

Blue Book Services

AR Aging File Specifications

www.lumberbluebook.com

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Introduction:

We appreciate your company's willingness to electronically provide accounts receivable aging information to Blue Book Services. Confidentially maintained, this information will be used to develop and maintain the most accurate and comprehensive database of lumber companies. This document provides information about the preferred file format, structure, and delivery method.

Preferred File Format:

We prefer to receive AR aging data as a .CSV file.

Preferred File Structure:

The file should contain one row of data for each customer. Each row should include the following data, separated by commas:

- Your company's unique ID for the customer (i.e., your Customer Account number)
- Company Name
- Address Line (i.e. Street Address or PO Box)
- City
- State
- Postal Code
- Phone Number
- Terms of Sale
- Recent High Credit (optional)
- Account Balance
- Current Due
- 1-30 Days Past Due
- 31-60 Days Past Due
- 61-90 Days Past Due
- 91 and Over Days Past Due
- Date of Last Sale (optional)
- Years Customer or Sold Since Date (optional)

Sample File:

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"SAM1","Sample Company 1","123 Main St","Chicago","IL","60020","312-450-1100","10","85000","150000","100000","50000","0","0","0","12/05/2008","1985"
"SAM2","Sample Company 2","P.O. Box 34","Chicago","IL","60020","312-530-5000","15","25000","100000","90000","5000","5000","0","0","11/05/2008","1995"
"SAM3","Sample Company 3","505 Oak St","Houston","TX","77003","713-690-9000","10","8000","0","0","0","0","0","0","08/02/2008","2007"
"SAM4","Sample Company 4","90 Elm St","Houston","TX","77003","713-780-2100","30","40000","20000","10000","5000","4500","500","0","11/15/2008","2004"
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Delivery Method:

We prefer to receive the .CSV file as an E-mail attachment sent to lumberar@bluebookservices.com. Please contact us if you prefer to send the .CSV file via FTP.

Technical Contacts:

Mark Erickson,
Vice President
merickson@bluebookservices.com
630-668-3500

Maureen Rempert,
Business Analyst
mrempert@bluebookservices.com
630-668-3500

Chris Thoms,
Systems Administrator
cthoms@bluebookservices.com
630-668-3500