

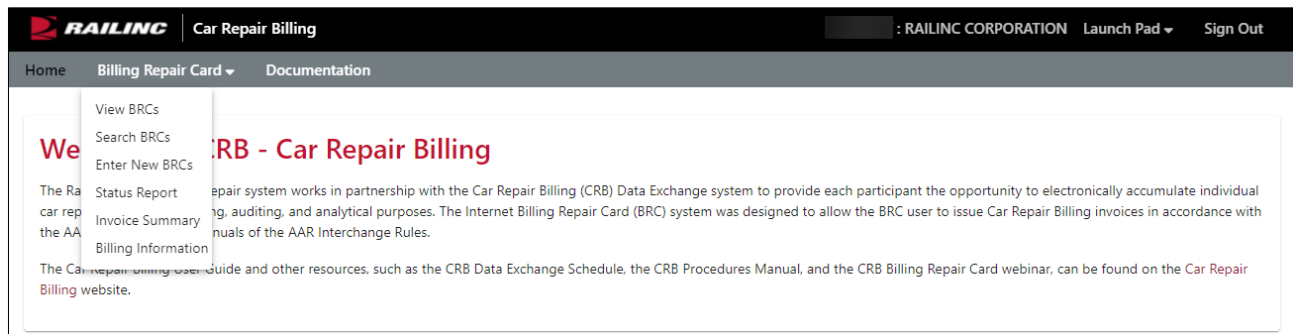
# **RAILINC** | Car Repair Billing FAQs

## What is the Car Repair Billing application?

The Car Repair Billing application provides repair shops and short line and regional railroads with the ability to report repairs. It contains several components, including the Billing Repair Card interface, the Car Repair Billing Data Exchange, and the Car Repair Billing Price Master.

## What is the Billing Repair Card (BRC) interface?

Billing Repair Card (BRC) is a component of the Car Repair Billing application that provides an interface for repair shops and short line and regional railroads to report repairs. BRC enables automatic pricing against the Car Repair Billing Price Master and it sends the repair data directly into Railinc's Car Repair Billing Data Exchange (CRBDX). Repair shops and short lines are able to accurately price their repairs and create invoices. Car owners benefit from the Car Repair Billing Price Master, more accurate price matrices, and data exchanges that help eliminate paper invoices.



## What benefits does BRC provide?

BRC ensures that all required fields are populated before the BRC is submitted for pricing and performs basic validation on fields. BRC provides:

- **Convenience:** BRC users have a single point of access where they can report and invoice railroads or car owners for repairs on equipment.
- **Productivity:** The invoice is created by the billing/invoicing party and includes the job codes related to the repairs completed. The billing party will note the billed party on the invoice. The billed party is the company responsible for paying the billing party for the repairs.
- **Improved Decisions:** BRC provides an interface to the pricing programs. BRC process starts with creating a Billing Repair Card and submitting it to be priced and saved. A BRC can either be priced successfully or returned with errors. All errors must be corrected and resubmitted (priced and saved) before a BRC can be invoiced or sent for data exchange. Once invoiced these BRCs are then sent to Railinc Car Repair Billing Data Exchange (CRBDX) is the centralized process for receipt and transmission of invoices (AAR and non-AAR repairs) to register billed parties.

### **Who uses BRC and what can they do?**

Railroads, equipment owners, third-party agents, and repair shops are the primary users of BRC.

BRC users can:

- Create an invoice to the Billed Party for repairs (Billing/Invoicing Party)
- Save a BRC, return to a pending BRC, and add lines as a needed prior to it being submitted for pricing
- Make corrections or changes to the BRC
- Apply a job code that relates to a particular part of the rail equipment being repaired
- Delete a BRC in Entered, Priced, or Error status

In addition:

- CRBDX submitters utilize the Car Repair Billing Price Master for AAR-priced repairs on a unit
- CRBDX submitters submit Billing Repair Cards (BRC) to CRBDX
- CRBDX receivers are registered to receive CRB invoices electronically after the monthly processing

### **How much historical information can the BRC search return?**

The BRC search feature allows a user to search for data back to 2010

### **Where can I find information on how to enter a Billing Repair Card (BRC)?**

The [Car Repair Billing: Billing Repair Card User Guide](#) contains the steps for entering a Billing Repair Card. A BRC goes through certain statuses as it is created, priced, and invoiced. You can find information pertaining to Job Codes, Qualifiers, Why Made Codes, Condition Codes, and Responsibility Codes in the [CRB Procedures Manual](#).

### **Why must I have contact information in FindUs.Rail?**

FindUs.Rail is the official centralized industry database of contact information for activity pertaining to AAR Interchange Rule 114. Car Repair Billing (CRB) participants must submit to FindUs.Rail the contact information for the Billed Party (BP), Billing/Invoicing Party (IP), Inquiries (IQ), Remit To (RT) and Billing/Invoicing Party Exception Handling (EX). Additionally, contact information must be verified in FindUs.Rail every 90 days. Submitted invoices will be rejected if this information is not in FindUs.Rail or is not verified. Refer to the [FindUs.Rail User Guide](#) for instructions on managing FindUs.Rail contacts and subscribing to verification reminders.

### **Is there a fee to use Railinc's Car Repair Billing application?**

No.

### **How do I access Railinc's Car Repair Billing application?**

You must have an active Railinc Single Sign-On (SSO) account to use Car Repair Billing application to create Billing Repair Cards. To create an SSO account, go to [www.Railinc.com](http://www.Railinc.com). Once you have established an SSO account, you can request permission to access the BRC application after you have logged on with your SSO account at [www.railinc.com](http://www.railinc.com).

**Note:** An LOA may be required to satisfy Railinc's data access policy requirements.

### **What roles do I need to request to create BRC's using the Car Repair Billing application?**

You must request the CRB Billing Repair Card User role to view and submit data for your company.

**Where can I find Billing Repair Card documentation?**

The *Car Repair Billing: Billing Repair Card User Guide* is available at [https://public.railinc.com/sites/default/files/documents/CRB\\_UG.pdf](https://public.railinc.com/sites/default/files/documents/CRB_UG.pdf).

**What if I have additional questions about Billing Repair Card?**

Railinc customer service is available to answer your questions. For more information about Billing Repair Card, contact the Railinc Customer Success Center toll free at (877) 724-5462 or via email at the CSC Mailbox [csc@railinc.com](mailto:csc@railinc.com).

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