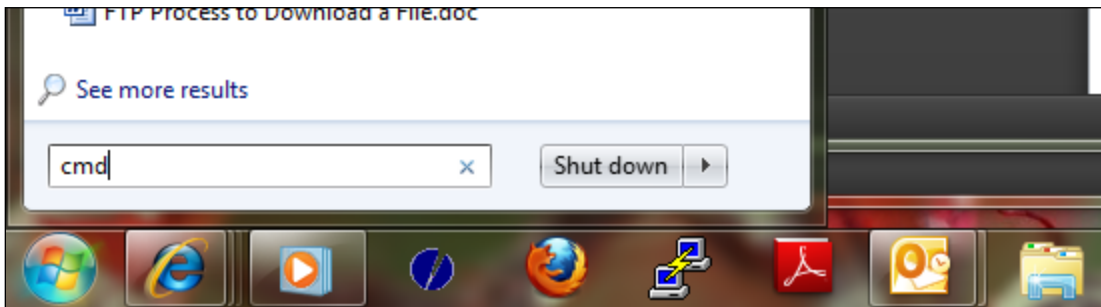


RAILING | CRB CRIP File Upload Instructions

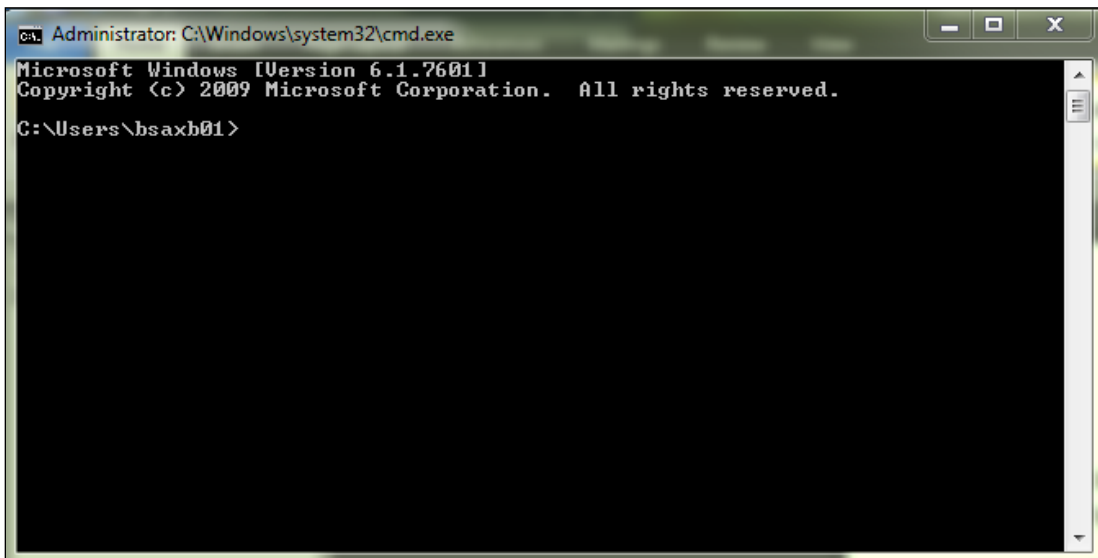
Once per month, repairing entities submit bills of car repairs in a proprietary format (CRIP input files) to Railinc for use in the Car Repair Billing Data Exchange (CRBDX). These compressed binary files (ZIP files) contain monthly data for exchange of car repair bills for foreign freight equipment.

Use the following procedure to log into the Railinc Server using the Windows Command Prompt (DOS box) and upload CRIP files using the File Transfer Protocol (FTP):

