

Application Source: ROE

File Group:

Record Name: Exception Request AIP Field Office

Record Code: R36

File Type: Delimited

Reinsurance Year: 2026

Version: Draft

Release Date: 5/1/2025

<u>Record Number</u>	<u>Output</u>	<u>Field Number</u>	<u>Field Name</u>	<u>Data Type</u>	<u>Max Length</u>	<u>Format</u>	<u>BUS Key</u>	<u>Req</u>	<u>Rules Summary</u>
R36		1	AIP Code	Character	2		Y	Y	AIP Code must be valid; edit with the AIP ICE, "D00100".
R36		2	Reinsurance Year	Numeric	4	CCYY	Y	Y	Current Reinsurance Year.
R36		3	Record Type Code	Character	6			Y	Record Type Code must be "R36".
R36		4	AIP Field Office Key	Character	15		Y	Y	AIP Exception Request AIP Field Office Key must be unique within the Reinsurance Year.
R36		5	AIP Field Office Name	Character	100			Y	AIP Field Office Name must contain only alpha-numeric characters and can include the following special characters: (), (-), (,), (.), ('), (&), (%), (*), (+), (#), (/).
R36		6	Street 1 Address	Character	65			Y	Street 1 Address must contain only alpha numeric characters and can include the following special characters: (), (-), (,), (.), ('), (&), (%), (#), (/).
R36		7	Street 2 Address	Character	35				Street 2 Address must contain only alpha numeric characters and can include the following special characters: (), (-), (,), (.), ('), (&), (%), (#), (/).
R36		8	City Name	Character	35			Y	City Name must be valid; edit with the ZIP table when State Abbreviation is not empty.
									City Name must contain only alpha characters and can include the following special characters: (-), (.), (), ('), (,).
R36		9	State Abbreviation	Character	2			Y	State Abbreviation must be valid; edit with the Zip Code table when International Country Code is empty.

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R36		10	Zip Code	Character	5			Y	Zip Code must be valid; edit with the Zip Code table. Zip Code is required when State Abbreviation is not empty.
R36		11	Zip Extension Code	Character	4				Zip Extension Code must be exactly 4 characters in length, otherwise empty.
R36		12	Phone Number	Character	10			Y	Phone Number must be 10 digits. Phone Number must not contain identical digits in all of the ten positions.
R36		13	Phone Extension Number	Character	6				Phone Extension Number must contain only numeric characters, otherwise empty. Phone Extension Number must not equal "000000".
R36		14	Email Address	Character	100			Y	Email address needs to be unique within the Reinsurance Year.
R36	*	15	Initial Accepted Batch Number	Numeric	4	9999			Initial Accepted Batch Number is the original sequence number assigned when this record was first received at RMA.
R36	*	16	Initial Accepted Date	Date/Time	21	CCYYMMDD hh:mm:ss.fff			Initial Accepted Date is the original date assigned when this record was first received at RMA.
R36	*	17	Batch Received Date	Date/Time	21	CCYYMMDD hh:mm:ss.fff			Batch Received Date is the date that the AIP file is received by RMA.
R36	*	18	Batch Number	Numeric	4	9999			Batch Number is a sequential number assigned when an AIP file is received.

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R36	*	19	Batch Record ID	Numeric	15				Batch Record ID is a sequential number assigned to each record in the AIP file by RMA during processing. Batch Record ID is unique within the record type for the batch.
R36	*	20	Process Result Code	Character	1				Process Result Code equals the final result code as determined by PASS processing, refer to the Process Result ICE , "D00002".
Record Level Rules									
									R36 can be submitted multiple times, providing updates.
									R36 does not have to be tied to an R35.
									Record must be submitted between 2020-07-01 and 2026-02-01.