Car Repair Billing Webinar

October 30, 2018

Agenda

- Overview of Car Repair Billing

- Billing Repair Card Process

- CRB Data Exchange (CRBDX) Process

- CRBDX Email Notifications

- Submitter and Receiver Information

What is Car Repair Billing?

- The process by which participants report and invoice railroads or car owners for repairs on equipment

- Monthly process distributes invoices submitted by billing party to the billed party

- Invoices created by billing/invoicing party include job codes, prices and date repairs were completed

- Refer to Rule 112, 113 & 114 of the AAR Interchange Rules

CRB Participants

- Railroads
- Equipment owners
- Repair Shops
- Running Repair Agents
- Third-Party Agents

What is the Billing Repair Card?

- 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.

How to Enter Contact Information

- Before creating BRCs you must complete your company's Contact Information page by entering the contact types for Remit To, Inquiries and Exceptions.

- This information will appear on your printed paper invoices.

How to Create a Billing Repair Card

![Railinc logo]

Billing Repair Card - Main

[View Demo]

Field		Field		Field	
Car Initial:	[ ]	Car Number:	[ ]	Car Kind:	[ ]
Billed Company:	[ ]	L/E/U Indicator:	[▼]	Repaired SPLC:	[ ] 🔍
Detail Source:	[▼]	Date Repaired (MM-DD-YYYY):	[ ]		
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: [75.00]
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.

[Add New Line]

Rebuttal

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

[Save Draft] [Price & Save]

How to Invoice a Billing Repair Card

Outstanding BRCs - Priced

View Demo

Total Items: 1

	Car ID	Billed Company	Repair Date	SPLC	Total Charge	Status	Owned By	Last Updated By
☐	RAIL 000021	RAIL	08-06-2018	218787000	$540.51	Priced	BSPXT01	BSPXT01

Transfer BRCs | Delete | Create Invoices | Selected Items ˅

How to Become a CRBDX Customer

To register as a submitter or receiver to the CRBDX, please email Railinc at csc@railinc.com and provide the following information with your request:

- Primary Billing/Invoicing Party

- Identification of other Billing Parties which may be included in the data submitted for input to the data exchange

- Contact information (name, title, phone number, address and email address of those responsible for CRBDX)

- Two test files (submitters)

You **must have** a valid CRB profile to participate in CRB. You **might need** a Letter of Authorization to comply with Railinc's data access policy

Submitting Invoices

- Customer creates their own 500 byte .zip file
- File(s) must be submitted via FTP
- Submitters receive confirmation via email
- File status may be Accepted, Partially Accepted or Rejected
- Invoices with critical errors will not be processed
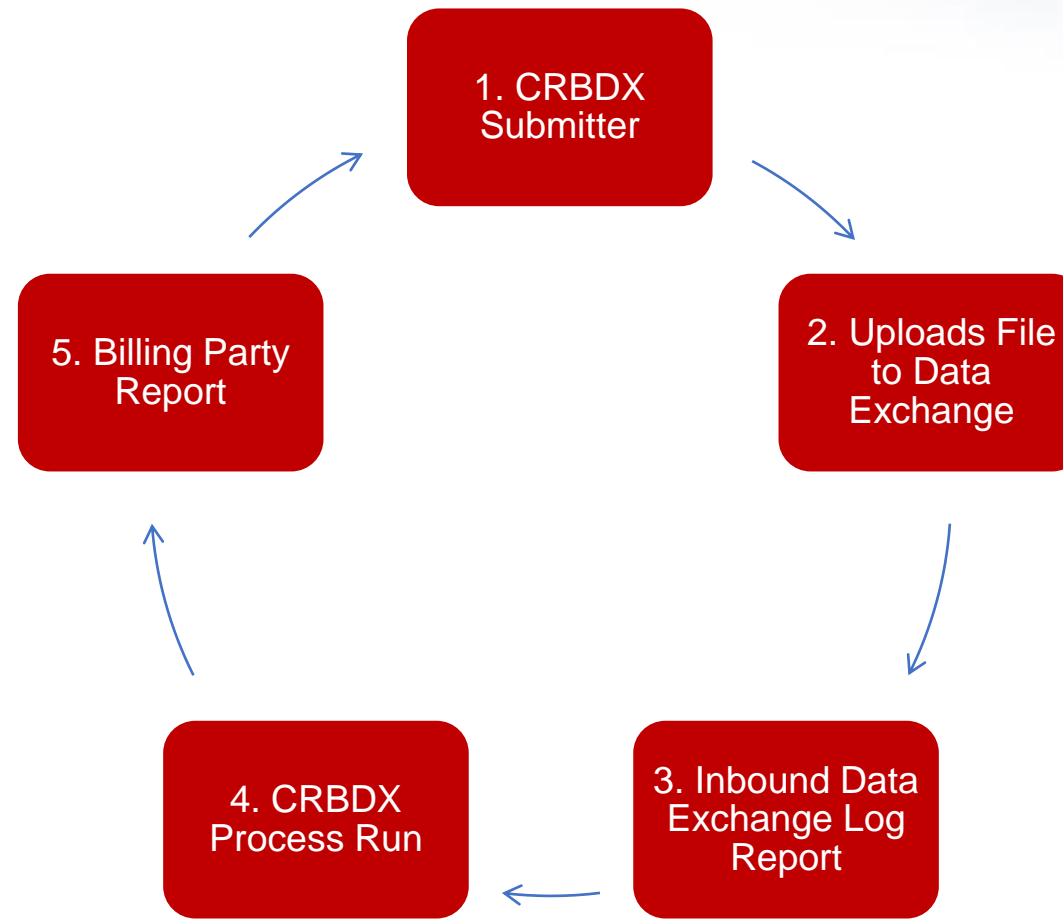- CRB Procedures Manual contains guidelines for file creation

