

Cotton Data File Format Requirements

1 General Requirements

A General Format Requirements

Cotton data files submitted to the County Office must be formatted according to this exhibit.

General instructions for all cotton data files are in this paragraph. Additional instructions are in paragraphs 2 and 3 based on whether it is a loan or LDP request. The following table provides guidance on which cotton data file format shall be used.

IF data is for...	THEN follow additional instructions in...
Loan	paragraph 2 or 3.
LDP	paragraph 2 only .

Note: Cotton data files for LDP **must** be submitted using the extended format in paragraph 2 since this format includes the bale weights.

Cotton data files not properly formatted cannot be processed by the County Office and will be returned for corrections. For first-time users, a test file may be submitted to the following address for review:

FRED GUSTAFSON
FSA ADC PSCAO-CLG
STOP 8148
P.O. BOX 419205
KANSAS CITY, MO 64141-6205.

E-mail:Fred.Gustafson@USDA.GOV

1 General Requirements (Continued)

B File Naming Conventions

Format standards require that each cotton loan/LDP bale data file name consist of the following:

- 3-character “X” alphabetic prefix code that identifies the creating entity
- 5-digit “N” numeric file sequence number
- suffix, when applicable, that indicates the file contains EWR data.

The file name format shall be:

- “XXXNNNNN”, for paragraph 2 submissions
- “XXXNNNNN.EWR”, for paragraph 3 submissions.

Effective with the 2001 crop, the first digit of the 5-digit file sequence number shall be the last digit of the crop year. Each file sequence number is increased by 1 for each file created by the entity during the crop year.

Example: “Big Cotton Gin, Inc.” has a file prefix code “BCG”. Its files would be named as follows for the 2001 crop year:

- BCG10001 (first file created)
- BCG10002 (second file created).

C Requesting Entity Codes

Entities wanting to submit cotton data files under this process must contact PSD, Automation Branch at 202-720-8374 to be assigned a unique 3-character entity code to be used as the file prefix.

1 General Requirements (Continued)

D Method of Submission

Cotton data files may be submitted:

- On 3 ½-inch diskettes that are in a IBM PC compatible format
- By email.

Note: It is recommended that cotton data files be submitted to County Offices **by email** since many offices do not have the capability to process diskettes. Contact applicable County Office to inquire if 3 ½ inch diskettes are accepted before using this method of submission.

Multiple files may be submitted on a single diskette, or attached and submitted with a single email.

E Record Length

Each record must be 128 bytes **plus** a carriage return (Hex 0D) and a line feed (Hex 0A) character. This is a total of 130 bytes.

F Basic Format

Each file shall consist of the following:

- header record
- separate bale record for each warehouse receipt or gin tag on the loan or LDP
- trailer record.

G Separate Files Required by AWP for CCC-709, or gin-direct, LDP's

Separate files are required by AWP applicable to the bales being reported for CCC-709 LDP's. Multiple files may be submitted on a single diskette, or attached and submitted with a single email.

H County Office Distribution

County Offices shall distribute this exhibit to individuals and firms that prepare cotton data files.

2 Loan or LDP Using Extended Format

A Header Record Format

Each file must have a header record with the following format.

Position	Size	Type	Justified	Explanation	Example
1	2	Numeric	Right	Code for the State where the loan or LDP will be made. This code must remain consistent throughout the entire file.	05
3	3	Numeric	Right	Code for the county where the loan or LDP will be made. This code must remain consistent throughout the entire file.	017
6	2	Numeric	Right	2-digit crop year.	0X
8	5	Numeric	Right	File sequence number which begins with the last digit of the crop year and the number 0001 for each crop year and increases by 1 for each file created by the entity. This number must remain consistent throughout the entire file.	X0001
13	1	Alpha	Left	Enter the letter "A".	A
14	17	Alpha	Left	Space fill.	
31	5	Alpha	Left	Commodity code, "UP" for upland or "ELS" for extra long staple.	UP or ELS

2 Loan or LDP Using Extended Format (Continued)

A Header Record Format (Continued)

