

## Address Database Import Format

The MIL-Comply Address Database may be populated with data from other systems by importing Address definitions in Comma-Separated Values (CSV) format. The imported addresses are considered to be general purpose, rather than associated with a specific contract or shipment. Perform import in AdminTools: Tools > Database Tools > Address Data > Import > CSV/MCA File.

The import is handled as a Mil-Comply Archive (MCA) file, such as that exported from MIL-Comply, but can be a file generated by some other system. The file should have either an MCA or CSV extension, and be comma separated (versus tab). The import file may include other records for other tables, but they will be ignored. The first two columns of the file identify the purpose of the record, that being a Address record with version 1 formatting.

### CSV Format for Address Import

MIL-Comply currently supports only the CSV file format described below. The first line of the file may optionally include the column headings, but if present, must match those defined below.

Key:

M – Mandatory      C – Conditional      An – Alphanumeric , up to n chars  
 O – Optional      B – Boolean (0 or 1)      R18.2 – Dollar.Cents up to 18 digits

Field Name	Size/ Format	Description	Require- ment	Column Number
TableID	A3	Record Type. Must be "ADR" for address records (all others ignored).	M	1
TableVer	A	Record Version Number. Should be 1 for fields as described within.	M	2
adrIDCode	A13	Address Identifier (DODAAC or CAGE)	M (Key)	3
adrUsage	A2	Usage of this address (Ship-To, Admin-Ofc, etc) as defined by this subset of the DISA X12 Data Dictionary:  <div style="margin-left: 40px;">                     SE     Prime Contractor                      SF     Ship From location                      PR     Payment Office                      C4     Contract Admin Office                      ST     Ship To location                 </div>	M (Key)	4

**Address Database Import Format**

Field Name	Size/ Format	Description	Requirement	Column Number
		Z7 Ultimate Consignee L1 Office of Govt CQA PO Local Processing Office KZ Alternate Acceptance Point BY Buyer SV Service Performance Location AE Ship-In-Place Location		
adrRefNum	A35	Reserved. Must be blank	O	5
adrCodeQual	A2	Address Code Qualifier (optional):  10 CAGE Code 33 DODAAC A2 MAPAC	O	6
adrEntity1	A60 <sup>1</sup>	Name of Entity or Activity	M	7
adrEntity2	A60 <sup>1</sup>	Additional entity description, such as division or attention	O	8
adrEntity3	A60 <sup>1</sup>	Additional entity description	O	9
adrAddress1	A55 <sup>1</sup>	Physical location of the Entity, e.g. street address	M	10
adrAddress2	A55 <sup>1</sup>	Supplemental location information, e.g. building number	O	11
adrAddress3	A55 <sup>1</sup>	Supplemental location information	O	12
adrCity	A30	City name	M	13
adrState	A2	State code (mandatory for US addresses only)	C	14
adrPostal	A15	Zip code or postal code	M	15
adrCountry	A3	Country code (optional for US addresses)	C	16

Notes:

1. Mil-Std-129 limits address elements used on the Military Shipment Label (MSL) to 5 total lines of 35 characters each.

Note that CSV files require that elements containing a comma must be enclosed in quotes. For example, see first two addresses (1HLD9) below. Those two addresses also demonstrate use of adrUsage to store two different addresses for the same entity.

## Address Database Import Format

## Sample Address Import File

TableID,TableVer,adrIDCode,adrUsage,adrRefNum,adrCodeQual,adrEntity1,adrEntity2,adrEntity3,adrAddress1,adrAddress2,adrAddress3,adrCity,adrState,adrPostal,adrCountry

ADR,1,1HLD9,SE,,33,"MIL-PAC TECHNOLOGY, INC",DEFENSE SUPPLY CHAIN SYSTEMS,,PO BOX  
2066,,RAMONA,CA,92065,

ADR,1,1HLD9,SF,,33,"MIL-PAC TECHNOLOGY, INC",SHIPPING AND RECEIVING,,1672 MAIN STREET,SUITE  
254,,RAMONA,CA,92065,

ADR,1,DPT006,ST,,A2,UNITED STATES INC (UTI),,,182-16 147TH AVE,,,SPRINGFIELD GARDENS,NY,11413-4104,

ADR,1,DPT006,XT,,10,DSV AIR & SEA INC,C/O HARBOR FREIGHT,,301 CRANEWAY STREET,"732-850-8000 EXT  
2363, POC: ONIEL",,PORT NEWARK,NJ,07114,

ADR,1,DAT600,Z7,,A2,ROYAL AUSTRALIAN AIR FORCE,,,81 WG CRIS BUILDING 171,RAAF BASE  
WILLIAMTOWN,,NSW 2314,,,AU

ADR,1,DBE002,ST,,A2,BELGIUM MILITARY SUPPLY OFFICE,,,8810 JERICHO CITY DRIVE,,,LANDOVER,MD,20785-  
4762,

ADR,1,DBEE00,Z7,,A2,DISC WS KW OLT,BARON VAN ZUYLEN,,WELVAARTSTRAAT 16 2590,,,BERLAAR  
BELGIUM,,2590,BE

ADR,1,DKUA00,Z7,,A2,MINISTRY OF DEFENSE,,,KUWAIT AIR FORCE BASE,ATT: DIRECTOR OF LOGISTICS,AND  
SUPPORT,KUWAIT,,13004,KU

ADR,1,FE2027,ST,,10,DDOU CNTRL RCVG,,,CP 801 771 7221,5851 F AVE BLDG 849W,,HILL AFB,UT,84056-5713,

ADR,1,FE3300,ST,,10,42 MSD SUPPLY,,,455 S KELLY ST BLDG 1154 RCVG,CP 334 953 5426,,MAXWELL  
AFB,AL,36112,

ADR,1,FE4418,ST,,10,628 LRS LGRD,,,BLDG 178 CP 843 963 4791,113 S BATES ST,,JT BASE CHAS,SC,29404-5016,

ADR,1,FE4460,ST,,10,19 LRS RPS,,,BLDG 450 CP 501 987 5046,450 3RD ST,,LITTLE ROCK AFB,AR,72099-4958,

ADR,1,FE4664,ST,,10,452 LRS LRGT,,,BLDG 2310 CML PHN 951 655 4316,5250 TANKER WAY,,MARCH  
ARB,CA,92518-1748,

ADR,1,FE4801,ST,,10,49 LRS LGRS,,,BLDG 310 CP 505 572 5566,280 DELAWARE AVE,,HOLLOMAN  
AFB,NM,88330-7706,

ADR,1,FE4819,ST,,10,325 MSG LRDS,,, "BLDG 266, CP 850 283 2226",114 GOAT HILL LOOP,,TYNDALL  
AFB,FL,32403-5208,

ADR,1,FE4830,ST,,10,347 SUPS LGSCDR MOODY AFB,,,CML PHN 229-257-1318,4380A ALABAMA  
RD,,VALDOSTA,GA,31699-1794,

ADR,1,FE4830,XT,,10,347 LRS LGRTC,,,4380A ALABAMA ROAD,PHN: 229-257-3719,,MOODY AFB,GA,31699,

ADR,1,FE4852,ST,,10,99LRS LGRDDC,,,BLDG 811,CP 702 652 9599,6159 MCGOUGH PKWY,NELLIS AFB,NV,89191-  
7261,

ADR,1,FE5518,ST,,10,LG LGS RAF MILDENHALL,CP 011 44 1284 16 3854 2498,,TEXAS AVE BECK ROW BLDG  
582,BURY ST EDMUNDS GB IP28 8NG GB,,,,,UK