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GSCCCA UCC EFILING FILER IMPLEMENTATION GUIDE

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GEORGIA SUPERIOR COURT CLERKS' COOPERATIVE AUTHORITY

https://gsccca.org

REVISION HISTORY

Revision	Description	Date
1	Initial Version	08/01/2019
1.1	Improved clarity of text	10/21/2020
1.2	Test site reference changed to https://efilestg.gsccca.org/	11/09/2020
1.3	Added QueryEscrowHistory and QueryPaymentHistory	11/01/2021
1.4	Changed ACH and credit card recovery fee values	02/17/2022

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INFORMATION FOR IMPLEMENTERS

The Georgia Superior Court Clerks' Cooperative Authority offers a public Simple Object Access Protocol (SOAP) API that allows the submission, payment, and processing of UCC Filings. This API allows integration with filer and county systems to facilitate an automated filing process. API users can seamlessly move between their own system and the https://efile.gsccca.org eFiling dashboard to submit, pay, and view their filings.

ASSUMPTIONS

This is a technical document intended for developers and service providers who wish to utilize the UCC eFile API programmatically. Anyone reading this document should be well-versed in XML and XSDs as well as have knowledge on how to connect to a SOAP web service to make calls and process responses. Expectations are that readers will be familiar with the basics of the IACA File XML and IACA Status and Receipt XML formats. Lastly, familiarity with UCCs and Georgia's laws will be beneficial.

DOCUMENTATION

Visit our eFile API Integration page to access various guides and downloadable files.

MODIFIED IACA FILE/STATUS DOCUMENTATION

The GSCCCA has made various modifications to IACA's XML schemas for filing UCCs. On our eFile API Integration page, you can find schema definitions for download as well as documentation that explains in detail XML requirements for those modified versions of the IACA File XML and IACA Receipt and Status XML.

AUTHORITY WALLET DOCUMENTATION

In order to pay for UCCs through the eFile API, a payment token is needed. To obtain this token, as well as other pertinent information, use a query that returns an XML file. The Authority Walled documentation on the Implementer's page describes the schema definition and how to call the web services associated with the user's wallet.

INTEGRATION API

The GSCCCA offers a downloadable DLL that can be referenced by other applications to help ease integration with the GSCCCA UCC eFile API. This library contains functionality to make calls to all public web methods and to validate and serialize to and from XML and objects. Detailed documentation is located on the Implementer's Page.

The GSCCCA makes available the DLLs as well as source code and a demo application that uses examples to show how to use the Integration API. A help website as well as downloadable file have been made available as well.

SUPPORT/CONTACT

For all https://efile.gsccca.org and eFiling related questions, please contact our customer support at (800) 304-5174 or email at help@gsccca.org. Customer support will be able to help or escalate any issues or questions to the correct Authority personnel.

WHERE DO I CONNECT?

The UCC eFile API is a SOAP service that provides various web methods reproducing the functionality found on the eFile website. This allows users to programmatically submit and manipulate their UCCs via third party applications.

TEST SERVICE ENDPOINTS

For testing, the GSCCCA makes available a test environment. To begin testing, connect to the following endpoints. The Account Service endpoint is used to query and manipulate a user's account. The UCC Service allows users to interface with the filing process.

The public Account API endpoint is here:

- https://efilestg.gsccca.org/efilewebservice/accountservice.asmx

The public UCC eFile API endpoint is here:

- https://efilestg.gsccca.org/efilewebservice/uccservice.asmx

PRODUCTION SERVICE ENDPOINTS

Once you have sufficiently tested and are ready to begin filing UCCs through the GSCCCA UCC eFile API, use the below production URIs.

The public Account API endpoint is here:

- https://efile.gsccca.org/efilewebservice/accountservice.asmx

The public UCC eFile API endpoint is here:

- https://efile.gsccca.org/efilewebservice/uccservice.asmx

ACCOUNT CREATION

In order to call our web services, users must have an account on our eFile website.

When testing, be sure to create an account on the test website and not the production website. This username and password must be used for most web method calls found on the above endpoints.

Our website can be located at

https://efilestg.gsccca.org

Our production website can be located at

https://efile.gsccca.org

PAYMENT PROCESSING

The system processes payment on a per-UCC basis. The GSCCCA has three methods of payment available: ACH, credit card, and escrow account.

