

Please make sure all character fields are space filled, all numeric fields are zero filled, and right justified with no decimal point. Please allow two places for the decimal but do not include the point. Example: \$200.00 should be 00020000. Make sure any dealer number that is less than 4 numbers in length is left padded with zeros. Example: D-12 would be D0012. Please name all files according to standards. DMP.D####.SALES where D#### is the dealer number.

Updated 11/27/2006							
Field Name	Data Type	Length	Decimal	Starting Position	Ending Position	Req / Opt	Allowed Values
Record Type	A	1		1	1	R	S
Make	AN	5		2	6	R	If KOV = 'V' make must match the NCIC make.
Year	N	4		7	10	R	Can not be greater than current year + 2
VIN	AN	21		11	31	R	Up to 21 positions long The 1st position must be A-Z or 0-9 Dynamic with year. 17 digits on MVs and ATVs. Allow up to 19 for Trailers Dynamic with type of unit Edit for 10th digit matching model year and /or use VIN edit package(applies to MV and ATV) Use vin edits for model year 1981 and greater. Cannot be blanks or spaces.
Model	AN	10		32	41	R	
Body Style	AN	5		42	46	R	
Odometer	N	6		47	52	R	If vehicle < 10 years old
KOV(Kind of Vehicle)	A	1		53	53	R	B = Boat, A = ATV, V = Vehicle, D = Trailer, C = Doc Vessel
TOS(Type of Sale)	A	1		54	54	R	T = Retail sales to Missouri residents O = All sales to an out-of-state purchaser D = All sales made to a Missouri dealer

MO Previous Title Number	AN	10		55	64	O	Used Vehicles: Optional if previous title MO. If MO title, must match one of the following configurations. AANNNNNN,ANNNNNN,NNNNNN,NNNNNNN,D NNNNNN,NNNNNNNN. If out of state title - enter state abbreviation. If "New" vehicle, "MSO" is optional.		
New/Used	A	1		65	65	R	N = New, U = Used		
Date Sold	N	8		66	73	R	MMDDYYYY Must be a valid date and less than current date MM = 1-12, DD = 1-31 and # days must correlate		
Purchaser Name	AN	50		74	123	R	List in last name, first name, middle initial sequence without commas. Cannot begin with "The" except for "The Bank." First position must be A-Z or 1-9. No special characters except /- %)(%#* are allowed. Cannot begin with a blank.		
Purchaser Address	AN	38		124	161	R			
Purchaser City	AN	15		162	176	R	If sold to Mo resident TOS must be "T"(Taxable)		
Purchaser State	AN	2		177	178	R	Check for valid two character abbreviations plus AA,AE,AP,CN,CZ,DC,G U,MX,VI		
Purchaser Zip	N	5		179	183	R			
Purchaser DOB	N	8		184	191	O	MMDDYYYY Must be a valid date and less than current date MM = 1-12, DD = 1-31 and # days must correlate Can not be blank or contain special characters		
Purchaser DLN	N	10		192	201	O			

Temporary Permit	AN	6		202	207	O	Required if one was issued	
Sale Price	SN	8	2	208	215	R	Must be > 0	
Trade-In	SN	8	2	216	223	R	May be Zero	
Rebate	SN	8	2	224	231	R	May be Zero	
Other Credit	SN	8	2	232	239	R	May be Zero	
Net Price	SN	8	2	240	247	R	May be Zero or Negative	
Dealer Number Prefix	AN	1		248	248	R	May be 'D', 'M,or 'W'	
Dealer Number	N	4		249	252	R		
Dealer Number Suffix	AN	1		253	253	O	If duplicate dealer number will be an *	
First-Lien	AN	1		254	254	R	Y or N Fields 254 through 399 will not be captured at this time, but will apply once liens can be file through this process, but only if "file liens electronically" is a "y".	
Lien Date	N	8		255	262	R	MMDDYYYY Must be a valid date and less than current date MM = 1-12, DD = 1= 31 and # days must correlate	
Lien Holder Phone	N	10		263	272	O	AreaCode/Prefix/Number	
Second Lien	Y	1		273	273	R	Y or N	
First-Lien-Name	AN	20		274	293	O		
First-Lien-Address	AN	20		294	313	Dependent	Required if First Lien Applies	
First-Lien-City	AN	15		314	328	Dependent	Required if First Lien Applies	
First-Lien-State	AN	2		329	330	Dependent	Required if First Lien Applies	
First-Lien-Zip	N	5		331	335	Dependent	Required if First Lien Applies	
Second-Lien-Name	AN	20		336	355	O	Required if Second Lien = 'Y'	
Second-Lien-Address	AN	20		356	375	Dependent	Required if Second Lien Applies	
Second-Lien-City	AN	15		376	390	Dependent	Required if Second Lien Applies	
Second-Lien-State	AN	2		391	392	Dependent	Required if Second Lien Applies	
Second-Lien-Zip	N	5		393	397	Dependent	Required if Second Lien Applies	
STFA	AN	1		398	398	R	Y or N	
File Lien Electronicly	AN	1		399	399	O	Disabled "Y" or "N" Will be implemented at a future date	

Header Error	AN	1		400	400		Space or "Y"	Return entire file. After the error has been corrected space out the "Y" and resubmit the entire file.
Vin Error	AN	1		401	401		Space or "Y"	Return single record. After the error has been corrected space out the "Y" and resubmit the record.
Make Error	AN	1		402	402		Space or "Y"	Return single record. After the error has been corrected space out the "Y" and resubmit the record.
Trailer Error	AN	1		403	403		Space or "Y"	Return entire file. After the error has been corrected space out the "Y" and resubmit the entire file.
Filler	AN	47		404	450	O	Spaces	
HEADER RECORD								
Record Type	AN	1		1	1	R	H	
Date Submitted	N	8		2	9	R	MMDDYYYY	
Dealer Name	AN	38		10	47	R		
Dealer Address	AN	38		48	85	R		
Dealer City	AN	15		86	100	R		
Dealer State	AN	2		101	102	R		
Dealer Zip	N	5		103	107	R		
Dealer Number	AN	6		108	113	R		
Filler	AN	337		114	450	R	Spaces	
TRAILER RECORD								
Record Type	AN	1		1	1	R	T	
Date Submitted	N	8		2	9	R	MMDDYYYY	
Filler	AN	98		10	107	R		
Dealer Number	N	6		108	113	R		
Number of Records	N	6		114	119	R	Spaces	
Filler	AN	331		120	450	R	Spaces	