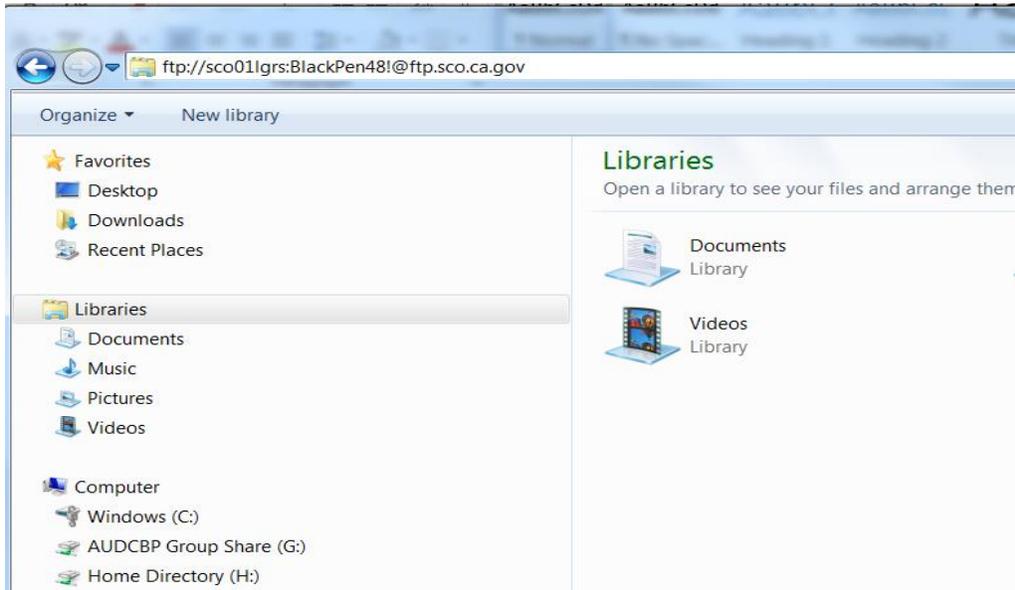


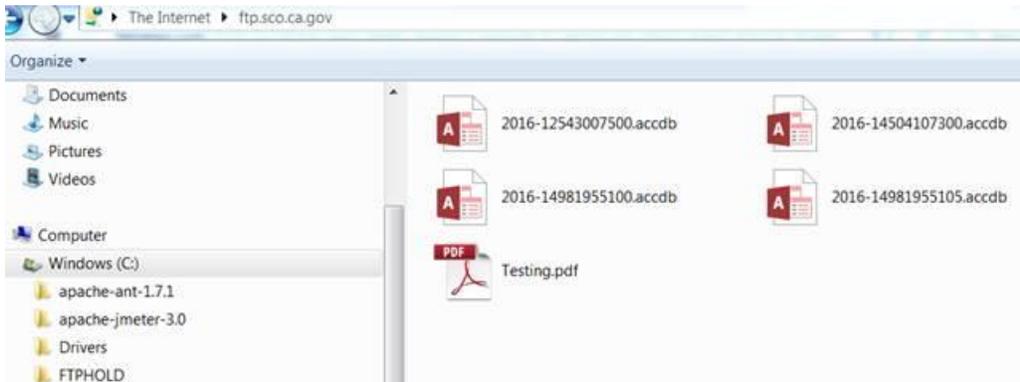
10/26/16

**Revised Electronic Filing (FTP) for Annual Street Report (ASR)/ Annual Road Report (ARR)**

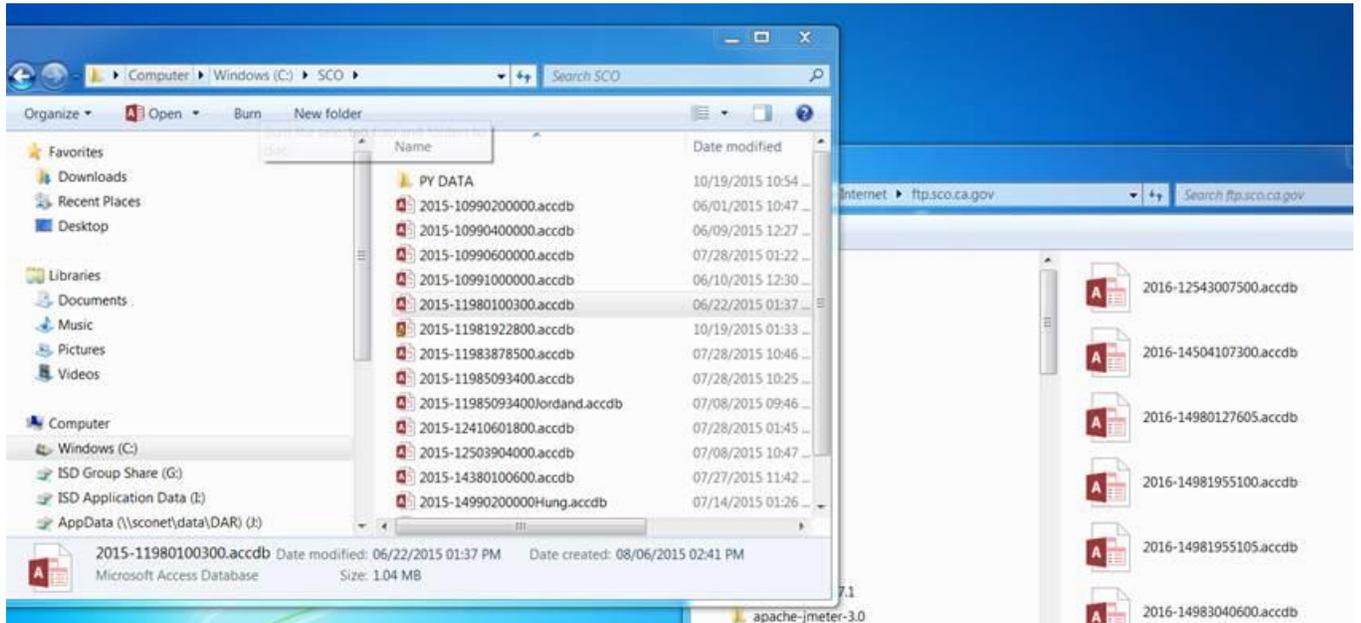
1. Please use **Window Explorer** instead of Internet Explorer. And type or copy this link: <ftp://sco01lgrs:BlackPen48!@ftp.sco.ca.gov> into your Windows browser



2) You are now in the FTP site.



3) Open the SCO folder in the C drive and copy the Microsoft Access File (output file name....20xx-1798xxxxxx.accdb or 20xx-1899xxxxxx.accdb) and paste it to the FTP site.



4) You may close Window Explorer once the file has been copied over (your file has been submitted at this point).