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| The purpose of the DTQ form is to provide setup configuration details for new data file transmission(s) with U.S. Bank | | | | | | | | | |
| **Who at the customer site is the person completing the DTQ form** | | | | | | | | | |
| Contact Name/Email/Phone # | |  | | | |  | | |  |
| **Who is your U.S. Bank Business Line Representative** | | | | | | | | | |
| Contact Name/Email/Phone # | |  | | | |  | | |  |
| **Customer Information** | | | | | | | | | |
| Company Name | | |  | | | | | | |
| Company Address/City/State/Zip | | |  | | | | | | |
| **Which Secure File Transmission Protocol Method is to be Implemented, choose 1 option as indicated below** | | | | | | | | | |
| ***Refer to Appendix B, for addition protocol information if needed*** | | | | | | | | | |
| SFTP-SSH *(Complete Appendix* ***A,*** *if files are to be* ***delivered/pushed*** *to your FTP server)* | | | | | | | | | |
| Application Statement 2 *(AS2)* | | | | | | | | | |
| HTTPS *(Web-browser)* | | | | | | | | | |
| Connect: Direct, provide your Node Name(s) | | | | | Test/UAT: | | Production: | | |
| **File Transmission Requirements, select all that apply** | | | | | | | | | |
| Is PGP Data File Encryption required | | | | No  Yes | | | | | |
| What is your Operating System (O/S) | | | | Windows  Unix/Linux  Other | | | | | |
| If you have an existing Transmission ID can it be used or will a new ID (**credentials**) be required  Use Existing  Create New  If known, provide your existing **8**-character Transmission ID for login to the U.S. Bank secure FTP server:        Not Applicable | | | | | | | | | |
| If sending or downloading file(s) to/from the U.S. Bank secure FTP Server, what is your preferred authentication/security method  Non-expiring Password  SSH Public Key  Does Not Apply for this work request | | | | | | | | | |
| If you will be downloading file(s) from the U.S. Bank secure FTP server do you require a date/time stamp to be appended to the file(s)  No  Yes  Does Not Apply for this work request  If **yes**, validate your required format:  Standard Format: YYYYMMDD.HHMMSS Custom Format: | | | | | | | | | |
| Will this request include/require a **one-time** data load of large file size(s) of additional/historical data to U.S. Bank  No  Yes | | | | | | | | | |
| **Transmitter Information, this section is ONLY required to be completed if a Third-Party is assisting** | | | | | | | | | |
| Does Not Apply for this work request | | | | | | | | | |
| If **yes**, is the Third-Party Company acting as a  Third-Party Processor/Transmitter  Third-Party Software Vendor/Setup Only | | | | | | | | | |
| Third-Party Company Name | | |  | | | | | | |
| Third-Party CompanyAddress | | |  | | | | | | |
| Who is approving logon credentials can be shared with the Third-Party if acting as a Software Vendor on behalf of the customer  Customer Contact Approver**:** Name/ Email/ Phone # | | | | | | | | | |
| **Who are the individuals who will be responsible for testing Connectivity, all contact details are required** | | | | | | | | | |
| Contact Name(s) | | | | | | Email | | Phone Number | |
| Primary |  | | | | |  | |  | |
| Secondary |  | | | | |  | |  | |
| **Who are the individuals who will be responsible for file Format/File layout** | | | | | | | | | |
| Check the box if contacts are the same as above | | | | | | | | | |
| Primary |  | | | | |  | |  | |
| Secondary |  | | | | |  | |  | |
| **Who are the individuals or Help Desk team who will be responsible for Production Support** | | | | | | | | | |
| If there is **no** Production Support Helpdesk, it is **required to provide both a primary/secondary contact and phone numbers**  Check the box if contacts are the same as above | | | | | | | | | |
| Primary |  | | | | |  | |  | |
| Secondary |  | | | | |  | |  | |
|  | | | | | | | | | |

