

File Name: Company Bulk Tape Specification.doc  
File Location:  
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Submitted To:  
Version No.: 3.4

## Company Bulk Tape Specification Document

Version	Date	Resp	Reason for Change
3.0	03.03.2003	RW	Latest Specification for Bulk Tape – information on previous releases removed from document to avoid confusion.
3.1	14.04.2003	RW	Last accounts date added to end of CS record
3.2	08.07.2004	RW	Relationship type code field has been added to end of record types: CO – Dire/Sec, LR-Liquidator, EX-Examiner, RC-Receiver  The relationship type code list has been added to the bulk tape reference file as record typ 'RT'  Fix for missing data in charge type description field on the CH Record completed. The full charge type description as in the company printout, will now appear for all charges in the same record and field as before Note, this field can now be quite large up to 4000 (in theory), 1000 (in practice)
3.3	28/09/2005	RW	Added “Satisfaction Status “ field at end of Satisfaction record  Added “Accounts to Date” field at end of Document Record
3.4	13/01/2005	RW	<b>Added field “Company Status Date” at end of Company record (CS)</b>  <b>Added field “Person Address Line 5” at end of Director / Secretary record (CO)</b>
3.5	01/07/2010	SM	Added Registered Date to Document Record (DR)  Added Authorised Person details for a company (AP)

## 1. Introduction

This document is a specification of the data format for the bulk tape supplied by the CRO to customers. This specification is the same whether receiving daily updates or a full extract.

### *Daily Bulk Tape Process*

Database triggers monitor the RSS database for changes to bulk tape related data records during daily processing at the CRO.

This process records the company number associated with the change and then each night a routine performs the daily extract based on those numbers.

All records relating to each company are output by this routine and the daily log cleared down for the next day.

### *Full Bulk Tape Process*

All companies on the database are cycled through and all related records for each company are output.

## 2. Bulk Tape File Format (V3.0)

The file consists of a number of different record types on varying composition and length. A record type indicator precedes each record type, e.g. a company record type starts with CS and a director secretary record type starts with CO.

Fields are tilde (~) delimited. Where no value exists for a field nothing is output in the file. This can result in multiple tildes following each other (~~~).

Each company is processed in turn with all related records for each company being output before the next company starts. The record layout is as below.

Some records have coded values and the descriptions for these coded values are in a reference file also supplied.

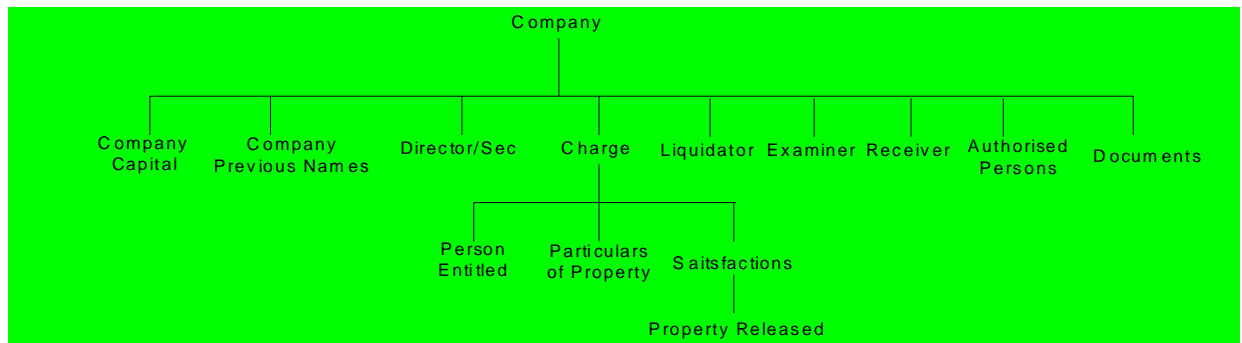


Chart above

For each company the related records are output as per the above tree diagram following the leaf structure from the top and working down from left to right.

