

Online example:

Select	*Craft Type	*Craft	*Craft Code Class	Local	Worktype	*Rate Type	*Rate (\$)	*UOM	*Effective From	*Effective To	Comments
<input type="checkbox"/>	Labor	LINEMAN	AA-NEW	309	OVERHEAD	ST	25	Hours	09/14/2009	01/06/2013	
<input type="checkbox"/>	Equipment	BUCKET TR	AA-NEW			STD	52.5	Day	09/14/2009	01/06/2013	
<input type="checkbox"/>	Chemical	HYDROGEN				STD	22.25	Gallons	09/14/2009	01/06/2013	

File example:

F	G	H	I	J	K	L	M	N	O	P
Craft Type	Craft Name	Craft Code Class	Local	Work Place	Rate Type	Unit Of Measurement	Rate	Effective From	Effective To	Comments
LABOR	LINEMAN	AA-NEW	309	OVERHEAD	ST	HOURS	25	09/14/2009	01/06/2013	
EQUIPMEN	BUCKET TR	AA-NEW			STD	DAY	52.5	09/14/2009	01/06/2013	
CHEMICAL	HYDROGEN	AA-NEW			STD	GALLONS	22.25	09/14/2009	01/06/2013	

Field Name	Required	Details
Craft Type	Required	You must enter one of the following values: Labor, Equipment, Chemical
Craft Name	Required	<p>Labor Craft Type: Specify the labor role such as TRIMMER, MOWER, or POLE REINFORCEMENT 30 FT.</p> <p>Equipment Craft Type: Enter the equipment rental description such as MOTOR GRADER, BANDER or TRUCK RENTAL.</p> <p>Chemical Craft Type: Enter the chemical description.</p>
Craft Code Class	Required	If the field is blank, enter AA-NEW ; otherwise do not change.
Local	Optional	<p>Labor Craft Type: Enter the local if rates are different for different physical locations or labor unions. For example, 649-IL, 702, or COFFEEN.</p> <p>Equipment Craft Type: Enter the local if equipment rates differ by location.</p> <p>Chemical Craft Type: Leave the local field blank.</p>
Worktype (online) Work Place (file)	Optional	<p>Labor Craft Type: Enter a work place if rates vary depending on the type of work performed even though the Craft/Local combination is the same. For instance, there may be a difference in rates for a Lineman craft in local 649-IL depending on whether the work is performed on a SUBSTATION or TRANSMISSION LINE.</p> <p>Equipment Craft Type: Enter a work place only if equipment rentals vary depending on the type of work performed.</p> <p>Chemical Craft Type: Leave the work place field blank.</p>
Rate Type	Required	<p>Labor Craft Type: For labor craft types, rates may differ depending on the shift or whether overtime rates apply. Examples include STRAIGHT TIME or STORM.</p> <p>Equipment Craft Type: Enter a rate type if equipment rental costs vary by the time that the work is performed, otherwise enter STANDARD.</p> <p>Chemical Craft Type: Enter STANDARD.</p>
UOM (online) Unit of Measurement(file)	Required	You must enter one of the following values: 100'S, DAY, EACH, FEET, GALLONS, HOURS, MILES, METER, WEEK.
Rate	Required	Enter the rate, for example, 12.25. Do not use a dollar sign (\$12.25).
Effective From	Required	The Effective From date must fall between the Effective From (Hdr Start Date) and Effective To (Hdr End Date) dates which are entered in the rate card header. The Effective From date must be entered in MM/DD/YYYY format.
Effective To	Required	The Effective To date must fall between the Effective From (Hdr Start Date) and Effective To (Hdr End Date) dates which are entered in the rate card header. The Effective To date must be entered in MM/DD/YYYY format.
Comments/ Change Request Reason	Optional/ Required	Enter any comments for the rate card line. Optional when creating a new rate card. Required when modifying an existing rate card.