To add a payment type to your Wallet log in to the website. Hover over the Account Management dropdown in the top menu and click Manage Wallet. Click the Add button.

Until the county of recording accepts the submitted UCC, **payment is authorized only**.

ACH

- Funds withdrawn from a Bank Account
- Useful for high dollar amount UCCs
- Incurs a flat $0.50 recovery fee per funding

Credit

- Credit Card, Debit Card, or other similar charge
- Useful for low-mid dollar amount UCCs
- Each charge incurs a 2.5% recovery fee

Escrow

- Kept in a GSCCCA Account
- Add money with a check or through other payment method
- Useful for high dollar amount UCCs
- Incurs no recovery fee charges

PAYMENT TESTING

For development purposes, users are expected to input test values in our test system in order to simulate charges. **Do not use real payment methods.** Examples below:

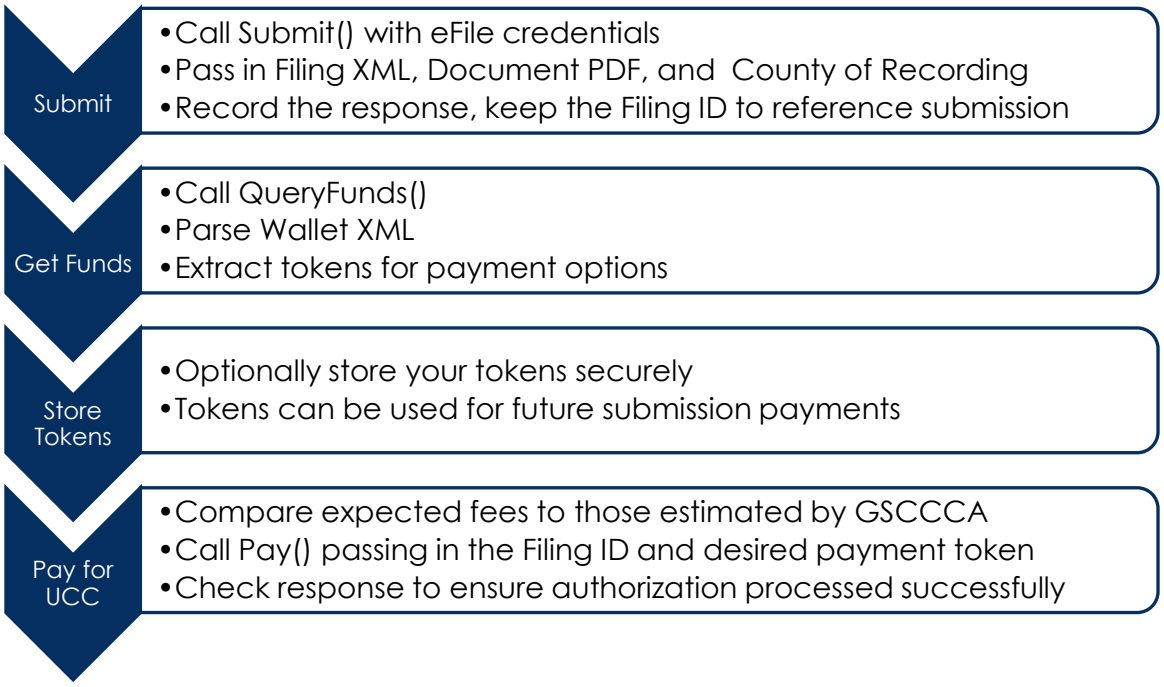
Credit Card
Card Type: Visa
Card Number: 4111111111111111
Expiration: Any
CV Number: Any 3 digit number
Bank Account (ACH)
Account Type: Any
Routing Number: 072403004
Account Number: 856667

GSCCCA EFILE WORKFLOW

The workflow for the GSCCCA UCC eFile API mirrors that of filing through the eFile website.

