Car Repair Billing Webinar

Presented by: Kevin Wolfe

Agenda

- Car Repair Billing & FindUs.Rail
- Car Repair Billing Overview
- Billing Repair Card Walkthrough
- Invoicing Process
- CRB Data Exchange (DX) Process
  - Outbound Reporting
  - Error Codes
  - Understanding your PDF report
- Procedures Manual/Price Master/AAR Manuals/User Guide
- Tips and Tricks

What Is The Car Repair Billing Application?

- Car Repair Billing (CRB) is Railinc's system for managing car repair invoices.
- Railinc receives invoices containing specific car repair data throughout each month, then distributes the invoices each month during the CRB Data Exchange.
- Inbound data (to Railinc) is received in one of two ways:
  - A 500-byte file sent via FTP.
  - Invoices created through the Car Repair Billing application.

AAR Rules Regarding CRB

- Rule 112 of the Office Manual governs the Car Repair Billing process.
- Rule 113 of the Office Manual specifies that participation in the Car Repair Billing Data Exchange is mandatory and provides information on how to submit your billing data.
- Rule 114 of the Office Manual mandates the usage of FindUs.Rail by parties involved in the billing of car repairs.
- For the complete rules, please reference your copy of the Office and Field Manual.
- These publications can be purchased through www.AAR.org.

CRB and FindUs.Rail

RAILINC

Categories

Any assigned categories must have at least one category function specified.

Category

Car Repair Billing

Category Role: Primary

Category Functions:

- [ ] Billed Party — The contact to whom the Billing/Invoicing Party has directed the invoice for payment.
- [ ] Billing or Invoicing Party — The contact who is responsible for submitting the invoice to the Billed Party for payment.
- [ ] Inquiries — The Billing/Invoicing Party contact to inquire on the status of payments, issues, questions, other than exceptions received from the Billed Party.
- [ ] Invoice Exceptions — The Billing/Invoicing Party contact who is responsible for addressing and replying to all invoice related exceptions taken by the Billed Party per AAR Rule 112.
- [ ] Remit To — The Billing/Invoicing Party contact who is responsible for processing an invoice remittance payment received from the Billed Party.
- [ ] Remit To Canada — The Billing/Invoicing Party contact in Canada who is responsible for processing an invoice remittance payment received from the Billed Party.
- [ ] Remit To Mexico — The Billing/Invoicing Party contact in Mexico who is responsible for processing an invoice remittance payment received from the Billed Party.
- [ ] Remit To USA — The Billing/Invoicing Party contact in the United States who is responsible for processing an invoice remittance payment received from the Billed Party.

Requesting Car Repair Billing Access

Car Repair Billing

CRB system provides functionality to create US, CA and MX pricemasters using quotes from quarterly price survey. It also provides online screens for repair shops and contract shops to submit invoices to responsible parties thru Data Exchange.

1 Select Roles   **2** Confirm   **3** Done

☐ CRB Billing Repair Card User (MARK required)

Allows user to create Billing Repair Cards and invoices to submit to the CRB Data Exchange process.

☐ CRB Data Exchange Submitter (MARK required)

Ability to view CRB Data Exchange submitter and receiver marks in the web based Billing Repair Card application.

Requirements To Participate

- **Submitter Requirements:**
  - MARK or Company ID.
  - FTP Mailbox & CRB security setup OR Billing Repair Card permission.
  - FindUs.Rail contact information for CRB.
  - If submitting data via FTP, software to create and format 500-byte CRIP files.

- **Receiver Requirements:**
  - MARK or Company ID.
  - FTP Mailbox & CRB security setup.
  - FindUs.Rail contact information for CRB.
  - Software to parse 500-byte CROP files.

What Is A Billing Party? Billed Party?

Billing Party

- A Billing Party is the party that is sending invoices to the Billed Party (for repairs they did on equipment controlled by the Billed Party).
  - Synonymous with "submitter"

Billed Party

- A Billed Party is a MARK that is being charged for repairs done on equipment. Typically the <u>controlling entity,</u> meaning car owner or lessee.
  - Synonymous with "receiver"

Please note: Submitters and receivers are either railroads, equipment owners, third party agents, and/or repair shops.