1. Select the Windows Start menu.
2. Type **cmd** in the Search Programs and Files box and press Enter (see below).



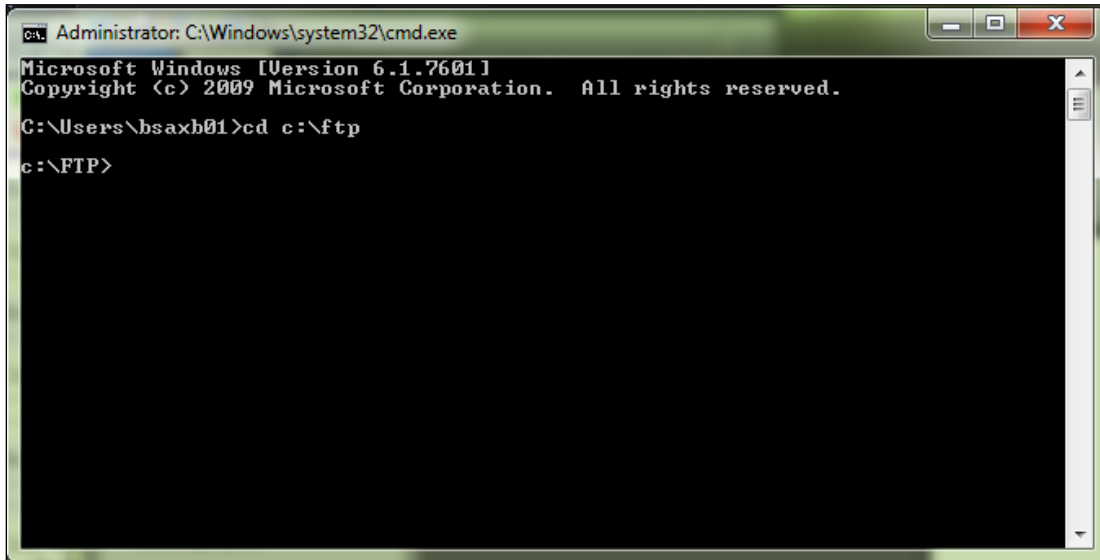
The Windows Command Prompt (DOS box) is displayed (see below).



3. Use the Change Directory command (**cd**) to change to the directory (or folder) on your computer where your CRIP file is located.

For example, if you have a folder named "ftp" on your C: drive and your CRIP file is located in this directory, type: **cd c:\ftp**

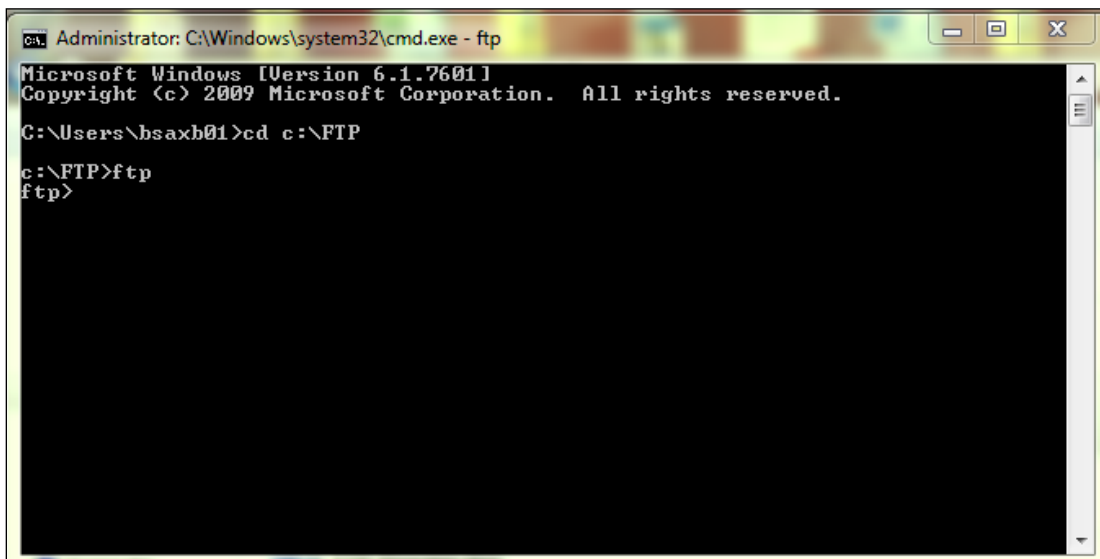
The system responds with: c:\FTP> (see below).



```
Administrator: C:\Windows\system32\cmd.exe
Microsoft Windows [Version 6.1.7601]
Copyright (c) 2009 Microsoft Corporation. All rights reserved.

C:\Users\bsaxb01>cd c:\ftp
c:\FTP>
```