The record type indicators for each record type are as follows:

Record Type	Record Type Indicator	Notes
Company	CS	Main company details - one record per company
Company Capital	CC	Share capital details – zero, one or more records per company (one record for each currency a company has shares in)
Company Previous Name	CN	Previous name details for a company – zero, one or more records per company.
Director/Sec	CO	Director/ Secretary details for a company – zero, one or more records per company.
Charge	CH	Charge details for a company – zero, one or more records per company.
Person Entitled	PE	Person entitled to a charge details – zero, one or more records per charge.
Particulars of Property	PP	Particulars of property details for a charge - zero, one or more records per charge.
Satisfactions	SR	Satisfaction Details for a charge - zero, one or more records per charge.
Property Released	PR	Property Released details for a satisfaction - zero, one or more records per satisfaction.
Liquidator	LR	Liquidator details for a company - zero, one or more records per company.
Examiner	EX	Examiner details for a company - zero, one or more records per company.
Receiver	RC	Receiver details for a company - zero, one or more records per company.
Authorised Person	AP	Authorised Person details for a company - zero, one or more records per company.
Document	DR	Document details for a company - zero, one or more records per company.

The tables on the following pages provide detailed descriptions of each record type:

**Record Type : CS (Company)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record_Type	2	Char		CS	Record type indicator
2	Company_Num	7	Number			
3	Company_Name	110	Char			
4	Company_Keyword_1	25	Char			
5	Company_Status_Code	2	Number			Designation - See Company Status Codes
6	Company_Type_Code	2	Number			See Company Type Codes
7	Princ_Object_Code	10	Char			See Principle Object Codes
8	Company_Reg_Date	10	Date	DD/MM/YYYY		
9	Last_Ar_Date	10	Date	DD/MM/YYYY		
10	Company_Address_1	50	Char			
11	Company_Address_2	50	Char			
12	Company_Address_3	50	Char			
13	Company_Address_4	50	Char			
14	Town_Code_Number	6	Number			See Town Codes
15	Comp_Dissolved_Date	10	Date	DD/MM/YYYY		
16	Bond_Expiry_Date	10	Date	DD/MM/YYYY		
17	NARD	10	Date	DD/MM/YYYY		Next Annual Return Date
18	Last_Accounts_date	10	Date	DD/MM/YYYY		The latest 'account to' date for the company
19	Company Status date	10	Date	DD/MM/YYYY		If the status of the company is not "Normal" then the effective date of the status will be out put here, otherwise it will be blank.

**Record Key :** Record\_Type  
Company\_Num

**Record Type : CC (Company Capital)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CC	Record type indicator
2	Company_Num	7	Number			
3	Currency_Code	3	Number			See currency codes
4	Authorised_Amount	14,2	Number			
5	Amount_Issued	14,2	Number			

**Record Key :** Record\_Type  
Company\_Num

Currency Code

**Record Type :** CN (Company Previous Names)

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CN	Record type indicator
2	Company_Num	7	Number			
3	Prev_Company_Name_Num	3	Number			
4	Company_Previous_Name	110	Char			
5	Previous_Name_Effective_Date	10	Date	DD/MM/YYYY		
6	Previous_Name_Keyword_1	25	Char			

**Record Key :** Record\_Type  
Company\_Num  
Prev\_Company\_Name\_Num

**Record Type :** CO (Director/Sec)

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CO	Record type indicator
2	Company_Num	7	Number			
3	Person_Type	1	Char			D = Director, S = Secretary
4	Person_Name	110	Char			Can contain company / Business name instead of person name if secretary is a company / business name
5	Person_Address_1	50	Char			
6	Person_Address_2	50	Char			
7	Person_Address_3	50	Char			
8	Person_Address_4	50	Char			
10	Person_Date_Of_Birth	10	Date	DD/MM/YYYY		If company or business name then contains reg. date
11	Person_Num	7	Number			person number, company number or business name number as indicated in 14 below.
12	From_Date	10	Date	DD/MM/YYYY		Start date of appointment
13	To_Date	10	Date	DD/MM/YYYY		End date of appointment, null if dir/sec is current
14	Person Type Indicator	1	Char			P=person, C= company, B= Business Name
15	Rel_Type_Code	3	Number			Identifies the relationship type – See Relationship Type codes
8	Person_Address_5	50	Char			

**Record Key :** No unique key

**Record Type : CH (Charge)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CH	Record type indicator
2	Company_Num	7	Number			
3	Charge_Num	5	Number			
4	Charge_Type_Description	4000	Char			
5	Charge_Registered_Date	10	Date	DD/MM/YYYY		
6	Charge_Created_Date	10	Date	DD/MM/YYYY		
7	Property_Acquired_Date	10	Date	DD/MM/YYYY		
8	Amount_Secured	14,2	Number			
9	Currency_Code	3	Number			See Currency Codes
10	Amount_Secured_Desc	210	Char			
11	Charge_Status_Code	2	Number			See Charge Status Codes

