

**STAR Data Transfer Specification**  
**Repair Order - Version 5.0.1**

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**STAR Repair Order Interface Specification**  
**Version 5.0.1**

This specification will be in effect on . STAR reserves the right to modify this specification at any time without prior consent.

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Revision History Summary

| Revision Date | Effective Date | Version | Revision Description  |
|---------------|----------------|---------|---|
| 12/13/1996    | 4/1/1997       | 1.0     | Initial Version   |
| 6/13/1997     | 7/1/1997       | 1.1     | Add information to header record per NADA request. Indicates who the file is from and if transactions is New, Update, or Replacement.   |
| 6/1/1998      | 7/1/1998       | 1.2     | Add already-defined field to RO.SUBLET record for entering of Sublet Invoice Number.  |
| 9/1/1998      | 11/1/1998      | 2.0     | Re-ordering/grouping of record sequence. Also added fields to RO.VEHICLE, RO.JOB, RO.LABORLINE and RO.CLAIM records per Volvo's request.  |
| 7/2/1999      | 9/1/1999       | 3.0     | Architecture modifications to try and resolve data mapping issues. Added data elements to several records, changed some data element names, changed some data element attributes and clarified definitions per AMDSG/DSP Data Element subcommittee.   |
| 3/8/2000      | 8/1/2000       | 3.1     | Defined required data elements on IDENT record, updated sample data. Added data elements to JOB, JOBCMMTand RENTLOANER. Changed Rental Loaner Flag to Code on Rental record. Reactivated Accessory record and reactivated two data elements on CLAIM  |
| 6/4/2002      | 6/4/2002       | 3.2     | 09/20/2000 Added Data elements to the Header, Sublet,Claim, Miscellaneous, Laborline, Freight and Partline records per Ford request. 07/27/01 Add Dealer Country to IDENT record, per GM's request. Added optional generic trailer record per GM's request. 06/04/02 Added OriginCode and TowedInIndicator per BMW's request.   |
| 1/17/2003     | 7/4/2003       | 3.3     | Draft 3.2.1 01/17/03 Added Battery Warranty Code per Mitsubishi's request. Added TreadActInd to RO.CLAIM, RO.HEADER, & RO.JOB per HONDA's DTS Request. Draft 3.2.2 03/03/03 Added Data Element "Location ID" to RO.HEADER v3.2.2 per BMW request. Draft 3.3.1 05/05/03 expanded attribute field for Customer Complaint Code (DE#104440) from x(3) to x(40) per HONDA's request.   |
| 5/5/2003      | 7/4/2004       | 3.4     | Draft 3.31 05/05/03 expanded attribute length for Customer Complaint Code (DE#104440) from x(3) to x(40) per HONDA's request. Draft 3.32 09/08/03 added 'DMS Customer Id' (DE# 112150) to RO.CUSTOMER per GM Canada's request. Draft 3.33 12/23/03 added 'Defect Code' (DE# 105040) to RO.JOB per BMW's request. Draft 3.34 03/29/04 Added Reference ID (DE# 112260) to all the DTS IDENT Records per GM's (MSumner) request (UniqueRequestID 003). |
| 5/26/2004     | 7/4/2005       | 3.5     | Draft 3.41 05/26/04 - Made RO.JOB.DefectCode Inactive per BMW's request MOD ID 111. Draft 3.42 10/22/04 - Added Sender/Destination Party Id, Location Id, and Service Id fields to IDENT per GM Canada's request MOD ID 027. Draft 3.43 01/17/05 - GM CA MOD ID 047: Added Privacy component under Customer.  |
| 6/13/2005     | 7/4/2006       | 4.0     | Draft 3.51 06/13/05 -Modified the description of Interface Version (DE #100220) MODID 059. Expanded DMS Operation Code (DE#104230) MODID 069.   |
| 8/21/2006     | 7/4/2007       | 4.0.1   | 4.0.1 08/21/06 CR131 Ford AU - Added DE 112390 to IDENT   |
| 11/29/2006    | 7/4/2007       | 5.0     | 4.0.2 11/29/06 CR280 Ford AU - Added DE 112600 and 112610 to CLAIM. Clarified description of DE 10500 on CLAIM  |

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|---------------|----------------|---------|---|
| 5/2/2007      | 7/4/2008       | 5.0.1   | Draft 5.0.1 05/02/07 CR379 GM CA - Added DE 112620 to VEHICLE |

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### File Format and Location

- \* Within the context of this specification, the file format must conform to the "STAR General File Format Requirements".
- \* The File name and its location must conform to the standards indicated in the "STAR" General File Format Requirements".

### Record Format

- \* Within the context of this specification, the various record formats must conform to the "STAR General File Format" Requirements".

### Record Identifiers

The data relationships are indicated in the symbolic indentations below. In summary, the RO.HEADER "owns" all work on the RO. The RO.CUSTOMER record "owns" all work following it until either an RO.CLAIM or RO.INTERNAL record is encountered. Similarly, once either an RO.CLAIM or RO.INTERNAL record is encountered, it "owns" all work following until another one of these records is encountered. Each of these 4 record types now has a "Data Collection Status" flag, indicating the status of that collection of work. This will lead to a single customer status, a status for each claim, a status for each internal group, and an overall status for the RO. Although claim (Warranty) work was originally identified as a full set of work that is either complete or not, having each separate claim status' allows further status detail. Also, this structure provides that there may be (although maybe not at present) multiple sets of internal-pay work. The RO.JOBREFERBACK record is used when (as requested) a job needs to be referred to on more than one claim. The RO.JOB collection referred to by an RO.JOBREFERBACK record must already exist within the context of the logic presented. In other words, if an RO.CLAIM contains a RO.JOBREFERBACK, the referenced RO.JOB record must already (sequentially) exist under some other claim.

| Record name                  | Record Identifier | Comments  | Add/Change/<br>Inactivate |
|------------------------------|-------------------|---|---------------------------|
| Identification               | RO.IDENT          | Must be first record of the file. Occurs once for the entire file.  | Change 4.0.1              |
| Repair Order Information     | RO.HEADER         | One per Repair Order - Multiple RO's per file allowed - See Note 1 in Record Identifier Note section of RO Word document. | Change 3.3                |
| Vehicle Information          | RO.VEHICLE        | One per Repair Order  | Change 5.0.1              |
| Customer Information         | RO.CUSTOMER       | One per Repair Order - See Note 2 in Record Identifier Note section of RO Word document                                   | Change 3.4                |
| Privacy Information          | RO.PRIVACY        | None to multiple entries allowed per Customer Record. Must be grouped together.   | Added 3.43                |
| Rental/Loaner Information    | RO.RENTLOANER     | None to many per Repair Order - May optionally appear under Claim or Job  | Change 3.1                |
| Accessory Information        | RO.ACCESSORY      | None to multiple allowed - May also appear under Claim or Internal  | Reactivate 3.1            |
| Sublet Information           | RO.SUBLET         | None to multiple allowed - May also appear under Job, Claim or Internal   | Change 3.2                |
| Miscellaneous Information    | RO.MISC           | None to multiple allowed - May also appear under Job, Claim or Internal   | Change 3.2                |
| Gas, Oil, Grease Information | RO.GOG            | None to multiple allowed - May also appear under Job, Claim or Internal   | Change 3.0                |

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| Record name                     | Record Identifier | Comments  | Add/Change/<br>Inactivate |
|---------------------------------|-------------------|---|---------------------------|
| Paint and Materials Information | RO.PAINT          | None to multiple allowed - May also appear under Job, Claim or Internal   | Change 3.0                |
| Shop Supplies Information       | RO.SHOP           | None to multiple allowed - May also appear under Job, Claim or Internal   | Change 3.0                |
| Freight Information             | RO.FREIGHT        | None to multiple allowed - May also appear under Job, Claim or Internal   | Change 3.2                |
| Job Information                 | RO.JOB            | None to multiple - May also appear under Claim or Internal - See Note 3 in Record Identifier Note section of RO Word document   | Change 3.5                |
| Job Comment Information         | RO.JOBCMMT        | None to multiple entries per Job allowed  | Changed 3.4               |
| Parts Information               | RO.PARTLINE       | None to multiple entries per Job allowed  | Change 3.2                |
| Recall Information              | RO.RECALL         | None to multiple entries per Job allowed  | Change 3.0                |
| Labor Information               | RO.LABORLINE      | None to multiple entries per Job allowed  | Change 3.2                |
| Coupon Information              | RO.COUPON         | None to multiple entries per Job allowed  |                           |
| Technician Information          | RO.TECH           | None to multiple entries per Job allowed  | Change 3.0                |
| Claim Information               | RO.CLAIM          | None to multiple Claims per Repair Order allowed - See Note 4 in Record Identifier Note section of RO Word document   | Change 5.0                |
| Job Referback                   | RO.JOBREFERBACK   | None to multiple Job Referback records allowed - See Note 5 in Record Identifier Note section of RO Word document   | Add 3.0                   |
| Internal Pay Information        | RO.INTERNAL       | None to multiple Internal records per Repair Order allowed - See Note 6 in Record Identifier Note section of RO Word document   | Add 3.0                   |
| Trailer Information             | RO.TRAILER        | Optional record that must be the last record in a file. Occurs once for the entire file. Counts the number of records in the file between the IDENT record and the TRAILER record - does not count the IDENT and TRAILER. | Add 3.2                   |