Submission Methods

There are two ways to submit data to the CRBDX:

1. Submitting data in 500-byte format via FTP.

2. Submitting data using the Billing Repair Card function in the Car Repair Billing Application.

Receiving Methods

There are two ways that CRB participants can receive data from the CRB Data Exchange:

1. Receiving data in 500-byte format via FTP.

2. Subscribing to the "Detailed PDF" report which contains invoices in a user friendly format.

Please Note: CRB participants can submit, receive, or both.

Billing Repair Card (BRC) Process

RAILINC | Car Repair Billing

| Home | Survey ▼ | Price Master ▼ | **Billing Repair Card ▼** | File Maintenance ▼ | Data Exchange ▼ | Reports ▼ | Admin ▼ | Documentation |
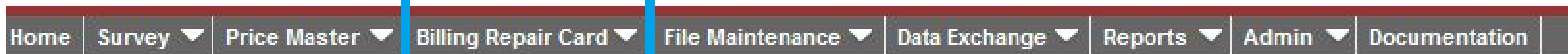
Welcome to CRB - Car Repair Billing

The Railinc internet Billing Repair system works in partnership with the Car Repair Billing (CRB) Data Exchange system to provide each participant the opportunity to electronically accumulate individual car repair costs for accounting, auditing and analytical purposes. The Internet BRC system was designed to allow the BRC user to issue Car Repair Billing invoices in accordance with the AAR Field and Office Manuals of the AAR Interchange Rules.

For Data Exchange participants, the Arbitration and Rules Committee has accepted revisions to the Car Repair Billing Procedures Manual for Data Exchange Edits and Paperless Billing, as submitted by the Car Repair Billing Committee to become effective January 8, 2010. Updates have been made to the Car Repair Billing Procedures Manual to document these changes.

The latest manual available for download at the Railinc Car Repair Billing Community site. The Car Repair Billing User Guide can be found on the Billing Repair Card website.

Billing Information

Contact Information

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Enter New BRC

Billing Repair Card - Main

BRC Job Couplet

BRC Job Couplet

Note: Applicable EHMS job code and why made code repairs are sent to EHMS real time when invoices are finalized and sent for Data Exchange. However, repairing parties are required to report EHMS remediation repairs directly to EHMS per AAR Interchange Rule 94.

Car: RAIL 001011	Repair Date: 10-09-2019	Repaired At: 411657000
Total Charge: Not Priced	Status: Pending	
Invoice Number: Not Invoiced	Invoice Date: Not Invoiced	

Manually Priced	☐	
Wrong Repair	☐	
Applied Job Code		+
Removed Job Code		+

Continue   Cancel

Job Codes Search

BRC Job Couplet

BRC Job Couplet

Note: Applicable EHMS job code and why made code repairs are sent to EHMS real time when invoices are finalized and sent for Data Exchange. However, repairing parties are required to report EHMS remediation repairs directly to EHMS per AAR Interchange Rule 94.

Car: RAIL 001011	Repair Date: 10-09-2019	Repaired At: 411657000
Total Charge: Not Priced	Status: Pending	
Invoice Number: Not Invoiced	Invoice Date: Not Invoiced	

Manually Priced ☐

Wrong Repair ☐

Applied Job Code [ ] [+]

Removed Job Code [ ] [+]

Continue   Cancel

BRC Job Couplet

BRC Job Couplet

Car: RAIL 001011	**Repair Date:** 10-09-2019	**Repaired At:** 411657000
Total Charge: Not Priced	**Status:** Pending	
Invoice Number: Not Invoiced	**Invoice Date:** Not Invoiced	

Repair Information

Location on Car: 1	Quantity [PM Max: 1] : 1	Condition Code: 7
Applied Job Code: 1142	Applied Qualifier:	Why Made Code: 13
Component ID:		
Removed Job Code: 1142	Removed Qualifier:	Responsibility Code: 1