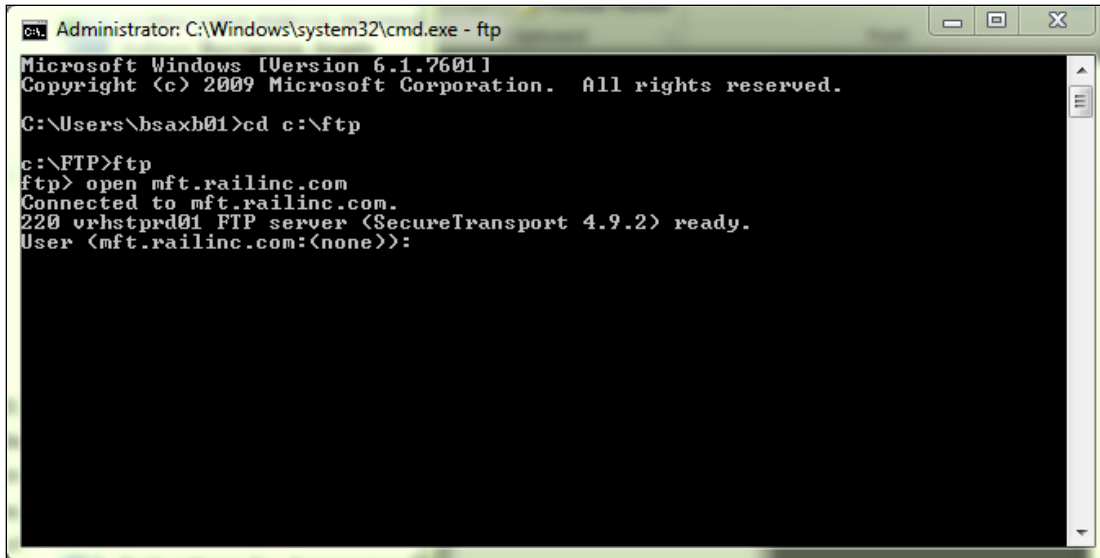
4. Type **ftp** and press Enter. The system responds as shown below.



```
Administrator: C:\Windows\system32\cmd.exe - ftp
Microsoft Windows [Version 6.1.7601]
Copyright (c) 2009 Microsoft Corporation. All rights reserved.

C:\Users\bsaxb01>cd c:\FTP
c:\FTP>ftp
ftp>
```

5. Type **open mft.railinc.com** and press Enter. The system responds with “Connected to mft.railinc.com....” (see below).



```
Administrator: C:\Windows\system32\cmd.exe - ftp
Microsoft Windows [Version 6.1.7601]
Copyright (c) 2009 Microsoft Corporation. All rights reserved.

C:\Users\hsaxb01>cd c:\ftp

c:\FTP>ftp
ftp> open mft.railinc.com
Connected to mft.railinc.com.
220 urhstprd01 FTP server (SecureTransport 4.9.2) ready.
User (mft.railinc.com:(none>):
```

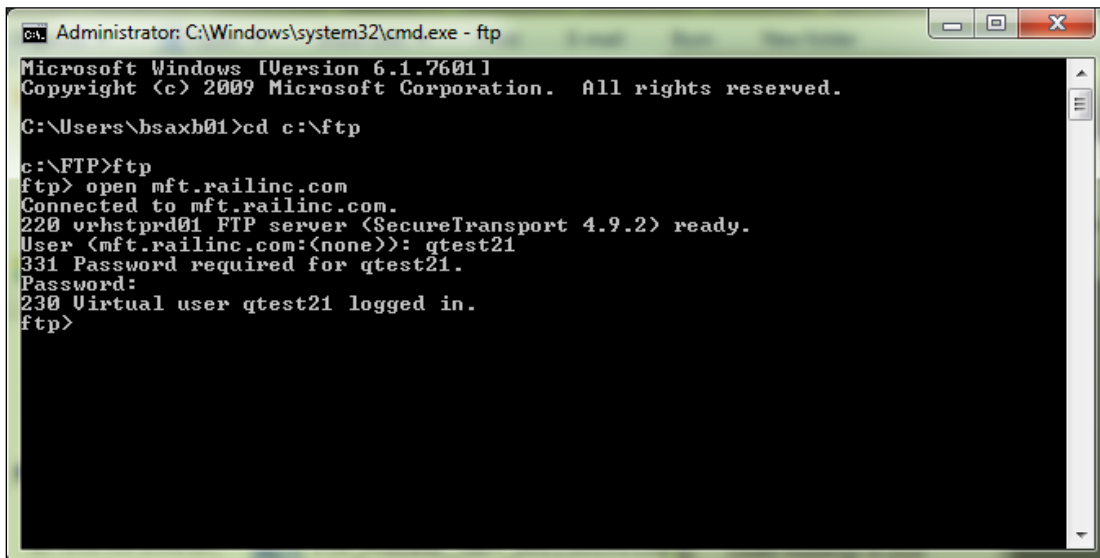
6. Type your user ID/mailbox ID and press Enter.