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#### Identification Record Layout

| Position in Record | Data Element Definition  | Data Element Name       | Data Element Number | Required | Sample Data | Comments  | Add/Change/Inactivate |
|--------------------|--|-------------------------|---------------------|----------|-------------|---|-----------------------|
| 0                  | Record Identifier  | RO.IDENT                | n/a                 |          | RO.IDENT:   | Literal as given - Must be the first record of the file. Occurs once for the entire file. |                       |
| 1                  | DCS software creator code  | Creator Name Code       | 100242              | Yes      | AD          |   |                       |
| 2                  | DCS software code name   | Creator Software Code   | 100244              | Yes      | "ELITE 2.0" |   |                       |
| 3                  | This is the version of the STAR data transfer specification (DTS) used to build the transaction prefaced with the CreatorNameCode. | Interface Version       | 100220              | Yes      | RR1.1       |   | Changed 4.0           |
| 4                  | Date the transaction was created   | Transaction Create Date | 100430              | Yes      | 19990602    |   |                       |
| 5                  | Time the transaction was created   | Transaction Create Time | 100440              | Yes      | 131523      |   |                       |
| 6                  | Dealer code number   | Dealer Number           | 100210              | Yes      | 206501      |   |                       |
| 7                  | Dealer code store number (DMS assigned)  | Store Number            | 100240              |          | 124         |   |                       |
| 8                  | Dealer code area number (DMS vendor assigned)  | Area Number             | 100200              |          | 014         |   |                       |
| 9                  | Code for destination of file - Short Manufacturer or Short DSP code  | Destination Name Code   | 106190              | Yes      | HO          |   |                       |
| 10                 | For which software destination file is intended (May not be known)   | Destination Software    | 106200              |          | DCS         |   |                       |
| 11                 | Transaction type code indicates action to be taken for all records in this transaction set   | Transaction Type Code   | 106210              |          | N           |   |                       |
| 12                 | Dealer country location  | Dealer Country          | 108430              |          | USA         |   | Add 3.2               |

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### Identification Record Layout

| Position in Record | Data Element Definition   | Data Element Name  | Data Element Number | Required | Sample Data         | Comments   | Add/Change/Inactivate |
|--------------------|---|--------------------|---------------------|----------|---------------------|--|-----------------------|
| 13                 | Enables the sending application to indicate the instance identifier of the event or task that caused the transaction to be created. This is used to correlate a response transaction to an originating transaction.   | Reference ID       | 112260              |          | 12A435B             | Users are not required to transmit the field unless their business partner requires it. That is, if it is on the inbound transaction, it must be put on responses to that transaction. | Add 3.4               |
| 14                 | The Sender Party Id field uniquely identifies the Sender of the message. This element can be used for parties within the Automotive Community as well as external parties. Party Id is not intended as a replacement for the Dealer Number. Suggested formats for OEMs or other large institutions include: DUNs Number, ShortMfgCode + DUNs, or ShortMfgCode. The suggested format for Dealers is: ShortMfgCode+Dealer Number. | Sender Party Id    | 112261              |          | VW006942475         | Literal as given   | Added 3.5             |
| 15                 | The Sender Location Id field uniquely identifies the location of the Sender of a message. This Id may be aligned with a physical address or data centers. This field provides an additional level of granularity beyond the usage of the Party Id for additional routing and deliver of data.   | Sender Location Id | 112262              |          | 022360              | Literal as given   | Added 3.5             |
| 16                 | The Sender Service Id field identifies the particular service from which a message is being sent, e.g., an inventory service.   | Sender Service Id  | 112263              |          | Wholesale Inventory | Literal as given   | Added 3.5             |

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#### Identification Record Layout

| Position in Record | Data Element Definition  | Data Element Name             | Data Element Number | Required | Sample Data         | Comments         | Add/Change/Inactivate |
|--------------------|--|-------------------------------|---------------------|----------|---------------------|------------------|-----------------------|
| 17                 | The Destination Party Id field uniquely identifies the Receiver of the message. This element can be used for parties within the Automotive Community as well as external parties. Party Id is not intended as a replacement for the Dealer Number. Suggested formats for OEMs or other large institutions include: DUNs Number, ShortMfgCode + DUNs, or ShortMfgCode. The suggested format for Dealers is: ShortMfgCode+Dealer Number.   | Destination Party Id          | 112264              |          | VW401110            | Literal as given | Added 3.5             |
| 18                 | The Destination Location Id field uniquely identifies the location of the Receiver of a message. This Id may be aligned with a physical address or data centers. This field provides an additional level of granularity beyond the usage of the Party Id for additional routing and deliver of data.   | Destination Location Id       | 112265              |          | 002520              | Literal as given | Added 3.5             |
| 19                 | The Destination Service Id field identifies the particular service to which a message is being sent to, e.g., an inventory service.  | Destination Service Id        | 112266              |          | Wholesale Inventory | Literal as given | Added 3.5             |
| 20                 | Identifies the version of the user's implementation of the STAR standard. For example, the user may be on their second version of a STAR Parts Order DTS 1.0. In each version of a user implementation, the user may indicate additional STAR fields that they require to receive or STAR fields that they no longer require. NOTE: This version is not that same as the Interface Version which is the STAR DTS version number used for implementation prefaced by the CreatorNameCode. | Implementation Version Number | 112390              |          | 1.1                 |                  | Added 4.0.1           |



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#### Repair Order Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name                     | Data Element Number | Required | Sample Data    | Comments  | Add/Change/Inactivate |
|--------------------|--|---------------------------------------|---------------------|----------|----------------|---|-----------------------|
| 0                  | Record Identifier  | RO.HEADER                             | n/a                 |          | RO.HEADER:     | Literal as given - Must be the first record of the transaction. Occurs once for each transaction. |                       |
| 1                  | Identification number of repair order assigned by dealer or DMS  | Repair Order Number                   | 105150              |          | R02442         |   |                       |
| 2                  | System date when Repair Order was opened   | Repair Order Date                     | 105130              |          | 19961203       |   |                       |
| 3                  | The date the last line was closed on the repair order  | Repair Order Completed Date           | 105120              |          | 19961204       |   |                       |
| 4                  | The date the repair order transaction moves to accounting  | Repair Order Invoice Date             | 105140              |          | 19961204       |   |                       |
| 5                  | Free form text for general repair order comment, which will be printed on the invoice - This comment could be used for any general comments that the dealer would like to have recorded for the overall repair order | Repair Order Comment                  | 105110              |          | "COMMENT....." |   |                       |
| 6                  | Total Price of all Customer Pay parts, labor and sublet charged to this Repair Order   | Repair Order Customer Pay Total Price | 105160              |          | 242.28         |   |                       |
| 7                  | Employee Identification number of service advisor assigned to Repair Order   | Service Advisor Emp ID Code           | 105180              |          | 1414           |   |                       |
| 8                  | Name of service advisor assigned to Repair Order   | Service Advisor Name                  | 105170              |          | "STEVE THOMAS" |   |                       |
| 9                  | Social security number of service advisor assigned to Repair Order   | Service Advisor SSN                   | 105190              |          | 226987145      |   |                       |
| 10                 | Dealer Posted Hourly Retail Labor Rate   | Labor Rate                            | 105090              |          | 55.00          |   |                       |
| 11                 | Identifies the internal department   | Department Type                       | 105050              |          | PT             |   |                       |

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#### Repair Order Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name                 | Data Element Number | Required | Sample Data          | Comments | Add/Change/Inactivate |
|--------------------|--|-----------------------------------|---------------------|----------|----------------------|----------|-----------------------|
| 12                 | INACTIVE - DO NOT USE - Identifies the type of warranty (ex - warranty claim, recall, etc.)  | Warranty Type                     | 105200              |          |                      |          | Inactive 3.0          |
| 13                 | Free form text for internal repair order remarks that will NOT be printed on the invoice - These remarks could be used for any general comments that the dealer would like to have recorded for the overall repair order, but not viewed by customer | Repair Order Internal Remarks     | 106860              |          | "MUST FIX THIS TIME" |          | Add 3.0               |
| 14                 | Total Price of all Warranty parts, labor and sublet charged to this Repair Order   | Repair Order Warranty Total Price | 106870              |          | 105.89               |          | Add 3.0               |
| 15                 | Total Price of all Internal Pay parts, labor and sublet charged to this Repair Order   | Repair Order Internal Total Price | 106880              |          | 25.12                |          | Add 3.0               |
| 16                 | Indicates status of data for the record it appears on  | Data Collection Status            | 107210              |          | C                    |          | Add 3.0               |
| 17                 | Extended Service Competitive (ESC) flag indicates if dealer has franchise for Extended Service Program (ESP) repair for competitive make   | ESC Franchise Flag                | 110130              |          | Y                    |          | Add 3.2               |
| 18                 | Currency used for transaction  | Currency Code                     | 107940              |          | USD                  |          | Add 3.2               |
| 19                 | Indicates if there has been fire damage.   | Tread Act Ind                     | 110900              |          | N                    |          | Add 3.3               |
| 20                 | Code identifying the physical location of a dealer.  | Location ID                       | 110910              |          | 01                   |          | Add 3.3               |

