

# FTP.COMMPORT.COM Upgrade

## Testing Instructions

Commport is planning an important upgrade to our FTP server at **ftp.commport.com**. This upgrade will be taking place on **Saturday, March 6, 2021**.

This document provides instructions on how to test your ftp process against the new ftp server in advance of the upgrade.

1. Connect to [ftptest.commport.com](ftp://ftptest.commport.com)
  - a. If you need to open your firewall the IP is 199.245.189.196 with standard ftp ports
  - b. Use same credentials as you use for [ftp.commport.com](ftp://ftp.commport.com)
2. Once you login, you will be in the download folder
  - a. Download and delete the file “testdownload.edi”
3. Change to your “mailin” folder and upload a file to us
  - a. This file will be removed from your mailin folder
4. Logout – Test Complete

If you experience any issues or need assistance in completing this test, please contact [support@commport.com](mailto:support@commport.com).