Submitting Invoices (Cont'd)

- DX users submit via FTP or FTP clients

- Railinc only supports DOS ("cmd") prompt

- Submitters are required to send hard/soft copy of invoice summary (cover sheet) to billed party

Note: Customers using methods other than the "cmd" prompt process must contact the software vendor if they encounter technical issues.

CRBDX Submitter Email Notifications

1. CRBDX Submitter

2. Uploads File to Data Exchange

3. Inbound Data Exchange Log Report

4. CRBDX Process Run

5. Billing Party Report

Inbound Data Exchange Report Sample

RAILINC

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/alf_docs/CRB/CRBDXError_Codes.pdf

Inbound Data Exchange Report

File Name:	.SDDC.crip1208 AAR		
Submitting Road Mark:		Processed Date:	2015-02-03 11:49
Inbound Status:	Accepted	Received Date:	2015-02-03 11:49

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	AAR	DC	2015-02	14	380.82	1301.46	14	380.82	1301.46

Records Received:	22		Invoices Received:	1
Format 1 Records Rcvd:	14		Accepted Invoices:	1
Format 1 Records Proc:	14		Rejected Invoices:	0
Total Material Charge:	1301.46		Total Labor Charge:	380.82

Inbound Data Exchange Report Sample

From: DX
Sent: Tue 7/28/2015
To: Dxuser@railinc.com
Cc: DX
Subject: CRB: Data Exchange File Process Status Report

Railinc CRB Data Exchange File Status: PARTIALLY
ACCEPTED

We have processed your car repair data file to be included in
the monthly Railinc Data Exchange processing. Not all of your
invoice records were accepted. These rejected records will
NOT be included in the outbound distribution.
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 wish to correct your file to fix the errors (as per the
attached status report) 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/alf_docs/CRB/CRBDXError_Co
des.pdf

Inbound Data Exchange Report

File Name:		CRIP1501.zip		
Submitting Road Mark:		RAIL	Processed Date:	2015-02-03 01:38
Inbound Status:		Partially Accepted	Received Date:	2015-02-03 01:38

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	AAR	SH	2015-01	18	356.86	91.30	18	356.86	91.30

Records Received:	544	Invoices Received:	2
Format 1 Records Rcvd:	527	Accepted Invoices:	1
Format 1 Records Proc:	18	Rejected Invoices:	1
Total Material Charge:	91.30	Total Labor Charge:	356.86

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)

000027, AAR 651768, RAIL, AAR , 141014, 4450, 05   Z4

000028, AAR 651768, RAIL, AAR , 141014, 4450, 05   Z4

Inbound Data Exchange Report Sample

RAILINC

From: DX
Sent: Tue 7/28/2015
To: Dxuser@railinc.com
Cc: DX
Subject: CRB: Data Exchange File Process Status Report