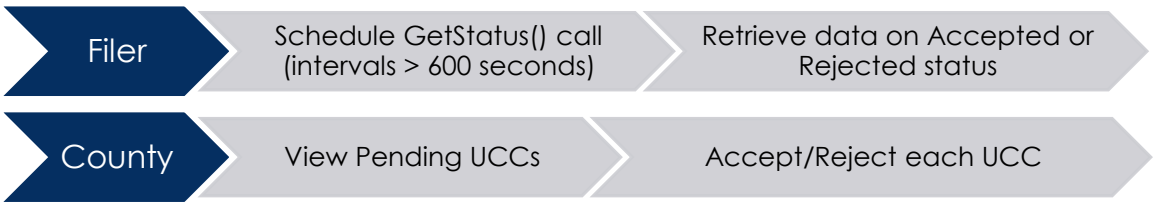
SUBMISSION

Users submit a UCC to the GSCCCA. This submission generates a returned receipt that contains the Filing ID as well as estimated fees among other data. Use a token to authorize payment after this initial submission. Users are not charged until acceptance by the recording county.



RETRIEVAL

After authorization of payment for a UCC, the filing status is set to Awaiting Clerk Review. At this point, the UCC will be visible to the county and put into their queue for processing. The workflow here splits, with the filer waiting for the county to process the UCC manually and the county stepping through their queue. Once processed, the filer will be able to retrieve either the recording data or the reason the county rejected the UCC submission.



CALLBACKS

The GSCCCA offers the use of optional callbacks to filers. Instead of calling GetStatus() repeatedly until there is a change in status detected, submission XML can include a ReturnURL pointing to a SOAP web service owned by the filer. When a filing is accepted or rejected by the county, the GSCCCA system will automatically send an alert to this web service, alerting the filer of the change in status. The filer can then query the updated UCC data and document.

Please schedule tests in our test system before using callbacks in production.

RETURN URL AND TOKEN

In the IACA File XML sent when a UCC is submitted, users can include two optional values:

- Document\Header\Filer\ReturnURL
- Document\Header\Filer\ReturnToken

The Return URL should take the form:

https://example.com/ExampleService.asmx?op=ExampleCallbackName

An example is located here:

https://efilestg.gsccca.org/eFileWebService/UCCService.asmx?op=CallbackExample

The Return Token is a string up to 255 characters, preferably unique to each submitted UCC. This string will be stored and sent as a parameter in the callback as a validation check to help ensure that the callback came from the GSCCCA and not another party.

SIGNATURE

A valid callback will be of the following signature.

```
string ExampleCallbackName(string token, string status)
```

token: unique string used for authentication
status: IACA Receipt and Status XML

The response is to be a string value that is "ACK" on success or an error message on failure.

FAILURE

In the case of an error response, the GSCCCA will continue to attempt the callback for one week (seven total days which). Callbacks are sent on a graduated scale, with each attempt waiting longer than the last until the system tries only once per day. Once seven days, which is twenty tries, have passed, the system will no longer attempt to send callbacks and the UCC callback is marked as abandoned.

Users can log onto the website and check for any abandoned callbacks by hovering over Account Management in the top menu and clicking on the Failed Callbacks link. Any abandoned callbacks will be listed here. Users will need to retrieve the data manually for any UCCs whose callbacks have been abandoned.

WHAT APIS ARE PROVIDED?

Below are listed all web methods that have been made available for filers to facilitate the submission and processing of UCCs. Each definition includes a description of what the web method is used for, the signature including the return type, the web method name, and the parameters. A brief description of the response is included along with any remarks that may be pertinent to how to use the given web method.

ACCOUNTSERVICE.CHECKCREDENTIALS

Call as a test to determine connectivity and if the username and password are able to make calls to the public web APIs.

SIGNATURE

```
bool CheckCredentials(string user, string pass)
```

user: eFile website username
pass: eFile website password

The response is true if validation succeeds.

ACCOUNTSERVICE.DEPOSITESCROWFUNDS

Call to deposit money into escrow from another valid payment method in your wallet.

SIGNATURE

```
string DepositDrawdownFunds(string user, string pass, string token, decimal amount)
```

user: eFile website username
pass: eFile website password
token: Token representing a payment option
amount: Dollar amount to pay into escrow

The response is an Authority Wallet XML string updated with the new escrow funds available.

ACCOUNTSERVICE.QUERYFUNDS

Call to check your Authority Wallet. This contains the information needed to pay for UCCs.

SIGNATURE

```
string QueryFunds(string user, string pass)
```

user: eFile website username
pass: eFile website password

The response is an Authority Wallet XML string.

