/>
    <posting_categories>
      <posting_category name="PAYMENT APPLICATION">
        <items>
          <invoice_fees>
            <invoice_fee Name="Late Fee">3.00</invoice_fee>
          </invoice_fees>
          <invoice_fees>
            <invoice_fee Name="Administration Fee">23.00</invoice_fee>
          </invoice_fees>
          <invoice_fees>
            <invoice_fee Name="Collection Fee">27.00</invoice_fee>
          </invoice_fees>
          <txn id="67747">
            <Txn_toll>1.50</Txn_toll>
            <txn_fee name="">0.00</txn_fee>
          </txn>
          <txn id="67748">
            <Txn_toll>1.25</Txn_toll>
            <txn_fee name="">0.00</txn_fee>
          </txn>
        </items>
      </posting_category>
    </posting_categories>
  </payments>
  <adjustments>
    <posting_categories>
      <posting_category name="TOLL ADJUSTMENT">
        <items>
          <txn id="67747">
            <Txn_toll>1.50</Txn_toll>
            <txn_fee name="">0.00</txn_fee>
          </txn>
          <txn id="67748">
            <Txn_toll>1.25</Txn_toll>
            <txn_fee name="">0.00</txn_fee>
          </txn>
        </items>
      </posting_category>
    </posting_categories>
  </adjustments>
</adjustment_file>
```

```
</posting_category>
<posting_category name="EXCUSE CHARGES">
  <items>
    <invoice_fees>
      <invoice_fee Name="Late Fee">2.00</invoice_fee>
    </invoice_fees>
    <invoice_fees>
      <invoice_fee Name="Administration Fee">2.00</invoice_fee>
    </invoice_fees>
    <invoice_fees>
      <invoice_fee Name="Collection Fee">3.00</invoice_fee>
    </invoice_fees>
  </items>
</posting_category>
</posting_categories>
</adjustments>
</invoice>
</account>
</accounts>
</adjustment_file>
```

Sample2:

```
<adjustment_file>
  <ca_code>LB</ca_code>
  <accounts>
    <account id="2901499">
      <invoice agency="ORB" number="011802830114">
        <vehicle_info>
          <plate_number>TEST60</plate_number>
          <plate_state>KY</plate_state>
          <plate_type>PAS</plate_type>
        </vehicle_info>
        <person_info>
          <first_name>GORDON</first_name>
          <middle_initial>KAYE</middle_initial>
          <last_name>NELSON</last_name>
          <company_name></company_name>
          <address_info addrType="MAILING">
            <street_address1>1705 N PLANO RD</street_address1>
            <street_address2></street_address2>
            <city>RICHARDSON</city>
            <state>KY</state>
            <zip>75081</zip>
            <country>USA</country>
          </address_info>
          <contact_info>
            <email>MYEMAIL@DUMMYEMAIL.COM</email>
            <phone type="HOME PHONE">555-567-6651</phone>
          </contact_info>
        </person_info>
        <hold_details>
          <type>Bankruptcy</type>
          <end_date>2023-03-07 15:50:31</end_date>
        </hold_details>
        <payments>
          <payment delivery_mode="" payment_date="" payment_id="" payment_status=""/>
          <posting_categories>
            <posting_category name="">
              <items>
                <invoice_fees>
                  <invoice_fee Name="">0.00</invoice_fee>
                </invoice_fees>
                <txn id="">
                  <Txn_toll>0.00</Txn_toll>
                </txn id="">
              </items>
            </posting_category>
          </posting_categories>
        </payments>
      </account>
    </accounts>
  </adjustment_file>
```