Railinc CRB Data Exchange File Status: REJECTED

Your recently submitted car repair data file has been rejected.
None of your invoice records will be included in the outbound distribution. Please correct the error (as per the attached status report) and resubmit the entire file with the exact same file name (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/alf_docs/CRB/CRBDXErr
or_Codes.pdf

Inbound Data Exchange Reject Report

File Name:	CRIP1410.zip		
Submitting Road Mark:	RAIL	Processed Date:	2015-11-05 09:34
Records Received:	16	Received Date:	2015-11-05 09:34
Format 1 Records Rcvd:	16	Invoices Received:	1
Format 1 Records Proc:	0	Accepted Invoices:	0
		Rejected Invoices:	1

Click here for Error Codes Reference

The following critical error(s) were found that resulted in the entire file being rejected:

Record arrangement is out of order for Billing/Billed/Invoice Number: RAIL80382.

Repair summary not found for Billing/Billed/Invoice number/Detail source: RAIL80382/DC.

Billing Party Reports

- Sent to submitters at conclusion of CRBDX process run
- Summary of all accepted invoices transmitted to customers

From: DX
Sent: Tue 7/28/2015
To: Dxuser@railinc.com
Cc: DX
Subject: CRB: Data Exchange Billing Party Report

Hi

Attached is the Invoice Summary by Billing Road Report from the Car Repair Billing System.

Thanks You,
CRB Data Exchange Manager, Railinc
crbdx@railinc.com

Billing Road Log for Data Distributed by Railinc

Submitter: RAIL
Inbound File Name: RAILcrip1506.zip

Billing Road	Billed Road	DTL SRC	Sent Date	Record Count	Labor Dollar	Misc Dollar	Invoice Number
RAIL	AAR	BR	2015-06-30	4	70.77	30.35	RAIL06301300
RAIL	AAR	BR	2015-06-30	12	0	0	RAIL06301300
RAIL	AAR	BR	2015-06-30	134	8644.04	32405.01	RAIL06301300
RAIL	AAR	BR	2015-06-30	9	272.56	599.08	RAIL06301300

Total Items: 4

Total Material Charge: 33034.44   Total Labor Charge: 8987.37

CRBDX Receiver Email Notification

1. CRBDX Production Run

2. CRBDX File sent to FTP mailbox

3. Exchange Extract Complete Email

4. CRBDX Receiver downloads file from FTP mailbox
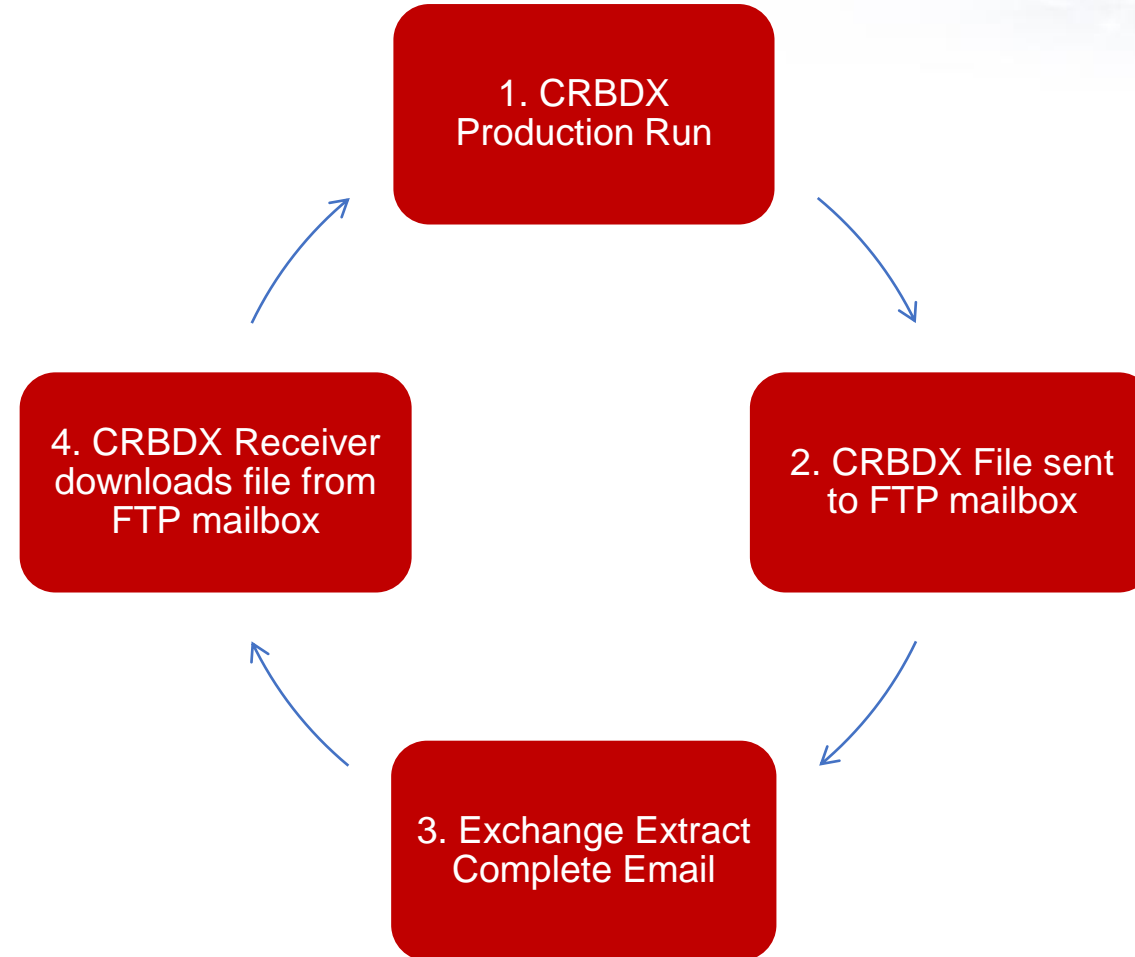
Outbound Data Exchange Report Example