Applied Job Code Description: 4-PORT SCT W/ AUTO TEST DEVICE, MA-63 or EW 5171

Narrative: 4-PORT SCT W/ AUTO TEST DEVICE, MA-63 or EW 5171

Pricing Information

Material Price:	**Labor Price:**	**Total:** 0.00

Done   Cancel   Add Next

Price & Save

Billing Repair Card - Main

Car Initial:	RAIL	Car Number:	001011	Car Kind:	T
Billed Company:	RAIL	L/E/U Indicator:	Unknown	Repaired SPLC:	411657000
Detail Source:	BR	Date Repaired (MM-DD-YYYY):	10-09-2019		
Defect Card Party:		Defect Card Date (MM-DD-YYYY):			
Repair Facility Type:		Repair Facility Arrival Date (MM-DD-YYYY):			
Currency to Use:	US	Document Reference Number:			
DDCT ID (XXXX99999999):					

Specify the following for Manually Priced Job Codes:

Contract Labor Rate: 45.00

Use AAR Time Standard: ● Yes ○ No

This BRC is for a re-submit invoice

○ Yes ● No   Original Invoice Number: _____   Original Account Date (MM-DD-YYYY): _____

CIF Fields (optional)

Repairing Party CIF: _____   Invoicing Party CIF: _____

Billing Party CIF: _____   Defect Party CIF: _____

Job Codes

Select	App. Job	Rem. Job	Loc.	Why Made	Qty.	Net Charge	Status	EHMS Sent Dt.
☐	1142	1142	1	13	1	$0.00	Entered	

Delete   Add New Line

Rebuttal

Repairing Party: _____   Repairing Party Invoice Nbr.: _____

Repairing Party Doc. Ref. Nbr.: _____

Save Draft   **Price & Save**

Success!

Messages
- **BRC successfully saved.**

Billing Repair Card - Main

Car: RAIL 001011	Repair Date: 10-09-2019	Repaired At: 411657000
Total Charge: Not Priced	Status: Priced	
Invoice Number: Not Invoiced	Invoice Date: Not Invoiced	

Car Initial:	RAIL	Car Number:	001011	Car Kind:	T
Billed Company:	RAIL	L/E/U Indicator:	Unknown	Repaired SPLC:	411657000
Detail Source:	BR	Date Repaired (MM-DD-YYYY):	10-09-2019		
Defect Card Party:		Defect Card Date (MM-DD-YYYY):			
Repair Facility Type:		Repair Facility Arrival Date (MM-DD-YYYY):			
Currency to Use:	US	Document Reference Number:			
DDCT ID (XXXX99999999):					

Specify the following for Manually Priced Job Codes:
Contract Labor Rate: 45.00
Use AAR Time Standard: ● Yes ○ No

This BRC is for a re-submit invoice

○ Yes ● No   Original Invoice Number: [blank]   Original Account Date (MM-DD-YYYY): [blank]

CIF Fields (optional)

Repairing Party CIF:		Invoicing Party CIF:	
Billing Party CIF:		Defect Party CIF:	

Job Codes

Select	App. Job	Rem. Job	Loc.	Why Made	Qty.		Net Charge	Status	EHMS Sent Dt.
☐	1142	1142	1	13	1.0		$324.73	Priced	

Delete   Add New Line

Rebuttal

Repairing Party:		Repairing Party Invoice Nbr.:	
Repairing Party Doc. Ref. Nbr.:			

Save Draft   Price & Save   Copy as New   Print

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BRC Invoice Creation

Outstanding BRCs - Priced

[View Demo]

Total Items: 2

☐	Car ID	Billed Company	Repair Date	SPLC	Total Charge	Status	Owned By	Last Updated By
☑	RAIL 001011	RAIL	08-07-2019	411657000	$9.62	Priced	B5KXW01	B5KXW01
☑	RAIL 001011	RAIL	10-09-2019	411657000	$324.73	Priced	B5KXW01	B5KXW01

Transfer BRCs   Delete   Create Invoices   Selected Items ⌄

- Click the checkboxes next to all BRCs you wish to bill, then click the "Create Invoices" button at the bottom of the screen.

BRC – Create Invoices

BRC - Create Invoices

As a reminder, please finalize and Submit all BRCs to Data Exchange by the last day of each month to be included in the current month's Data Exchange process.

