

DIVISION OF LOTTERY
LOTTERY COLLECTION AND DISBURSEMENT SERVICES
RFP 2015

CHECK DISBURSEMENT FILE TRANSMISSION SPECIFICATIONS

FILE: Lottery Check Disbursement File

FREQUENCY OF TRANSMISSION: Weekly

TIMING OF TRANSMISSION: Files are transmitted on Wednesday. Checks are released from the Check Printing Hub and mailed on Friday.

METHOD OF TRANSMISSION: Connect: Direct Secure

CONTINGENCY FOR FILE TRANSMISSION: Resubmit Connect: Direct

RECEIPT REQUIREMENTS: Upon successful receipt of the file, the bank must send an acknowledging email and fax to OIT Production Services indicating that the file was received. The confirmation email and fax should indicate the total number of records and the total dollar amount included on the transmission file.