RAILINC

From: DX
Sent: Jul 7, 2015
To: DXuser@railinc.com
Cc: DX
Subject: CRB Data Exchange Extract Complete

Hi

The outbound invoice file has been sent through FTP mailbox and is available at **qabcd21** .

Thanks,
CRB Data Exchange Manager, Railinc

Outbound Data Exchange Log Report

| File Name: | AAR.CROP1506.ZIP | Date Sent: | 07-07-2015 10:11 |
| Billed RoadMark: | AAR | Total Charge: | $493.17 |

Billing Road	Billed Road	DTL SRC	Date	Record Count	Labor Dollar	Misc Dollar
RAIL	AAR	GB	2015-07-01	1	13.88	3.71
RAIL	AAR	GB	2015-07-01	2	59.36	26.8
RAIL	AAR	BR	2015-07-01	5	235.22	60.31
RAIL	AAR	GB	2015-07-01	4	70.48	23.41

| Total Records : | 35 | | Total Items: | 4 |
| Total Material Charge: | 114.23 | | Total Labor Charge: | 378.94 |

Researching Submitter Marks

- Select View Data Exchange Submitters under the Data Exchange tab
- Double click on Submitter Mark to sort alphabetically
- Use the Next link or page number in drop down to search for a mark

Researching CRBDX Receivers

- Under the Data Exchange tab, select View Data Exchange Receivers