**Record Key :** Record\_Type  
Company\_Num  
Charge\_Num

**Record Type : PE (Person Entitled)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		PE	Record type indicator
2	Company_Num	7	Number			
3	Charge_Num	5	Number			
4	Charge_Rel_Type_Code	3	Number			See Charge Relation Type Codes
5	Charge_Party_Name	130	Char			
6	Charge_Party_addr_1	50	Char			
7	Charge_Party_addr_2	50	Char			
8	Charge_Party_addr_3	50	Char			
9	Charge_Party_addr_4	50	Char			

**Record Key :** No unique key

**Record Type : PP (Particulars of Property)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		PP	Record type indicator
2	Company_Num	7	Number			
3	Charge_Num	5	Number			
4	Property_Num	2	Number			
5	Property_Description	4000	Char			

**Record Key :** Record\_Type  
Company\_Num  
Charge\_Num  
Property\_Num

**Record Type : SR (Satisfactions)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		SR	Record type indicator
2	Company_Num	7	Number			
3	Charge_Num	5	Number			
4	Satisfaction_Num	4	Number			
5	Satisfaction_Type_Code	2	Number			See Satisfaction Type Codes
6	Satisfaction_Date	10	Date	DD/MM/YYYY Y		
7	Satisfaction_Notes	100	Char			
8	Satisfaction_Status	4	Char		UNK, INT, REG, OBJ	UNK=Unknown, INT = Interim, REG=Registered, OBJ=Objection Received

**Record Key :** Record\_Type  
Company\_Num  
Charge\_Num  
Satisfaction\_Num

**Record Type : PR (Property Released)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		PR	Record type indicator
2	Company_Num	7	Number			
3	Charge_Num	5	Number			
4	Satisfaction_Num	4	Number			
5	Property_Release_Num	2	Number			
6	Property_Release_Desc	2000	Char			

**Record Key :** Record\_Type  
 Company\_Num  
 Charge\_Num  
 Satisfaction\_Num  
 Property\_Release\_Num

**Record Type : LR (Liqr)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		LR	Record type indicator
2	Company_Num	7	Number			
3	Liquidator_Name	110	Char			
4	Liquidator_Addr_1	50	Char			
5	Liquidator_Addr_2	50	Char			
6	Liquidator_Addr_3	50	Char			
7	Liquidator_Addr_4	50	Char			
9	Liquidator_Appoint_Date	10	Format	DD/MM/YYYY		
10	Liquidator_Ceasing_Date	10	Format	DD/MM/YYYY		
11	Person_Num	7	Number			person number, company number or business name number as indicated in 12 below.
12	Liquidator Type Indicator	1	Char			P=person, C= company, B= Business Name
13	Rel_Type_Code	3	Number			Identifies the relationship type – See Relationship Type codes

**Record Key :** No unique key



**Record Type : EX (Examiner)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		EX	Record type indicator
2	Company_Num	7	Number			
3	Examiner_Name	110	Char			
4	Examiner_Addr_1	50	Char			
5	Examiner_Addr_2	50	Char			
6	Examiner_Addr_3	50	Char			
7	Examiner_Addr_4	50	Char			
9	Examiner_Appoint_Date	10	Date	DD/MM/YYYY		
10	Examiner_Ceasing_Date	10	Date	DD/MM/YYYY		
11	Person_Num	7	Number			person number, company number or business name number as indicated in 12 below.
12	Examiner Type Indicator	1	Char			P=person, C= company, B= Business Name
13	Rel_Type_Code	3	Number			Identifies the relationship type – See Relationship Type codes

**Record Key :** No unique key**Record Type : RC (Recvr)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		RC	Record type indicator
2	Company_Num	7	Number			
3	Receiver_Name	110	Char			
4	Receiver_Addr_1	50	Char			
5	Receiver_Addr_2	50	Char			
6	Receiver_Addr_3	50	Char			
7	Receiver_Addr_4	50	Char			
9	Receiver_Appoint_Date	10	Date	DD/MM/YYYY		
10	Receiver_Ceasing_Date	10	Date	DD/MM/YYYY		
11	Person_Num	7	Number			person number, company number or business name number as indicated in 12 below.
12	Receiver Type Indicator	1	Char			P=person, C= company, B= Business Name
13	Rel_Type_Code	3	Number			Identifies the relationship type – See Relationship Type codes

