

Treasury-Disbursed Payments - FMS Tape Record Layouts

Table 1: FMS Tape Record Layout CPSS: 08.90.017.05 Vendor/Misc. Agency ACH Payment File (Vendor/Misc. & Preauthorized Debit Data Record (CCD+))

Example: An agency is purchasing postage from the U.S. Postal Service (USPS) for loading onto a meter leased from one of the four postage meter companies. Following is an example of how this record is to be completed. **Note: Data in the fields in “Red Bold Italics” are not the actual numbers the agencies will use in preparing their payment records. Therefore, when completing these records, the agency must substitute actual numbers for all fields showing numbers in “Red Bold Italics.”** These “*Dummy Numbers*” represent sensitive data, agency-specific information, or proprietary information.

For purposes of this example:

- The USPS TIN Number is **987654321**.
- The USPS Bank’s Routing and Transit Number is **22000221**.
- The USPS Bank Account Numbers for the four meter companies are **11111111, 22222222, 33333333, and 44444444**.
- The Agency Location Code is **41414141**.
- The Agency’s postage payment is **\$3,629.53**.
- The Agency’s CMRS account number is **12121212**.

Agencies should contact their postal meter company to obtain the proper USPS TIN and bank transit routing number and account number. Following is the contact information for the four postal meter companies:

<u>Company</u>	<u>Telephone Number</u>	<u>E-Mail</u>
Francotyp-Postalia	1-800-884-6905 (Teleset)	www.fpusa.net
Hasler	1-800-248-8013 (TeleMeter Settings)	www.haslerinc.com
Neopost	1-800-867-3738 (Postage-on-Call)	www.neopostinc.com
Pitney Bowes	1-800-243-7800 (Postage-by-Phone)	www.postagebyphone.com

For agency guidance on any other types of postage payments, contact the USPS at www.usps.com or www.postagenow.com.

For assistance in completing your records, please contact your servicing Financial Management Service Regional Financial Center.

This record moves the funds.

Vendor/Misc. & Preauthorized Debit Data Record (CCD+)

Field No.	Agency Payment Data for USPS	Agency Payment Data for USPS (Hasler)	Agency Payment Data for USPS (Francotyp-Postalia Teleset)	Agency Payment Data for USPS (Neopost)	Agency Payment Data for USPS (Pitney Bowes)
1	Payee or Vendor Taxpayer Identification Number (TIN) (US Postal Service)	<i>987654321</i>	<i>987654321</i>	<i>987654321</i>	<i>987654321</i>
2	Record Code	A	A	A	A
3	Amount	<i>362953</i>	<i>362953</i>	<i>362953</i>	<i>362953</i>
4	Line Code	V	V	V	V
5	Agency Location Code	<i>41414141</i>	<i>41414141</i>	<i>41414141</i>	<i>41414141</i>
6	Name of Account Holder	USPS (Pitney Bowes)	USPS (Hasler)	USPS (Francotyp-Postalia)	USPS (Neopost)
7	Blank				
8	Account Code	C	C	C	C
9	Routing Transit Number	<i>22000221</i>	<i>22000221</i>	<i>22000221</i>	<i>22000221</i>
10	RTN Check Digit	9	9	9	9
11	Depositor Account Number	<i>11111111</i>	<i>22222222</i>	<i>33333333</i>	<i>44444444</i>
12	Addenda Payment ID Information				
13	TOP Eligibility	N	N	N	N

Table 2: FMS Tape Record Layout CPSS: 08.90.017.19 Vendor/Misc. Agency ACH Payment File ((CCD+) Vendor Payment, No Interest, No Discount Addenda Example)

Example: An agency is purchasing postage from the U.S. Postal Service (USPS) for loading onto a meter leased from one of the four postage meter companies. Following is an example of how this record is to be completed. **Note: Data in the fields in “Red Bold Italics” are not the actual numbers the agencies will use in preparing their payment records. Therefore, when completing these records, the agency must substitute actual numbers for all fields showing numbers in “Red Bold Italics”.** These “*Dummy Numbers*” represent sensitive data, agency-specific information, or proprietary information.

For purposes of this example:

- The Agency’s postage payment is *\$3,629.53*
- The Agency’s CMRS account number is *12121212*

NOTE: Agencies should use their CMRS Account Number in the Invoice Number Field.

This record moves the remittance information.

Field	Description	Agency Payment Data
1	Addenda Payment Information	RMR*IV* <i>12121212</i> ** <i>3629.53</i> \