

# Instructions for Downloading and Using the Delimited Unverified Parties List

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## How to download the file:

The following instructions are provided for downloading the file that contains the DPL in a delimited format. If you are using a Windows or Unix based computer, right click on the "Download Delimited Unverified Parties List" link below. From the dialogue box that appears, select "Save Target As" or "Save Link As" and save the file to your local computer. If you are using a Macintosh computer use the "option" key and mouse click the hypertext link to bring up a dialogue box. Then save the file to your local computer.

## What is a delimited file?

A data format in which each field and each record is separated by a character that is used as a delimiter. The Unverified Parties List file available here uses the TAB character to separate fields and the double quotation mark character to encapsulate data within a field. It uses the new line character to separate records. This is a popular format for transferring data from one application to another, because most database systems are able to import and export delimited data.

## Importing into popular applications:

Most popular database, spreadsheet, and similar applications will import a delimited file such as this and format it as a table. For specific information on how to import this file into the program you are using, consult that program's documentation. We cannot assist you in that regard.

## What is the advantage of using this file?

This file allows you to put the data about denied persons into a program that will search and organize the data based on fields of information. For example, you can sort the denied persons by geographical location. This file also may facilitate incorporation of the data into your own export management system. How you use this data is up to you.

## Data Specifications:

This file consists of three fields. The first row consists of the field names.

You should note that some of the field names [e.g., State, Country] are longer than the data length of those fields.

The rows after the field name row contain the data as follows:

Field Name	Description	Max. Data Length
Name	Name of the unverified person or organization	200 characters
Country	The Country in which the Unverified	50 characters

	Party is located	
Address	The Address of the Unverified Party	255 characters