```

        <txn_fee name="">0.00</txn_fee>
    </txn>
</items>
</posting_category>
</posting_categories>
</payments>
<Adjustments>
    <posting_categories>
        <posting_category name="">
            <items>
                <invoice_fees>
                    <invoice_fee Name="">0.00</invoice_fee>
                </invoice_fees>
                <txn id="">
                    <Txn_toll>0.00</Txn_toll>
                    <txn_fee name="">0.00</txn_fee>
                </txn>
            </items>
        </posting_category>
    </posting_categories>
</Adjustments>
</invoice>
<invoice_agency="ORB" number="021802830115">
<vehicle_info>
    <plate_number>TEST72</plate_number>
    <plate_state>IN</plate_state>
    <plate_type>PAS</plate_type>
</vehicle_info>
<person_info>
    <first_name>JOHN</first_name>
    <middle_initial>KJ</middle_initial>
    <last_name>DOE</last_name>
    <company_name></company_name>
    <address_info addrType="MAILING">
        <street_address1>1705 MAIN STREET</street_address1>
        <street_address2></street_address2>
        <city>RICHARDSON</city>
        <state>IN</state>
        <zip>75081</zip>
        <country>USA</country>
    </address_info>
    <contact_info>
        <email>MYANOTHEREMAIL@DUMMYEMAIL.COM</email>
        <phone type="HOME_PHONE">555-567-6651</phone>
    </contact_info>
</person_info>
<hold_details>
    <type>Administrative Hearing</type>
    <end_date>2022-03-07 15:50:31</end_date>
</hold_details>
<payments>
    <payment delivery_mode="" payment_date="" payment_id="" payment_status=""/>
    <posting_categories>
        <posting_category name="">
            <items>
                <invoice_fees>
                    <invoice_fee Name="">0.00</invoice_fee>
                </invoice_fees>
                <txn id="">
                    <Txn_toll>0.00</Txn_toll>
                    <txn_fee name="">0.00</txn_fee>
                </txn>
            </items>
        </posting_category>
    </posting_categories>
</payments>
<adjustments>
    <posting_categories>
        <posting_category name="">

```