**Record Key :** No unique key

**Record Type : AP (Authorised Person)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		AP	Record type indicator
2	Company_Num	7	Number			
3	Authorised_Person_Name	110	Char			
4	Authorised_Person_Addr_1	50	Char			
5	Authorised_Person_Addr_2	50	Char			
6	Authorised_Person_Addr_3	50	Char			
7	Authorised_Person_Addr_4	50	Char			
9	Authorised_Person_Appoint_Date	10	Date	DD/MM/YYYY		
10	Authorised_Person_Ceasing_Date	10	Date	DD/MM/YYYY		
11	Person_Num	7	Number			Person number, company number or business name number as indicated in 12 below.
12	Authorised_Person Type Indicator	1	Char			P=person, C= company, B= Business Name
13	Rel_Type_Code	3	Number			Identifies the relationship type – See Relationship Type codes

**Record Key :** No unique key

**Record Type : DR (Documents)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		DR	Record type indicator
2	Company_Num	7	Number			
3	Submission_Num	8	Number			
4	Sub_Document_Num	2	Number			
5	Submission_Type_Code	4	Number			See Submission Type Codes
6	Document_Type_Code	5	Number			See Document Type Codes
7	Submission_Rec_Date	10	Date	DD/MM/YYYY		Receive Date of Submission
8	Submission_Eff_Date	10	Date	DD/MM/YYYY		Effective Date of Submission
9	Submission_Status	3	Number			See Submission Status Codes
10	FileNet_Document_Id	15	Number			
11	Accounts_To_Date	10	Date	DD/MM/YYYY		The “accounts to date” of an annual return. Will appear on annual return and account document record types
12	Submission_Reg_Date	10	Date	DD/MM/YYYY		Registered Date of

						Submission
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**Record Key :**      Record\_Type  
                         Company\_Num  
                         Submission\_Num  
                         Sub\_Document\_Num

### 3. Bulk Tape Reference Data

A separate file is provided which details the current values for any coded values in the main bulk tape file.

This file also consists of a number of different record types on varying composition and length. A record type indicator precedes each record type

The file is tilde(~) delimited and contains the following record types:

Record Type	Record Type Indicator
Company Status	CS
Company Type	CT
Principle Object	PO
Town Codes	TC
Currency	CC
Charge Status	CH
Charge Relation Type	CR
Satisfaction Type	ST
Submission Type	SB
Document Type	DT
Submission Status	SS
Relationship Type	RT

**Record Type : CS (Company Status)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CS	Record type indicator
2	Company_Status_Code	2	Number			
3	Company_Status_Desc	20	Char			

**Record Type : CT (Company Type)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CT	Record type indicator
2	Company_Type_Code	2	Number			
3	Company_Type_Desc	50	Char			

**Record Type : PO (Principle Object)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		PO	Record type indicator
2	Princ_Obj_Code	10	Char			
3	Princ_Obj_Desc	80	Char			

**Record Type : TC (Town Codes)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		TC	Record type indicator
2	Town_Code	6	Number			
3	Town_Code_Desc	30	Char			

**Record Type : CC (Currency)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CC	Record type indicator
2	Currency_Code	3	Char			
3	Currency_Code_Desc	20	Char			

**Record Type : CH (Charge Status)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CH	Record type indicator
2	Charge_Status_Code	2	Number			
3	Charge_Status_Desc	20	Char			

**Record Type : CR (Charge Relation)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CR	Record type indicator
2	Chg_Rel_Type_Code	3	Number			
3	Chg_Rel_Type_Desc	20	Char			

**Record Type : ST (Satisfaction Type)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		ST	Record type indicator
2	Satisfaction_Type_Code	2	Number			
3	Satisfaction_Type_Desc	20	Char			

**Record Type : SB (Submission Type)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		SB	Record type indicator
2	Submission_Type_Code	4	Number			
3	Submission_Type_Desc	50	Char			
4	Sub_Type_Long_Desc	150	Char			

**Record Type : DT (Document Type)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		CS	Record type indicator
2	Document_Type_Code	5	Number			
3	Document_Type_Desc	50	Char			
4	Doc_Type_Long_Desc	150	Char			

**Record Type : SS (Submission Status)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		SS	Record type indicator
2	Sub_Status_Code	3	Number			
3	Sub_Status_Desc	20	Char			

**Record Type : RT (Relationship Type)**

No.	Field Description	Length	Data Type	Format	Content	Notes
1	Record Type	2	Char		RT	Record type indicator
2	Rel_Type_Code	3	Number			
3	Rel_Type_Desc	20	Char			