ACCOUNTSERVICE.QUERYESCROWHISTORY

Call to query escrow data with regards to both payments (debits) and deposits (credits).

SIGNATURE

```
string QueryEscrowHistory(string user, string pass, string startDate, string endDate,
string format)
```

```
user: eFile website username
pass: eFile website password
startDate: inclusive starting date for query
endDate: exclusive ending date for query
format: indicate “xml” response or “csv” response
```

The response is an Authority History XML string or a CSV string.

REMARKS

The dates given cannot be more than 31 days apart. The response can be either in XML or a CSV string.

ACCOUNTSERVICE.QUERYPAYMENTHISTORY

Call to query charge data for all filings, pending payments, and escrow funding charges.

SIGNATURE

```
string QueryPaymentHistory(string user, string pass, string startDate, string
endDate, string format)
```

```
user: eFile website username
pass: eFile website password
startDate: inclusive starting date for query
endDate: exclusive ending date for query
format: indicate “xml” response or “csv” response
```

The response is an Authority History XML string or a CSV string.

REMARKS

The dates given cannot be more than 31 days apart. The response can be either in XML or a CSV string.

UCCSERVICE.ARCHIVE

Call to archive a UCC on an eFile website dashboard.

SIGNATURE

```
bool Archive(string user, string pass, int id)
```

user: eFile website username
pass: eFile website password
id: The Filing ID of the UCC to archive

The response is a boolean value that is true if the archival was a success.

UCCSERVICE.CANCEL

Call to cancel a UCC.

SIGNATURE

```
bool Cancel(string user, string pass, int id)
```

user: eFile website username
pass: eFile website password
id: The Filing ID of the UCC to cancel

The response is a boolean value that is true if the cancellation was a success.

REMARKS

UCCs can only be canceled if they are in an awaiting payment or rejected status. If a draw down account was used for payment, a UCC must be canceled to remove the hold on escrow funds, since a rejected UCC may be resubmitted.

UCCSERVICE.GETFILINGDATA

Call to get the XML data for a UCC.

SIGNATURE

```
string GetFilingData(string user, string pass, int id)
```

user: eFile website username
pass: eFile website password
id: The Filing ID of the UCC to retrieve

The response is the IACA File XML with all current data included of the UCC.

REMARKS

As a UCC goes through workflow, the XML data returned will change from the original submission XML to the accepted or rejected XML from the county.

UCCSERVICE.GETFILINGDOCUMENT

Call to get the PDF document for a UCC.

SIGNATURE

```
byte[] GetFilingDocument(string user, string pass, int id)
```

user: eFile website username
pass: eFile website password
id: The Filing ID of the UCC to retrieve

The response is the current PDF image.

REMARKS

When a UCC is accepted, this will return the stamped copy of the UCC.

UCCSERVICE.GETSTATUS

Call to get the current status of a submitted UCC.

SIGNATURE

```
string GetStatus (string user, string pass, int id)
```

user: eFile website username
pass: eFile website password
id: The Filing ID of the UCC to query

The response is an IACA Receipt and Status XML string for the UCC.

UCCSERVICE.ISPARTICIPATING

Call to determine if a county is participating in the UCC eFiling program.

SIGNATURE

```
bool IsParticipating(string county)
```

county: County code, FIPS code, or county name of filing county

The response is a boolean value that is true if the county participates, otherwise false.

UCCSERVICE.PAY

Call to pay for a submitted UCC that is awaiting payment.

SIGNATURE

```
bool Pay(string user, string pass, string token, decimal fee, int id)
```

user: eFile website username
pass: eFile website password
token: Token representing a payment method
fee: Fee to be collected
id: Filing ID to pay

The response is a boolean value that is true if the payment was a success.

REMARKS

All filings submitted through the UCC eFile API must be paid for using a saved payment method. The GSCCCA charges recovery fees on ACH transactions and credit cards. For ACH (bank accounts), a $0.50 recovery fee is applied per payment. For credit cards, a 2.5% recovery fee is applied per payment. Escrow accounts are not charged recovery fees. If you wish to place money into an escrow account without a recovery fee being applied, you can mail a check to the Clerks' Authority.