For Account Month/Year: October | 2019

Select	Invoice Number	Invoice Date (MM-DD-YYYY)	Payment Due Date (MM-DD-YYYY)	Payment Terms	Billed Company	Billed Party Contact	Detail Lines	Total Charge	Misc. Charge		Grand Total
☑	12345	10-10-2019	11-11-2019		RAIL	International Bridge and Terminal Co. - IBT	1	324.73	0.00	Edit	324.73

Save Selected | Finalize and Send For Data Exchange | Cancel

- Enter information into the required fields and select "Finalize and Send For Data Exchange."

Success!

| Active Roadmark | RAIL | | User | B5KXW01 | |

Messages
- Invoices successfully submitted to Data Exchange: (invoice - billed company): 12345 - RAIL.

Outstanding BRCs - Priced

Total Items: 0

	Car ID	Billed Company	Repair Date	SPLC	Total Charge	Status	Owned By	Last Updated By
	No matching Billing Repair Cards were found							

- You will receive a blue success message indicating that your invoices were successfully sent to the data exchange.

Invoice History

Invoice History

BRC History - Invoicing by Month

As a reminder, please finalize and Submit all BRCs to Data Exchange by the last day of each month to be included in the current month's Data Exchange process.

Please Select Date Range

○ Year To Date

◉ From: May ▾ 2019 ▾ To: October ▾ 2019 ▾

Search

- The Invoice Summary feature displays a list of historical BRCs that you have sent to the Data Exchange.

Invoice History By Month

BRC History - Invoicing by Month

As a reminder, please finalize and Submit all BRCs to Data Exchange by the last day of each month to be included in the current month's Data Exchange process.

Please Select Date Range

○ Year To Date

◉ From: [January ▾] [2018 ▾] To: [October ▾] [2019 ▾]

[Search]

Month	Year	Billed Company	Invoice Number	Total Labor	Total Material	Total Miscellaneous	Total Credits	Total Invoiced	Status
Aug	2019	BNSF	RAJ12345	$13,940.00	$0.00	$0.00	$0.00	$13,940.00	Final
Nov	2018	RAIL	test	$74.86	$176.20	$0.00	$0.00	$251.06	Draft
Jun	2018	RAIL	112233	$530.13	$0.00	$0.00	$0.00	$530.13	Final(DE)
Apr	2018	RAIL	TEST PT	$9.82	$0.00	$0.00	$0.00	$9.82	Final(DE)
Jan	2018	ATSF	PRD2TEST	$9.16	$0.00	$0.00	$0.00	$9.16	Final(DE)
Jan	2018	ATSF	PRODTST	$8.91	$0.00	$0.00	$0.00	$8.91	Final(DE)
Jan	2018	CLNA	DDCTTST	$9.16	$0.00	$0.00	$0.00	$9.16	Final(DE)
Jan	2018	RAIL	PRDTEST RAGINI	$106.54	$2,846.83	$0.00	$0.00	$2,953.37	Final(DE)

Invoice Detail

- Click the "Create PDF" link to download a PDF to be sent to the Billed Party.
- Click the "Export File" button to generate a 500-byte file.

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CRBDX Process

- The Car Repair Billing Data Exchange is a monthly cycle where invoices are sent to Railinc and then distributed on the 4th business day of every month.
- Repair data can be submitted to Railinc via FTP or by using the BRC function of Car Repair Billing.
- FTP Submitters will receive an "Inbound Data Exchange Report" upon submission of a 500-byte file, known as a Car Repair Inbound File (CRIP file).
- Each Billed Party will receive one Car Repair Outbound File, also known as a CROP file containing all invoices billed to your company.
- As part of the Data Exchange, the following outbound reports will be transmitted via email:
  - Each billing party will receive a "Billing Road Log" showing all distributed invoices and any held invoices.
  - Each Billed party will receive an "Outbound Data Exchange Log Report" specifying details of repair data they received.