For example, if your user ID/mailbox ID is “qtest21”, type **qtest21**

Note that the user ID/mailbox ID is different for each customer. Contact the Railinc Customer Success Center if you do not know your user ID/mailbox ID and password.

The system responds with “331 Password required for *user ID/mailbox ID*”.

7. Type in your password and press Enter. The password is not displayed. The system responds with “230 virtual user *user ID/mailbox ID* logged in.” (see below).

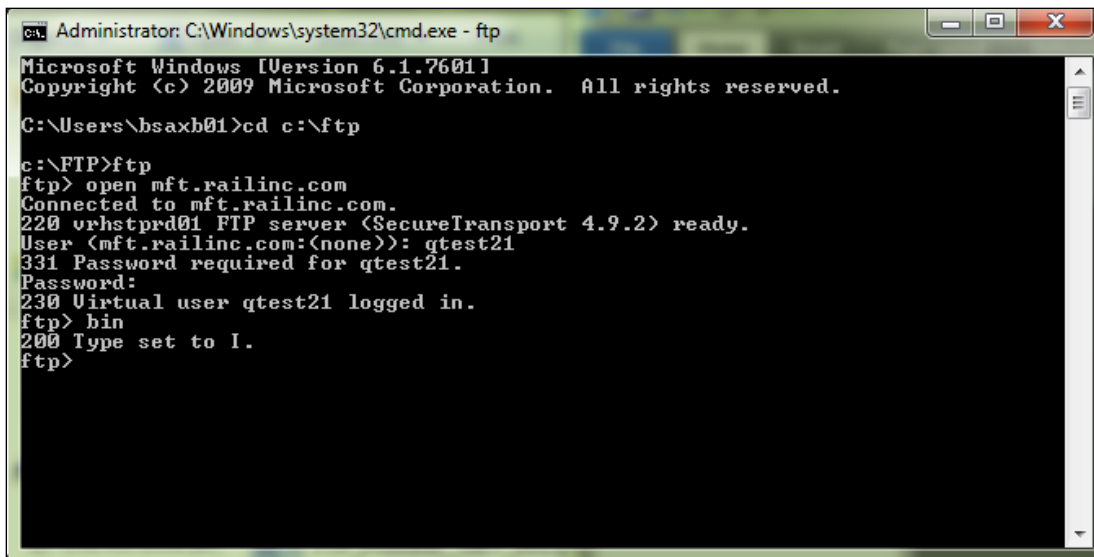


```
Administrator: C:\Windows\system32\cmd.exe - ftp
Microsoft Windows [Version 6.1.7601]
Copyright (c) 2009 Microsoft Corporation. All rights reserved.

C:\Users\hsaxb01>cd c:\ftp

c:\FTP>ftp
ftp> open mft.railinc.com
Connected to mft.railinc.com.
220 urhstprd01 FTP server (SecureTransport 4.9.2) ready.
User (mft.railinc.com:(none>): qtest21
331 Password required for qtest21.
Password:
230 Virtual user qtest21 logged in.
ftp>
```

