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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 requestIf **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 customerCustomer 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**

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| **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’sThe 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** allowed10.0.0.0 - 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 yourSecure 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
 |