

Export File Layout: ASCII for General Use

Questions? From your BS&A program, go to **Help>Contact Customer Support** and select **Request Support Phone Call** or **Email Support**. Or, you may call us at (855) 272-7638 and ask for the appropriate support department. Questions for our I.T. department may be submitted by phone (same number), or by emailing tech@bsasoftware.com.

LAST UPDATED **04/26/2021**

DETAILS

- Seven files are exported: Values.txt; Names.txt; Legals.txt; Sales.txt; Permits.txt; Comments.txt; Xaddr.txt
- Each record is delimited by a carriage return (x'0D') and line feed (x'0A)
- This is a fixed-field export. Fields are continuous, with no delimiters.
- Regarding numeric fields: the figure to the left of the decimal is the total character count, including the decimal and the figures to the right of it. For example, when you see a "Size" of 12.2, the field contents will show 9 figures to the left of the decimal, 2 figures to the right.

Values.txt

- 2005 bytes/record, including CR/LF
- 1st byte is position "1"
- One record per parcel
- A header record precedes the data set

Field Name	Start	Size (decimals)	Comment
Parcel Number	1	25	L J
Gov Unit	26	5	L J
Tax Unit	31	5	L J
Record Status	36	1	See Note 1
Current Taxable Status	37	20	L J
Previous Taxable Status	57	20	L J
Current School District	77	5	L J
Previous School District	82	5	L J
Adjusted School District	87	5	L J
Date School Adjusted	92	8	MMDDYYYY
Current Property Class	100	5	L J
Current Class Number	105	2	R J
Previous Property Class	107	5	L J
Previous Class Number	112	2	R J
Adjusted Property Class	114	5	L J
Adjusted Class Number	119	2	R J
Date Class Adjusted	121	8	MMDDYYYY
Use Code	129	5	R J

Current PRE %	134	8.4	R J
Current PRE * Taxable	142	10	R J
Final PRE %	152	8.4	R J
Final PRE * Taxable	160	10	R J
Previous PRE %	170	8.4	R J
Previous PRE * Taxable	178	10	R J
PRE Date	188	8	MMDDYYYY
PRE %	196	8.4	R J
Qualified Ag	204	1	See Note 2
Adjacent Flag	205	1	Y or N
PRE Tax Year	206	4	R J
PRE Last Modified By	210	1	0-5
Rescind Date	211	8	MMDDYYYY
% Rescinded	219	8.4	R J
Tax Year Rescinded	227	4	R J
Original PRE Tax Year	231	4	R J
Rescinded By	235	1	0-6
Date Denied	236	8	MMDDYYYY
% Before Denial	244	8.4	R J
% After Denial	252	8.4	R J
Tax Year Denied	260	4	R J
Denied By	264	1	0-6
Reason Denied	265	11	L J
Date Adjusted	276	8	MMDDYYYY
Adjusted %	284	8.4	R J
Adjusted By	292	1	0-4
reserved space	293	5	R J
Current MBOR Occurred	298	1	Y or N
Current MBOR Date	299	8	MMDDYYYY
Current MBOR Assessed	307	10	R J
Current MBOR SEV	317	10	R J
Current MBOR Capped	327	10	R J
Current MBOR Taxable	337	10	R J
Current MBOR Transfer %	347	8.4	R J
Current MBOR PRE %	355	8.4	R J
Poverty Exemption Granted	363	1	See Note 3
Petition Number	364	12	L J
Current MBOR Reason Codes	376	15	L J
Current Assessor's Assessed	391	10	R J
Current Assessor's Capped	401	10	R J
Current Assessor's Taxable	411	10	R J
Current Assessor's Transfer %	421	8.4	R J
Current Reasons for Change	429	25	L J

