

File Specifications for Kentucky Import Option  
Contribution Records

A	B	C	D	E	F	G	H	I
EntityType	Organization	LastName	FirstName	MiddleName	Suffix	Prefix	AddressMajor	AddressMinor
I, O, A	Text	Text	Text	Text	Text	Text	Text	Text
I		Washington	George	A.	Jr.	Mr.	123 Mt. Vernon Rd	Suite 201
R	O	O	O	O	O	O	R	O
1	70	30	20	10	10	10	30	30

ROW 1 = Column

ROW 2 = Field Description

ROW 3 = Data Format

ROW 4 = Sample Data

ROW 5 = Required/Optional for Importer to work. Some "Optional" fields are REQUIRED for reporting purposes.

ROW 6 = Maximum field size (in number of characters). Anything beyond that will be truncated.

The first row of the file must be a Header row. No other rows may be used for anything other than records (i.e., no notes or totals)

Change Log:

03/29/14      Original release

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J	KY	L	M	N	O	P	Q	R
City	State	ZipCode	Occupation	Employer	MaritalStatus	SpouseLastName	SpouseFirstName	SpouseMiddleName
Text	Text	00000-0000	Text	Text	0, 1, 2, 3	Text	Text	Text
Lexington	KY	12345-6789	Retired		2	Washington	Martha	
R	R	R	O	O	O	O	O	O
30	2	10	30	70	1	30	20	10

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S	T	U	V	W	X	Y
SpouseSuffix	SpousePrefix	SpouseOccupation	SpouseEmployer	PACInterest	Date	Amount
Text	Text	Text	Text	Text	MM/DD/YYYY	0
	Mrs.	Librarian	XYZ County Library		12/25/2005	250
O	O	O	O	O	R	R
10	10	50	70	50		

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Z	AA	AB	AC
(TypeOfContrib)Mode	InKindDesc.	(ReceiptCode)ContributorTypeCode	(ReceiptTypeCode)ContributionTypeCode
1, 2, 3	Text	Number - refer to code list	1, 2, 3, 4, 5, 6, 7
1		2	1
R	O	R	R
1	30	2	1