



Customer Enrollment Form

Hazmat 5800 XML Secure File Transfer Protocol (sFTP) Submission

Each organization filing incident reports must register with PHMSA to obtain an organization-specific sFTP account prior to submitting XML files.

To set up the account the following information is required:

Company Name	
Company Street Address	
Company City, State, Postal Code	
Transmitting computer/server IP address ¹	
Primary contact name of individual responsible for XML file submissions	
Primary contact phone of individual responsible for XML file submissions	
Primary contact e-mail of individual responsible for XML file submissions. ²	
Secondary contact name supporting XML file Submissions	
Secondary contact phone supporting XML file submissions	
Secondary contact e-mail supporting XML file submissions	

Upon receipt of this information, the SFTP account will be created and a PHMSA specialist will contact the above individual(s) with the account details.

For additional details, please contact OHMS Operation System Division via email: HMRequests@dot.gov or call 202-366-8969

¹ Multiple IP addresses can be provided using the “:” delimiter

² Please make sure the email address is valid. All correspondence such as Account Details, password expiration notifications etc. related to the account will use the primary contact email address.