



Custom Export Order Form

Important Notice

Your Custom Export will be created following the specifications and sample provided with this document. **We will not quote or create a custom export without specifications and a sample.** Failure to include specifications and a sample will result in this order being returned. We will review your request and provide a quote based on the development time necessary to complete the Custom Export. Expected delivery is usually within 4 weeks after payment is received. Once your payment has been received and development has started, any changes to your request may incur an additional charge and delay delivery.

Customer Information *(We may contact you for additional information)*

Company Name: _____
Contact Name: _____
Contact Email: _____
Contact Phone: _____

Dealer Information *(Skip this section if you are not using a dealer)*

Company Name: _____
Account Number: _____
Contact Name: _____
Contact Email: _____
Contact Phone: _____

PayClock Online Information

Company Id: _____

Payroll Software *(Skip this section if you aren't using this export with your payroll software)*

Product Name and Version: _____

Manufacturer: _____

Contact Name: _____

Contact Phone: _____

Export Details

Export Name: * _____

File Name: * _____

File Extension: * _____

Do you want the export to continue even if one or more employees have missing punches? *

Yes No

Do you use any Non-Work Pay Codes? *

Yes No

Do you use any Amount Pay Codes? *

Yes No

Specification

Provide a detailed interface specification describing the output format, field data, field limitations, field formats, etc that defines the structure of the Custom Export. This can typically be found in the manual for your payroll software as an *Interface* or *Import File Specification* if not, you should contact your payroll representative to obtain the specifications. In addition, please provide a sample output file that reflects the provided specifications. **Failure to supply these items will result in the order being returned.**

I have read and understand the above statements:

Signature (Initial Quote Request): _____ Date: _____

Signature (Final Quote Request): _____ Date: _____