Data Exchange File Process Status Report

RAILINC

Reply   Reply All   Forward   IM

Sun 11/3/2019 1:12 PM

D

dx@railinc.com

CRB: Data Exchange File Process Status Report

To   DX; ██████████████ ; ██████████

Cc   DX

[PDF icon] ████ 11032019_0111_PM.pdf
4 KB

Railinc CRB Data Exchange File Status: ACCEPTED

We have processed your car repair data file to be included in the monthly Railinc Data Exchange processing. All accepted records will be included in the outbound distribution (to participating receivers) upon completion of the current Car Repair Billing Data Exchange.
Note: If you make any changes to your file for this accounting period, you MUST resubmit the entire file with the exact same filename (inside the zip file) to Railinc. (Our system will overwrite the previously submitted file with the same name).

Thanks,
CRB Data Exchange Manager, Railinc
Reply to: dx@railinc.com

Error Code reference: https://www.railinc.com/rportal/documents/18/260737/CRBDX_ErrorCodes.pdf

- The File Process Status Report is distributed upon submission of a CRIP file. The possible statuses of the submitted file include: accepted, partially accepted, and rejected.

File Process Status Report Continued

Inbound Data Exchange Report

File Name:	RAIL_CRIP1909_1P_1_TE	
Submitting Road Mark:	RAIL	Processed Date: 2019-10-11 07:08 PM
Inbound Status:	Partially Accepted	Received Date: 2019-10-11 07:08 PM

Click here for Error Codes Reference

Road Total							AAR Total		
Billing Road	Billed Road	DTL SRC	Account Date	Record Count	Labor Dollar	Misc Dollar	Record Count	Labor Dollar	Misc. Dollar
RAIL	BNSF	GB	2019-09	1	12.81	1.93	1	12.81	1.93

Records Received:	18		Invoices Received:	2
Format 1 Records Rcvd:	3		Accepted Invoices:	1
Format 1 Records Proc:	1		Rejected Invoices:	1
Total Material Charge:	1.93		Total Labor Charge:	12.81

The following critical error(s) were found that resulted in one or more invoices being rejected (identified by line number):
(Line Number, Car Init/Num, Billing Party, Billed Party, Repair Date, App. Job Code, Why Made Code, Error Codes)

000001, BCNE900020, RAIL, CTRR, 190910, 2482, 06   1P

000002, BCNE900020, RAIL, CTRR, 190910, 4410, 10   1P

The following non-critical error(s) were found: (Line Number, Car Init/Num, Billing Party, Billed Party, Repair Date, App. Job Code, Why Made Code, Error Codes)

000001, BCNE900020, RAIL, CTRR, 190910, 2482, 06   Z7

000002, BCNE900020, RAIL, CTRR, 190910, 4410, 10   Z7

000010, BCNE900020, RAIL, BNSF, 190910, 2076, 02   Z7

The following Billed Road(s) do not participate in Car Repair Data Exchange as a data receiver:
CTRR

Error Codes and Descriptions

This document lists error codes and descriptions for the Car Repair Billing Data Exchange (CRBDX). For additional information, refer to the Car Repair Billing Data Exchange web page.

Error Code	Description
0	Quantity - Must not be greater than the quantity specified in the Price Master.
3	Repair Facility Arrival Date (YYMMDD) – If present, must not be greater than Repair Date.
5	SPLC - Must be numeric and greater than zero. Tax codes, DE, DM and CB will be excluded.
6	Repair Date (YYMMDD) - Must be numeric and a valid date (00-99 (Year-YY), 01-12 (Month-MM), and 01-31 (Day-DD)). Must be within 13 months of Accounting Month and must not be in the future. If a resubmitted invoice, then must not be older than 24 months from the current Accounting Month and not be in the future.
8	Material Charge - Must be Numeric.

Billing Party Report

Billing Road Log for Data Distributed by Railinc

Submitter: CRB
Inbound File Name: C▮▮▮▮▮▮▮▮▮▮

Billing Road	Billed Road	DTL SRC	Sent Date	Record Count	Labor Dollar	Misc Dollar	Invoice Number
C▮▮	C▮▮	BR	2019-10-02	6	101.22	38.7	378805

Total Items: 1

Total Material   38.70   Total Labor Charge: 101.22

Outbound Data Exchange Log Report

RAILINC

Outbound Data Exchange Log Report

File Name:	C█████CROP1909.ZIP	Date Sent:	10-04-2019 10:14 AM
Billed RoadMark:	C███	Total Charge:	$11,687.24