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### Repair Order - Version 5.0.1

#### Vehicle Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name        | Data Element Number | Required | Sample Data       | Comments   | Add/Change/Inactivate |
|--------------------|---|--------------------------|---------------------|----------|-------------------|--|-----------------------|
| 0                  | Record Identifier   | RO.VEHICLE               | n/a                 |          | RO.VEHICLE:       | Literal as given - Occurs once for each transaction. |                       |
| 1                  | Manufacturer Vehicle identification number associated with repair order   | Repair Order VIN         | 105525              |          | 1HGCD5639TA048838 |  |                       |
| 2                  | DMS make code is usually available in the VIN number (use NCIC code) or already on manufacturer host. If available in DMS or entered by dealer, it may be sent.                             | DMS Make Code            | 105450              |          | H                 |  |                       |
| 3                  | Vehicle designated model year is usually available in the VIN number (use NCIC code) or already on manufacturer host - If available in DMS or entered by dealer, it may be sent             | Model Year               | 105520              |          | 1996              |  |                       |
| 4                  | Manufacturer-assigned model code of vehicle - Usually available in the VIN number (use NCIC code) or already on manufacturer host. If available in DMS or entered by dealer, it may be sent | Vehicle Model            | 105540              |          | "ACCORD 4DR LX"   |  |                       |
| 5                  | Start date of vehicle warranty - Usually available on the manufacturer host or from prior DMS service history   | Warranty Start Date      | 105570              |          | 19960405          |  |                       |
| 6                  | Mileage at start date of vehicle warranty - Usually available on the manufacturer host or from prior DMS service history  | Warranty Start Mileage   | 105580              |          | 212               |  |                       |
| 7                  | Last date of vehicle warranty coverage for warranty currently in force at time of repair -Date is usually available on the manufacturer host or from prior DMS service history              | Warranty Expiration Date | 105550              |          | 20010405          |  |                       |

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#### Vehicle Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name            | Data Element Number | Required | Sample Data        | Comments | Add/Change/Inactivate |
|--------------------|--|------------------------------|---------------------|----------|--------------------|----------|-----------------------|
| 8                  | Mileage limit for vehicle warranty coverage for warranty currently in force at time of repair - Usually available on the manufacturer host or from prior DMS service history | Warranty Expiration Mileage  | 105560              |          | 50212              |          |                       |
| 9                  | State license plate number of vehicle  | License Number               | 105490              |          | 4DRH007            |          |                       |
| 10                 | The date of original retail vehicle sale. May be after warranty start date if demo.  | Delivery Date                | 105430              |          | 19960405           |          |                       |
| 11                 | Odometer reading of vehicle when repair order was opened   | Mileage In                   | 105500              |          | 24000              |          |                       |
| 12                 | Odometer reading of vehicle when repair order was closed   | Mileage Out                  | 105510              |          | 15007              |          |                       |
| 13                 | Indicates whether vehicle was ever a demo  | Vehicle Demo Flag            | 105440              |          | Y                  |          |                       |
| 14                 | A flag that indicates whether the vehicle was produced for the United States or not  | Non US Vehicle Flag          | 105530              |          | N                  |          |                       |
| 15                 | Serial number of the engine if vehicle not made for US sale  | Engine Number                | 105480              |          | 179446             |          |                       |
| 16                 | Check engine light indicator   | Engine Light Flag            | 105470              |          | N                  |          |                       |
| 17                 | Powertrain Control Model failure code  | PCM Failure Code             | 105460              |          | AB074              |          |                       |
| 18                 | Type of sale code - EX: Retail, Fleet, Lease, Demo, Transfer, Certified used, Used, Select, Export, etc.   | Sale Type                    | 103140              |          | Retail             |          | Inactive 3.0          |
| 19                 | Memo field for Carrier covering extended service contract, not necessarily for this Repair Order   | Insurance Company Name       | 106450              |          | "HILTON INSURANCE" |          | Add 2.0               |
| 20                 | Mileage measurement type   | Mileage Type                 | 103560              |          | M                  |          | Add 3.0               |
| 21                 | Indicates if a VIN has been decoded to provide make and model data.  | Vehicle ID Decoded Indicator | 112620              |          | Y                  |          | Added 5.0.1           |

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#### Customer Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name                       | Data Element Number | Required | Sample Data    | Comments   | Add/Change/Inactivate |
|--------------------|---|---|---------------------|----------|----------------|--|-----------------------|
| 0                  | Record Identifier   | RO.CUSTOMER                             | n/a                 |          | RO.CUSTOMER:   | Literal as given - Occurs once for each transaction. |                       |
| 1                  | Customer title greeting of vehicle owner (if vehicle owned by an individual) - Not used for Company owned. Ex - Mr., Ms., etc.                    | Service Customer Salutation             | 103870              |          | MR             |  |                       |
| 2                  | Intended to be the driver/person who brought vehicle in for service, if other than the owner - This data may appear in RO comments instead        | Service Customer Name                   | 103840              |          | "HARRY GENTRY" |  |                       |
| 3                  | Company name, if owner of the vehicle. If an individual owns vehicle, this data element would not be used for repair order or delivery reporting. | Company Name                            | 103720              |          | "ABC BLINDS"   |  |                       |
| 4                  | Index name used as a sort for report purposes   | Service Customer Sort Name              | 103880              |          | GENTRY         |  |                       |
| 5                  | Last name of vehicle owner, if vehicle owned by an individual - Not used for Company owned  | Service Customer Last Name              | 103820              |          | GENTRY         |  |                       |
| 6                  | First name of vehicle owner, if vehicle owned by an individual - Not used for Company owned   | Service Customer First Name             | 103790              |          | HARRY          |  |                       |
| 7                  | Middle Initial or Name of vehicle owner, if vehicle owned by an individual - Not used for Company owned   | Service Customer Middle Initial or Name | 103830              |          | Q              |  |                       |
| 8                  | Customer name suffix designation (if vehicle owned by an individual) - Not used for Company owned. Ex. Sr, Jr, III, etc.                          | Service Customer Name Suffix            | 103850              |          | SR             |  |                       |
| 9                  | Social security number of vehicle owner, if owned by an individual  | Service Customer SSN                    | 103890              |          | 125687256      |  |                       |

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### Customer Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name              | Data Element Number | Required | Sample Data                      | Comments | Add/Change/Inactivate |
|--------------------|---|--------------------------------|---------------------|----------|----------------------------------|----------|-----------------------|
| 10                 | Vehicle owner address information   | Service Customer Address1      | 103730              |          | "1299<br>MACKERAL<br>POND DRIVE" |          |                       |
| 11                 | Vehicle owner supplemental address information                                    | Service Customer Address2      | 103740              |          | "APT # 55"                       |          |                       |
| 12                 | Vehicle Owner's city of residence   | Service Customer City          | 103750              |          | MALIBU                           |          |                       |
| 13                 | Vehicle Owner's state or province of residence                                    | Service Customer State Code    | 103900              |          | CA                               |          |                       |
| 14                 | Vehicle Owner's zip or postal code  | Service Customer Zip Code      | 103920              |          | 90028                            |          |                       |
| 15                 | Vehicle Owner's country of residence  | Service Customer Country       | 103760              |          | USA                              |          |                       |
| 16                 | Vehicle Owner's native language   | Service Customer Language      | 103810              |          | FRENCH                           |          |                       |
| 17                 | Vehicle Owner's evening phone number  | Service Customer Evening Phone | 103800              |          | 3105558736                       |          |                       |
| 18                 | Company Telephone number or Vehicle Owner's day phone number                      | Service Customer Day Phone     | 103910              |          | 3105559888                       |          |                       |
| 19                 | Company telephone number extension or Individual's day telephone number extension | Day Phone Extension            | 107480              |          | 264                              |          | Add 3.0               |
| 20                 | Vehicle Owner's email address   | Service Customer Email         | 103770              |          | HARRY@MSN.COM                    |          | Add 3.0               |
| 21                 | Customer cell phone number  | Customer Cell Phone            | 107490              |          | 3104558971                       |          | Add 3.0               |
| 22                 | Flag to note customers whom have requested no marketing mail                      | Customer Mail Flag             | 107500              |          | Y                                |          | Add 3.0               |
| 23                 | Identifies customer as primary driver   | Primary Driver Flag            | 102150              |          | Y                                |          | Add 3.0               |
| 24                 | Indicates whether customer information has changed                                | Customer Change Flag           | 106940              |          | Y                                |          | Add 3.0               |
| 25                 | Vehicle Owner's contact pager number  | Customer Pager Number          | 106950              |          | 3104567891                       |          | Add 3.0               |

