



**infomedika**  
Enterprise Wide Information Systems

**POWERFUL  
RELIABLE  
AND BETTER  
THAN  
EVER!**

**Sage**

## **General Ledger Import Interface** (File Layout)

---

SAGE Knowledge Base



INFOMEDIKA Inc.

Derechos de Autor 2026, INFOMEDIKA, Inc.

Derechos Reservados. Prohibida la reproducción total o parcial,  
por cualquier medio sin expresa autorización del editor.

Ave. F.D. Roosevelt # 181

Hato Rey PR 00917

.....  
PO BOX 11095 San Juan PR 00922

.....  
Tel: 787-620-2474



**SAGE DISCLAIMER**

This document includes information from SAGE procedural manuals and/or [www.sage.com](http://www.sage.com). Some content may reflect adaptations or adjustments made by Infomedika to meet the specific needs of customers in Puerto Rico. These modifications have been reviewed and approved by Sage. Infomedika does not claim ownership of the original SAGE content. For additional information, please visit [www.sage.com](http://www.sage.com) or contact Infomedika's offices.

## GENERAL LEDGER IMPORT (FILE LAYOUT)

The following table provides information about transaction data fields that can be imported using the Standard format.

Field Description	Standard Format	Start	Ending
Account Number*	41 characters maximum (including separators) Note: Must exist in Mas90/Mas200 and with the same format.	1	42
Account Description	50 characters	42	92
Transaction Date*	10 characters Note: Must be formatted as YYYY-MM-DD.	92	102
Source Journal*	2 characters (Upper Case)	102	104
Journal/Register No*	6 characters Note: ZERO FILLED	104	110
Line Sequence Number*	14 characters Note: ZERO FILLED	110	124
Source Module*	2 characters (Upper Case) Note: Must be GL	124	126
Reference Description	N/A		
Posting Amount*	16 Numeric (comma not required; cents not required when .00) Note: -1,500 for negative value, 1,500 for positive value.	126	142
Posting Comment	2048 characters	142	2190

\* Cannot be Empty Fields. MUST have data.

Note: Must complete with SPACES the required length of the field when using TXT File Format.

## Bank Reconciliation Import (File Layout)

### B/R Transaction File – Checks

FIELD NAME	DATA TYPE	FIELD TYPE	KEY	MASK/LEN	VALIDATION/REQUIRED	POSITION
BANK_CODE	STRING	STANDARD	YES	LEN=001	FILE/YES	(1,1)
KEY EXPRESION:BR 1\$(1,1)						
BANK_DESCRIP	STRING	X-REFERENCE	NO	LEN=030	NONE/NO	(2,30)
TRANS_TYPE	STRING	STANDARD	YES	LEN=001	STRING/YES	(32,1)
MUST BE IN STRING: C						
CHECK_NO	ZERO-FILLED	STANDARD	YES	0	EXPRESSION/YES	(33,6)
VALIDATION EXPRESSION: BR1\$(3,6)>="000000"						
SEQUENCE_NO	ZERO-FILLED	STANDARD	YES	0	EXPRESSION/YES	(39,3)
VALIDATION EXPRESSION: BR1\$(9,3)>="000"						
CHECK_SOURCE	STRING	STANDARD	NO	LEN=002	NONE/NO	(42,2)
CHECK_TYPE	STRING	STANDARD	NO	LEN=001	STRING/YES	(44,1)
MUST BE IN STRING: MARVX						
CHECK_DATE	DATE	STANDARD	NO	MMDYY	NONE/NO	(45,6)
CLEARED_BANK?	YES/NO	STANDARD	NO	LEN=001	UPPERCASE/YES	(51,1)
MUST BE UPPERCASE: YN						
REFERENCE_NO	STRING	STANDARD	NO	LEN=010	NONE/NO	(52,10)
PAYEE_NAME	STRING	STANDARD	NO	LEN=030	NONE/NO	(62,30)
CHECK_AMT	NUMBER	STANDARD	NO	#####.#0-	NONE/NO	(92,13)