Billing Road	Billed Road	DTL SRC	Date	Record Count	Labor Dollar	Misc Dollar
B███	███X	BR	2019-10-01	12	574.61	1827.51
B███	███X	GB	2019-10-01	9	154.74	55.38
C███	███X	BR	2019-10-01	1	16.87	6.45
C███	███X	GB	2019-09-01	1	15.89	3.41
I███	███X	BR	2019-10-01	1	13.8	1.63
K███	███X	BR	2019-10-01	8	491	402.99
K███	███X	GB	2019-10-01	4	60.91	5.77
N███	███X	BR	2019-09-21	4	98.16	27.15
N███	███X	GB	2019-09-01	2	31.78	6.82
U███	███X	BR	2019-10-01	42	2056.99	4996.14
U███	███X	GB	2019-10-01	35	684.44	154.8

Total Records :	173	Total Items:	11
Total Material Charge:	7488.05	Total Labor Charge:	4199.19

Reply Reply All Forward IM

Wed 11/6/2019 11:41 AM

D dx@railinc.com

CRB: Data Exchange Extract Complete

To   DX; ████████   ████████
Cc   DX

PDF ████1910.pdf
3 KB

Hi

The outbound invoice file has been sent through FTP mailbox and is available at qzzzz21 .

Thanks,
CRB Data Exchange Manager, Railinc

Detail PDF Report

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Procedures Manual

Car Repair Billing

Car Repair Billing (CRB) enables users to manage billing. Within CRB there are two methods for submitting invoices: the Car Repair Billing Data Exchange (CRBDX) and the Billing Repair Card (BRC) interface.

- **Car Repair Billing Data Exchange** (CRBDX) is a monthly exchange for receiving and transmitting invoices to registered billed parties. CRBDX utilizes industry rules and requirements to validate received invoices.

- **Billing Repair Card** (BRC) is a component of the Car Repair Billing system that provides an interface for receiving and transmitting invoices. The interface ensures that all required fields are populated before the BRC is submitted for pricing and performs basic validation on fields (such as checking that the repair date is not in the future).

The **Car Repair Billing Price Master** is a quarterly electronic publication with AAR-determined freight car repair charges for labor and material components. CRB users have the option of purchasing the Price Master directly from Railinc.

The **Car Repair Billing Webinar**, shown below, provides an overview of the Car Repair Billing process, including walk-throughs of the Billing Repair Card interface, the Car Repair Billing invoicing process, the Car Repair Billing Data Exchange process, and the Car Repair Billing Procedures Manual. Turn on/up your speakers to hear the presentation.

📄 **Related Support Documents**

Car Repair Billing Procedures Manual

Rule 83 FAQs

Car Repair Billing: Billing Repair Card FAQs

Car Repair Billing: Billing Repair Card User Guide

Car Repair Billing: Data Exchange Error Codes

Car Repair Billing: Data Exchange FAQs

Car Repair Billing Input (CRIP) File Upload Instructions

Car Repair Billing Output (CROP) File Download Instructions

Procedures Manual: Appendix A

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Procedures Manual: Appendix C

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CRB Data Exchange Edits Comparison Chart—Record Format 1

Global Edit:	All "Alphabetic" and "Alphanumeric" codes MUST be Left-Justified. All "Numeric" fields MUST be Right-Justified. "Alphanumeric" fields may include special characters unless otherwise specified. "Must be Present" must be greater than spaces.				
	(Sorted in position order)			Jan 2019 – Jun 2019	Jul 2019 – Dec 2019
Item	**Positions**	**Edit**	**Error Code**	**DX Error Type**	**DX Error Type**
30	135–136	**Removed Qualifier**—If Machine Priceable="Y", must be blank, alphabetic or numeric-alphanumeric is invalid. The input value must adhere to one of the following: • If Price Master Qualifier is numeric, may not exceed highest numeric qualifier applicable to the Job Code. • If first character of qualifier="Z", no edit. (Note: If Price Master qualifier = '00', no Price Master edit) (Note: Removed Qualifier and Car Part Code are mutually exclusive and share the same field within the 500-byte record. See field 30A below.)	U	Information Only	Information Only
30A	135-137	**Car Part Code (Removed Qualifier)**—If Price Master Qualifier="VZ", must be a valid Car Part Code per Rule 83 in the Field Manual. (Note: Removed Qualifier and Car Part Code are mutually exclusive and share the same field within the 500-byte record. See field 30 above.)	U	Information Only	Information Only
32	138	**Responsibility Code**—Must be numeric; If Machine Priceable="Y", must be **1**, **2** or **3**. Detail source CB will be excluded.	V	Information Only	Information Only
33	139–142	**Defect Card/JIC Party**— If Responsibility Code = 3, must be present and alphanumeric.	W	Mandatory Reject	Mandatory Reject