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**Customer Information Record Layout**

| <b>Position<br/>in<br/>Record</b> | <b>Data Element Definition</b>   | <b>Data Element Name</b>             | <b>Data<br/>Element<br/>Number</b> | <b>Required</b> | <b>Sample<br/>Data</b> | <b>Comments</b> | <b>Add/<br/>Change/<br/>Inactivate</b> |
|-----------------------------------|--|--------------------------------------|------------------------------------|-----------------|------------------------|-----------------|--|
| 26                                | Vehicle Owner's contact fax number   | Service Customer Fax<br>Number       | 103780                             |                 | 3102387894             |                 | Add 3.0                                |
| 27                                | Customer's preferred method of contact   | Customer Preferred<br>Contact Method | 106970                             |                 | H                      |                 | Add 3.0                                |
| 28                                | Indicates status of data for the record it<br>appears on   | Data Collection Status               | 107210                             |                 | C                      |                 | Add 3.0                                |
| 29                                | Manufacturer specific customer<br>identifier - Assigned by the manufacturer<br>for each customer | Customer ID                          | 106930                             |                 | 12345678               |                 | Add 3.0                                |
| 30                                | Gender of customer   | Customer Gender                      | 107520                             |                 | M                      |                 | Add 3.0                                |
| 31                                | Birthdate of customer  | Customer Birthdate                   | 107530                             |                 | 19500922               |                 | Add 3.0                                |
| 32                                | The system assigned number associated<br>with a customer entity.                                 | DMS Customer ID                      | 112150                             |                 | AD0235                 |                 | Add 3.4                                |

**STAR Data Transfer Specification**  
**Repair Order - Version 5.0.1**

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**Privacy Information Record Layout**

| Position<br>in<br>Record | Data Element Definition   | Data Element Name | Data<br>Element<br>Number | Required | Sample<br>Data | Comments   | Add/<br>Change/<br>Inactivate |
|--------------------------|---|-------------------|---------------------------|----------|----------------|--|-------------------------------|
| 0                        | Record Identifier   | RO.PRIVACY        | n/a                       |          | RO.PRIVACY:    | None to multiple entries<br>allowed per Customer. Must<br>be grouped together. |                               |
| 1                        | Indicator to note that Business Party has<br>requested to share or to not share<br>information with third parties | Privacy Indicator | 110970                    |          | Y              |  | Added 3.5                     |
| 2                        | Code identifying a Party's authorized<br>privacy rights. (I.e., Financial,<br>Demographics, etc.)                 | Privacy Type      | 110980                    |          | Financial      |  | Added 3.5                     |



## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Rental/Loaner Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name            | Data Element Number | Required | Sample Data                | Comments   | Add/Change/Inactivate |
|--------------------|---|------------------------------|---------------------|----------|----------------------------|--|-----------------------|
| 0                  | Record Identifier   | RO.RENTLOANER                | n/a                 |          | RO.RENTLOANE<br>R:         | Literal as given - Occurs once for each trans either before the first CLAIM record or under one of the CLAIM records |                       |
| 1                  | Identifies rental/loaner vehicle  | Rental Loaner Code           | 104930              |          | R                          |  | Change 3.1            |
| 2                  | Date rental/loaner vehicle provided to customer   | Rental Loaner Out            | 104970              |          | 19961212                   |  |                       |
| 3                  | Date rental/loaner vehicle turned in by customer  | Rental Loaner In             | 104940              |          | 19961213                   |  |                       |
| 4                  | Number of days rental/loaner was out - Can be calculated from in and out date                           | Rental Loaner Number Of Days | 104960              |          | 1                          |  |                       |
| 5                  | Model description of rental/loaner vehicle  | Rental Loaner Vehicle Model  | 104980              |          | ACCORD                     |  |                       |
| 6                  | Rental/loaner accounting identifier - the Rental Loaner Invoice # from either the DMS or rental company | Rental Loaner Invoice Number | 104950              |          | R196098                    |  |                       |
| 7                  | Price paid for rental/loaner  | Rental Loaner Price          | 104920              |          | 48.22                      |  |                       |
| 8                  | Rent Loaner Comments  | Rent Loaner Comments         | 106720              |          | "REPAIR TOOK SEVERAL DAYS" |  | Add 3.0               |
| 9                  | Number of hours the rental loaner was used by the customer.   | Rental Loaner Hours          | 109300              |          | 12.5                       |  | Add 3.1               |
| 10                 | Rental Loaner Vehicle Identification Number   | Rental Loaner VIN            | 109310              |          | 1HGCD5640TA048839          |  | Add 3.1               |

## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Accessory Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name         | Data Element Number | Required | Sample Data   | Comments  | Add/Change/Inactivate |
|--------------------|--|---------------------------|---------------------|----------|---------------|---|-----------------------|
| 0                  | Record Identifier  | RO.ACCESSORY              | n/a                 |          | RO.ACCESSORY: | Literal as given - Multiple Entries allowed. Part of most recently-indicated pay type (Cust, Internal, Claim) |                       |
| 1                  | The serial number of an accessory that is being replaced under a warranty claim                | Original Serial Number    | 103690              |          | SN5-17        |   | Reactivate 3.1        |
| 2                  | The serial number of the accessory that is used to replace an accessory under a warranty claim | Replacement Serial Number | 103710              |          | SN5-843       |   | Reactivate 3.1        |
| 3                  | The Part Number or Manufacturer Code of the part used to replace an accessory under warranty   | Replacement Part          | 103700              |          | 146-J28-2     |   | Reactivate 3.1        |
| 4                  | Specifies whether the parts are indicated by manufacturer part code or Part Number             | Part Type                 | 105100              |          | P             |   | Reactivate 3.1        |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Sublet Information Record Layout

| Position in Record | Data Element Definition                                    | Data Element Name            | Data Element Number | Required | Sample Data          | Comments   | Add/Change/Inactivate |
|--------------------|--|------------------------------|---------------------|----------|----------------------|--|-----------------------|
| 0                  | Record Identifier  | RO.SUBLET                    | n/a                 |          | RO.SUBLET:           | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Freeform text description of sublet tax amount             | Sublet Parts Labor Tax Desc  | 105360              |          | "CITY .2, STATE 4.4" |  |                       |
| 2                  | Sublet tax price on associated parts and labor             | Sublet Parts Labor Tax Price | 105350              |          | 1.15                 |  |                       |
| 3                  | Sublet handling charges                                    | Sublet Handling              | 105330              |          | 10.15                |  |                       |
| 4                  | Sublet invoice price                                       | Sublet Invoice Price         | 105325              |          | 25.00                |  |                       |
| 5                  | Third party purchase order number for work                 | Sublet Authorization Number  | 105310              |          | 8713                 |  |                       |
| 6                  | Type of sublet work  | Sublet Code                  | 105320              |          | C42                  |  |                       |
| 7                  | Free form text comments relating to sublet                 | Sublet Work Description      | 105370              |          | "SEALED WINDSHIELD"  |  |                       |
| 8                  | Third party invoice number for work                        | Sublet Invoice Number        | 105340              |          | SI10283              |  | Add 2.0               |
| 9                  | Sublet price charged to job after split (Null if no split) | Sublet Price After Split     | 107070              |          | 6.25                 |  | Add 3.0               |
| 10                 | Sublet split percentage                                    | Sublet Split Percentage      | 107080              |          | 25.0                 |  | Add 3.0               |
| 11                 | Defines action to be taken on appeal                       | Appeal Action Code           | 110180              |          | R                    |  | Add 3.2               |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Miscellaneous Information Record Layout

| Position in Record | Data Element Definition                                     | Data Element Name               | Data Element Number | Required | Sample Data               | Comments   | Add/Change/Inactivate |
|--------------------|---|---------------------------------|---------------------|----------|---------------------------|--|-----------------------|
| 0                  | Record Identifier   | RO.MISC                         | n/a                 |          | RO.MISC:                  | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Miscellaneous code defined by manufacturer                  | Miscellaneous Code              | 104610              |          | HWF                       |  |                       |
| 2                  | Free form text description of miscellaneous Price           | Miscellaneous Description       | 104620              |          | "HOLIDAY WINDOW FLOCKING" |  |                       |
| 3                  | Miscellaneous charged to job                                | Miscellaneous Price             | 104600              |          | 52.50                     |  |                       |
| 4                  | Miscellaneous charged to job after split (Null if no split) | Miscellaneous Price After Split | 107090              |          | 26.25                     |  | Add 3.0               |
| 5                  | Miscellaneous split Percentage                              | Miscellaneous Split Percentage  | 107100              |          | 50.00                     |  | Add 3.0               |
| 6                  | Time allotted for administrative work                       | Miscellaneous Expense Hours     | 110140              |          | 1.5                       |  | Add 3.2               |
| 7                  | Defines action to be taken on appeal                        | Appeal Action Code              | 110180              |          | R                         |  | Add 3.2               |

## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Gas, Oil, Grease Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name           | Data Element Number | Required | Sample Data | Comments   | Add/Change/Inactivate |
|--------------------|---|-----------------------------|---------------------|----------|-------------|--|-----------------------|
| 0                  | Record Identifier   | RO.GOG                      | n/a                 |          | RO.GOG:     | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Manufacturer assigned code for gas, oil and grease associated with job          | GOG Code                    | 104030              |          | R           |  |                       |
| 2                  | Free form text description of gas, oil and grease associated with job           | GOG Description             | 104040              |          | GREASE      |  |                       |
| 3                  | Gas, oil and grease extended cost amount + markup                               | GOG Total Price             | 104070              |          | 6.46        |  |                       |
| 4                  | Total Gas, oil and grease at unit cost times quantity (Before any split)        | GOG Total Cost              | 104050              |          | 3.50        |  |                       |
| 5                  | Gas, oil and grease quantity used   | GOG Quantity                | 104090              |          | 1           |  |                       |
| 6                  | Gas, oil and grease unit cost at inventory value (Before any split)             | GOG Unit Cost               | 104110              |          | 3.50        |  |                       |
| 7                  | Gas, oil and grease cost at inventory value after split (Null if no split)      | GOG Unit Cost After Split   | 104120              |          | 3.50        |  |                       |
| 8                  | Gas, oil and grease value at unit cost times quantity (Null if no split)        | GOG Total Cost After Split  | 104060              |          | 3.50        |  |                       |
| 9                  | Gas, oil and grease total price (cost + markup) after split. (Null if no split) | GOG Total Price After Split | 104080              |          | 6.46        |  |                       |
| 10                 | Cost split percentage   | GOG Split Percentage        | 104100              |          | 0           |  |                       |
| 11                 | GOG unit price (Cost + Markup) Will be null if split                            | GOG Unit Price              | 107110              |          | 5.25        |  | Add 3.0               |
| 12                 | GOG unit price (Cost + Markup) after split Will be null if no split             | GOG Unit Price After Split  | 107120              |          | 5.25        |  | Add 3.0               |
| 13                 | Unit of measure for GOG used  | GOG Unit of Measure         | 107220              |          | GAL         |  | Add 3.0               |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Paint and Materials Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name          | Data Element Number | Required | Sample Data      | Comments   | Add/Change/Inactivate |
|--------------------|--|----------------------------|---------------------|----------|------------------|--|-----------------------|
| 0                  | Record Identifier  | RO.PAINT                   | n/a                 |          | RO.PAINT:        | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Manufacturer assigned code for paint and materials                                   | PM Code                    | 104630              |          | TP               |  |                       |
| 2                  | Free form text description of paint and materials associated with job                | PM Description             | 104640              |          | "TOUCH-UP PAINT" |  |                       |
| 3                  | Paint and materials total price (cost + markup) Will be null if split                | PM Total Price             | 104670              |          | 60.00            |  |                       |
| 4                  | Paint and materials value at unit cost times quantity (Before any split)             | PM Total Cost              | 104650              |          | 36.25            |  |                       |
| 5                  | Paint and materials quantity   | PM Quantity                | 104690              |          | 3                |  |                       |
| 6                  | Paint and materials unit cost at inventory value (Before any split)                  | PM Unit Cost               | 104710              |          | 12.25            |  |                       |
| 7                  | Paint and materials unit cost at inventory value after split (Null if no split)      | PM Unit Cost After Split   | 104720              |          | 12.25            |  |                       |
| 8                  | Paint and materials value at unit cost times quantity after split (Null if no split) | PM Total Cost After Split  | 104660              |          | 36.25            |  |                       |
| 9                  | Paint and materials total price (cost + markup) after split (Null if no split)       | PM Total Price After Split | 104680              |          | 60.00            |  |                       |
| 10                 | Paint and Material Cost split percentage   | PM Split Percentage        | 104700              |          | 0                |  |                       |
| 11                 | Paint and Material unit price (Cost + Markup) Will be null if split                  | PM Unit Price              | 107130              |          | 0                |  | Add 3.0               |
| 12                 | Paint and Material unit price (Cost + Markup) after split Will be null if no split   | PM Unit Price After Split  | 107140              |          | 0                |  | Add 3.0               |
| 13                 | Unit of measure for Paint and Material used  | PM Unit of Measure         | 107230              |          | PT               |  | Add 3.0               |

## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Shop Supplies Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name          | Data Element Number | Required | Sample Data           | Comments   | Add/Change/Inactivate |
|--------------------|--|----------------------------|---------------------|----------|-----------------------|--|-----------------------|
| 0                  | Record Identifier  | RO.SHOP                    | n/a                 |          | RO.SHOP:              | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Manufacturer assigned code for shop supplies                                   | SS Code                    | 105210              |          | SF1                   |  |                       |
| 2                  | Free form text description of shop supplies associated with job                | SS Description             | 105220              |          | "SMOOTH AND FILL KIT" |  |                       |
| 3                  | Shop supplies total price (cost + markup) Will be null if split                | SS Total Price             | 105250              |          | 47.46                 |  |                       |
| 4                  | Total shop supplies value at unit cost times quantity (Before any split)       | SS Total Cost              | 105230              |          | 28.02                 |  |                       |
| 5                  | Shop supplies quantity used  | SS Quantity                | 105270              |          | 1                     |  |                       |
| 6                  | Shop supplies unit cost at inventory value (Before any split)                  | SS Unit Cost               | 105290              |          | 28.02                 |  |                       |
| 7                  | Shop supplies cost at inventory value after split (Null if no split)           | SS Unit Cost After Split   | 105300              |          | 28.02                 |  |                       |
| 8                  | Shop supplies value at unit cost times quantity after split (Null if no split) | SS Total Cost After Split  | 105240              |          | 28.02                 |  |                       |
| 9                  | Shop supplies total price (cost + markup) after split (Null if no split)       | SS Total Price After Split | 105260              |          | 47.46                 |  |                       |
| 10                 | Shop Supplies Cost split percentage  | SS Split Percentage        | 105280              |          | 50.00                 |  |                       |
| 11                 | Shop Supplies unit price (Cost + Markup) Will be null if split                 | SS Unit Price              | 107150              |          | 14.10                 |  | Add 3.0               |
| 12                 | Shop Supplies unit price (Cost + Markup) after split Will be null if no split  | SS Unit Price After Split  | 107160              |          | 7.25                  |  | Add 3.0               |
| 13                 | Unit of measure for Shop Supplies used   | SS Unit of Measure         | 107240              |          | EA                    |  | Add 3.0               |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Freight Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name               | Data Element Number | Required | Sample Data       | Comments   | Add/Change/Inactivate |
|--------------------|--|---------------------------------|---------------------|----------|-------------------|--|-----------------------|
| 0                  | Record Identifier  | RO.FREIGHT                      | n/a                 |          | RO.FREIGHT:       | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Manufacturer assigned code for Freight   | Freight Code                    | 103930              |          | B17               |  |                       |
| 2                  | Free form text description of Freight associated with claim                              | Freight Description             | 103940              |          | "ENGINE BLOCK SL" |  |                       |
| 3                  | Freight total price (cost + markup) Null if split  | Freight Total Price             | 103970              |          | 88.75             |  |                       |
| 4                  | Total freight cost at unit cost times quantity (Before any split)                        | Freight Total Cost              | 103950              |          | 80.35             |  |                       |
| 5                  | Freight quantity   | Freight Quantity                | 103990              |          | 1                 |  |                       |
| 6                  | Freight unit cost at inventory value (Before any split)                                  | Freight Unit Cost               | 104010              |          | 80.35             |  |                       |
| 7                  | Freight cost at inventory value after split (Null if no split)                           | Freight Unit Cost After Split   | 104020              |          | 80.35             |  |                       |
| 8                  | Freight value at unit cost times quantity after split (Null if no split)                 | Freight Total Cost After Split  | 103960              |          | 80.35             |  |                       |
| 9                  | Freight total price (cost + markup) after split (Null if no split)                       | Freight Total Price After Split | 103980              |          | 88.75             |  |                       |
| 10                 | Freight split percentage   | Freight Split Percentage        | 104000              |          | 0                 |  |                       |
| 11                 | Freight unit price (Cost + Markup) Will be null if split                                 | Freight Unit Price              | 107170              |          | 0                 |  | Add 3.0               |
| 12                 | Freight unit price (Cost + Markup) after split Will be null if no split                  | Freight Unit Price After Split  | 107180              |          | 0                 |  | Add 3.0               |
| 13                 | Free form entry for document associated with Freight (i.e., Shipper, BOL, Invoice, etc.) | Freight Document Number         | 107300              |          | "BOL 123"         |  | Add 3.0               |



**STAR Data Transfer Specification**  
**Repair Order - Version 5.0.1**

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**Freight Information Record Layout**

| Position<br>in<br>Record | Data Element Definition                           | Data Element Name | Data<br>Element<br>Number | Required | Sample<br>Data | Comments | Add/<br>Change/<br>Inactivate |
|--------------------------|---|-------------------|---------------------------|----------|----------------|----------|-------------------------------|
| 14                       | Carrier code related to transportation of vehicle | Carrier Code      | 110150                    |          | PDQ            |          | Add 3.2                       |

