

Section 4 Filing and Data Entry Procedures from State Level Filing Offices as of 5/4/2006

	Question:	Survey Results:
1	When entering data into your system, are you limited to the ASCII keyboard? For example, ©, ®, ™, é and Û are <u>not</u> on the ASCII keyboard.	<p>Yes: AR, CO, DE, IL, KS (limited to the Qwerty keyboard), LA, MD, MI, MN, MT, NE, NV, NJ, ND, OK, OR, RI, TN, TX, WA</p> <p>No: FL,</p>
2	Do you utilize a program that supplements the ASCII keyboard for data entry purposes? For example, ©, ®, ™, é and Û are symbols provided in Word.	<p>Yes: FL,</p> <p>No: AR, CO, DE, IL, KS, LA, MD, MI, MN, MT, NE, NV, NJ, ND, OK, OR, RI, TN, TX, WA</p> <p>If Yes, what program:</p>
3	When one of these non-ASCII keyboard symbols appears on a submitted UCC Financing Statement, do you attempt to enter the debtor/secured party name? .	<p>Yes: CO, DE, FL, KS, MI, MN, MT, NJ, NV, OR, RI, TN, TX, WA</p> <p>No: AR, IL, MD, ND, OK</p> <p>LA: Depends on how it's submitted.</p>
3a	If No, would you:	<p>Hold, and make contact with the remitter to correct or replace: LA, ND, OK</p> <p>Reject it: IL, MD, NJ</p> <p>If rejected, what 9-516(b) requirement is used for the rejection: -IL: Not Legible. -MD: Number one.</p>

		<p>-NJ: 3A</p> <p>*AR: the only filings this state receives with symbols would be the copyright symbols from inmates, so they ignore it.</p>
3b	If Yes, how would you enter the debtor/secured party name?	<p>-CO: The name would be entered using the nearest ASCII keyboard character. For example é would be e.</p> <p>-DE: They would enter the name how it appears on the financing statement without those specific characters or symbols.</p> <p>-FL: The vendor was not available to answer this question, but the person who did answer this survey believes they have a program to "read" the characters and thus find the name in a search.</p> <p>-KS: Ignore the symbols that cannot be entered, but they are rethinking this.</p> <p>-LA: symbols would not be entered.</p> <p>-MI: Enter the standard characters that can be entered using the ASCII keyboard. Search logic only considers 0-9, A-Z, and & and disregards accented or special characters. Search logic matches the data entered name, although special characters are not entered.</p> <p>-MN: using whatever characters are on the ASCII keyboard, since the search logic "ignores" these characters.</p> <p>-MT: enter without the special characters, and send a notice to the customer that the state did not have the ability to enter the name exactly as it appeared.</p> <p>-NE: not known.</p> <p>-NV: leave the character out.</p> <p>-OR: enter without special characters.</p> <p>-RI: would attempt to enter the name exactly as submitted without the symbols.</p>

		<p>-TN: use global marker to replace symbol. -TX: enter all characters that the keyboard allows and ignore anything that is not on the keyboard. -WA: ignore the special character.</p>
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