8. Type **bin** to send the file in binary format. The system responds with “200 Type set to I” (see below).

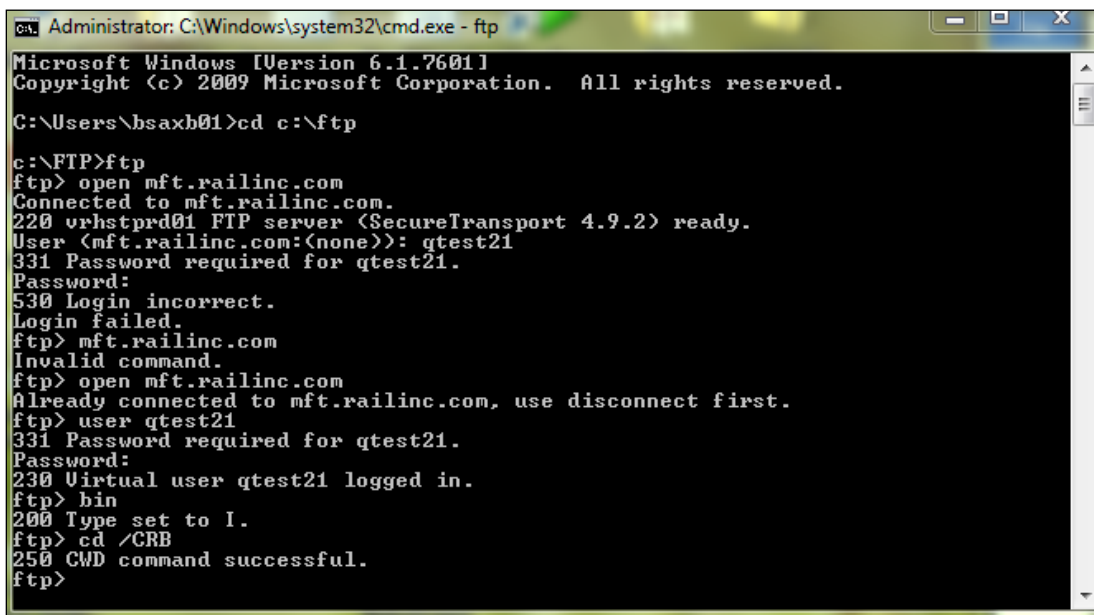


```
Administrator: C:\Windows\system32\cmd.exe - ftp
Microsoft Windows [Version 6.1.7601]
Copyright (c) 2009 Microsoft Corporation. All rights reserved.

C:\Users\bsaxb01>cd c:\ftp

c:\FTP>ftp
ftp> open mft.railinc.com
Connected to mft.railinc.com.
220 vrhstprd01 FTP server (SecureTransport 4.9.2) ready.
User (mft.railinc.com:(none)): qtest21
331 Password required for qtest21.
Password:
230 Virtual user qtest21 logged in.
ftp> bin
200 Type set to I.
ftp>
```

9. Type `cd /CRB` and press Enter. The system responds with “250 CWD command successful.” (see below). This message confirms that you are in the CRB directory.



```
Administrator: C:\Windows\system32\cmd.exe - ftp
Microsoft Windows [Version 6.1.7601]
Copyright (c) 2009 Microsoft Corporation. All rights reserved.

C:\Users\bsaxb01>cd c:\ftp

c:\FTP>ftp
ftp> open mft.railinc.com
Connected to mft.railinc.com.
220 vrhstprd01 FTP server (SecureTransport 4.9.2) ready.
User (mft.railinc.com:(none)): qtest21
331 Password required for qtest21.
Password:
530 Login incorrect.
Login failed.
ftp> mft.railinc.com
Invalid command.
ftp> open mft.railinc.com
Already connected to mft.railinc.com, use disconnect first.
ftp> user qtest21
331 Password required for qtest21.
Password:
230 Virtual user qtest21 logged in.
ftp> bin
200 Type set to I.
ftp> cd /CRB
250 CWD command successful.
ftp>
```

10. Type `put` with a space followed by the name of your file, and then press Enter (see below).
For example, if your file is named “TEST.CRIP1209.ZIP”, type `put TEST.CRIP1209.ZIP`

```
c:\Windows\system32\cmd.exe - ftp
c:\FTP>ftp
ftp> open mft.railinc.com
Connected to mft.railinc.com.
220 vrhstprd01 FTP server (SecureTransport 4.9.2) ready.
User (mft.railinc.com:(none)): qtest21
331 Password required for qtest21.
Password:
530 Login incorrect.
Login failed.
ftp> mft.railinc.com
Invalid command.
ftp> open mft.railinc.com
Already connected to mft.railinc.com, use disconnect first.
ftp> user qtest21
331 Password required for qtest21.
Password:
230 Virtual user qtest21 logged in.
ftp> bin
200 Type set to I.
ftp> cd /CRB
250 CWD command successful.
ftp> put TEST.CRIP1209.ZIP
200 PORT command successful.
150 Opening BINARY mode data connection for TEST.CRIP1209.zip.
226 Transfer complete.
ftp: 861 bytes sent in 0.06Seconds 13.89Kbytes/sec.
ftp>
```

The system responds with several messages, including “226 Transfer complete”. This indicates a successful file transfer.

11. Type **bye** and press Enter to close the Windows Command Prompt.
12. Go to your email inbox and check for an email from dx@railinc.com containing your Inbound Data Exchange Report. This email confirms that your file has been submitted to CRBDX.

Railinc customer service is available to answer your questions. For more information about CRB, contact the Railinc Customer Success Center toll free at (877) 724-5462 or via email at csc@railinc.com.