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# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Job Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name         | Data Element Number | Required | Sample Data           | Comments  | Add/Change/Inactivate |
|--------------------|--|---------------------------|---------------------|----------|-----------------------|---|-----------------------|
| 0                  | Record Identifier  | RO.JOB                    | n/a                 |          | RO.JOB:               | Literal as given - Multiple Entries of This Record Allowed. One or many may occur before the first CLAIM record, and or |                       |
| 1                  | DMS assigned job or line identification number                     | DMS Job Number            | 104220              |          | W534                  | under (included in) any/all of the CLAIM records as applicable. Subsequent records within "job-group" records           |                       |
| 2                  | Dealer or DMS assigned operation code identifier                   | DMS Operation Code        | 104230              |          | DO133-02              | considered part of this job   |                       |
| 3                  | Dealer or DMS assigned operation description                       | DMS Operation Description | 104250              |          | "REPL FP ELEC WINDOW" |   |                       |
| 4                  | Added to repair order after customer came in for appointment       | Add On Repair Flag        | 104135              |          | N                     |   |                       |
| 5                  | INACTIVE - DO NOT USE - Warranty sales tax per job                 | Job Sales Tax             | 104340              |          |                       |   | Inactive 3.0          |
| 6                  | Portion of sales tax per job for sale type being reported          | Job Total Tax             | 104300              |          | 12.24                 |   |                       |
| 7                  | The actual labor rate for this job only, typically the posted rate | Job Labor Rate            | 104290              |          | 60.15                 |   |                       |
| 8                  | Line total for sale type portion of job                            | Job Total Price           | 104400              |          | 242.28                |   |                       |
| 9                  | INACTIVE - DO NOT USE - Line total of customer pay portion of job  | Customer Job Total Price  | 104170              |          |                       |   | Inactive 3.0          |
| 10                 | INACTIVE - DO NOT USE - Line total of internal pay portion of job  | Internal Job Total Price  | 104270              |          |                       |   | Inactive 3.0          |
| 11                 | Manufacturer approved billable flat rate hours                     | Labor Flat Hours          | 104310              |          | 1.25                  |   |                       |
| 12                 | Actual hours required to complete job                              | Actual Hours              | 104130              |          | 1.5                   |   |                       |

## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Job Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name                  | Data Element Number | Required | Sample Data | Comments | Add/Change/Inactivate |
|--------------------|---|------------------------------------|---------------------|----------|-------------|----------|-----------------------|
| 13                 | Labor total for sale type portion of job  | Job Labor Price                    | 104150              |          | 125.75      |          |                       |
| 14                 | Parts total for sale type portion of job  | Job Parts Price                    | 104160              |          | 310.78      |          |                       |
| 15                 | Sublet total for sale type portion of job   | Job Sublet Price                   | 104190              |          | 0           |          |                       |
| 16                 | INACTIVE - DO NOT USE - Total customer pay portion  | Total Customer Amount              | 104370              |          |             |          | Inactive 3.0          |
| 17                 | Identification number assigned to court case  | Legal Case Number                  | 104320              |          | LG001546    |          |                       |
| 18                 | Identification number assigned to technical analysis case   | Technical Analysis Case Number     | 104360              |          | TA25145     |          |                       |
| 19                 | Identification number assigned to customer relations case   | Customer Relations Case Number     | 104180              |          | CR122-1412  |          |                       |
| 20                 | Identification number assigned to Better Business Bureau case   | Better Business Bureau Case Number | 104140              |          | BBC4512     |          |                       |
| 21                 | Indicates if Dealer Goodwill has been applied to this job (complete or partial)   | Job Goodwill Flag                  | 104260              |          | Y           |          |                       |
| 22                 | INACTIVE - DO NOT USE - Warranty flag   | Warranty Flag                      | 104390              |          |             |          | Inactive 3.0          |
| 23                 | INACTIVE - DO NOT USE - The percentage of a warranty claim that the dealer is requesting that the manufacturer reimburse                | Submitted percentage               | 104350              |          |             |          | Inactive 3.0          |
| 24                 | INACTIVE - DO NOT USE - Amount paid for towing expenses   | Towing Amount                      | 104380              |          |             |          | Inactive 3.0          |
| 25                 | Identifies repair as having been performed previously on the vehicle  | Repeat Repair Flag                 | 104385              |          | Y           |          |                       |
| 26                 | One or more Manufacturer Diagnostics Codes taken during the Repair Process for this job - Multiple codes should be separated by a space | Diagnostic Codes                   | 106460              |          | XA14C       |          | Add 2.0               |

## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Job Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name       | Data Element Number | Required | Sample Data | Comments                           | Add/Change/Inactivate |
|--------------------|---|-------------------------|---------------------|----------|-------------|------------------------------------|-----------------------|
| 27                 | Indicator that Hazmat Was Used and Disposed Of as Part of the Repair  | Hazmat Indicator Flag   | 106470              |          | N           |                                    | Add 2.0               |
| 28                 | Reading from a battery check service. If not tracked in DMS, dealer may enter the information in Job comments | Battery Voltage         | 106690              |          | 12.52       |                                    | Add 3.0               |
| 29                 | Total miscellaneous for sale type portion of job  | Job Miscellaneous Price | 106990              |          | 12.50       |                                    | Add 3.0               |
| 30                 | Total GOG for sale type portion of job  | Job GOG Price           | 107000              |          | 10.25       |                                    | Add 3.0               |
| 31                 | Total Paint for sale type portion of job  | Job Paint Price         | 107010              |          | 452.89      |                                    | Add 3.0               |
| 32                 | Total Shop for sale type portion of job   | Job Shop Price          | 107020              |          | 689.41      |                                    | Add 3.0               |
| 33                 | Total Freight for sale type portion of job  | Job Freight Price       | 107030              |          | 25.75       |                                    | Add 3.0               |
| 34                 | Dealer / Manufacturer defined code identifying the reason the customer denied service on a repair order line  | Job Denial Code         | 109280              |          | A01         |                                    | Add 3.1               |
| 35                 | Indicates source of repair order. Eg: D-Dealer Entered; T-Teleservice; K-Key Reader                           | Origin Code             | 110700              |          | D           |                                    | Add 3.2               |
| 36                 | Indicates that this job led to the need to have this vehicle towed.   | Towed-In Indicator      | 110710              |          | N           |                                    | Add 3.2               |
| 37                 | Any warranty covered battery replacement or recharging (if covered).  | Battery Warranty Code   | 110890              |          | 2A34E-J32XR |                                    | Add 3.3               |
| 38                 | Indicates if there has been fire damage.  | Tread Act Ind           | 110900              |          | N           |                                    | Add 3.3               |
| 39                 | Manufacturer assigned code that defines failed component that caused the claim                                | Defect Code             | 105040              |          | S01         | *** INACTIVE AS OF VERSION 3.5 *** | Changed 3.5           |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Job Comment Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name       | Data Element Number | Required | Sample Data              | Comments   | Add/Change/Inactivate |
|--------------------|---|-------------------------|---------------------|----------|--------------------------|--|-----------------------|
| 0                  | Record Identifier   | RO.JOBCMMT              | n/a                 |          | RO.JOBCMMT:              | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Customer complaint category either entered or selected by dealer and passed through to manufacturer | Customer Complaint Code | 104440              |          | A23                      |  | Changed 3.3.1         |
| 2                  | Dealer explanation of vehicle malfunction cause   | Cause Description       | 104410              |          | "COMPLAINT. . . ."       |  |                       |
| 3                  | Customer explanation of vehicle malfunction   | Complaint Description   | 104420              |          | "RATTLE IN TRUNK"        |  |                       |
| 4                  | Dealer explanation of vehicle repair  | Correction Description  | 104430              |          | REPAIR                   |  |                       |
| 5                  | Free form technician comments   | Technician Notes        | 104460              |          | "TECH NOTES.."           |  |                       |
| 6                  | Free form miscellaneous comments  | Miscellaneous Notes     | 104450              |          | "MISC NOTES....."        |  |                       |
| 7                  | Text description of the reason a customer denied service on a repair order line                     | Job Denial Description  | 109290              |          | "IT IS NOT YET REQUIRED" |  | Add 3.1               |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Parts Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name                  | Data Element Number | Required | Sample Data           | Comments   | Add/Change/Inactivate |
|--------------------|---|------------------------------------|---------------------|----------|-----------------------|--|-----------------------|
| 0                  | Record Identifier   | RO.PARTLINE                        | n/a                 |          | RO.PARTLINE:          | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Part number identifier - Part number, unless part type designates a manufacturer code | Part Number                        | 104780              |          | 60400-SF9-A0022       |  |                       |
| 2                  | Part number detail description  | Part Description                   | 104770              |          | "BULKHEAD COMP., FR." |  |                       |
| 3                  | Part group number   | Group Number                       | 104740              |          | ACC02                 |  |                       |
| 4                  | Quantity of Part number used on repair  | Count                              | 104730              |          | 2                     |  |                       |
| 5                  | INACTIVE - DO NOT USE - Part value at warranty cost price                             | Warranty Unit Cost                 | 104890              |          |                       |  | Inactive 3.0          |
| 6                  | INACTIVE - DO NOT USE - Part value at warranty cost price times count                 | Warranty Total Cost                | 104880              |          |                       |  | Inactive 3.0          |
| 7                  | Part cost at inventory value.   | Part Unit Cost                     | 104840              |          | 47.50                 | This is before any split   |                       |
| 8                  | Total part cost at inventory value (Before any split)                                 | Part Total Cost                    | 104800              |          | 94.24                 |  |                       |
| 9                  | Part unit price (Cost + Markup) Will be null if split                                 | Part Unit Price                    | 104850              |          | 88.93                 |  |                       |
| 10                 | Part total price (Cost + Markup) Will be null if split                                | Part Total Price                   | 104810              |          | 177.86                |  |                       |
| 11                 | Unit Price dealer paid for return core  | Part Unit Return Core Price        | 107750              |          | 88.93                 |  |                       |
| 12                 | Total price dealer paid for return cores  | Part Total Return Core Price       | 104830              |          | 177.86                |  |                       |
| 13                 | Part cost at inventory value after split (Null if no split)                           | Manufacturer Unit Cost After Split | 104760              |          | 10.25                 |  |                       |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Parts Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name                   | Data Element Number | Required | Sample Data | Comments | Add/Change/Inactivate |
|--------------------|--|-------------------------------------|---------------------|----------|-------------|----------|-----------------------|
| 14                 | Part unit cost times count after split (Null if no split)                          | Manufacturer Total Cost After Split | 104750              |          | 10.25       |          |                       |
| 15                 | Part unit price (Cost + Markup) after split Will be null if no split               | Part Unit Price After Split         | 104860              |          | 47.12       |          |                       |
| 16                 | Part total price (Cost + Markup) after split Will be null if no split              | Part Total Price After Split        | 104820              |          | 94.24       |          |                       |
| 17                 | Cost split percentage  | Part Split Percentage               | 104790              |          | FIX         |          |                       |
| 18                 | Specifies whether the parts are indicated by manufacturer part code or Part Number | Part Type                           | 105100              |          | P           |          | Add 3.0               |
| 19                 | Part Unit sales tax  | Part Unit Sales Tax                 | 107050              |          | 1.25        |          | Add 3.0               |
| 20                 | Part Total sales tax   | Part Total Sales Tax                | 107060              |          | 3.75        |          | Add 3.0               |
| 21                 | Defines action to be taken on appeal   | Appeal Action Code                  | 110180              |          | R           |          | Add 3.2               |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Recall Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name           | Data Element Number | Required | Sample Data | Comments   | Add/Change/Inactivate |
|--------------------|--|-----------------------------|---------------------|----------|-------------|--|-----------------------|
| 0                  | Record Identifier  | RO.RECALL                   | n/a                 |          | RO.RECALL:  | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Manufacturer assigned recall/campaign number   | Recall Campaign Number      | 104900              |          | 1997-4      |  |                       |
| 2                  | Manufacturer assigned recall/campaign option code  | Recall Campaign Option Code | 104910              |          | F3          |  |                       |
| 3                  | Denotes whether claim is actual campaign service or additional service, but still related to the campaign  | Supplemental Campaign Flag  | 106700              |          | N           |  | Add 3.0               |
| 4                  | A campaign related field specifying the disposition of a campaign Ex: completed, open, etc.  | Campaign Disposition Code   | 106705              |          | OP          |  | Add 3.0               |
| 5                  | A campaign related field specifying the reimbursement code for a campaign service. Reimbursement codes denote the mix of part and labor operations the dealer used to perform the service. Ex: Numeric value between 1 and 9 | Campaign Reimbursement Code | 106710              |          | 5           |  | Add 3.0               |



## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Labor Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name           | Data Element Number | Required | Sample Data                         | Comments   | Add/Change/Inactivate |
|--------------------|--|-----------------------------|---------------------|----------|-------------------------------------|--|-----------------------|
| 0                  | Record Identifier  | RO.LABORLINE                | n/a                 |          | RO.LABORLINE:                       | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                       |
| 1                  | Currently assigned code for this operation (preferably manufacturer code)                              | Labor Operation Code        | 104490              |          | M00097                              |  |                       |
| 2                  | Labor operation category code  | Labor Operation Code Type   | 104500              |          | I2                                  |  |                       |
| 3                  | Description of a particular operation code   | Labor Operation Description | 104510              |          | "REPLACE RIGHT REAR WHEEL ASSEMBLY" |  |                       |
| 4                  | Flat rate labor hour allowance for this operation  | Labor Hours                 | 104480              |          | 2.75                                |  |                       |
| 5                  | Additional labor hours above flat rate allowance   | Additional Labor Hours      | 104470              |          | 1.25                                |  |                       |
| 6                  | Number of times this operation was performed for this labor line                                       | Labor Quantity Of Operation | 104540              |          | 2                                   |  |                       |
| 7                  | Labor cost split percentage  | Labor Split Percentage      | 104550              |          | FIX                                 |  |                       |
| 8                  | Part identifier which is comprised of a system and component code that caused the failure              | Labor Part Name Code(PNC)   | 104520              |          | RR07                                |  |                       |
| 9                  | Manufacturer-assigned code to describe how customer experiences problem                                | Labor Symptom Code          | 104560              |          | 182                                 |  |                       |
| 10                 | Manufacturer-assigned code to describe the reason that a fault or symptom occurred (i.e., Reason Code) | Labor Trouble Failure Code  | 104590              |          | 272                                 |  |                       |
| 11                 | Description of Part identifier (PNC) that caused the failure   | Labor Part Name Code Desc   | 104530              |          | "RIGHT REAR WHEEL"                  |  |                       |
| 12                 | Description of labor symptom code  | Labor Symptom Code Desc     | 104570              |          | SQUEAK                              |  |                       |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Labor Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name              | Data Element Number | Required | Sample Data          | Comments | Add/Change/Inactivate |
|--------------------|--|--------------------------------|---------------------|----------|----------------------|----------|-----------------------|
| 13                 | Description of labor trouble code  | Labor Trouble Code Desc        | 104580              |          | "NO GREASE"          |          |                       |
| 14                 | Code Indicating Position/Location on Vehicle where labor was performed                         | Labor Op Position Code         | 106480              |          | RR                   |          | Add 2.0               |
| 15                 | Labor Rate for this operation code   | Labor Rate of Operation        | 105095              |          | 62.50                |          | Add 3.0               |
| 16                 | Labor Price for labor operation code   | Labor Price                    | 106760              |          | 125.32               |          | Add 3.0               |
| 17                 | Manufacturer-assigned code to describe type of labor performed (i.e., Repair, Replace, Adjust) | Labor Action Code              | 106920              |          | RP                   |          | Add 3.0               |
| 18                 | Explanation for the need for the additional labor hours  | Additional Hours Labor Comment | 106725              |          | "UNEXPECTED PROBLEM" |          | Add 3.0               |
| 19                 | Defines action to be taken on appeal   | Appeal Action Code             | 110180              |          | R                    |          | Add 3.2               |

**STAR Data Transfer Specification**  
**Repair Order - Version 5.0.1**

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**Coupon Information Record Layout**

| Position<br>in<br>Record | Data Element Definition       | Data Element Name     | Data<br>Element<br>Number | Required | Sample<br>Data | Comments   | Add/<br>Change/<br>Inactivate |
|--------------------------|-------------------------------|-----------------------|---------------------------|----------|----------------|--|-------------------------------|
| 0                        | Record Identifier             | RO.COUPON             | n/a                       |          | RO.COUPON:     | Literal as given - Multiple<br>Entries of This Record<br>Allowed. Assumed to be part<br>of the most recently-indicated<br>Job. |                               |
| 1                        | Text identification of Coupon | Coupon Description    | 104597                    |          | "30K SPECIAL"  |  |                               |
| 2                        | Credit Price for coupons      | Coupon Discount Price | 104595                    |          | 25.00          |  |                               |

# STAR Data Transfer Specification

## Repair Order - Version 5.0.1

### Technician Information Record Layout

| Position<br>in<br>Record | Data Element Definition                                       | Data Element Name      | Data<br>Element<br>Number | Required | Sample<br>Data | Comments   | Add/<br>Change/<br>Inactivate |
|--------------------------|---|------------------------|---------------------------|----------|----------------|--|-------------------------------|
| 0                        | Record Identifier   | RO.TECH                | n/a                       |          | RO.TECH:       | Literal as given - Multiple Entries of This Record Allowed. Assumed to be part of the most recently-indicated Job. |                               |
| 1                        | Employee Identification code of technician assigned to RO     | Technician Emp ID Code | 105400                    |          | TN01           |  |                               |
| 2                        | Name of technician assigned to RO                             | Technician Name        | 105390                    |          | "TONY NEWELL"  |  |                               |
| 3                        | Team assigned to Repair Order                                 | Team Name              | 105380                    |          | GREEN          |  |                               |
| 4                        | Social security number of technician assigned to Repair Order | Technician SSN         | 105410                    |          | 123456789      |  |                               |

## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Claim Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name            | Data Element Number | Required | Sample Data | Comments  | Add/Change/Inactivate |
|--------------------|--|------------------------------|---------------------|----------|-------------|---|-----------------------|
| 0                  | Record Identifier  | RO.CLAIM                     | n/a                 |          | RO.CLAIM:   | Literal as given. Multiple Entries Allowed. Subsequent records within "Claim-group" records considered part of Claim. |                       |
| 1                  | Identifier of claim  | Claim Number                 | 105020              |          | 960003      |   |                       |
| 2                  | Identifier of the type of claim - Claim type is usually 1 - 4 characters           | Claim Type                   | 105030              |          | R           |   |                       |
| 3                  | Manufacturer identifier of the type of accessory claim                             | Accessory Claim Type         | 104990              |          | " "         |   | Reactivate 3.1        |
| 4                  | Assigned authorization number for claim  | Authorization Number         | 105010              |          | A125        |   |                       |
| 5                  | Assigned authorization code for claim.   | Authorization Code           | 105000              |          | 1442        |   |                       |
| 6                  | Specifies whether the parts are indicated by manufacturer part code or Part Number | Part Type                    | 105100              |          | P           |   |                       |
| 7                  | Manufacturer assigned code that defines failed component that caused the claim     | Defect Code                  | 105040              |          | S01         |   |                       |
| 8                  | Primary part responsible for vehicle failure                                       | Failed Part                  | 105060              |          | 08206-999   |   |                       |
| 9                  | The claim number of the freight claim associated with the current warranty claim   | Freight Claim Number         | 105080              |          | 23456       |   | Reactivate 3.1        |
| 10                 | Total Freight Price for claim number   | Total Freight Price          | 105070              |          | 20.40       |   |                       |
| 11                 | Maximum Price covered by Authorization   | Authorization Pay Maximum    | 106490              |          | 999.99      |   | Add 2.0               |
| 12                 | Payment Percentage covered by Authorization  | Authorization Pay Percentage | 106500              |          | 30.00       |   | Add 2.0               |
| 13                 | Payment Type covered by Authorization  | Authorization Pay Type       | 106510              |          | P           |   | Add 2.0               |
| 14                 | Manufacturer assigned reason the part failed                                       | Cause Code                   | 106520              |          | C3          |   | Add 2.0               |

## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Claim Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name               | Data Element Number | Required | Sample Data | Comments | Add/Change/Inactivate |
|--------------------|---|---------------------------------|---------------------|----------|-------------|----------|-----------------------|
| 15                 | INACTIVE - DO NOT USE - Name or Badge of Agent Who Towed Vehicle  | Towing Agent                    | 106530              |          |             |          | Inactive 3.0          |
| 16                 | The date the part was purchased - If the retailer installed the part, the date would be the same as the RO date         | Spare Part Date                 | 106540              |          | 19980302    |          | Add 2.0               |
| 17                 | The invoice number on which the part was sold over the counter - If installed, the number would be the same as the RO # | Spare Part Invoice No           | 106550              |          | 1030552     |          | Add 2.0               |
| 18                 | Mileage at which the failed part was originally installed   | Spare Part Mileage              | 106715              |          | 52689       |          | Add 3.0               |
| 19                 | Total Price of all parts, labor and sublet for claim number   | Claim Total Price               | 106765              |          | 125.25      |          | Add 3.0               |
| 20                 | Total taxable labor Price for claim number  | Claim Taxable Labor Price       | 106770              |          | 50.15       |          | Add 3.0               |
| 21                 | Total non-taxable labor Price for claim number  | Claim Non-taxable Labor Price   | 106775              |          | 0           |          | Add 3.0               |
| 22                 | Total taxable part Price for claim number   | Claim Taxable Part Price        | 106780              |          | 25.10       |          | Add 3.0               |
| 23                 | Total non-taxable part Price for claim number   | Claim Non-taxable Part Price    | 106785              |          | 0           |          | Add 3.0               |
| 24                 | Total return core Price for claim number  | Claim Return Core Price         | 106790              |          | 15.25       |          | Add 3.0               |
| 25                 | Total sublet labor Price for claim number   | Claim Sublet Labor Price        | 106795              |          | 251.78      |          | Add 3.0               |
| 26                 | Total sublet part Price for claim number  | Claim Sublet Part Price         | 106800              |          | 25.76       |          | Add 3.0               |
| 27                 | Total Gas, Oil, Grease Price for claim number   | Claim Gas, Oil, Grease Price    | 106805              |          | 35.15       |          | Add 3.0               |
| 28                 | Total Paint and Materials Price for claim number  | Claim Paint and Materials Price | 106810              |          | 0           |          | Add 3.0               |
| 29                 | Total Shop Supplies Price for claim number  | Claim Shop Supplies Price       | 106815              |          | 52.96       |          | Add 3.0               |

## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Claim Information Record Layout

| Position in Record | Data Element Definition   | Data Element Name               | Data Element Number | Required | Sample Data | Comments | Add/Change/Inactivate |
|--------------------|---|---------------------------------|---------------------|----------|-------------|----------|-----------------------|
| 30                 | Total Miscellaneous Price for claim number  | Claim Miscellaneous Price       | 106820              |          | 5.75        |          | Add 3.0               |
| 31                 | Total tax price for claim number  | Claim Tax Price                 | 106825              |          | 125.25      |          | Add 3.0               |
| 32                 | Warranty Appeal Flag  | Warranty Appeal Flag            | 106910              |          | Y           |          | Add 3.0               |
| 33                 | Indicates status of data for the record it appears on   | Data Collection Status          | 107210              |          | C           |          | Add 3.0               |
| 34                 | Tracks number of times claim has been submitted to manufacturer (i.e., Value will be 0 or null if claim is not ready to be sent to manufacturer. Goes from 0 to 1 when it is ready to be submitted. Count incremented by 1 each time claim is retransmitted | Claim Submission Count          | 107040              |          | 1           |          | Add 3.0               |
| 35                 | Fleet Purchase Order Number vehicle was purchased under   | Fleet Purchase Order Number     | 109470              |          | FLT00154    |          | Add 3.2               |
| 36                 | Code to signal requirement for manual review by claim analyst   | Manual Review Code              | 110110              |          | M           |          | Add 3.11              |
| 37                 | Code for manufacturer Warranty special programs   | Warranty Program Code           | 110120              |          | WP01        |          | Add 3.2               |
| 38                 | References Original Repair Order number   | Original Repair Order Number    | 110160              |          | ABC456      |          | Add 3.2               |
| 39                 | Code defining reason for appeal   | Appeal Reason Code              | 110170              |          | RJT         |          | Add 3.2               |
| 40                 | Indicates if there has been fire damage.  | Tread Act Ind                   | 110900              |          | N           |          | Add 3.3               |
| 41                 | Additional assigned authorization number for claim.   | Additional Authorization Number | 112600              |          | A125        |          | Added 5.0             |
| 42                 | Additional assigned authorization code for claim.   | Additional Authorization Code   | 112610              |          |             |          | Added 5.0             |

**STAR Data Transfer Specification**  
**Repair Order - Version 5.0.1**

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**Job Referback Record Layout**

| Position<br>in<br>Record | Data Element Definition   | Data Element Name    | Data<br>Element<br>Number | Required | Sample<br>Data       | Comments  | Add/<br>Change/<br>Inactivate |
|--------------------------|---|----------------------|---------------------------|----------|----------------------|---|-------------------------------|
| 0                        | Record Identifier   | RO.JOBREFERBACK      | n/a                       |          | RO.JOBREFERB<br>ACK: | Literal as given - Each Claim<br>and/or Internal-Pay may<br>contain one to multiple<br>RO.JOBREFERBACK<br>records.      |                               |
| 1                        | Refer-back to a job that has already<br>appeared within the same "pay-group"<br>presently being processed (Customer,<br>Claims or Internal) | Job Referback Number | 107190                    |          | 12278                | This record is used to refer-<br>back to a job that has already<br>appeared within the RO<br>presently being processed. |                               |



## STAR Data Transfer Specification

### Repair Order - Version 5.0.1

#### Internal Pay Information Record Layout

| Position in Record | Data Element Definition  | Data Element Name               | Data Element Number | Required | Sample Data       | Comments   | Add/Change/Inactivate |
|--------------------|--|---------------------------------|---------------------|----------|-------------------|--|-----------------------|
| 0                  | Record Identifier  | RO.INTERNAL                     | n/a                 |          | RO.INTERNAL:      | Literal as given - See Note 1 in Internal Pay Note section of RO Word document |                       |
| 1                  | Identifies the internal department who is paying for work - Commas may separate multiple departments as long as data element is enclosed in double quotes. EX: "BS,NC"                       | Internal Department             | 107200              |          | NC                | See Note 2 in Internal Pay Note section of RO Word document                    |                       |
| 2                  | Description of the internal department paying for work - Commas may separate multiple department descriptions as long as data element is enclosed in double quotes. EX: "Body Shop, New Car" | Internal Department Description | 107290              |          | "NEW CARS, SALES" | See Note 3 in Internal Pay Note section of RO Word document                    |                       |
| 3                  | Indicates status of data for the record it appears on  | Data Collection Status          | 107210              |          | C                 |  |                       |

**STAR Data Transfer Specification**  
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**Trailer Information Record Layout**

| Position<br>in<br>Record | Data Element Definition                         | Data Element Name | Data<br>Element<br>Number | Required | Sample<br>Data | Comments   | Add/<br>Change/<br>Inactivate |
|--------------------------|---|-------------------|---------------------------|----------|----------------|--|-------------------------------|
| 0                        | Record Identifier                               | RO.TRAILER        | n/a                       |          | RO.TRAILER:    | Literal as given - Optional record that must be the last record in a file. Occurs once for the entire file. Counts the number of records in the file between the IDENT record and the TRAILER record - does not count the IDENT and TRAILER. | Add 3.2                       |
| 1                        | Number of detail records contained in this file | Number of Records | 110500                    |          | 45             |  | Add 3.2                       |