Adjustment 4 Occurred	454	1	0-9
Adjustment 4 Date	455	8	MMDDYYYY
Adjustment 4 Assessed	463	10	R J
Adjustment 4 SEV	473	10	R J
Adjustment 4 Capped	483	10	R J
Adjustment 4 Taxable	493	10	R J
Adjustment 4 Transfer %	503	8.4	R J
Adjustment 4 PRE %	511	8.4	R J
Adjustment 4 Poverty	519	1	See Note 3
Adjustment 4 Petition or Docket #	520	12	L J
Adjustment 4 Reason Codes	532	15	L J
Adjustment 3 Occurred	547	1	0-9
Adjustment 3 Date	548	8	MMDDYYYY
Adjustment 3 Assessed	556	10	R J
Adjustment 3 SEV	566	10	R J
Adjustment 3 Capped	576	10	R J
Adjustment 3 Taxable	586	10	R J
Adjustment 3 Transfer %	596	8.4	R J
Adjustment 3 PRE %	604	8.4	R J
Adjustment 3 Poverty	612	1	See Note 3
Adjustment 3 Petition or Docket #	613	12	L J
Adjustment 3 Reason Codes	625	15	L J
Adjustment 2 Occurred	640	1	0-9
Adjustment 2 Date	641	8	MMDDYYYY
Adjustment 2 Assessed	649	10	R J
Adjustment 2 SEV	659	10	R J
Adjustment 2 Capped	669	10	R J
Adjustment 2 Taxable	679	10	R J
Adjustment 2 Transfer %	689	8.4	R J
Adjustment 2 PRE %	697	8.4	R J
Adjustment 2 Poverty	705	1	See Note 3
Adjustment 2 Petition or Docket #	706	12	L J
Adjustment 2 Reason Codes	718	15	L J
Adjustment 1 Occurred	733	1	0-9
Adjustment 1 Date	734	8	MMDDYYYY
Adjustment 1 Assessed	742	10	R J
Adjustment 1 SEV	752	10	R J
Adjustment 1 Capped	762	10	R J
Adjustment 1 Taxable	772	10	R J
Adjustment 1 Transfer %	782	8.4	R J
Adjustment 1 PRE %	790	8.4	R J
Adjustment 1 Poverty	798	1	See Note 3
Adjustment 1 Petition or Docket #	799	12	L J
Adjustment 1 Reason Codes	811	15	L J

Previous MBOR Occurred	826	1	Y or N
Previous MBOR Date	827	8	MMDDYYYY
Previous MBOR Assessed	835	10	R J
Previous MBOR SEV	845	10	R J
Previous MBOR Capped	855	10	R J
Previous MBOR Taxable	865	10	R J
Previous MBOR Transfer %	875	8.4	R J
Previous MBOR PRE %	883	8.4	R J
Poverty Exemption Granted	891	1	See Note 3
Petition Number	892	12	L J
Previous MBOR Reason Codes	904	15	L J
Previous Assessor's Assessed	919	10	R J
Previous Assessor's Capped	929	10	R J
Previous Assessor's Taxable	939	10	R J
Previous Assessor's Transfer %	949	8.4	R J
Previous Reasons for Change	957	25	L J
Land Assessment	982	10	R J
Building Assessment	992	10	R J
Matthieu-Gast Value	1002	10	R J
Equalization Loss	1012	10	R J
Equalization Adjustment	1022	10	R J
Equalization New	1032	10	R J
Headlee Additions	1042	10	R J
Headlee Losses	1052	10	R J
Assessor's Additions	1062	10	R J
Assessor's Losses	1072	10	R J
Assessor's New	1082	10	R J
Assessor's Loss	1092	10	R J
MBOR Additions	1102	10	R J
MBOR Losses	1112	10	R J
Personal Property Additions	1122	10	R J
Personal Property Losses	1132	10	R J
No-Factor Additions	1142	10	R J
No-Factor Losses	1152	10	R J
Most Recent Transfer %	1162	8.4	R J
Date Transferred	1170	8	MMDDYYYY
Override Capped Value	1178	10	R J
Taxable Value Allocated	1188	10	R J
SEV Value Allocated	1198	10	R J
Cap Additions	1208	10	R J
Cap Losses	1218	10	R J
BLL Flag	1228	1	0-3
Cap This Personal Property	1229	1	Y or N
CFT/IFT/REHAB	1230	5	L J
Certificate Number	1235	10	L J