```

        <items>
          <invoice_fees>
            <invoice_fee Name="">0.00</invoice_fee>
          </invoice_fees>
          <txn id="">
            <Txn_toll>0.00</Txn_toll>
            <txn_fee name="">0.00</txn_fee>
          </txn>
        </items>
      </posting_category>
    </posting_categories>
  </adjustments>
</invoice>
</account>
</accounts>
</adjustment_file>

```

Demographic – Inbound/Outbound File

3.3.4.3. Demographic Inbound File

The table below contains the field descriptions for the Demographic Inbound File.

Table 10: Demographic Inbound File Field Descriptions

Field Description	Data Type	Length	Comments
Collection Agency Code	Char	3	F0
Account ID	Number	14	F1
Invoice Number	Char	14	F2
First Name	Char	20	F3
Middle Initial	Char	1	F4
Last Name	Char	20	F5
Plate Number	Char	7	F6
Plate State	Char	2	F7
Plate Type	Char	2	F8
Source	Char	6	F9 "Manual"
Address line1	Char	60	F10
Address line2	Char	60	F11
City	Char	20	F12
State	Char	2	F13
Country	Char	20	F14
Zip Code	Number	6	F15

Field Description	Data Type	Length	Comments
Zip Code+4	Number	4	F16
Home Phone	Char	12	F17 Formatted NNN-NNN-NNNN
Work Phone	Char	12	F18 Formatted NNN-NNN-NNNN
Mobile Phone	Char	12	F19 Formatted NNN-NNN-NNNN
Email Address	Char	75	F20
Reissue Flag	Char	1	F21

Demographic Inbound File Format

3.3.4 This section gives the demographic inbound file format with an example.

Each field in the Demographic inbound file is separated by the “|” char, which is the field delimiter.

Name: LB_DEMO_IN_20151207084030_CA.txt

F0|F1|F2|F3|F4|F5|F6|F7|F8|F9|F10|F11|F12|F13|F14|F15|F16|F17|F18|F19|F20|F21

Where:

F0 = Collection Agency Code

F1 = Account ID

F2 = Invoice Number

F3 = First Name

F4 = Middle Initial

F5 = Last Name

F6 = Plate Number

F7 = Plate State

F8 = Plate Type

F9 = Source

F10 = Address line1

F11 = Address line2

F12 = City

F13 = State

F14 = Country

F15 = Zip Code

F16 = Zip Code+4

F17 = Home Phone

F18 = Work Phone

F19 = Mobile Phone

F20 = Email Address

F21 = Reissue Flag

Example:

LB|861105221|12345|Doe|K|Jane|BGG123|TX|R|Manual|1705 N Plano
Rd||Richardson|TX|USA|75081|9992|555-451-1122|555-451-1122|555-451-1122|jd@email.com|Y|

Demographic Outbound File

The table below contains the field descriptions for the Demographic Outbound File.

Table 11: Demographic Outbound File Field Descriptions

3.3.4.3.3.

Field Description	Data Type	Length	Comments
Collection Agency	Character	10	F0
Account ID	Number	14	F1
Invoice Number	Char	14	F2
First Name	Char	20	F3
Middle Initial	Char	1	F4
Last Name	Char	20	F5
Plate Number	Char	7	F6
Plate State	Char	2	F7
Plate Type	Char	2	F8
Address line1	Char	40	F9
Address line2	Char	40	F10
City	Char	20	F11
State	Char	2	F12
Country	Char	20	F13
Zip Code	Number	6	F14
Zip Code+4	Number	4	F15
Home Phone	Char	12	F16 Formatted NNN-NNN-NNNN
Work Phone	Char	12	F17 Formatted NNN-NNN-NNNN
Mobile Phone	Char	12	F18 Formatted NNN-NNN-NNNN
Email Address	Char	75	F19
Agency	Char	3	F20

3.3.4.3.4.

Demographic Outbound File Format

This section gives the demographic outbound file format with an example.

Each field in the demographic outbound file is separated by the “|” char, which is the field delimiter.

Name: LB_DEMO_OUT_20151104050500_CA.TXT

F0|F1|F2|F3|F4|F5|F6|F7|F8|F9|F10|F11|F12|F13|F14|F15|F16|F17|F18|F19|F20

Where:

F0 = Collection Agency Code

F1 = Account ID

F2 = Invoice Number

F3 = First Name

F4 = Middle Initial

F5 = Last Name

F6 = Plate Number

F7 = Plate State

F8 = Plate Type

F9 = Address line1

F10 = Address line2

F11 = City

F12 = State

F13 = Country

F14 = Zip Code

F15 = Zip Code+4

F16 = Home Phone

F17 = Work Phone

F18 = Mobile Phone

F19 = Email Address

F20 = Agency

Example:

LB|2481|19003|MAI||NGUYEN|THH8888|LA|PASSENGER|911 E
CAMPBELL||RICHARDSON|TX|USA|75081||214-555-0000||ORB@DEVEXCHANGE.LOCAL|ORB

3.3.5.

Ack/Nack

The Input and Output files do not have an ACK/NACK response immediately after file *Placement* on the shared SFTP server. The Collection Agency should send a receipt when file is retrieved or placed. If any issue when pulling or dropping the file, the Collection Agency should send an alert to the BOS.

If necessary, ORB BOS Support Personnel or the Collection Agency Support Personnel contact each other as necessary with any issues or concerns regarding input/output file content or format.

Configuration Settings

SFTP Location

4. The table below contains the configuration setting values for the ORB SFTP server.

Table 12: ORB SFTP Configuration Settings

4.1.

Server Name	IP Address	Username	Password
TBD	TBD	TBD	TBD

System Requirements

Collections Requirements

5. The table below lists all the system requirements for the Collections interface.

Table 14: Collections

5.1

RTM #	Description
NA	NA

Business Rules

The table below lists all the business rules for this interface.

Table 15: Business Rules

Ap

RTM #	Description
NA	NA