Position	Size	Type	Justified	Explanation	Example
36	6	Numeric	Right	Warehouse code. Note: For LDP's not based on warehouse receipts, enter "999999" as the warehouse code.	866503
42	6	Numeric	Right	For cotton clerks that are charging the producer a fee, enter the amount of the clerk fees without the decimal. For example, enter \$23.45 as 002345.	002345
48	6	Numeric	Right	Gin code where cotton was ginned.	070123
54	2	Numeric	Right	Tare weight according to paragraph 183	05
56	4	Numeric	Right	Zero fill.	0000
60	1	Alpha	Left	If receiving charges are prepaid, enter "Y". If receiving charges are not prepaid, enter "N".	Y
61	1	Alpha	Left	Space fill.	
62	2	Alpha	Left	Compression code according to subparagraph 184 B.	GU
64	1	Alpha	Left	Space fill.	
65	1	Numeric	Left	Enter zero.	0
66	2	Alpha	Left	Space fill.	
68	33	Alpha	Left	Producer's name.	Bob Jones
101	9	Numeric	Right	Zero fill.	00000000 0
110	19	Alpha	Left	Space fill.	
129	1	Alpha	Left	Enter a carriage return (Hex 0D).	
130	1	Alpha	Left	Enter a line feed (Hex 0A).	

2 Loan or LDP Using Extended Format (Continued)

B Bale Record Format

Each file must have 1 or more bale records with the following format.

Position	Size	Type	Justified	Explanation	Example
1	2	Numeric	Right	Code for the State where the loan or LDP will be made. This code must remain consistent throughout the entire file.	05
3	3	Numeric	Right	Code for the county where the loan or LDP will be made. This code must remain consistent throughout the entire file.	017
6	2	Numeric	Right	2-digit crop year.	0X
8	5	Numeric	Right	File sequence number which begins with the last digit of the crop year and the number 0001 for each crop year and increases by 1 for each file created by an entity. This number must remain consistent throughout the entire file.	X0001
13	1	Alpha	Left	Enter the letter "W".	W
14	1	Alpha	Left	Space fill.	
15	8	Numeric	Right	Warehouse receipt number for the bale. This must be numeric and there may be no duplicates within the file. For LDP's not based on warehouse receipts, enter the gin tag number for the bale.	00076362

2 Loan or LDP Using Extended Format (Continued)

B Bale Record Format (Continued)

Position	Size	Type	Justified	Explanation	Example
23	8	Alpha	Left	Space fill.	
31	6	Date		Date bale was classed. Enter in MMDDYY format.	10300X
37	2	Numeric	Right	Color grade code.	31
39	2	Numeric	Right	Staple code.	35
41	2	Numeric	Right	Micronaire code. Enter without the decimal. For example, enter 3.4 as "34".	34
43	1	Numeric	Left	Yellow stained code for upland. If AMS-assigned color grade is 25 or 35, enter "Y"; otherwise enter "N".	N
44	6	Date		Date the receipt was issued. Enter in MMDDYY format. For LDP's not based on warehouse receipts, enter the date of ginning as MMDDYY.	10300X
50	6	Date		Storage start date. Enter in MMDDYY format.	10300X
56	3	Numeric	Right	Gross bale weight. May contain zeros if net bale weight is entered in the next field.	505
59	3	Numeric	Right	Net bale weight. If the bale weighs over 600 pounds, enter 600 in this field and the actual net bale weight in the next field.	500
62	3	Numeric	Right	If the actual bale weight is over 600 pounds, enter the actual net bale weight in this field; otherwise enter zeros in this field.	000
65	2	Numeric	Right	Other extraneous matter code. Enter "00" if no extraneous matter code for the bale.	11
67	4	Numeric	Right	Zero fill	0000
71	2	Numeric	Right	Remarks code. Enter "00" if no remarks code for the bale.	76

2 Loan or LDP Using Extended Format (Continued)

B Bale Record Format (Continued)

Position	Size	Type	Justified	Explanation	Example
73	3	Numeric	Right	Strength code. Enter without the decimal. For example, enter 21.5 as "215".	215
76	7	Numeric	Right	Gin tag number for the bale.	0013579
83	1	Numeric	Left	Leaf grade.	1
84	42	Alpha	Left	Space fill.	
126	3	Numeric	Right	Uniformity Code (do not include decimal point)	Unif. of 77.3 to be entered as 773
129	1	Alpha	Left	Enter a carriage return (Hex 0D).	
130	1	Alpha	Left	Enter a line feed (Hex 0A).	