Appendix A: U.S. Bank SFTP (SSH) Transmission Questionnaire

**The section below is ONLY required to be completed if file(s) are to be pushed/delivered to your SFTP server**

|  |  |  |
| --- | --- | --- |
| **U.S. Bank Server Information** | | |
| \_\_ SFTP Customer certifies their network rules will include all IPs listed below  \_\_ SFTP Customer certifies they will use DNS (not IP) when connecting, which will avoid transmission failures | | |
|  | SFTP DNS Names | IP Addresses |
| Test/UAT | filegateway-test.usbank.com | 170.135.187.73 |
| Production URL’s  The URL will connect you to an active IP | filegateway-test.usbank.com | 170.135.102.75 |
| filegateway.usbank.com | 170.135.102.58 |
| filegateway.usbank.com | 170.135.187.8 |
| Inbound Port Number | 20022 | |
| Operation System (O/S) | Linux | |
| The following IP Addresses are **not** allowed  10.0.0.0 - 10.255.255.255 172.16.0.0 - 172.31.255.255 - 192.168.0.0 - 192.168.255.255 | | |
| **Your SFTP Server Information, *all* *parameters are* *required*** | | |
|  | Test/UAT Environment | Production Environment |
| Server **Domain Name System** (DNS)  ***(if used in your network)*** |  |  |
| Server Public IP Address |  |  |
| Inbound port number *(ex TCP Port 22)* |  |  |
| U.S. Bank User ID on your FTP Server |  |  |
| What Security method is U.S. Bank to apply. *(choose only 1 security method)* | SSH Public Key Authentication **OR**  *(****U.S. Bank preferred option****)* | Non-expiring Password  *(choose only 1 security method)* |
| What is your Operating System (O/S) | Windows  Unix/Linux  Other | |
| Do you require a Data/Time Stamp to be appended to the file(s) to be sent to your secure FTP server  No  Yes  If **yes**, validate your required format  Standard Format: **%YYYY.%mm.%dd.%HMS**  Custom Format: | | |
| **Your File Copy Output Parameters/Requirements** | | |
|  | Test/UAT Environment Directory/Folder(s) | Production Environment Directory/Folder(s) |
| Is **U.S. Bank** to route thefile(s) to your Server Root or is there a  directory/folder structure that U.S. Bank needs to code |  |  |
|  | Test/UAT Environment File Name(s) | Production Environment File Names(s) |
| Provide/Specify the copy output file Name(s) to be sent to your  Secure FTP server  *Please Note as a default*  ***if*** *the file name field(s) is left*  *blank/empty the*  ***U.S. Bank file naming standard***  *will be applied for each file that is to be sent to your secure FTP server* |  |  |
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| **Additional Customer Comments** | | |
| *Indicate any* ***additional*** *information/details U.S. Bank should be aware of regarding this transmission request not covered on this form* | | |
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| Appendix B: U.S. Bank Current Supported Transmission Protocol Options | |
| HTTPS (Web-browser) | |
| A secure means of transferring data using Hypertext Transfer Protocol Secure (HTTPS) within a connection encrypted by Transport Layer or its predecessor, Secure Sockets Layer.  For this easy-to-use solution, you will be given a User ID and password to logon to our U.S. Bank Secure File Transfer website to send and receive files over the Internet. This is a manual method.  **Security and Benefits:**   * Transmissions are encrypted. This site supports TLS 1.2. U.S. Bank continues to take the strongest measures necessary to ensure the security of the data transfer. * User ID and password are encrypted and authenticated to allow confidential access to your data. * No network or firewall changes required for this option.   **Requirements**   * Web browsers (i.e. Microsoft Internet Explorer 6.x and later; Apple Safari 3.2.x and later; Mozilla Firefox 3.5 and later)   **Optional**   * Pretty Good Privacy (PGP) encryption (additional fees may apply)   **URL’s**   * Test: <https://sft-test.usbank.com> * Production: [https://sft-usbank.com](https://sft-test.usbank.com) * Disaster Recovery: <https://sft-usbank.com>   **Other**   * Manual method of exchanging files via website | |
| SFTP (SSH) | |
| Secure File Transfer Protocol (SFTP) with Secure Shell.  **Security and Benefits:**   * SSH encrypts credentials and data before sending it over the open network * This site supports CTR ciphers and up to group 14 key exchanges.   **Requirements**:   * SFTP software clients with SSH public key(preferred) or password authentication * Connection Port 20022 * SFTP command (e.g. sftp –o Port=20022 yourusbankid@filegateway.usbank.com)   **Optional:**   * PGP encryption (additional fees may apply) * U.S. Bank can initiate the session to send (push) files * Customer’s staff or their software/service vendor may automate transmissions | |
| Applicability Statement 2 (AS2) | |
| A specification for securely exchanging files over the Internet using Multipurpose Internet Mail Extensions (MIME) and HTTP.  **Security and Benefits:**   * Transmissions are encrypted to ensure only the sender and receiver can view the data * Designed to push files securely and reliably over the Internet * Digital signatures ensure authentication * Non-repudiation of receipt confirms that intended party received the file   **Requirements**   * Certified AS2 software packages – see   **Optional:**   * PGP encryption (additional fees may apply) * File compression   **Other:**   * This protocol is not available with U.S. Bank’s Image Cash Letter product. * Additional forms will be provided later to exchange AS2 information. | |
| Connect: Direct | |
| IBM proprietary software used for assured delivery of files over the Internet.  **Security and Benefits**:   * Advanced security options for perimeter authentication, data privacy and integrity   **Requirements:**   * IBM Connect: Direct software * All outbound files are “pushed” to receiver’s Connect: Direct node   **Optional:**   * Connect: Direct Secure+ is required when VPN is not used | |