

**DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT  
REQUEST FOR PROPOSAL**

**CANCELLATION FILE LAYOUT**

Family Leave Account #6  
 State Plan Disability Account #7  
 Pandemic Unemployment Assistance (PUA) Account #11  
 Trade Re-Adjustment Act (TRA) Account #13  
 Unemployment Compensation Benefit (UC) Account #15  
 Extended Benefits (EB) Account #16  
 Federal Pandemic Unemployment Compensation (FPUC) Account #17  
 Pandemic Extended Unemployment Assistance (PEUA) Account #18

**1-CONTROL HEADER RECORD**

FIELD	FIELD DESCRIPTION	POS	LENGTH	FORMAT	GENERAL COMMENTS
1	Record Type	1	3		"CCH"
2	File Creation Date	4	8	N	YYYYMMDD
3	File Creation Time	12	6	N	HHMMSS
	Total Maximum Record Length		17		

**2-CARDS CANCELLED RECORD**

FIELD	FIELD DESCRIPTION	POS	LENGTH	FORMAT	GENERAL COMMENTS
1	Record Type	1	3		"CCR"
2	Account Number	4	16	N	
3	Cardholder First Name	20	30		
4	Cardholder Middle Name	50	30		
5	Cardholder Last Name	80	30		
6	Reason for Closure of Card	110	30		
7	SSN	140	9		
8	Routing and Transit Number	149	9		
9	Source System DDA Number Text	158	13		
	Total Maximum Record Length		170		

**6-CONTROL TRAILER RECORD**

FIELD	FIELD DESCRIPTION	POS	LENGTH	FORMAT	GENERAL COMMENTS
1	Record Type	1	3		"CCT"
2	File Creation Date	4	8	N	Same as value within the "CCH" Record
3	File Creation Time	12	6	N	Same as value within the "CCH" Record
4	Control Total (# of Records)	18	10	N	Total count of all "2" (CCR) Records
	Total Maximum Record Length		27		