DDA_LDFA District #1	1245	20	L J
DDA_LDFA #1 Base Value	1265	10	R J
DDA_LDFA #1 Capture Value	1275	10	R J
DDA_LDFA #1 % in District	1285	3	R J
DDA_LDFA District #2	1288	20	L J
DDA_LDFA #2 Base Value	1308	10	R J
DDA_LDFA #2 Capture Value	1318	10	R J
DDA_LDFA #2 % in District	1328	3	R J
DDA_LDFA Reference Only	1331	1	Y or N
CFA Acres	1332	10.2	R J
Recycle Units	1342	3	R J
Renaissance Zone	1345	2	R J
Renaissance Zone Compliance	1347	1	Y or N
Historical District	1348	1	Y or N
Act 189	1349	1	Y or N
Air Pollution Exemption	1350	1	Y or N
Years in Land Bank	1351	1	1-6
Land Bank Vase Value	1352	10	R J
Total Project Cost	1362	10	R J
Land Value	1372	10	R J
Acreage	1382	10.2	R J
Frontage	1392	8.2	R J
Average Depth	1400	8.2	R J
Map Number	1408	25	L J
Date of Last Split/Combine	1433	8	MMDDYYYY
Parent Parcel Number 1	1441	25	L J
Parent Parcel Number 2	1466	25	L J
Parent Parcel Number 3	1491	25	L J
Parent Parcel Number 4	1516	25	L J
Parent Parcel Number 5	1541	25	L J
Acreage of Parent	1566	10.2	R J
Number of Splits Left	1576	3	R J
Rights Were Transferred	1579	1	Y or N
Unallocated Divisions of Parent	1580	3	R J
Unallocated Divisions Transferred	1583	3	R J
Date Form Filed	1586	8	MMDDYYYY
Courtesy Split	1594	1	Y or N
DDA_LDFA District #3	1595	20	L J
DDA_LDFA #3 Base Value	1615	10	R J
DDA_LDFA #3 Capture Value	1625	10	R J
DDA_LDFA #3 in District	1635	3	R J
Special Act Expiration Date	1638	8	MMDDYYYY

Appeal Type Adj. 1	1646	2	L J
Appeal Type Adj. 2	1648	2	L J
Appeal Type Adj. 3	1650	2	L J
Appeal Type Adj. 4	1652	2	L J
Appeal Method Adj. 1	1654	1	L J
Appeal Method Adj. 2	1655	1	L J
Appeal Method Adj. 3	1656	1	L J
Appeal Method Adj. 4	1657	1	L J
Override SET	1658	1	L J
Special Act Override \$	1659	10	R J
Appeal Type Cur. MBOR	1669	2	L J
Appeal Method Cur. MBOR	1671	1	L J
Appeal Type Prev. MBOR	1672	2	L J
Appeal Method Prev. MBOR	1674	1	L J
Custom User Fields	1675	20	L J
DDA_LDFA District #4	1695	20	L J
DDA_LDFA #4 Base Value	1715	10	R J
DDA_LDFA #4 Capture Value	1725	10	R J
DDA_LDFA #4 % in District	1735	3	R J
DDA_LDFA District #5	1738	20	L J
DDA_LDFA #5 Base Value	1758	10	R J
DDA_LDFA #5 Capture Value	1768	10	R J
DDA_LDFA #5 % in District	1778	3	R J
School Adjustment	1781	1	R J
School Adjustment Position	1782	1	R J
School Adjustment Code	1783	5	R J
Property Class Adj.	1788	1	R J
Property Class Adj. Position	1789	1	R J
Property Class Adj. Code	1790	5	R J
Property Class Adj. Type	1795	2	R J
Spec. Act Property Class Adj.	1797	1	R J
Spec. Act Property Class Adj. Position	1798	1	R J
Spec. Act Property Class Adj. Code	1799	5	R J
Turbines Non-MBT	1804	1	R J
Foreclosure Occurred	1805	1	R J
Foreclosure Date	1806	8	MMDDYYYY
Foreclosure Percent	1814	8.4	R J
Subsequent Occurred	1822	1	R J
Subsequent Date	1823	8	MMDDYYYY
Subsequent Percent	1831	8.4	R J

PA 277	1839	1	1=PSA; 2=UHSA; 3=SOE
Prior PA 277	1840	1	
PA 494TV	1841	10	R J
Adjustment 4 Winter PRE Only	1851	1	Y or N
Adjustment 3 Winter PRE Only	1852	1	Y or N
Adjustment 2 Winter PRE Only	1853	1	Y or N
Adjustment 1 Winter PRE Only	1854	1	Y or N
Veterans Exemption Taxable	1855	10	R J
Veterans Exemption Assessed	1865	10	R J
Prev. Veterans Exemption Taxable	1875	10	R J
Prev. Veterans Exemption Assessed	1885	10	R J
DDA_LDFA #1 Base Year	1895	4	R J
DDA_LDFA #2 Base Year	1899	4	R J
DDA_LDFA #3 Base Year	1903	4	R J
DDA_LDFA #4 Base Year	1907	4	R J
DDA_LDFA #5 Base Year	1911	4	R J
Prev. Cap This Personal Property	1915	1	Y or N
open for growth	1916	88	L J
carriage return	2004	1	L J
line feed	2005	1	L J