- Click on Recipient Mark to sort alphabetically
- Search for mark from list using the "Next" link or page number in the drop down
- The Received By list will tell you who receives for the Mark listed
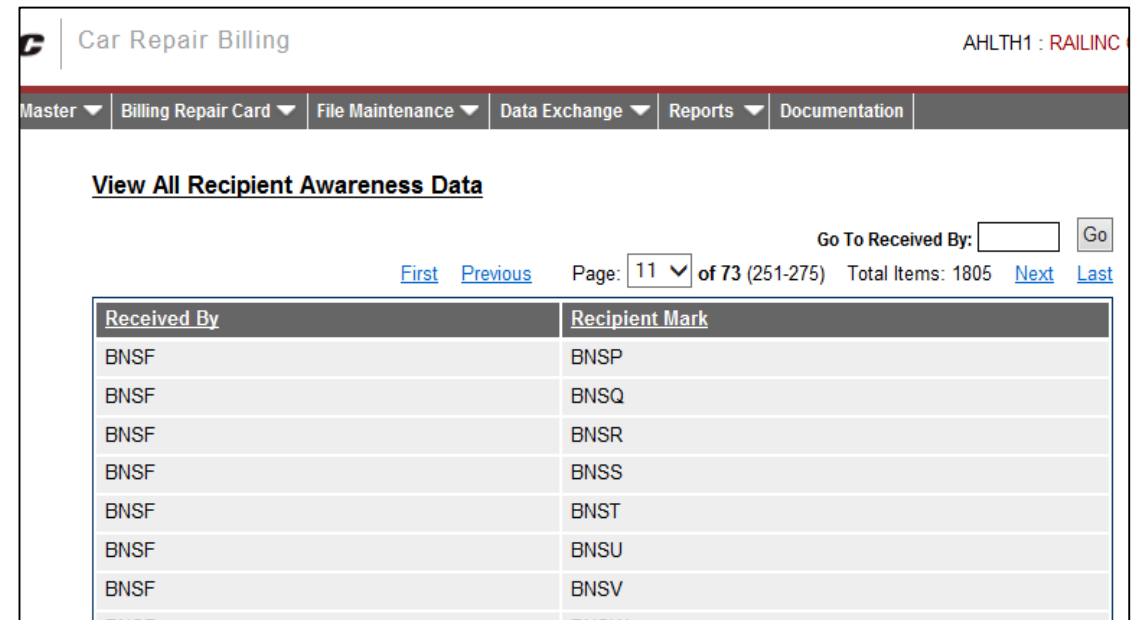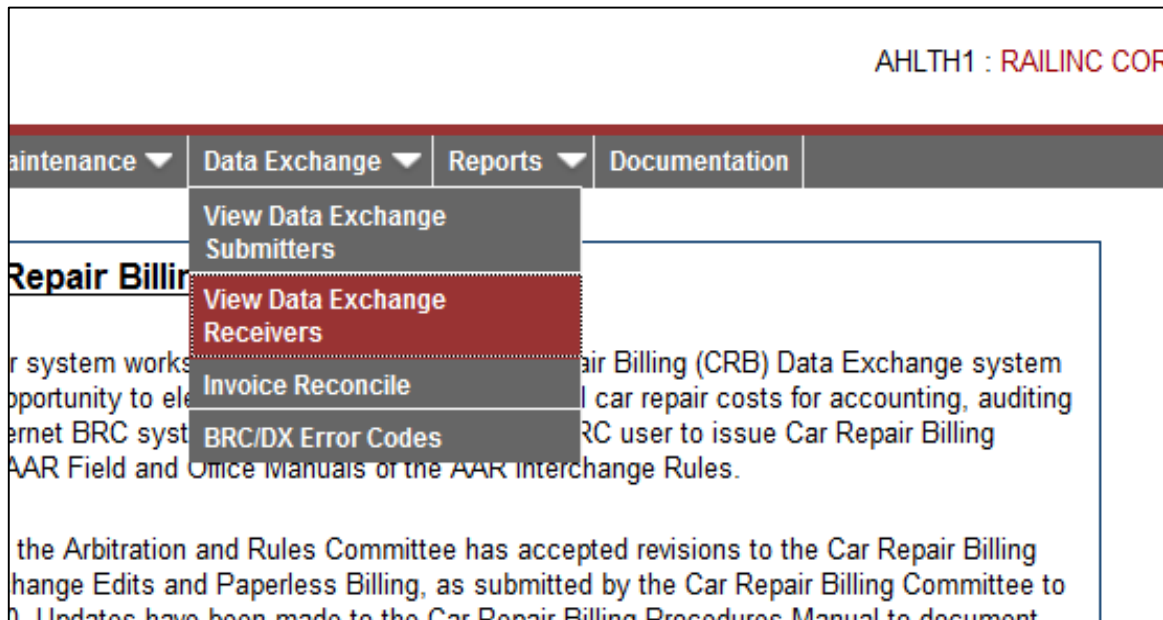
CRB Reference Resources

Reference resources that provide guidance to customers on format, rules and guidelines include:

- AAR Interchange Rules
- [Car Repair Billing Procedures Manual](#)
- [FindUs.Rail](#) (free look-up tool available)
- [CRB User Guide](#)
- [www.railinc.com](#)
- [CRBDX Error Codes](#)

Contacting Railinc's Customer Success Center

RAILINC

When contacting the Railinc Customer Success Center, please be ready to provide the following information:

- Contact information (customer's full name, company name, phone number, email address)
- SSO User ID
- Company ID/Mark(s) customer is using to submit data
- Railinc application you are inquiring about (BRC, CRBDX, etc.)

Railinc Keeps You Moving.

Railinc Customer Success Center

877-724-5462
csc@railinc.com

@Railinc   /railinc   /railinc1   www.railinc.com