

Import Transmittal Form

This form is intended for data imports via tape or CD-ROM to the CORPORATE OR SERVICE Nodes.

Date:

Section 1 - Requestor Information

Requestor Name:			
Requestor Company Name and DUA#:			
Requestor Contact Info:	Phone number:		
	E-mail:		
Return the Media(s)? Yes () No ()	POC Name:		
If yes, please supply the POC for receipt of media return, along with their address and phone number.	Address:		
	Phone:		

Section 2 - Media Characteristics

Media Type:	CD ()	DLT ()	IBM 3480 ()	IBM 3490 ()	LTO ()
Total Number of DVDs, Tapes, USB Disk Drives:					

CDROM/DVD/USB Drive:

Contents:	
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Tape:

Application used to create the tape (i.e. tar, ReelExchange, NTBackup, etc):			
Data Format of the Tape(s):	ASCII ()	EBCDIC ()	
Label Type:	ANSI ()	EBCDIC ()	UNLABELED ()
File name : record format : block size : line count : record length : logical volume serial number			

Section 3 - File Characteristics

File Placement:	
File Access Privileges (i.e. rwxrw---):	

Section 4 - Authorization of Action – To Be Completed by DHSS Corporate or Service Node Administration Staff

Transmittal Reviewed and Approved