Note 1: Record Status

- A = Active
- I = Inactive
- S = Split (can be Active or Inactive)
- N = Active Next Year
- D = Deleted

Note 2: Qualified Ag

- 0 = None
- 1 = Qual. Ag
- 2 = Qual. Fr
- 3 = MBT Com
- 4 = MBT Ind
- 5 = Cond 1st
- 6 = Cond 2nd
- 7 = Cond 3rd
- 8 = Military
- 9 = Sup. Hsng
- A = Qual. Fr PA 42
- B = PA 494/204 (Developmental Property)

Note 3: Poverty Exemption

- 0 = No Poverty
- 1 = Poverty Granted
- 2 = Poverty Denied
- 3 = Veteran's Exempt Granted
- 4 = Veteran's Exempt Denied



Names.txt

- Names and addresses
- 894 bytes/record, including CR/LF
- 1st byte is position "1"
- One record per parcel
- A header record precedes the data set

Field Name	Start	Size (decimals)	Comment
Parcel Number	1	25	L J
Owner's Name	26	35	L J
Owner's Name 2 nd Line	61	35	L J
Property Street Number	96	8.1	R J
Property Address Direction	104	2	L J
Property Street Name	106	25	L J
Unit or Apartment Number	131	7	L J
Property Street Name (complete)	138	34	L J
Property Address City	172	25	L J
Property Address State	197	2	L J
Property Zip Code	199	10	L J (zip+ " +4)
Owner Address Care Of	209	35	L J
Owner Street Address	244	35	L J
Owner City	279	25	L J
Owner State	304	2	L J
Owner Zip Code	306	10	L J (zip+ " +4)
Taxpayer's Name	316	35	L J
Taxpayer's Care Of	351	35	L J
Taxpayer's Street Address	386	35	L J
Taxpayer's City	421	25	L J
Taxpayer's State	446	2	L J
Taxpayer's Zip Code	448	10	L J (zip+ " +4)
Tax Bill Goes To	458	9	L J *
Change Notice Goes To	467	9	L J **
Taxpayer is Deedholder	476	1	Y or N
Mortgage Code	477	5	L J
Date Name/Address Changed	482	10	MM/DD/YYYY
Time Name/Address Changed	492	11	HH:MM:SS:hh ***
Owner's Country	503	35	L J
Taxpayer's Country	538	35	L J
Delivery Point Code	573	2	L J
Correction Code	575	1	L J
Carrier Route	576	4	L J
Don't Display on Internet	580	1	Y or N

Taxpayer Name 2	581	35	L J
Mail Code	616	5	L J
Blank	621	34	
Property Street Prefix	655	5	L J
Property Street Suffix	660	4	L J
Primary Phone	664	14	L J
Secondary Phone	678	14	L J
open for growth	692	140	L J
Status	832	1	L J
Gov Unit	833	5	L J
Tax Unit	838	5	L J
Send To Email	843	50	L J
carriage return	893	1	
line feed	894	1	

* "Owner" or "Taxpayer"

** "Owner" or "Taxpayer" or "Both"

*** Hours:Minutes:Seconds:Hundredths of Seconds

Legals.txt

- o 82 bytes/record, including CR/LF
- o Header record provided for each legal, containing the parcel number and a 3-digit number of records to follow

Field Name	Start	Size (decimals)	Comment
<i>HEADER RECORD</i>			
Parcel Number	1	25	L J
Number of records to follow	26	3	L J
carriage return	81	1	
line feed	82	1	
<i>DATA RECORD</i>			
Data	1	80	L J
carriage return	81	1	
line feed	82	1	

Sales.txt

- 775 bytes/record, including CR/LF
- File can have more than one record per parcel
- Uses a CSV format that can be imported directly into a spreadsheet
- CSV format separates columns on a line by commas, with text enclosed in quotes
- A header record precedes the data set