Procedures Manual: Other Appendices

CRB Price Master

- The AAR Price Master file is the machine readable, binary version of the Price Matrices located in the AAR Office Manual. This is only available via FTP.

- The Price Master is distributed quarterly to subscribers and is only available via FTP.

- Subscribers must have a valid MARK or Company ID and also be an active CRB participant.

AAR Office Manual

ASSOCIATION OF AMERICAN RAILROADS

2020 Office Manual

OF THE

AAR Interchange Rules

Rule 111— Car Repair Pricing

Rule 112— Car Repair Billing

Rule 113— Car Repair Billing Data Exchange Procedures

Rule 114— Mandatory Contact List Requirements

AAR Field Manual

2020

FIELD MANUAL

OF THE

A A R

INTERCHANGE RULES

ASSOCIATION OF AMERICAN RAILROADS

🔖 Rule 83— Preparation of Original Record of Repair and Billing Repair Data

CRB User Guide

Car Repair Billing (CRB):
Billing Repair Card (BRC)
User Guide

RAILINC

7001 Weston Parkway, Suite 200
Cary, North Carolina 27513

Last Updated: July 2018

CRB User Guide

- BRC information can be found starting on page 12 of the CRB User Guide

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Common Issue: BRC SPLC

LOAs For Car Repair Billing

- The Railinc Letter of Authorization (LOA) System allows users to grant CRB submitter and receiver rights to another company for them to manage.

- When a new LOA is submitted and approved, the CRB Product Support team will determine who is submitting and receiving data on behalf of the requested MARK.

- If you submit an LOA, please be prepared to correspond to CRB Product Support if it is found that another company already submits and/or receives CRB data for the MARK that was requested.

Missing Invoice

- Whenever a CRB participant contacts Railinc CSC about a missing invoice number, Railinc Product Support reviews the outbound file and the inbound file from the submitter to determine if the invoice in question was transmitted that month.

- "Missing" invoices are almost always due to not having been transmitted to the data exchange in the current month, or the MARK entered as the Billed Party is received by another company.

Duplicate Files

- If your file is partially accepted, submitting a corrected file of the same name will overwrite the previously rejected file.

- If you submit a corrected file under a new file name, both the partially rejected file and the new file will be distributed during the monthly Data Exchange.

Changing Email Addresses

- The outbound reports distributed by the CRB System are sent to the email addresses in the CRB security setup of the MARK in question.

- If you should need to change the email addresses that receive outbound reports, contact CSC@Railinc.com or 877-RAILINC and be prepared to provide your Company ID or MARK, the email addresses that should be added or removed, and whether or not your company receives the Detailed PDF Report.

Need A File Resent?

- If you did not download your 500-byte file within the 14 day window, Railinc can resend your file for no cost prior to the following Data Exchange.

- Please contact CSC@Railinc.com or 877-RAILINC should you need your CROP file retransmitted.

- Be prepared to provide your MARK, the month the file was originally transmitted, and the file name if applicable.

- Please be advised that if the next Data Exchange has already taken place, a retransmission fee may apply. See Railinc Price List for details.

Links To CRB Documentation

- [Procedures Manual](#)
- [CRB User Guide](#)
- [CRB BRC FAQ](#)
- [Car Repair Billing Demos](#)
- [CRBDX Error Codes](#)
- [Subscribe to the AAR Manuals](#)

- These documents can be found on www.Railinc.com

Railinc Keeps You Moving.

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