C Trailer Record Format

Position	Size	Type	Justified	Explanation	Example
1	2	Numeric	Right	Code for the State where the loan or LDP will be made. This code must remain consistent throughout the entire file.	05
3	3	Numeric	Right	Code for the county where the loan or LDP will be made. This code must remain consistent throughout the entire file.	017
6	2	Numeric	Right	2-digit crop year.	0X
8	5	Numeric	Right	File sequence number which begins with the last digit of the crop and the number 0001 for each crop year and increases by 1 for each file created by an entity. This number must remain consistent throughout the entire file.	X0001
13	2	Alpha	Left	Enter the letters "ZZ".	ZZ
15	4	Numeric	Right	Enter the numbers "9999".	9999
19	12	Alpha	Left	Space fill.	
31	4	Numeric	Right	Enter the total number of bales on the loan or LDP. This must total the number of warehouse receipt records in the file.	0085
35	94	Alpha	Left	Space fill.	
129	1	Alpha	Left	Enter a carriage return (Hex 0D).	
130	1	Alpha	Left	Enter a line feed (Hex 0A).	

3 Loan Using Abbreviated Format

A Header Record Format

Each cotton EWR bale data file must have a header record with the following format.

Position	Size	Type	Justified	Explanation	Example
1	2	Numeric	Right	Code for the State where the loan or LDP will be made. This code must remain consistent throughout the entire file.	05
3	3	Numeric	Right	Code for the county where the loan or LDP will be made. This code must remain consistent throughout the entire file.	017
6	2	Numeric	Right	2-digit crop year.	0X
8	5	Numeric	Right	File sequence number that begins with the first digit of the crop year and the number "0001" for each crop year and increases by 1 for each file created by the entity. This number must remain consistent throughout the entire file.	X0001
13	1	Alpha	Left	ENTER "A".	A
14	22	Alpha	Left	Space fill.	
36	12	Numeric	Right	Zero fill.	000000000
48	6	Numeric	Right	Gin code where cotton was ginned.	070123
54	6	Numeric	Right	Zero fill.	000000
60	5	Alpha	Left	Space fill.	
65	1	Numeric	Left	Enter zero.	0
66	2	Alpha	Left	Space fill.	
68	33	Alpha	Left	Producer's name.	Bob Jones
101	9	Numeric	Right	Zero fill.	000000000
110	19	Alpha	Left	Space fill.	
129	1	Alpha	Left	Enter a carriage return (Hex 0D).	
130	1	Alpha	Left	Enter a line feed (Hex 0A).	

3 Loan Using Abbreviated Format (Continued)

B Bale Record Format

Each cotton EWR bale data file must have 1 or more bale records with the following format.

Position	Size	Type	Justified	Explanation	Example
1	2	Numeric	Right	Code for the State where the loan will be made. This code must remain consistent throughout the entire file.	05
3	3	Numeric	Right	Code for the county where the loan will be made. This code must remain consistent throughout the entire file.	017
6	2	Numeric	Right	2-digit crop year.	0X
8	5	Numeric	Right	File sequence number that begins with the last digit of the crop year and the number "0001" for each crop year and increases by 1 for each file created by the entity. This number must remain consistent throughout the entire file.	X0001
13	1	Alpha	Left	ENTER "W".	W
14	1	Alpha	Left	Space fill.	
15	8	Numeric	Right	Enter gin tag number.	00013579
23	8	Alpha	Left	Space fill.	
31	45	Numeric	Right	Zero fill.	00000000
76	7	Numeric	Right	Gin tag number.	0013579
83	26	Numeric	Right	Zero fill.	00000000
109	1	Alpha	Left	Space fill.	
110	4	Numeric	Right	Zero fill.	0000
114	15	Alpha	Left	Space fill.	
129	1	Alpha	Left	Enter a carriage return (Hex 0D).	
130	1	Alpha	Left	Enter a line feed (Hex 0A.)	

3 Loan Using Abbreviated Format (Continued)

C Trailer Record Format

Each cotton EWR bale data file must have a trailer record with the following format.

Position	Size	Type	Justified	Explanation	Example
1	2	Numeric	Right	Code for the State where the loan will be made. This code must remain consistent throughout the entire file.	05
3	3	Numeric	Right	Code for the county where the loan will be made. This code must remain consistent throughout the entire file.	017
6	2	Numeric	Right	2-digit crop year.	0X
8	5	Numeric	Right	File sequence number that begins with the last digit of the crop year and the number "0001" for each crop year and increases by 1 for each file created by the entity. This number must remain consistent throughout the entire file.	X0001
13	2	Alpha	Left	ENTER "ZZ".	ZZ
15	4	Numeric	Right	ENTER "9999".	9999
19	12	Alpha	Left	Space fill.	
31	4	Numeric	Right	Enter the total number of bales on the loan or LDP. This must total the number of warehouse receipt records in the file.	0085
35	94	Alpha	Left	Space fill.	
129	1	Alpha	Left	Enter a carriage return (Hex 0D).	
130	1	Alpha	Left	Enter a line feed (Hex 0A).	