Field Name	Start	Size (decimals)	Comment
Parcel Number	2	25	L J
Property Address Number	29	8	R J
Property Street Direction	39	3	L J
Property Street Name	45	25	L J
Acreage	72	10.2	R J
Frontage	83	8.2	R J
Depth	92	8.2	R J
Date of Sale	102	8	MMDDYYYY
Sale Price	112	10	R J
Adjusted Sale Price	123	10	R J
Reason for Price Adjustment	135	24	L J
Liber/Page	162	20	L J
Grantor	185	35	L J
Grantee	223	35	L J
Sale Instrument	261	4	L J
Terms of Sale	268	39	L J
L-4015 Type	310	9	L J
Confidential	322	5	Y or N
Class of Property	330	5	L J
Neighborhood	338	5	L J
Verified By	346	28	L J
Percent Transferred	376	10.3	R J
Date Affidavit Filed	388	8	MMDDYYYY
Comments	399	30	L J
Sale Number	431	8	L J
User Field	441	15	L J
Transfer Denial Reason	459	2	L J
PA 260	464	5	L J
Date RPS Filed	472	8	MMDDYYYY
Grantor Line 2	483	35	L J
Grantor Line 3	521	35	L J
Exclude From Trans. Reports	559	5	L J
Exclude From PRE Reports	567	5	L J
Penalty Billed	575	5	L J

Other Parcels in Sale 1	583	25	L J
Other Parcels in Sale 2	611	25	L J
Other Parcels in Sale 3	639	25	L J
Other Parcels in Sale 4	667	25	L J
Other Parcels in Sale 5	695	25	L J
Use in ECF Anyway	723	5	L J
Use Code	731	5	L J
Land Table	739	5	L J
User Number	746	5	R J
Redemption Date	755	8	MMDDYYYY
Uncapping Date	766	8	MMDDYYYY
carriage return	774	1	
line feed	775	1	

Permits.txt

- 575 bytes/record, including CR/LF
- File can have more than one record per parcel
- Uses a CSV format that can be imported directly into a spreadsheet
- CSV format separates columns on a line by commas, with text enclosed in quotes
- A header record precedes the data set

Field Name	Start	Size (decimals)	Comment
Parcel Number	2	25	L J
Property Address	26	34	L J
Zoning	63	15	L J
Permit Number	81	15	L J
.NET			
Permit Type	99	30	L J
Record Status	132	15	L J
Application Date	150	8	MMDDYYYY
Issued Date	161	8	MMDDYYYY
Expiration Date	172	8	MMDDYYYY
Finalized Date	183	8	MMDDYYYY
Contractor	194	30	L J
Description of Permit	227	200	L J
Category	429	30	L J
Permit Fee	461	10.2	R J
Permit Amount	472	10	R J

Census Type	484	40	L J
Square Feet	526	10	R J
Length	537	10	R J
Width	548	10	R J
Buildings	559	10	R J
Units	570	10	R J

carriage return	580	1	
line feed	581	1	

PERVASIVE

Permit Type	99	24	L J
Record Status	126	15	L J
Application Date	144	8	MMDDYYYY
Issued Date	155	8	MMDDYYYY
Expiration Date	166	8	MMDDYYYY
Finaled Date	177	8	MMDDYYYY
Contractor	188	30	L J
Description of Permit	221	200	L J
Category	423	30	L J
Permit Fee	455	10.2	R J
Permit Amount	466	10	R J
Census Type	478	40	L J
Square Feet	520	10	R J
Length	531	10	R J
Width	542	10	R J
Buildings	553	10	R J
Units	564	10	R J

carriage return	574	1	
line feed	575	1	

Comments.txt

- 82 bytes/record, including CR/LF
- Header record provided for each comment, containing the parcel number and a 3-digit number of records to follow

Field Name	Start	Size (decimals)	Comment
<i>HEADER RECORD</i>			
Parcel Number	1	25	L J
Number of records to follow	26	3	L J
Record Type	29	1	L J (See Note)
carriage return	81	1	
line feed	82	1	
<i>DATA RECORD</i>			
Data	1	80	L J
carriage return	81	1	
line feed	82	1	

Note: Record Type

G = General

A = Assessor

H = PRE

S = Land Division

M, J, T, or D = Board of Review

L = Extended Sale

O = Name/Address

E = Equalization

Xaddr.txt

- 155 bytes/record, including CR/LF
- File can have more than one record per parcel
- Uses a CSV format that can be imported directly into a spreadsheet
- CSV format separates columns on a line by commas, with text enclosed in quotes
- A header record precedes the data set

Field Name	Start	Size	Comment
		(decimals)	
Parcel Number	1	25	L J
Name	26	35	L J
Street Number	61	8	R J
Direction	69	2	L J
Street Name	71	25	L J
Unit/Apt Number	96	7	R J
Address Combined	103	34	L J
Zoning	137	7	L J
Zip Code	144	10	L J (zip+ " +4)
carriage return	154	1	
line feed	155	1	