UCCSERVICE.RESUBMIT

Call to resubmit a UCC that was previously rejected by the county office.

SIGNATURE

```
string Resubmit(string user, string pass, string county, string filingXML, byte[]
document)
```

user: eFile website username
pass: eFile website password
county: County code, FIPS code, or county name of filing county
filingXML: A properly formatted IACA File XML string built to our specifications
document: A PDF UCC document (UCC-1, UCC-1As, UCC-3, or UCC-5)

The response is a properly formatted IACA Receipt XML string, which contains fee estimates and the filing ID associated with this UCC.

REMARKS

Any changes can be made to a UCC upon resubmission including changing the UCC type as well as the county to which the UCC is being submitted. The UCC will retain the same Filing ID.

UCCSERVICE.SUBMIT

Call to submit a single UCC including the data associated with the filing, the UCC document, and any attachments associated with the document. Filers cannot submit multiple UCCs with a single call to this web method. Once submitted, the caller will still need to pay for the UCC.

SIGNATURE

```
string Submit(string user, string pass, string county, string filingXML, byte[]
document)
```

user: eFile website username
pass: eFile website password
county: County code, FIPS code, or county name of filing county
filingXML: A properly formatted IACA File XML string built to our specifications
document: A PDF UCC document (UCC-1, UCC-1As, UCC-3, or UCC-5)

The response is a IACA Receipt and Status XML string, which contains fee estimates and the filing ID we have assigned.

REMARKS

Not all counties participate in UCC eFiling. You may want to check to make sure that a given county participates before submission.

Only single UCCs can be submitted per call. If multiple Document/Record elements are present in the filing XML the system will return an error.

The submitted XML string defaults to being parsed as UTF-8 by the eFile system. If you are using a different encoding type (i.e. UTF-16), you must specify this in your XML declaration.

After submission, all UCCs enter the system in the awaiting payment status. Payment will need to be authorized for the UCC before it is put into awaiting clerk review and the county can see the UCC in their processing queue.

ERRORS AND SERVICE INTERRUPTIONS

All errors will cause a SOAP fault envelope in the response to the client. Please check your framework documentation to determine how your application will interpret the fault envelope. Errors can be caused by a wide range of issues, but they are generally broken down into client errors and server errors.

The fault envelope consists of a fault code, an actor, and a detail element.

The fault code will indicate whether the error was processed as a client or server fault. Client faults indicate something that was wrong with the submission in some way. This can be invalid credentials or authorization, a problem validating or parsing input parameters, or similar. If a client fault is created, then resubmission without changing the problem value will almost certainly lead to the same fault being created.

Server fault codes include things like database timeouts, IO errors, and other server faults that the client has no control over. In most cases, waiting a time and then attempting the call again will produce different results in the case of server faults.

The fault actor is the piece of code that caused the error. In almost all cases, this will be the calling web method.

The fault detail element is an XML string that contains basic information about the error that the client can parse for error information. For example, the error "Invalid username or password" would be found in the detail element. The XML string will also contain an error code specific to the GSCCCA UCC eFiling system which if provided can help us track the problem. Sometimes different errors will return the same error messages but different codes. In those cases, the code becomes useful for tracking down exactly what the issue may be.

It is highly recommended that the caller log all pertinent SOAP fault data in order to help troubleshoot any issues that users may experience.

DATA AND IMAGE REQUIREMENTS

For initial implementation of the UCC eFile API, Level-2 transfer has been implemented. While UCC data is transferred via XML, **the official document is the attached PDF**. That PDF is what is to be considered the UCC document by the county, and all acceptances and rejections are based on the PDF and not the XML data. The stamped PDF is then the official UCC recorded document, regardless of what data may be found in the XML even if it is contradictory. **Counties who process UCCs through the GSCCCA website will not see the filing XML.**

You can find valid form fillable PDFs on the GSCCCA website here: https://www.gsccca.org/file/ucc-forms - if you generate UCC PDFs using your system please ensure that they conform to the official UCC forms listed.

The submission XML data will be validated against a modified IACA File XML schema. The XSD for this schema can be found on our implementer's page at https://efile.gsccca.org/implementers.aspx. Please familiarize yourself with this schema. Documentation for XML requirements, including how the element data is used and data length requirements are also found on the implementer's page.