

Export File Layout: Bill Printing Services – Special Assessment

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.

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DETAILS

- Two files are exported: Spbill.txt; Spinfo.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.

Spbill.txt

- 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
Year	1	4	
Property Number	5	25	LJ *
Property Address	30	35	LJ
Mail To Name	65	35	LJ **
Mail To Care Of	100	35	LJ
Mail To Street Address	135	35	LJ
Mail To City	170	25	LJ
Mail To State	195	2	LJ
Mail To Zip	197	10	LJ (zip+ " "+4)
Owner's Name	207	35	LJ
Owner's Name 2	242	35	LJ
Owner's Address	277	35	LJ
Owner's City	312	25	LJ
Owner's State	337	2	LJ
Owner's Zip	339	10	LJ (zip+ " "+4)
School District Code	349	5	LJ
Property Class	354	5	LJ

Special Assessment Code	359	6	LJ
Special Assessment Name	365	16	LJ
Special Assessment District 1	381	35	LJ
Special Assessment District 2	416	35	LJ
Current Charged Interest Rate	451	12.6	RJ
Original Assessment Amount	463	12.2	RJ
Installment Number	475	2	RJ
Number of Years in Special Assessment	477	2	RJ
Principal Portion of Installment	479	12.2	RJ
Interest Portion of Installment	491	12.2	RJ
Total Installment	503	12.2	RJ
Penalty Charged	515	12.2	RJ
Total Paid	527	12.2	RJ
Installment Left to Pay	539	12.2	RJ
Unpaid Princ. After Current Installment	551	12.2	RJ
Payoff Amount	563	12.2	RJ
(Warren) 2 nd Half Due Date	575	30	
Property Desc 1	605	80	LJ
Property Desc 2	685	80	LJ
Property Desc 3	765	80	LJ
Property Desc 4	845	80	LJ
Property Desc 5	925	80	LJ
Property Desc 6	1005	80	LJ
Property Desc 7	1085	80	LJ
Property Desc 8	1165	80	LJ
Property Desc 9	1245	80	LJ
Property Desc 10	1325	80	LJ
Property Desc 11	1405	80	LJ
Property Desc 12	1485	80	LJ
Property Desc 13	1565	80	LJ
Property Desc 14	1645	80	LJ
Property Desc 15	1725	80	LJ
Over 15 lines	1805	1	Y or N
(Warren) 1 st Half Due Date	1806	30	
(Warren) 1 st Half Amount	1836	12	
open for growth	1848	69	
carriage return	1917	1	
line feed	1918	1	

* The Property Number includes formatting (dashes or spaces)

** The mailing address is where the bill is being mailed to. Usually, this is the address to use. However, some municipalities want a copy of the bill to go to all owners as well. Because of this, we include both addresses.

Spinfo.txt

- 894 bytes/record, including CR/LF
- 1st byte is position "1"
- There is only one record in this file. It contains data that is important to a bill, but does not correspond to an individual parcel.
- A header record precedes the data set

Field Name	Start	Size (decimals)	Comment
Bill Msg 1 Line 1	1	80	LJ
Bill Msg 1 Line 2	81	80	LJ
Bill Msg 1 Line 3	161	80	LJ
Bill Msg 1 Line 4	241	80	LJ
Bill Msg 1 Line 5	321	80	LJ
Bill Msg 1 Line 6	401	80	LJ
Bill Msg 1 Line 7	481	80	LJ
Bill Msg 1 Line 8	561	80	LJ
Bill Due Date	641	20	LJ (free form)
Penalty Rate	661	15	LJ (free form)
Return Address Line 1	676	40	LJ *
Return Address Line 2	716	40	LJ
Return Address Line 3	756	40	LJ
Return Address Line 4	796	40	LJ
Return Address Line 5	836	40	LJ
open for growth	876	300	
carriage return	1176	1	
line feed	1177	1	

* Return address of City/Township/Village